

**HOPEWELL TOWNSHIP
BOARD OF SUPERVISORS
REORGANIZATION MEETING
JANUARY 06, 2025, 6:30 P.M.**

Pledge of Allegiance

All meetings are voice recorded for administrative purposes.

Meeting called to order at 6:30 p.m. by Chairperson Mary Rush.

Roll Call:

Present: Chairperson Mary Rush, Vice Chairman Donald Kearns, Supervisor John Miller, and Secretary/Treasurer Andrea White. Zoning/Code Enforcement Officer Mark Gordon and Solicitor Dennis Makel absent.

Public Comments:

No public comments

- Appoint Temporary Secretary for portion of the Reorganization meeting:
Motion to appoint John Miller to serve as Secretary for this portion of the Reorganization Meeting.
Motion: John Miller, 2nd Donald Kearns
Vote: Kearns - Yes
Rush – Yes
Miller - Yes

- Appoint Chairman for Hopewell Township Board of Supervisors for 2025:
Motion to appoint John Miller Chairperson for the Hopewell Township Board of Supervisors for 2025.
Motion: Mary Rush, 2nd Donald Kearns
Vote: Kearns - Yes
Rush – Yes
Miller - Yes

- Appoint Vice Chairman for Hopewell Township Board of Supervisors for 2025:
Motion to appoint Donald Kearns Vice Chairman for the Hopewell Township Board of Supervisors for 2025.
Motion: John Miller, 2nd Mary Rush
Vote: Kearns - Yes
Rush – Yes
Miller - Yes

- Declare Board of Supervisors duly constituted for 2025:
Motion to declare the Board of Supervisors for Hopewell Township duly constituted for 2025.
 Motion: John Miller, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes
- Appoint Secretary/Treasurer for 2025:
Motion to appoint Andrea White Secretary/Treasurer for Hopewell Township for 2025. Andrea White’s position is considered a permanent part time position.
 Motion: John Miller, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes
- Bond for Treasurer for 2025:
Motion to approve bonding and payment of the bond for the Secretary/Treasurer in the amount of \$3,500,000.00 for the year 2025.
 Motion: John Miller, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes
- Bond for Elected Tax Collector for 2025:
Motion to approve bonding and payment of the bond for the Elected Tax Collector in the amount of thirty (30%) percent of the estimated amount of collections for Beverly Paul.
 Motion: John Miller, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes
- Appoint Township Depository for 2025:
Motion to appoint Washington Financial Bank as the Township Depository for 2025 and to authorize the Secretary/Treasurer to transfer funds as needed.
 Motion: John Miller, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- Appoint Township Roadmaster for 2025:
Motion to appoint Donald Kearns as the Township Roadmaster for 2025.
 Motion: John Miller, 2nd Mary Rush
 Vote: Kearns - Yes
 Rush – Yes
 Miller - Yes

- Appoint Township Assistant Roadmaster for 2025:
Motion to appoint John Miller as the Assistant Roadmaster for 2025.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- Appoint Open Records Officer for 2025:
Motion to appoint Secretary/Treasurer Andrea White as the Township Open Records Officer for 2025.
 Motion: John Miller, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- Appoint Solicitor for 2025:
Motion to appoint Dennis Makel and Associates as the Solicitor for 2025.
 Motion: John Miller, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- Appoint Wage & EIT Tax Collector for 2025:
Motion to appoint Keystone Collections as the Township's Wage and EIT Tax Collector for 2025.
 Motion: John Miller, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- Appoint CPA for the 2024 Financial Audit:
Motion to appoint Palermo Kissinger and Associates by Resolution to perform the annual financial audit in place of the elected auditors for the year 2024.
 Motion: John Miller, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- Appoint Engineer for 2025:
Motion to appoint McMillen Engineering as the Township Engineer for 2025.
 Motion: John Miller, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- Appoint third party UCC Building Code Official for 2025:
Motion to appoint McMillen Engineering as the Township third party UCC Building Code Official for 2025.
 Motion: John Miller, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- Appoint Zoning Officer for 2025:
Motion to appoint Mark Gordon the Township Zoning Officer for 2025.
 Motion: John Miller, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- Appoint Code Enforcement Officer / Department of Code Enforcement Head for 2025:
Motion to appoint Mark Gordon the Township Code Enforcement Officer and Department Head of the Hopewell Township Department of Code Enforcement for 2025.
 Motion: John Miller, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- Appoint Township Floodplain Administrator for 2025:
Motion to appoint John Miller the Township Floodplain Administrator for 2025
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller - Yes

- Appoint Representative to serve on the Vacancy Board for 2025:
Motion to appoint Richard Bednarski to serve on the Vacancy Board for 2025.
 Motion: John Miller, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- Set mileage reimbursement for 2025:
Motion set the Township mileage reimbursement at the Federal mileage rate for 2025.
 Motion: John Miller, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- Set Regular Meeting dates and times for 2025:
Motion to hold the Regular Meetings in the year 2025 on the second Monday of each month at 7:00 p.m. with the exception of January and October, whereas the January regular meeting was advertised and held immediately following the Township Reorganization Meeting on January 06, 2025, and the October 2025 regular meeting will be held on October 20, 2025, at 7:00 p.m. The Township Planning Commission Meetings will be held on the second Monday of each month at 6:00 p.m. as needed. Budget Workshop Meetings will be held on Monday, October 20, 2025, at 6:00 p.m. and Monday, November 10, 2025, at 6:30 p.m. All meetings will be held at the Hopewell Township Municipal Building, 20 Parkview Road, Avella, PA 15312. The Township Office will be closed on all Public Holidays observed by the Federal Government and Good Friday, Primary Election Day, General Election Day, the Day after Thanksgiving, Christmas Eve and New Year’s Eve.
 Motion: John Miller, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- Set Budget Workshop Meeting dates and times for 2025:
Motion to hold Budget Workshop Meetings on Monday, October 20, 2025, at 6:00 p.m. and Monday, November 10, 2025, at 6:30 p.m.
 Motion: John Miller, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes
- Set Planning Commission Meeting dates and times for 2025:
Motion to hold Planning Commission Meetings on an as needed basis only on the second Monday of each Month at 6:00 p.m.
 Motion: John Miller, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes
- Holidays and Days the Township Administrative Office will close in 2025:
Motion that the Township office will be closed on all Public Holidays observed by the Federal Government and Good Friday, Primary Election Day, General Election Day, the Day after Thanksgiving, Christmas Eve and New Year’s Eve.
 Motion: John Miller, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes
- Advertise Meeting dates and times and days Township Administrative Office is closed for 2025:
Motion to advertise the Regular Monthly Meetings and times and Budget Workshop Meetings and times for the year 2025, Planning Commission Meeting dates and times for the year 2025 and Holidays and Days the Township Administrative Office will be closed in 2025.
 Motion: John Miller, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes
- Appoint a Voting Delegate to State Convention for 2025:
Motion to appoint John Miller as the Voting Delegate to the State Convention for 2025.
 Motion: Donald Kearns, 2nd Mary Rush
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- Set the 2025 pay and wages:
Motion to continue bi-weekly pay paid on Fridays and to set and confirm the 2025 wages as follows:
Road Employee Martin Ward - \$23.75 per hour – increase \$24.25 per hour
Road Employee Craig Wolf – \$26.75 per hour – increase \$27.25 per hour
Temporary Skilled Labor - \$17.00 per hour – remain \$17.00 per hour
Temporary Un-skilled Labor - \$14.00 per hour – remain \$14.00 per hour
Temporary Snow Plowing - \$17.00 per hour – remain \$17.00 per hour
Secretary/Treasurer – \$29.00 per hour – increase/remain \$29.50 per hour
Zoning/Code Enforcement Officer (Appointed Position) \$20.00 per hour, 5 hours per week plus \$20.00 hourly rate for Court appearances – remain to \$20.00 per hour, 5 hours per week plus \$20.00 hourly rate for Court appearances.
Motion to approve the aforementioned bi-weekly pay and wages for 2025.
Motion: Mary Rush, 2nd Donald Kearns
Vote: Kearns - Yes
Rush – Yes
Miller – Yes

- Recommendations to the Township Auditors for 2025:

Supervisor Pay as set per Ordinance:
Mary Rush per Ordinance 01-2019 of July 08, 2019
Donald Kearns per Ordinance 01-2019 of July 08, 2019
John Miller per Ordinance 01-2019 of July 08, 2019

Working Supervisor Pay as set by Board of Auditors:
Roadmaster Pay - \$250.00 per month – increase/remain at \$250.00
Assistant Roadmaster - \$17.00 per hour – increase/remain at \$17.00 per hour
Working Supervisor Pay Rate - \$17.00 per hour – increase/remain at \$17.00 per hour
Supervisor Cell Phone Reimbursement - \$25.00 per month

Motion to approve the aforementioned pay and reimbursement recommendations to the Elected Board of Auditors.
Motion: John Miller, 2nd Donald Kearns
Vote: Kearns - Yes
Rush – Yes
Miller - Yes

- Township Committees for 2025:

- Hopewell Township Planning Commission (4) Four Year Terms:

Motion to confirm the appointment of Cody Atkinson to the Planning Commission term ending December 31, 2027.

Motion: John Miller, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Abstain

Miller – Yes

Quorum Present, Motion Passed.

- The term for Tammy Moore ended December 31, 2024.

Motion to appoint Tammy Moore to the Planning Commission term ending December 31, 2028.

Motion: John Miller, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to confirm the appointment of David Rice to the Planning Commission for a term ending December 31, 2025.

Motion: John Miller, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- Hopewell Township Zoning Hearing Board (3) Three Year Terms:

Motion to confirm the appointment of Bonnie Woods to the Zoning Hearing Board term ending December 31, 2026.

Motion: John Miller, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- The term for Larry Keenan ended December 31, 2024.

Motion to appoint Larry Keenan to the Zoning Hearing Board term ending December 31, 2027.

Motion: Mary Rush, 2nd John Miller

Vote: Kearns – Abstain

Rush – Yes

Miller – Yes

Quorum Present, Motion Passed.

- William Black resigned from the Zoning Hearing Board in 2023. His term was to end on December 31, 2025.

Motion to appoint _____ to the Zoning Hearing Board to complete the remaining term left by the resignation of Mr. William Black.

This is tabled. No interested parties currently.

- Appoint Zoning Solicitor for 2025:

Motion to appoint Thomas P. Agrafiotis the Zoning Solicitor for the year 2025.

Motion: John Miller, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- Hopewell Township Elected Auditors for 2025:

The Municipal Election for 2023 included two positions open for Elected Auditors on the Ballot. One Elected Auditor for a 4-year term and one Elected Auditor for a 6-year term.

Brienne Westphal and Donald Mark Brownlee were appointed January 2022 to fill vacancies of Elected Auditors until the time the terms begin for Auditors elected at the next Municipal Election. The Municipal Election was held in 2023.

Motion to reappoint Mark Brownlee to fill the vacancy of an Elected Auditor until the time a term begins for an Auditor elected at the next Municipal Election.

Motion: John Miller, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Derrick Carlisle – Elected in 2023 for a six-year term ending December 31, 2029

Rachelle Teller – Elected in 2021 for a four-year term ending December 31, 2025

- Regional UCC Appeals Board Member for 2025:
Motion to appoint Dennis Slaney as the Regional UCC Appeals Board for 2025.
 Motion: John Miller, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- Hopewell Township Emergency Management Director for 2025:
 Motion to appoint _____ as the Hopewell Township Emergency Management Director for 2025.
 This will be tabled. No interested parties currently.

- Hopewell Township Delegate and Alternate Delegate to the Washington County Tax Collection Committee for 2025:
Motion to appoint John Miller as the Delegate and Donald Kearns as the Alternate Delegate to the Washington County Tax Collection Committee for 2025.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- Avella Area Library Representative for 2025:
Motion to appoint John Mark Scott as the Avella Area Library Representative for 2025.
 Motion: John Miller, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Abstain
 Miller – Yes
 Quorum Present, Motion Passed.

- Hopewell Township PMRS Chief Administrative Officer (CAO) for 2025:
Motion to appoint Andrea White as the Township’s PMRS Chief Administrative Officer (CAO) for 2025.
 Motion: John Miller, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- Primary contact for the PSATS CDL Program for 2025:
Motion to appoint Andrea White as the primary contact for the Township’s PSATS CDL program for 2025.
 Motion: John Miller, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- Appoint Members of the Township Agricultural Security Area Advisory Committee. (Three active farmers, one township citizen and one member of the governing body.):

Motion to reappoint three active farmers, Mike Kearns, Ryan Newman, and Tim Rush to the ASA Advisory Committee for 2025.
 Motion: John Miller, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- **Motion** to reappoint one township citizen, Lois Miller, to the ASA Advisory Committee for 2025.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Abstain
 Quorum Present, Motion Passed.

- **Motion** to reappoint Donald Kearns to serve as the Chairman of the ASA Advisory Committee for 2025.
 Motion: John Miller, 2nd Mary Rush
 Vote: Kearns - Abstain
 Rush – Yes
 Miller – Yes
 Quorum Present, Motion Passed.

- Appoint Township Sewage Enforcement Officer:
Motion to appoint the Washington County Sewage Council as the Township’s Sewage Enforcement Officer for 2025.
 Motion: John Miller, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- Appoint Delegate to the Washington County Sewage Council for 2025:
Motion to appoint Donald Kearns Delegate to the Washington County Sewage Council for 2025.
Motion: John Miller, 2nd Mary Rush
Vote: Kearns - Yes
Rush – Yes
Miller – Yes
- Advertise vacant positions:
Motion to advertise any positions that become vacant throughout the year 2025.
Motion: John Miller, 2nd Donald Kearns
Vote: Kearns - Yes
Rush – Yes
Miller – Yes

Adjournment:

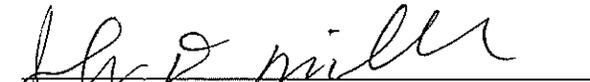
Motion to adjourn the Reorganization Meeting at 7:02 p.m.
Motion: John Miller, 2nd Donald Kearns
Vote: Kearns - Yes
Rush – Yes
Miller – Yes

Respectfully Submitted,



Andrea L. White
Secretary/Treasurer

Seal



John Miller, Chairman

**HOPEWELL TOWNSHIP
BOARD OF SUPERVISORS
BUSINESS MEETING
JANUARY 06, 2025, 7:00 P.M.**

Pledge of Allegiance

All meetings are voice recorded for administrative purposes.

Meeting called to order at 7:04 p.m. by Chairperson John Miller.

Roll Call:

Present: Chairperson John Miller, Vice Chairman Donald Kearns, Supervisor Mary Rush, Zoning/Code Enforcement Officer Mark Gordon present by phone, and Secretary/Treasurer Andrea White. Solicitor Dennis Makel absent.

Public Comments:

No Public Comments

Minutes:

Motion to accept the minutes of the regular monthly December 09, 2024, regular business meeting.

Motion: John Miller, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Zoning Report: Mark Gordon

- 77 Linnwood Drive – Property transfer without dye test. A hearing was held on January 06, 2025, at 2:00 p.m. regarding this issue. Status of lien.

The property owner pled guilty, and he was fined \$250.00 by the judge. Mr. Gordon recommends liening the property for \$500.00. Mr. Gordon also recommends getting the Sewage Council involved.

Motion to lien the property for \$500.00.

Motion: John Miller, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- 2133 Brush Run Road – The demolition of the property has been advertised for bid and the Redevelopment Authority will open bids on January 10, 2025.

**HOPEWELL TOWNSHIP
BOARD OF SUPERVISORS
BUSINESS MEETING
01/06/2025**

Pledge of Allegiance

All meetings are voice recorded for administrative purposes.

Meeting called to order at 7:04 p.m. by Chairman John Miller.

Roll Call:

Present: Chairman John Miller, Vice Chairman Donald Kearns, Supervisor Mary Rush, Zoning/Code Enforcement Officer Mark Gordon present by phone, and Secretary/Treasurer Andrea White. Solicitor Dennis Makel absent.

Public Comments:

No Public Comments

Minutes:

Motion to accept the minutes of the regular monthly December 09, 2024, regular business meeting.

Motion: John Miller, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Zoning Report: Mark Gordon

- 77 Linnwood Drive – Property transfer without dye test. A hearing was held on January 06, 2025, at 2:00 p.m. regarding this issue. Status of lien.

The property owner pled guilty, and he was fined \$250.00 by the judge. Mr. Gordon recommends liening the property for \$500.00. Mr. Gordon also recommends getting the Sewage Council involved.

Motion to lien the property for \$500.00.

Motion: John Miller, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- 2133 Brush Run Road – The demolition of the property has been advertised for bid and the Redevelopment Authority will open bids on January 10, 2025.

- The Hopewell Township Zoning Hearing Board's Annual Reorganization Meeting will be held on Tuesday, January 07, 2025, at 6:30 p.m.

Engineer Report:

- Fox Road Stabilization, Cherry Road Stabilization and Possum Hollow Road Stabilization Multimodal Transportation Fund Grants.
No decision made as of January 2025.
- Municipal Building - McMillen Engineering found an approved vendor through Sourcewell that will look at what we have done on the building (to date) and provide an estimated cost through the Sourcewell program. McMillen was meeting with a contractor through Sourcewell in December 2024 to obtain more information.
McMillen provided a revised cost estimate with the building through the Sourcewell program.
- Hoop Building – The township can work with an approved vendor through Sourcewell to get an estimated cost.
- Statewide Local Share Grant Application
The LSA decision will be in September 2025 at the earliest.

Road Report:

- Possum Hollow Road – Wet spot concerns – Status of the Potholing
It is still wet, but it is draining.
- Washington County Joint Purchasing Council 2025-2026:
Motion to adopt a resolution of Hopewell Township, Washington County, Pennsylvania authorizing participation in the Washington County Joint Purchasing Council for the 2025-2026 contract year.
Motion: Donald Kearns, 2nd Mary Rush
Vote: Kearns - Yes
Rush – Yes
Miller – Yes
- Co-Stars Salt Contract 2025-2026:
Motion to adopt a resolution of Hopewell Township, Washington County, Pennsylvania to continue and renew participation in the CO-STARS salt contract for 2025-2026.
Motion: Donald Kearns, 2nd John Miller
Vote: Kearns - Yes
Rush – Yes
Miller – Yes

- 2025 Tar and Chipping and 2025 Road Materials:

Motion to advertise for sealed proposals for road materials (amounts provided by Roadmaster) subject to the proposals being submitted by 1:00 p.m. on Thursday, March 06, 2025, with the submitted bids to be opened and awarded on Monday, March 10, 2025, at 7:00 p.m.

Motion: Donald Kearns, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Financial Report: File for review by Auditors

- Bank Reconciliations - Supervisors to review and initial off
- Time Sheets – Supervisors to review and initial off
- Bills: Review of bill list as presented

Motion to pay the bills to be found true and correct.

Motion: John Miller, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- The Hopewell Township Elected Auditor’s Annual Reorganization Meeting will be held on Tuesday, January 07, 2025, at 6:00 p.m.

- Impact Fee to General Fund Transfer Resolution:

Motion to adopt a Resolution authorizing the transfer of monthly Impact fee interest earned on account in 2025 to the General Fund for General Purposes for the year 2025.

Motion: John Miller, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- Pre-Postage envelopes for the Tax Collector for 2025

Motion to approve the purchase of pre-postage envelopes for the Tax Collector for the 2025 Tax Bills.

Motion: John Miller 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to include a card in the 2025 tax bills announcing a Community Yard Sale to be held in May at the township property.

Motion: John Miller, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Planning Commission:

- The Township's Planning Commission Reorganization Meeting will be held on Tuesday, January 07, 2025, at 6:15 p.m.

Solicitors Report:

- Zoning Ordinance Amendment(s) – Solar Ordinance
Motion to adopt the Solar Ordinance Zoning Amendment as presented.
Motion: John Miller, 2nd Donald Kearns
Vote: Kearns - Yes
Rush – Yes
Miller – Yes
- Range Resources - HHA agreement
Range Resources has been informed that the township will use the township's HHA agreement and will not make further changes to the agreement.
The township office will request the Solicitor's office to forward HHA Agreements to Range for all the roads.
- PennDOT regarding the Farrar School Slip and resurfacing of Farrar School Road.
No update.
- 283 Fox Road Foreclosure Property – The Board would like to require the structure and existing sewage system be demolished and a perc test required should the seller/buyer wish to construct a residence on the property.
- Discussion and Motion of options available for the property transfer of foreclosed property in disrepair on Fox Road where a dye test cannot be performed.
This will be tabled. There has been no update.

Correspondence Review and Discussion:

Old Business:

- Correspondence was received from Allegheny Health Network regarding Canonsburg Ambulance Service Consideration of Coverage.
This issue will be between Ambulance and Chair and the WMVFD.

New Business:

- Engineer Fee Schedule
Motion to approve the 2025 Residential Building Permit Fees as presented by the Township Engineer and Building Code Official.
Motion: John Miller 2nd Donald Kearns
Vote: Kearns - Yes
Rush – Yes
Miller – Yes

- Review of Township Fee Schedule:

Motion to amend the township fee schedule and/or add fees on the Township Fee Schedule.

Motion: John Miller 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- 2025 PSATS Educational Conference & Exhibit Show May 04-07, 2025.

Motion to approve the attendance of all Supervisors and the Township Secretary/Treasurer at the 2025 PSATS Conference.

Motion: John Miller 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to approve reimbursement of any allowable expenses of the Board of Supervisors and the Township’s Secretary/Treasurer including payment for lodging for the 2025 PSATS Conference from the evening of Saturday, May 03, 2025, to the morning of Wednesday, May 07, 2025, the reimbursement of mileage in relation to the conference at the Federal Mileage Rate and a \$50.00 stipend per day (3 days).

Motion: John Miller 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to pay the Secretary/Treasurer at the regular hourly rate and normal work hours (6 hours per day) May 05th, 06th, and 07th while attending the PSATS Conference.

Motion: John Miller 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- The 2024 Statement of Financial Interest forms are due May 01, 2025.

- Avella Public Library

Motion to donate \$1,000.00 to the Avella Public Library.

Motion: John Miller 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- West Middletown VFD

Motion to approve the continued monthly payments to PA American Water for the Fire Department's sprinkler system and monthly payments to Everon for the Fire Departments fire monitoring system for 2025 paid from the Municipal Shares Account.

These payments are currently \$296.90 and \$122.81 respectively.

Motion: John Miller 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- Remote Work

Motion to authorize Mary Rush to approve remote work for the township Secretary/Treasurer as necessary.

Motion: John Miller 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Adjournment:

Motion to adjourn the meeting at 7:34 p.m.

Motion: John Miller 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

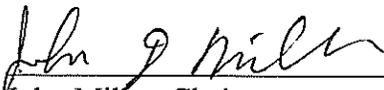
Miller – Yes

Respectfully Submitted,



Andrea L. White
Secretary/Treasurer

Seal



John Miller, Chairman

HOPEWELL TOWNSHIP WASHINGTON FINANCIAL
WASHINGTON FINANCIAL

12/31/2024

<u>Account</u>	<u>Balance Total</u>
GENERAL FUND	\$ 45,796.78
REAL ESTATE ACCOUNT	\$ 2,013.60
MUNICIPAL SHARES FUND	\$ 174,581.84
ESCROW ACCOUNT	\$ 33,092.33
STATE FUNDS	\$ 131,659.82
IMPACT FEE	\$ 3,392,700.93
LOCAL FISCAL RECOVERY FUND	\$ -
TOTAL	\$ 3,779,845.30

5:54 PM

01/06/25

Cash Basis

Hopewell Township State Fund
Income/Expense Summary
December 2024

	<u>Dec 24</u>
Income	
340.00 · INTEREST, RENTS AND ROYALTIES	
341.00 · INTEREST EARNINGS	
341.01 · INTEREST ON CHECKING	498.10
Total 341.00 · INTEREST EARNINGS	<u>498.10</u>
Total 340.00 · INTEREST, RENTS AND ROYALTIES	498.10
Total Income	<u>498.10</u>
Gross Profit	498.10
Expense	<u>0.00</u>
Net Income	<u><u>498.10</u></u>

Hopewell Township
Bills Presented for Approval and Payment
As of January 6, 2025

Type	Date	Num	Due Date	Aging	Open Balance
CARDMEMBER SERVICE					
Bill	12/18/2024	12182024	12/18/2024	19	94.60
Bill	12/21/2024	12212024	12/21/2024	16	15.99
Bill	12/26/2024	12262024	12/26/2024	11	12.00
Bill	01/02/2025	116442	01/02/2025	4	40.00
Bill	12/26/2024	6102133248	01/15/2025		69.81
Total CARDMEMBER SERVICE					232.40
CINTAS					
Bill	12/31/2024	9302680324	01/30/2025		95.76
Total CINTAS					95.76
EBER & ASSOCIATES					
Bill	12/27/2024	2046	01/05/2025	1	550.00
Total EBER & ASSOCIATES					550.00
ELITE CLEAN TEAM, LLC.					
Bill	12/23/2024	12072024	01/22/2025		100.00
Bill	12/23/2024	12212024	01/22/2025		100.00
Total ELITE CLEAN TEAM, LLC.					200.00
EVERON, LLC					
Bill	11/26/2024	157222857	12/26/2024	11	122.81
Total EVERON, LLC					122.81
MAKEL AND ASSOCIATES, LLC					
Bill	01/03/2025	1974	01/31/2025		1,081.56
Total MAKEL AND ASSOCIATES, LLC					1,081.56
MCMILLEN ENGINEERING INC.					
Bill	12/05/2024	248488	12/05/2024	32	675.00
Bill	12/05/2024	248487	12/05/2024	32	262.50
Bill	12/06/2024	248496	12/06/2024	31	7,235.00
Total MCMILLEN ENGINEERING INC.					8,172.50
PENNSYLVANIA AMERICAN WATER					
Bill	12/17/2024	12172024	01/08/2025		296.90
Total PENNSYLVANIA AMERICAN WATER					296.90
PMRS					
Bill	01/01/2025	2025	01/01/2025	5	220.00
Total PMRS					220.00
PSATS					
Bill	12/09/2024	163270 20...	01/31/2025		691.00
Total PSATS					691.00
R & K DISPOSAL, INC					
Bill	12/02/2024	20251	01/01/2025	5	75.00
Total R & K DISPOSAL, INC					75.00
TOTAL					11,737.93

Hopewell Township Check Detail

December 9, 2024 through January 6, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check		01/06/2025	Ward, Martin T.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Check		01/06/2025	Wolf, Craig M.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Check		01/06/2025	Rush, Mary S.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check		01/06/2025	Kearns, Donald W.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check		01/06/2025	Miller, John D.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check		01/06/2025	Ward, Martin T.	100.010 · CHEC...		-50.00
				430.24 · OPERA...	-50.00	50.00
TOTAL					-50.00	50.00
Check		01/06/2025	Ward, Martin T.	100.010 · CHEC...		-100.00
				430.47 · ROAD ...	-100.00	100.00
TOTAL					-100.00	100.00
Bill Pm...	EFT	12/11/2024	PENNSYLVANIA AMERIC...	100.800 · MUNI...		-296.90
Bill	11192024	11/19/2024		411.55 · FIRE D...	-296.90	296.90
TOTAL					-296.90	296.90
Bill Pm...	EFT	12/24/2024	PENNSYLVANIA AMERIC...	100.800 · MUNI...		-662.94
Bill	12022024	12/02/2024		419.36 · PUBLIC...	-662.94	662.94
TOTAL					-662.94	662.94
Bill Pm...	EFT	12/11/2024	PITNEY BOWES / PURCH...	100.010 · CHEC...		-65.97
Bill	3320001...	11/23/2024		406.23 · POSTA...	-65.97	65.97
TOTAL					-65.97	65.97

Hopewell Township Check Detail

December 9, 2024 through January 6, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Liabilit...	EFT	12/31/2024	UPMC HEALTH PLAN	100.010 · CHEC...		-428.17
				222.00 · HEALT...	-428.17	428.17
TOTAL					-428.17	428.17
Bill Pm...	EFT	01/01/2025	UPMC HEALTH PLAN	100.010 · CHEC...		-2,817.51
Bill	01012025	12/10/2024		487.35 · GROUP...	-2,817.51	2,817.51
TOTAL					-2,817.51	2,817.51
Bill Pm...	EFT	12/26/2024	PITNEY BOWES / PURCH...	100.010 · CHEC...		-130.88
Bill	1026376...	11/06/2024		406.23 · POSTA...	-130.88	130.88
TOTAL					-130.88	130.88
Liabilit...	EFT	12/11/2024	PSATS TRUSTEES INSUR...	100.010 · CHEC...		-213.63
				214.03 · PSATS ...	-167.85	167.85
				214.02 · PSATS ...	-45.78	45.78
TOTAL					-213.63	213.63
Liabilit...	EFT	12/31/2024	COMM OF PA DEPARTM...	100.010 · CHEC...		-279.05
				217.00 · PA STA...	-279.05	279.05
TOTAL					-279.05	279.05
Liabilit...	EFT	12/31/2024	United States Treasury	100.010 · CHEC...		-3,649.70
				210.00 · FEDER...	-1,269.04	1,269.04
				211.00 · SOCIAL...	-964.72	964.72
				211.00 · SOCIAL...	-964.72	964.72
				213.00 · MEDIC...	-225.61	225.61
				213.00 · MEDIC...	-225.61	225.61
TOTAL					-3,649.70	3,649.70
Liabilit...	EFT	01/02/2025	PMRS	100.010 · CHEC...		-1,346.20
				214.01 · PMRS ...	-1,346.20	1,346.20
TOTAL					-1,346.20	1,346.20
Liabilit...	EFT	01/02/2025	PMRS	100.010 · CHEC...		-1,209.84
				214.00 · PMRS ...	-1,209.84	1,209.84
TOTAL					-1,209.84	1,209.84
Bill Pm...	EFT	12/27/2024	WEST PENN POWER	100.010 · CHEC...		-139.46
Bill	9515885...	12/12/2024		409.36 · BUILDI...	-139.46	139.46
TOTAL					-139.46	139.46

Hopewell Township
Check Detail
 December 9, 2024 through January 6, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pm...	EFT	12/26/2024	HICKORY TELEPHONE C...	100.010 · CHEC...		-74.16
Bill	10119409	12/01/2024		406.32 · OFFICE...	-74.16	74.16
TOTAL					-74.16	74.16
Bill Pm...	EFT	12/30/2024	CARDMEMBER SERVICE	100.010 · CHEC...		-332.52
Bill	9977282...	10/26/2024		406.32 · OFFICE...	-70.76	70.76
Bill	11202024	11/20/2024		406.21 · OFFICE...	-16.30	16.30
Bill	11262024	11/26/2024		406.32 · OFFICE...	-12.00	12.00
Bill	9926409...	11/27/2024		406.21 · OFFICE...	-48.28	48.28
Bill	116148	12/02/2024		406.37 · OFFICE...	-40.00	40.00
Bill	33342	12/02/2024		430.24 · OPERA...	-102.80	102.80
Bill	1138203...	12/04/2024		430.21 · ROAD ...	-42.38	42.38
TOTAL					-332.52	332.52
Check	1013	12/23/2024	WESTPHAL, ANDREW AN...	109 · ESCROW ...		-2,000.00
				255.16 · WESTP...	-2,000.00	2,000.00
TOTAL					-2,000.00	2,000.00
Bill Pm...	2288	12/09/2024	WEST MIDDLETOWN VFD	100.800 · MUNI...		-1,625.00
Bill	2024 4	12/09/2024		411.45 · FIRE P...	-1,625.00	1,625.00
TOTAL					-1,625.00	1,625.00
Check	16103	12/09/2024	Ward, Martin T.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Check	16104	12/09/2024	Wolf, Craig M.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Check	16105	12/09/2024	Rush, Mary S.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	16106	12/09/2024	Miller, John D.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	16107	12/09/2024	Kearns, Donald W.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00

Hopewell Township Check Detail

December 9, 2024 through January 6, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pm...	16108	12/09/2024	CINTAS	100.010 · CHEC...		-234.83
Bill	9290134...	09/30/2024		430.28 · SAFET...	-95.76	95.76
Bill	9298536...	11/30/2024		430.28 · SAFET...	-95.76	95.76
Bill	5242184...	12/02/2024		430.28 · SAFET...	-43.31	43.31
TOTAL					-234.83	234.83
Bill Pm...	16109	12/09/2024	ELITE CLEAN TEAM, LLC.	100.010 · CHEC...		-200.00
Bill	11092024	11/20/2024		409.31 · BUILDI...	-100.00	100.00
Bill	11232024	11/20/2024		409.31 · BUILDI...	-100.00	100.00
TOTAL					-200.00	200.00
Bill Pm...	16110	12/09/2024	Hill International Trucks, ...	100.010 · CHEC...		-135.18
Bill	104205097	12/03/2024		437.25 · REPAIR...	-135.18	135.18
TOTAL					-135.18	135.18
Bill Pm...	16111	12/09/2024	MAKEL AND ASSOCIATE...	100.010 · CHEC...		-1,710.41
Bill	1933	12/02/2024		404.31 · SOLICI...	-225.00	225.00
				404.31 · SOLICI...	-140.00	140.00
				404.31 · SOLICI...	-350.00	350.00
				404.31 · SOLICI...	-154.00	154.00
				404.31 · SOLICI...	-1.41	1.41
				404.31 · SOLICI...	-182.00	182.00
				404.31 · SOLICI...	-658.00	658.00
TOTAL					-1,710.41	1,710.41
Bill Pm...	16112	12/09/2024	MCMILLEN ENGINEERIN...	100.010 · CHEC...		-525.00
Bill	248458	11/21/2024		408.31 · ENGIN...	-525.00	525.00
TOTAL					-525.00	525.00
Bill Pm...	16113	12/09/2024	OBSERVER-REPORTER	100.010 · CHEC...		-362.84
Bill	19238	11/20/2024		406.34 · ADVER...	-221.12	221.12
Bill	19319	11/27/2024		414.34 · HEARI...	-141.72	141.72
TOTAL					-362.84	362.84

Hopewell Township Payroll Transactions December 9, 2024 through January 6, 2025

Date	Name	Num	Type	Memo	Account	Amount
COMM OF PA DEPARTMENT OF REVENUE PUC						
12/31/2024	COMM OF PA DEP...	EFT	Liability Check	1829 4561 PA...	100.010 · CHE...	-279.05
Total COMM OF PA DEPARTMENT OF REVENUE PUC						-279.05
PMRS						
01/02/2025	PMRS	EFT	Liability Check	63-096-5 N D...	100.010 · CHE...	-1,346.20
01/02/2025	PMRS	EFT	Liability Check	63-096-5 N D...	100.010 · CHE...	-1,209.84
Total PMRS						-2,556.04
PSATS TRUSTEES INSURANCE FUND						
12/11/2024	PSATS TRUSTEES ...	EFT	Liability Check	ACCOUNT 25...	100.010 · CHE...	-213.63
Total PSATS TRUSTEES INSURANCE FUND						-213.63
United States Treasury						
12/31/2024	United States Treas...	EFT	Liability Check	63-096-5 N 94...	100.010 · CHE...	-3,649.70
Total United States Treasury						-3,649.70
UPMC HEALTH PLAN						
12/31/2024	UPMC HEALTH PLAN	EFT	Liability Check	GROUP NO. ...	100.010 · CHE...	-428.17
Total UPMC HEALTH PLAN						-428.17
Gordon, Mark R.						
12/20/2024	Gordon, Mark R.	ACH	Paycheck	PP END 12/1...	100.010 · CHE...	-174.02
01/03/2025	Gordon, Mark R.	ACH	Paycheck	PP END 12/2...	100.010 · CHE...	-174.42
Total Gordon, Mark R.						-348.44
Kearns, Donald W.						
01/01/2025	Kearns, Donald W.	16114	Paycheck		100.010 · CHE...	-137.93
01/01/2025	Kearns, Donald W.	16118	Paycheck		100.010 · CHE...	-220.52
Total Kearns, Donald W.						-358.45
Miller, John D.						
01/01/2025	Miller, John D.	16115	Paycheck		100.010 · CHE...	-137.93
Total Miller, John D.						-137.93
Paul, Beverly R.						
01/01/2025	Paul, Beverly R.	16116	Paycheck		100.010 · CHE...	-276.98
Total Paul, Beverly R.						-276.98
Rush, Mary S.						
01/01/2025	Rush, Mary S.	16117	Paycheck		100.010 · CHE...	-137.93
Total Rush, Mary S.						-137.93
Ward, Martin T.						
12/20/2024	Ward, Martin T.	ACH	Paycheck	PP END 12/1...	100.010 · CHE...	-1,894.58
12/24/2024	Ward, Martin T.	ACH	Paycheck	2024 BONUS	100.010 · CHE...	-300.00
01/03/2025	Ward, Martin T.	ACH	Paycheck	PP END 12/2...	100.010 · CHE...	-945.80
Total Ward, Martin T.						-3,140.38
White, Andrea L.						
12/20/2024	White, Andrea L.	ACH	Paycheck	PP END 12/1...	100.010 · CHE...	-1,257.89
12/24/2024	White, Andrea L.	ACH	Paycheck	2024 BONUS	100.010 · CHE...	-300.00
01/03/2025	White, Andrea L.	ACH	Paycheck	PP END 12/2...	100.010 · CHE...	-588.54
Total White, Andrea L.						-2,146.43

5:52 PM

01/06/25

Hopewell Township
Payroll Transactions
December 9, 2024 through January 6, 2025

<u>Date</u>	<u>Name</u>	<u>Num</u>	<u>Type</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
Wolf, Craig M.						
12/20/2024	Wolf, Craig M.	ACH	Paycheck	PP END 12/1...	100.010 · CHE...	-1,524.59
12/24/2024	Wolf, Craig M.	ACH	Paycheck	2024 BONUS	100.010 · CHE...	-300.00
01/03/2025	Wolf, Craig M.	ACH	Paycheck	PP END 12/2...	100.010 · CHE...	-1,313.54
Total Wolf, Craig M.						-3,138.13
TOTAL						-16,811.26

Hopewell Township Income/Expense Report December 2024

	Dec 24
Income	
300-319 · TAXES	
310.20 · EARNED INCOME TAX	
310.21 · EARNED INCOME TAX CURRENT	5,784.37
310.22 · EARNED INCOME TAX PRIOR YEAR	400.00
310.23 · EARNED INCOME TAX DELINQUENT	1,000.00
Total 310.20 · EARNED INCOME TAX	7,184.37
310.50 · LOCAL SERVICES TAX	
310.51 · LOCAL SERVICES TAX CURRENT	495.02
Total 310.50 · LOCAL SERVICES TAX	495.02
Total 300-319 · TAXES	7,679.39
330.00 · FINES AND FORFEITS	
331.00 · FINES	
331.10 · COURT-DISTRICT MAGISTRATE	461.30
331.13 · STATE POLICE FINES	590.25
Total 331.00 · FINES	1,051.55
Total 330.00 · FINES AND FORFEITS	1,051.55
340.00 · INTEREST, RENTS AND ROYALTIES	
341.00 · INTEREST EARNINGS	
341.01 · INTEREST ON CHECKING	
341.05 · INTEREST GENERAL FUND ACCOUNT	191.65
341.10 · INTEREST IMPACT FEE ACCOUNT	12,863.50
341.20 · INTEREST MUNICIPAL SHARES ACCOU	610.64
341.25 · INTEREST ESCROW ACCOUNT	130.85
Total 341.01 · INTEREST ON CHECKING	13,796.64
Total 341.00 · INTEREST EARNINGS	13,796.64
342.00 · RENTS AND ROYALTIES	
342.51 · ROYALTIES FROM NATURAL GAS	433.31
Total 342.00 · RENTS AND ROYALTIES	433.31
Total 340.00 · INTEREST, RENTS AND ROYALTIES	14,229.95
360-363 · CHARGES FOR SERVICES	
361.00 · GENERAL GOVERNMENT CHARGES	
361.30 · ZONING SUBDIVISION LAND DEV FEE	
361.31 · SUBDIVISION LAND DEV PLAN FEES	400.00
Total 361.30 · ZONING SUBDIVISION LAND DEV FEE	400.00
Total 361.00 · GENERAL GOVERNMENT CHARGES	400.00
363.00 · HIGHWAYS AND STREETS	
363.50 · CONTRACTED HIGHWAY AND STREET	
363.51 · CONTRACTED SNOW REMOVAL PENNDOT	20,670.11
363.52 · CONTRACTED SNOW REMOVAL W MIDL	4,000.00
Total 363.50 · CONTRACTED HIGHWAY AND STREET	24,670.11
Total 363.00 · HIGHWAYS AND STREETS	24,670.11
Total 360-363 · CHARGES FOR SERVICES	25,070.11

Hopewell Township Income/Expense Report December 2024

	Dec 24
395.00 · REFUNDS OF PRIOR YEAR EXPENDITU	
395.10 · REFUND INSURANCE PREMIUMS PRIOR	222.88
Total 395.00 · REFUNDS OF PRIOR YEAR EXPENDITU	222.88
Total Income	48,253.88
Gross Profit	48,253.88
Expense	
400-409 · GENERAL GOVERNMENT	
400.00 · LEGISLATIVE GOVERNING BODY	
400.05 · SUPERVISOR SALARY	468.75
400.10 · ROADMASTER WAGES - APPOINTED	250.00
400.32 · TELEPHONE AND WIRELESS	75.00
Total 400.00 · LEGISLATIVE GOVERNING BODY	793.75
403.00 · TAX COLLECTION	
403.05 · TAX COLLECTOR SALARY	313.75
Total 403.00 · TAX COLLECTION	313.75
403.31 · KEYSTONE COLLECTIONS COMMISSION	
404.00 · SOLICITOR / LEGAL SERVICES	270.92
404.31 · SOLICITOR PROFESSIONAL SERVICES	1,710.41
Total 404.00 · SOLICITOR / LEGAL SERVICES	1,710.41
405.00 · SECRETARY / CLERK / TREASURER	
405.15 · SECRETARY / TREASURER WAGE	2,832.06
405.17 · SEC/TREAS PAID TIME OFF	1,044.00
Total 405.00 · SECRETARY / CLERK / TREASURER	3,876.06
406.00 · OTHER GENERAL GOVERNMENT ADMIN	
406.21 · OFFICE SUPPLIES EXPENSE	322.93
406.23 · POSTAGE EXPENSE	296.85
406.32 · OFFICE TELEPHONE AND INTERNET	405.33
406.34 · ADVERTISING	576.02
406.37 · OFFICE EQUIPT MAINT AND SERVICE	80.00
Total 406.00 · OTHER GENERAL GOVERNMENT ADMIN	1,681.13
408.00 · ENGINEERING SERVICES	
408.31 · ENGINEERING SERVICES APPOINTED	525.00
Total 408.00 · ENGINEERING SERVICES	525.00
409.00 · GENERAL GOVERNMENT BUILDINGS	
409.24 · GENERAL OPERATING SUPPLIES	47.19
409.31 · BUILDING CLEANING SERVICES	200.00
409.36 · BUILDING ELECTRIC AND WATER	265.81
Total 409.00 · GENERAL GOVERNMENT BUILDINGS	513.00
Total 400-409 · GENERAL GOVERNMENT	9,684.02
410-419 · PUBLIC SAFETY	
411.00 · FIRE	
411.45 · FIRE PROTECTION CONTRACT	1,625.00
411.55 · FIRE DEPARTMENT DONATION	296.90
Total 411.00 · FIRE	1,921.90
414.00 · PLANNING AND ZONING	
414.10 · ZONING/CODE OFFICER APPOINTED	400.00
414.34 · HEARING COSTS	141.72
Total 414.00 · PLANNING AND ZONING	541.72

**Hopewell Township
Income/Expense Report
December 2024**

	Dec 24
419.00 · OTHER PUBLIC SAFETY	
419.36 · PUBLIC UTILITY SERVICES HYDRANT	662.94
Total 419.00 · OTHER PUBLIC SAFETY	662.94
Total 410-419 · PUBLIC SAFETY	3,126.56
430-439 · PUBLIC WORKS-HWYS ROADS STREET	
430.00 · ROAD DEPARTMENT	
430.12 · ROAD DEPARTMENT WAGE FULL TIME	7,459.59
430.17 · ROAD DEPARTMENT PAID TIME OFF	2,566.00
430.18 · ROAD DEPARTMENT OVERTIME	225.84
430.21 · ROAD DEPARTMENT OFFICE SUPPLIES	42.38
430.24 · OPERATING SUPPLIES PUBLIC WORKS	202.11
430.28 · SAFETY SUPPLIES	234.83
430.32 · ROAD DEPARTMENT CELL PHONES	50.00
Total 430.00 · ROAD DEPARTMENT	10,780.75
437.00 · REPAIRS OF TOOLS AND MACHINERY	
437.25 · REPAIRS AND MAINT SUPPLIES	135.18
Total 437.00 · REPAIRS OF TOOLS AND MACHINERY	135.18
Total 430-439 · PUBLIC WORKS-HWYS ROADS STREET	10,915.93
481-484 · EMPLOYER PD BFTS & WITHHOLDING	
481.00 · EMPLOYER PAID ITEMS	
481.10 · SOCIAL SECURITY - EMPLOYER PAID	964.72
481.20 · MEDICARE - EMPLOYER PAID	225.61
481.30 · PA UNEMPLOYMENT - EMPLOYER	37.80
Total 481.00 · EMPLOYER PAID ITEMS	1,228.13
483.00 · PENSION AND 457-B CONTRIBUTIONS	
483.19 · ROTH PLAN 457-B CONTRIBUTION	102.69
483.30 · NON-UNIFORM PENSION CONTRIBUTIO	1,209.84
Total 483.00 · PENSION AND 457-B CONTRIBUTIONS	1,312.53
Total 481-484 · EMPLOYER PD BFTS & WITHHOLDING	2,540.66
487.00 · HEALTH INSURANCE BENEFIT	
487.19 · OTHER GROUP INSURANCE BENEFITS	0.00
487.35 · GROUP HEALTH INSURANCE BENEFIT	2,566.80
Total 487.00 · HEALTH INSURANCE BENEFIT	2,566.80
Total Expense	28,833.97
Net Income	19,419.91

**HOPEWELL TOWNSHIP
PLANNING COMMISSION REORGANIZATION MEETING
WEDNESDAY, JANUARY 03, 2024, 6:15 P.M.**

Pledge of Allegiance:

All meetings are voice recorded for administrative purposes.

Meeting called to order at 6:15 p.m.

Roll Call:

Planning Commission Board members Cody Atkinson, Tammy Moore and David Rice present. Also, present Secretary/Treasurer Andrea White.

Public Comments:

None

- Appoint Planning Commission Chairman
Motion to appoint David Rice the Chairman of the Planning Commission.
Motion: Tammy Moore, 2nd Cody Atkinson
Vote: Atkinson - Yes
Moore – Yes
Rice – Yes

- Appoint Planning Commission Vice-Chairman
Motion to appoint Cody Atkinson the Vice Chairman of the Planning Commission.
Motion: Tammy Moore, 2nd David Rice
Vote: Atkinson - Yes
Moore – Yes
Rice – Yes

- Appoint Planning Commission Secretary
Motion to appoint Tammy Moore the Secretary of the Planning Commission.
Motion: David Rice, 2nd Cody Atkinson
Vote: Atkinson - Yes
Moore – Yes
Rice – Yes

Township Planning Commission Meetings will be held on an as needed basis on the second Monday of each month at 6:18 p.m.

**HOPEWELL TOWNSHIP
BOARD OF SUPERVISORS
BUSINESS MEETING
RESCHEDULED FOR
FEBRUARY 18, 2025, 4:00 P.M.
(ORIGINALLY SCHEDULED FOR FEBRUARY 10, 2025, 7:00 P.M.)**

Pledge of Allegiance

All meetings are voice recorded for administrative purposes.

Meeting called to order at 7:00 p.m. by Chairperson John Miller.

Roll Call:

Present: Chairperson John Miller, Vice Chairman Donald Kearns, Supervisor Mary Rush, Solicitor Dennis Makel and Secretary/Treasurer Andrea White. Zoning/Code Enforcement Officer Mark Gordon absent.

Public Comments:

Larry Keenan asked about what prompted the Board to consider a Solar Ordinance. The Solicitor and Mr. Keenan discussed different aspects of the Ordinance.

Minutes:

Motion to accept the minutes of January 06, 2025, Supervisor's annual reorganization meeting.

Motion: John Miller, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the minutes of January 06, 2025, Supervisor's regular monthly business meeting.

Motion: John Miller, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Zoning Report: Mark Gordon

- 77 Linnwood Drive – Property transfer without dye test.
A Lien has been filed against the property.
- 2133 Brush Run Road – The bid to demolish the property was awarded by the County Redevelopment Authority to W.J. Woodhouse, Jr. & Sons, Inc. for \$3,250.00.

Motion to approve the award of the bid for the demolition of the structure at 2133 Brush Run Road to W.J. Woodhouse, Jr. & Sons, Inc. for \$3,250.00.

Motion: John Miller, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the minutes of January 07, 2025, Zoning Hearing Board’s annual Reorganization Meeting.

Motion: John Miller, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Engineer Report:

- Fox Road Stabilization, Cherry Road Stabilization and Possum Hollow Road Stabilization Multimodal Transportation Fund Grants.
They have not received any information regarding decisions from the Commonwealth.
- Municipal Building - McMillen Engineering provided a revised cost for a Sourcewell building. Would the Board want to coordinate a meeting with a local vendor to discuss it further? The Board will hold off on this project until after the hoop building is complete.
- Hoop Building – The township can work with an approved vendor through Sourcewell to get an estimated cost.
Chris Morgan with Elemental Shelter Solutions attended the meeting. The Board discussed relocating the Hoop Building from its current location and erecting a larger hoop building at the current hoop building location. The Solicitor informed Mr. Morgan that there would be certain requirements that would have to be met including but not limited to bonding. McMillen Engineering will prepare a bid package and include the bond requirements and prevailing wage.

Vice Chairman Kearns asked the Engineer if there are any grants for equipment. Kim McMillen said that there are some grants upcoming later this year and there are also loans that can be applied for.

Road Report:

- Possum Hollow Road – Wet spot concerns – Status of the Potholing
Kim McMillen asked the location of the concern on the road. Mr. Kearns said it is about a mile and a quarter from Route 844.

- 2025 Tar and Chipping and 2025 Road Materials:

A motion was made at the January 06, 2025, monthly meeting to have the proposals submitted by 1:00 p.m. on Thursday, March 06, 2025. The date and time the proposals must be submitted will be amended.

Motion to amend the motion to advertise for sealed proposals for road materials (amounts provided by Roadmaster) subject to the proposals being submitted by 1:00 p.m. on Thursday, March 06, 2025, with the submitted bids to be opened and awarded on Monday, March 10, 2025, at 7:00 p.m. to subject to the proposals being submitted by 5:00 p.m. on Monday, March 10, 2025, with the submitted bids to be opened and awarded that same night at 7:00 p.m.

Motion: John Miller, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- Cheryl with Range Resources notified the township that they would be moving some trailers onto a site and would be sending the trailer fees to the township. To date, no trailer fees have been received. The Road Department noted that trailers had been moved onto a site. The Board verified that trailers have been placed on a site on Wotring Road. The township office will contact Range Resources for the trailer fees to be submitted.

Financial Report: File for review by Auditors

- Bank Reconciliations - Supervisors to review and initial off
- Time Sheets – Supervisors to review and initial off
- Bills: Review of bill list as presented

Motion to pay the bills to be found true and correct.

Motion: John Miller, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- Impact Fee to General Fund Transfer Resolution:

Motion to rescind a Resolution authorizing the transfer of monthly Impact fee interest earned on account in 2025 to the General Fund for General Purposes for the year 2025. The reporting requirements for the Impact Fee Fund make this type of transfer difficult to accurately report what the funds were used towards.

Motion: John Miller, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- The Board of Auditor's annual Reorganization Meeting was scheduled for and advertised to be held on Tuesday, January 07, 2025, at 6:00 p.m. The meeting was never called to order. Auditor Carlisle was present. Auditor Teller requested to participate via phone due to weather conditions. Auditor Brownlee was absent. Auditor Carlisle questioned the legality of Auditor Teller participating by phone, as a result, the meeting was not called to order and had to be rescheduled for Tuesday, January 14, 2025, at 8:00 p.m.

Motion to accept the minutes of the rescheduled January 14, 2025, Board of Auditor's annual Reorganization Meeting.

Motion: John Miller, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Planning Commission:

Motion to accept the minutes of January 07, 2025, Planning Commission's annual Reorganization meeting.

Motion: John Miller, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Solicitors' Report:

- Zoning Ordinance Amendment(s) – Solar Ordinance

The Ordinance was voted on at the January 06, 2025, meeting. It was thought that it had been advertised. The ordinance has not been advertised, as such, the motion made at the January 06, 2025, meeting is rescinded.

Is it necessary to hold any public meetings regarding the Zoning Amendment and/or meet with West Middletown Borough before advertising as the township Zoning Ordinance is a joint ordinance with the Borough.

- Discussion and Motion on action to be taken regarding the Zoning Ordinance Amendment – Solar Ordinance.

Motion to advertise for public hearing for March 10, 2025, at 7:00 p.m.

Motion: John Miller, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- Range Resources - HHA agreement

Range Resources has been informed that the township will use the township's HHA agreement and will not make further changes to the agreement.

The township has not received any agreements from Range Resources to date. The Solicitor will notify them that if they do not get current Road Maintenance agreements the Board may not permit travel to and from the well sites on township roads.

- PennDOT regarding the Farrar School Slip and resurfacing of Farrar School Road.
- 283 Fox Road Foreclosure Property – The Board would like to require the structure and existing sewage system be demolished and a perc test required should the seller/buyer wish to construct a residence on the property.

Since the last meeting, it has been discovered that the property was transferred without undergoing a dye test or obtaining a certificate of compliance from the township.

- Discussion and Motion of action to be taken regarding the transfer of 283 Fox Road property without undergoing a dye test and obtaining a certificate of compliance.

Motion to authorize the Solicitor to send a letter for the 283 Fox Road property for failure to have a dye test and Certificate of Compliance.

Motion: John Miller, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Correspondence Review and Discussion:

- The Township has been notified by Range Resources that they are starting to work on a Conditional Use application for a new well pad named Foltz Lowry.
- Range Resources would like to get a 911 address approved while they work on the application as they need the 911 address to start working on the PPC plan for the site.

Motion to approve the address of 720 Farrar School Road, Avella, PA 15312 for the proposed Foltz Lowry wellsite, parcel ID# 350-008-00-00-0008-00A.

Motion: John Miller, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Old Business:

- The 2024 Statement of Financial Interest forms are due May 01, 2025.

New Business:

- Avella Community Day:
- Rachel Welsh with Cross Creek Township contacted the township office to inquire if the township would have interest in participating in an Avella Community Day to be held on July 26, 2025. They are asking municipal counterparts if they would be willing to budget from their general fund for this event. According to her correspondence, it appears that West Middletown Boro and Independence Township are interested in participating.
- Discussion and Motion regarding participation in the proposed Avella Community Day.
Motion to not participate in the proposed Avella Community Day.
Motion: John Miller, 2nd Donald Kearns
Vote: Kearns - Yes
Rush – Yes
Miller – Yes
- Discussion and Motion regarding donating funds for the proposed Avella Community Day.
No motion needed; township is not participating.
- West Middletown VFD:
The township received the West Middletown Volunteer Firemen’s Relief Association Compliance Audit from the Department of the Auditor General Bureau of Fire Audits for the period January 01, 2021, to December 31, 2023. The audit contained 3 Noncompliance with prior audit recommendation findings:
 1. Failure to adhere to relief association bylaws and failure to segregate relief association officer’s duties.
 2. Failure to maintain a complete and accurate membership roster.
 3. Failure to obtain a Pennsylvania sales tax exemption number.
- Mr. Dan Amos owns an apartment building in the township. Mr. Amos attended a meeting last year and asked what the dye test requirements were to sell his building. He was informed that the building would have to undergo a dye test and if there were malfunctions, he would have to have them fixed before the sale of the property as per township ordinance. Mr. Amos has asked if a dye test is required if he wants to sell/transfer the property to a family member and/or his Stepbrother? The Solicitor stated that yes, he will need to have a dye test performed.

Adjournment:

Motion to adjourn the meeting at 4:54 p.m.

Motion: John Miller 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Respectfully Submitted,



Andrea L. White
Secretary/Treasurer

Seal



John Miller, Chairperson

HOPEWELL TOWNSHIP WASHINGTON FINANCIAL
WASHINGTON FINANCIAL

1/31/2024

<u>Account</u>	<u>Balance Total</u>
GENERAL FUND	\$ 50,701.74
REAL ESTATE ACCOUNT	\$ 2,011.53
MUNICIPAL SHARES FUND	\$ 153,423.13
ESCROW ACCOUNT	\$ 33,213.06
STATE FUNDS	\$ 132,140.16
IMPACT FEE	\$ 3,397,831.01
LOCAL FISCAL RECOVERY FUND	\$ -
TOTAL	\$ 3,769,320.63

11:39 AM

02/11/25

Hopewell Township State Fund
Bills Presented for approval and Payment
 As of February 10, 2025

Type	Date	Num	Name	Due Date	Aging	Open Balance
AMERICAN ROCK SALT LLC						
Bill	01/10/2025	0780047	AMERICAN ROCK ...	02/09/2025	1	5,879.91
Bill	01/23/2025	0784780	AMERICAN ROCK ...	02/22/2025		1,900.69
Bill	01/27/2025	0785836	AMERICAN ROCK ...	02/26/2025		1,787.92
Bill	01/27/2025	0785835	AMERICAN ROCK ...	02/26/2025		1,937.13
Total AMERICAN ROCK SALT LLC						11,505.65
TOTAL						11,505.65

11:40 AM

02/11/25

Cash Basis

Hopewell Township State Fund
Income/Expense Summary
 January 2025

	Jan 25
Income	
340.00 · INTEREST, RENTS AND ROYALTIES	
341.00 · INTEREST EARNINGS	
341.01 · INTEREST ON CHECKING	480.34
Total 341.00 · INTEREST EARNINGS	480.34
Total 340.00 · INTEREST, RENTS AND ROYALTIES	480.34
Total Income	480.34
Gross Profit	480.34
Expense	0.00
Net Income	480.34

Hopewell Township Bills Presented for Approval and Payment As of February 11, 2025

Type	Date	Num	Due Date	Aging	Open Balance
BRIGGS TIRE SERVICE LLC					
Bill	01/14/2025	162764	02/13/2025		235.00
Total BRIGGS TIRE SERVICE LLC					235.00
C.R. AUGENSTEIN INC.					
Bill	01/07/2025	23187	02/06/2025	5	1,380.15
Total C.R. AUGENSTEIN INC.					1,380.15
CARDMEMBER SERVICE					
Bill	01/09/2025	9927485003	01/09/2025	33	165.93
Bill	01/09/2025	116565	01/09/2025	33	525.00
Bill	01/10/2025	208645	01/10/2025	32	98.21
Bill	12/26/2024	6102133248	01/15/2025	27	69.81
Bill	01/21/2025	01212025	01/21/2025	21	15.99
Bill	01/26/2025	01262025	01/26/2025	16	12.00
Bill	01/26/2025	6104569463	01/26/2025	16	72.81
Bill	01/27/2025	210527051	01/27/2025	15	24.00
Bill	01/29/2025	727331	01/29/2025	13	15.08
Bill	01/30/2025	11329245...	01/30/2025	12	27.55
Bill	02/03/2025	116733	02/03/2025	8	40.00
Bill	02/04/2025	211977	02/04/2025	7	147.95
Bill	02/11/2025	5107394201	02/11/2025		80.55
Total CARDMEMBER SERVICE					1,294.88
CINTAS					
Bill	01/31/2025	9306952837	03/02/2025		95.76
Total CINTAS					95.76
COMDOC, INC.					
Bill	01/29/2025	6634667	02/28/2025		182.56
Total COMDOC, INC.					182.56
ELITE CLEAN TEAM, LLC.					
Bill	01/20/2025	01042025	02/19/2025		100.00
Bill	01/20/2025	01182025	02/19/2025		100.00
Total ELITE CLEAN TEAM, LLC.					200.00
EVERON, LLC					
Bill	12/26/2024	157556096	01/25/2025	17	122.81
Total EVERON, LLC					122.81
JW THOMAS & SON TRUCKING					
Bill	01/29/2025	0797	02/28/2025		40.00
Total JW THOMAS & SON TRUCKING					40.00
MAKEL AND ASSOCIATES, LLC					
Bill	02/03/2025	2017	03/05/2025		892.00
Total MAKEL AND ASSOCIATES, LLC					892.00
MCKEAN PLUMBING HEATING & SUPPLY CO., INC					
Bill	01/15/2025	35162	02/14/2025		149.95
Total MCKEAN PLUMBING HEATING & SUPPLY CO., INC					149.95
MCMILLEN ENGINEERING INC.					
Bill	01/07/2025	258571	01/07/2025	35	1,054.00
Bill	01/07/2025	258572	01/07/2025	35	127.50
Bill	01/07/2025	258573	01/07/2025	35	441.00
Total MCMILLEN ENGINEERING INC.					1,622.50

Hopewell Township
Bills Presented for Approval and Payment
 As of February 11, 2025

Type	Date	Num	Due Date	Aging	Open Balance
OBSERVER-REPORTER					
Bill	01/08/2025	19694	02/07/2025	4	260.82
Bill	01/10/2025	19803	02/09/2025	2	149.66
Total OBSERVER-REPORTER					410.48
PENNSYLVANIA AMERICAN WATER					
Bill	01/31/2025	01312025	02/24/2025		662.94
Total PENNSYLVANIA AMERICAN WATER					662.94
SATTERLEE RESOURCES					
Bill	01/06/2025	7002981	02/05/2025	6	1,880.56
Bill	02/07/2025	732264	03/09/2025		2,108.93
Total SATTERLEE RESOURCES					3,989.49
UPMC HEALTH PLAN					
Bill	01/10/2025	02012025	01/31/2025	11	3,073.85
Bill	02/10/2025	03012025	02/28/2025		2,945.68
Total UPMC HEALTH PLAN					6,019.53
TOTAL					17,298.05

Hopewell Township
Check Detail
 January 6 through February 11, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pm...	EFT	01/06/2025	PITNEY BOWES / PURCH...	100.010 · CHEC...		-130.88
Bill	1026376...	11/06/2024		406.23 · POSTA...	-130.88	130.88
TOTAL					-130.88	130.88
Liabilit...	EFT	01/10/2025	PSATS TRUSTEES INSUR...	100.010 · CHEC...		-265.59
				214.03 · PSATS ...	-208.68	208.68
				214.02 · PSATS ...	-56.91	56.91
TOTAL					-265.59	265.59
Liabilit...	EFT	01/10/2025	PSATS TRUSTEES INSUR...	100.010 · CHEC...		-92.24
				214.03 · PSATS ...	-92.24	92.24
TOTAL					-92.24	92.24
Liabilit...	EFT	01/10/2025	PSATS TRUSTEES INSUR...	100.010 · CHEC...		-25.16
				214.02 · PSATS ...	-25.16	25.16
TOTAL					-25.16	25.16
Liabilit...	EFT	02/03/2025	UPMC HEALTH PLAN	100.010 · CHEC...		-171.83
				222.00 · HEALT...	-171.83	171.83
TOTAL					-171.83	171.83
Liabilit...	EFT	01/22/2025	PSATS TRUSTEES INSUR...	100.010 · CHEC...		-165.71
				214.03 · PSATS ...	-130.20	130.20
				214.02 · PSATS ...	-35.51	35.51
TOTAL					-165.71	165.71
Liabilit...	EFT	01/10/2025	COMM OF PA DEPARTM...	100.010 · CHEC...		-187.86
				217.00 · PA STA...	-187.86	187.86
TOTAL					-187.86	187.86
Liabilit...	EFT	01/22/2025	KEYSTONE COLLECTIONS	100.010 · CHEC...		-445.75
				223.00 · LST TA...	-48.00	48.00
				212.00 · EIT TA...	-397.75	397.75
TOTAL					-445.75	445.75
Liabilit...	EFT	01/21/2025	PA UC FUND	100.010 · CHEC...		-226.04
				224.00 · PA UC ...	-26.02	26.02
				224.00 · PA UC ...	-200.02	200.02
TOTAL					-226.04	226.04

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02/12/25

Hopewell Township Check Detail January 6 through February 11, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Liabilit...	EFT	01/30/2025	COMM OF PA DEPARTM...	100.010 · CHEC...		-457.94
				217.00 · PA STA...	-457.94	457.94
TOTAL					-457.94	457.94
Liabilit...	EFT	02/03/2025	United States Treasury	100.010 · CHEC...		-4,408.12
				210.00 · FEDER...	-1,414.00	1,414.00
				211.00 · SOCIAL...	-1,213.30	1,213.30
				211.00 · SOCIAL...	-1,213.30	1,213.30
				213.00 · MEDIC...	-283.76	283.76
				213.00 · MEDIC...	-283.76	283.76
TOTAL					-4,408.12	4,408.12
Liabilit...	EFT	02/03/2025	PMRS	100.010 · CHEC...		-2,045.22
				214.01 · PMRS ...	-2,045.22	2,045.22
TOTAL					-2,045.22	2,045.22
Liabilit...	EFT	02/03/2025	PMRS	100.010 · CHEC...		-1,605.64
				214.00 · PMRS ...	-1,605.64	1,605.64
TOTAL					-1,605.64	1,605.64
Liabilit...	EFT	02/04/2025	PSATS TRUSTEES INSUR...	100.010 · CHEC...		-145.82
				214.03 · PSATS ...	-114.57	114.57
				214.02 · PSATS ...	-31.25	31.25
TOTAL					-145.82	145.82
Bill Pm...	EFT	01/27/2025	HICKORY TELEPHONE C...	100.010 · CHEC...		-74.36
Bill	10122284	01/01/2025		406.32 · OFFICE...	-74.36	74.36
TOTAL					-74.36	74.36
Bill Pm...	EFT	01/29/2025	WEST PENN POWER	100.010 · CHEC...		-181.55
Bill	9512942...	01/14/2025		409.36 · BUILDI...	-181.55	181.55
TOTAL					-181.55	181.55
Bill Pm...	EFT	01/30/2025	CARDMEMBER SERVICE	100.010 · CHEC...		-268.48
Bill	9979712...	11/26/2024		406.32 · OFFICE...	-105.58	105.58
Bill	12182024	12/18/2024		430.24 · OPERA...	-94.60	94.60
Bill	12212024	12/21/2024		406.32 · OFFICE...	-15.99	15.99
				406.32 · OFFICE...	-0.31	0.31
Bill	12262024	12/26/2024		406.32 · OFFICE...	-12.00	12.00
Bill	116442	01/02/2025		406.37 · OFFICE...	-40.00	40.00
TOTAL					-268.48	268.48
Bill Pm...	EFT	01/22/2025	PENNSYLVANIA AMERIC...	100.010 · CHEC...		0.00
TOTAL					0.00	0.00

Hopewell Township Check Detail January 6 through February 11, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pm...	EFT	01/22/2025	PENNSYLVANIA AMERIC...	100.800 · MUNI...		-662.94
Bill	12312024	12/31/2024		419.36 · PUBLIC...	-662.94	662.94
TOTAL					-662.94	662.94
Bill Pm...	EFT	02/07/2025	PENNSYLVANIA AMERIC...	100.800 · MUNI...		-296.90
Bill	0116202...	01/16/2025		411.55 · FIRE D...	-296.90	296.90
TOTAL					-296.90	296.90
Bill Pm...	EFT	01/08/2025	PENNSYLVANIA AMERIC...	100.800 · MUNI...		-296.90
Bill	1217202...	12/17/2024		411.55 · FIRE D...	-296.90	296.90
TOTAL					-296.90	296.90
Bill Pm...	EFT	02/03/2025	UPMC HEALTH PLAN	100.010 · CHEC...		-3,073.85
Bill	02012025	01/10/2025		487.35 · GROUP...	-3,073.85	3,073.85
TOTAL					-3,073.85	3,073.85
Bill Pm...	1077	01/06/2025	MCMILLEN ENGINEERIN...	100.100 · IMPAC...		-7,235.00
Bill	248496	12/06/2024		409.73 · MUNICI...	-7,235.00	7,235.00
TOTAL					-7,235.00	7,235.00
Bill Pm...	1078	02/10/2025	MCMILLEN ENGINEERIN...	100.100 · IMPAC...		-1,622.50
Bill	258571	01/07/2025		409.73 · MUNICI...	-1,054.00	1,054.00
Bill	258572	01/07/2025		409.73 · MUNICI...	-127.50	127.50
Bill	258573	01/07/2025		409.73 · MUNICI...	-441.00	441.00
TOTAL					-1,622.50	1,622.50
Bill Pm...	1079	02/11/2025	MCMILLEN ENGINEERIN...	100.100 · IMPAC...		-239.00
Bill	258633	02/05/2025		409.73 · MUNICI...	-239.00	239.00
TOTAL					-239.00	239.00
Bill Pm...	2289	01/06/2025	EVERON, LLC	100.800 · MUNI...		-122.81
Bill	157222857	11/26/2024		411.55 · FIRE D...	-122.81	122.81
TOTAL					-122.81	122.81
Bill Pm...	2290	02/10/2025	EVERON, LLC	100.800 · MUNI...		-122.81
Bill	157556096	12/26/2024		411.55 · FIRE D...	-122.81	122.81
TOTAL					-122.81	122.81

10:42 AM
02/12/25

Hopewell Township
Check Detail
January 6 through February 11, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pm...	2291	02/11/2025	EVERON, LLC	100.800 · MUNI...		-122.81
Bill	157892113	01/27/2025		411.55 · FIRE D...	-122.81	122.81
TOTAL					-122.81	122.81
Bill Pm...	2292	02/11/2025	Hill International Trucks, ...	100.800 · MUNI...		-3,211.05
Bill	115013602	01/17/2025		437.25 · REPAIR...	-1,226.05	1,226.05
				437.37 · REPAIR...	-1,985.00	1,985.00
TOTAL					-3,211.05	3,211.05
Check	16119	01/06/2025	Ward, Martin T.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Check	16120	01/06/2025	Wolf, Craig M.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Check	16121	01/06/2025	Rush, Mary S.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	16122	01/06/2025	Kearns, Donald W.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	16123	01/06/2025	Miller, John D.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	16124	01/06/2025	Ward, Martin T.	100.010 · CHEC...		-50.00
				430.24 · OPERA...	-50.00	50.00
TOTAL					-50.00	50.00
Check	16125	01/06/2025	Ward, Martin T.	100.010 · CHEC...		-100.00
				430.47 · ROAD ...	-100.00	100.00
TOTAL					-100.00	100.00
Bill Pm...	16126	01/06/2025	CINTAS	100.010 · CHEC...		-95.76
Bill	9302680...	12/31/2024		430.28 · SAFET...	-95.76	95.76
TOTAL					-95.76	95.76

Hopewell Township Check Detail January 6 through February 11, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pm...	16127	01/06/2025	EBER & ASSOCIATES	100.010 · CHEC...		-550.00
Bill	2046	12/27/2024		486.20 · INSUR...	-550.00	550.00
TOTAL					-550.00	550.00
Bill Pm...	16128	01/06/2025	ELITE CLEAN TEAM, LLC.	100.010 · CHEC...		-200.00
Bill	12072024	12/23/2024		409.31 · BUILDI...	-100.00	100.00
Bill	12212024	12/23/2024		409.31 · BUILDI...	-100.00	100.00
TOTAL					-200.00	200.00
Bill Pm...	16129	01/06/2025	MAKEL AND ASSOCIATE...	100.010 · CHEC...		-1,081.56
Bill	1974	01/03/2025		404.31 · SOLICI...	-435.00	435.00
				404.31 · SOLICI...	-150.56	150.56
				404.31 · SOLICI...	-41.00	41.00
				404.31 · SOLICI...	-455.00	455.00
TOTAL					-1,081.56	1,081.56
Bill Pm...	16130	01/06/2025	MCMILLEN ENGINEERIN...	100.010 · CHEC...		-675.00
Bill	248488	12/05/2024		408.31 · ENGIN...	-675.00	675.00
TOTAL					-675.00	675.00
Bill Pm...	16131	01/06/2025	PMRS	100.010 · CHEC...		-220.00
Bill	2025	01/01/2025		483.49 · PENSI...	-220.00	220.00
TOTAL					-220.00	220.00
Bill Pm...	16132	01/06/2025	PSATS	100.010 · CHEC...		-691.00
Bill	163270 2...	12/09/2024		400.42 · DUES, ...	-691.00	691.00
TOTAL					-691.00	691.00
Bill Pm...	16133	01/06/2025	R & K DISPOSAL, INC	100.010 · CHEC...		-75.00
Bill	20251	12/02/2024		409.44 · BUILDI...	-75.00	75.00
TOTAL					-75.00	75.00
Bill Pm...	16134	01/06/2025	MCMILLEN ENGINEERIN...	100.010 · CHEC...		-262.50
Bill	248487	12/05/2024		408.31 · ENGIN...	-262.50	262.50
TOTAL					-262.50	262.50
Bill Pm...	16141	02/10/2025	BRIGGS TIRE SERVICE L...	100.010 · CHEC...		-235.00
Bill	162764	01/14/2025		437.37 · REPAIR...	-235.00	235.00
TOTAL					-235.00	235.00

Hopewell Township Check Detail January 6 through February 11, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pm...	16142	02/10/2025	C.R. AUGENSTEIN INC.	100.010 · CHEC...		-1,380.15
Bill	23187	01/07/2025		409.24 · GENER...	-1,380.15	1,380.15
TOTAL					-1,380.15	1,380.15
Bill Pm...	16143	02/10/2025	CINTAS	100.010 · CHEC...		-95.76
Bill	9306952...	01/31/2025		430.28 · SAFET...	-95.76	95.76
TOTAL					-95.76	95.76
Bill Pm...	16144	02/10/2025	COMDOC, INC.	100.010 · CHEC...		-182.56
Bill	6634667	01/29/2025		406.21 · OFFICE...	-182.56	182.56
TOTAL					-182.56	182.56
Bill Pm...	16145	02/10/2025	ELITE CLEAN TEAM, LLC.	100.010 · CHEC...		-200.00
Bill	01042025	01/20/2025		409.31 · BUILDI...	-100.00	100.00
Bill	01182025	01/20/2025		409.31 · BUILDI...	-100.00	100.00
TOTAL					-200.00	200.00
Bill Pm...	16146	02/10/2025	JW THOMAS & SON TRU...	100.010 · CHEC...		-40.00
Bill	0797	01/29/2025		437.37 · REPAIR...	-40.00	40.00
TOTAL					-40.00	40.00
Bill Pm...	16147	02/10/2025	MAKEL AND ASSOCIATE...	100.010 · CHEC...		-892.00
Bill	2017	02/03/2025		404.31 · SOLICI...	-207.00	207.00
				404.31 · SOLICI...	-295.00	295.00
				404.31 · SOLICI...	-390.00	390.00
TOTAL					-892.00	892.00
Bill Pm...	16148	02/10/2025	MCKEAN PLUMBING HE...	100.010 · CHEC...		-149.95
Bill	35162	01/15/2025		409.37 · REPAIR...	-149.95	149.95
TOTAL					-149.95	149.95
Bill Pm...	16149	02/10/2025	OBSERVER-REPORTER	100.010 · CHEC...		-410.48
Bill	19694	01/08/2025		406.34 · ADVER...	-260.82	260.82
Bill	19803	01/10/2025		406.34 · ADVER...	-149.66	149.66
TOTAL					-410.48	410.48
Bill Pm...	16150	02/10/2025	SATTERLEE RESOURCES	100.010 · CHEC...		-3,989.49
Bill	7002981	01/06/2025		438.33 · FUEL E...	-1,880.56	1,880.56
Bill	732264	02/07/2025		438.33 · FUEL E...	-2,108.93	2,108.93
TOTAL					-3,989.49	3,989.49

Hopewell Township
Check Detail
 January 6 through February 11, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	16151	02/11/2025	Rush, Mary S.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	16152	02/11/2025	Kearns, Donald W.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	16153	02/11/2025	Miller, John D.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	16154	02/11/2025	Wolf, Craig M.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Check	16155	02/11/2025	Ward, Martin T.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00

Hopewell Township
Payroll Transactions
January 6 through February 11, 2025

<u>Date</u>	<u>Name</u>	<u>Num</u>	<u>Type</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
Ward, Martin T.						
01/17/2025	Ward, Martin T.	ACH	Paycheck	PP END 01/1...	100.010 · CHE...	-1,838.41
01/31/2025	Ward, Martin T.	ACH	Paycheck	PP END 01/2...	100.010 · CHE...	-1,984.44
Total Ward, Martin T.						-3,822.85
White, Andrea L.						
01/17/2025	White, Andrea L.	ACH	Paycheck	PP END 01/1...	100.010 · CHE...	-817.66
01/31/2025	White, Andrea L.	ACH	Paycheck	PP END 01/2...	100.010 · CHE...	-730.14
Total White, Andrea L.						-1,547.80
Wolf, Craig M.						
01/17/2025	Wolf, Craig M.	ACH	Paycheck	PP END 01/1...	100.010 · CHE...	-1,713.32
01/31/2025	Wolf, Craig M.	ACH	Paycheck	PP END 01/2...	100.010 · CHE...	-1,859.12
Total Wolf, Craig M.						-3,572.44
TOTAL						-20,651.86

Hopewell Township Income/Expense Report January 2025

	Jan 25
Income	
300-319 · TAXES	
301.00 · REAL PROPERTY TAXES	
301.20 · REAL ESTATE TAXES PRIOR YEAR'S	1,570.91
Total 301.00 · REAL PROPERTY TAXES	1,570.91
310.00 · PER CAPITA TAXES	
310.02 · PER CAPITA TAXES PRIOR YEAR	45.00
Total 310.00 · PER CAPITA TAXES	45.00
310.20 · EARNED INCOME TAX	
310.21 · EARNED INCOME TAX CURRENT	1,129.88
310.22 · EARNED INCOME TAX PRIOR YEAR	4,400.00
310.23 · EARNED INCOME TAX DELINQUENT	600.00
Total 310.20 · EARNED INCOME TAX	6,129.88
319.00 · PEN INT ON DELINQUENT TAXES	
319.05 · REAL ESTATE TAX PENALTY PRIOR	157.07
319.15 · PER CAPITA TAX PENALTY PRIOR	4.50
Total 319.00 · PEN INT ON DELINQUENT TAXES	161.57
Total 300-319 · TAXES	7,907.36
330.00 · FINES AND FORFEITS	
331.00 · FINES	
331.10 · COURT-DISTRICT MAGISTRATE	30.65
Total 331.00 · FINES	30.65
Total 330.00 · FINES AND FORFEITS	30.65
340.00 · INTEREST, RENTS AND ROYALTIES	
341.00 · INTEREST EARNINGS	
341.01 · INTEREST ON CHECKING	
341.05 · INTEREST GENERAL FUND ACCOUNT	168.07
341.10 · INTEREST IMPACT FEE ACCOUNT	12,365.08
341.20 · INTEREST MUNICIPAL SHARES ACCOU	594.05
341.25 · INTEREST ESCROW ACCOUNT	120.73
Total 341.01 · INTEREST ON CHECKING	13,247.93
Total 341.00 · INTEREST EARNINGS	13,247.93
342.00 · RENTS AND ROYALTIES	
342.51 · ROYALTIES FROM NATURAL GAS	212.62
342.57 · FRANCHISE FEES COMMUNICATION	1,666.68
Total 342.00 · RENTS AND ROYALTIES	1,879.30
Total 340.00 · INTEREST, RENTS AND ROYALTIES	15,127.23
360-363 · CHARGES FOR SERVICES	
361.00 · GENERAL GOVERNMENT CHARGES	
361.65 · TAX CERTIFICATION REVENUES	
361.70 · NO LIEN LETTERS	20.00
Total 361.65 · TAX CERTIFICATION REVENUES	20.00
Total 361.00 · GENERAL GOVERNMENT CHARGES	20.00
Total 360-363 · CHARGES FOR SERVICES	20.00
Total Income	23,085.24
Gross Profit	23,085.24

Hopewell Township
Income/Expense Report
 January 2025

	Jan 25
Expense	
400-409 · GENERAL GOVERNMENT	
400.00 · LEGISLATIVE GOVERNING BODY	
400.05 · SUPERVISOR SALARY	468.75
400.10 · ROADMASTER WAGES - APPOINTED	250.00
400.32 · TELEPHONE AND WIRELESS	75.00
400.42 · DUES, SUBSCRIPTIONS AND MEMBERS	691.00
Total 400.00 · LEGISLATIVE GOVERNING BODY	1,484.75
403.00 · TAX COLLECTION	
403.05 · TAX COLLECTOR SALARY	313.75
Total 403.00 · TAX COLLECTION	313.75
403.31 · KEYSTONE COLLECTIONS COMMISSION	
	79.54
404.00 · SOLICITOR / LEGAL SERVICES	
404.31 · SOLICITOR PROFESSIONAL SERVICES	1,081.56
Total 404.00 · SOLICITOR / LEGAL SERVICES	1,081.56
405.00 · SECRETARY / CLERK / TREASURER	
405.15 · SECRETARY / TREASURER WAGE	2,193.76
405.17 · SEC/TREAS PAID TIME OFF	870.00
Total 405.00 · SECRETARY / CLERK / TREASURER	3,063.76
406.00 · OTHER GENERAL GOVERNMENT ADMIN	
406.23 · POSTAGE EXPENSE	196.85
406.32 · OFFICE TELEPHONE AND INTERNET	208.24
406.37 · OFFICE EQUIPT MAINT AND SERVICE	40.00
Total 406.00 · OTHER GENERAL GOVERNMENT ADMIN	445.09
408.00 · ENGINEERING SERVICES	
408.31 · ENGINEERING SERVICES APPOINTED	937.50
Total 408.00 · ENGINEERING SERVICES	937.50
409.00 · GENERAL GOVERNMENT BUILDINGS	
409.31 · BUILDING CLEANING SERVICES	200.00
409.36 · BUILDING ELECTRIC AND WATER	181.55
409.44 · BUILDING WASTE REMOVAL	75.00
409.73 · MUNICIPAL BUILDING CONSTRUCTION	7,235.00
Total 409.00 · GENERAL GOVERNMENT BUILDINGS	7,691.55
Total 400-409 · GENERAL GOVERNMENT	15,097.50
410-419 · PUBLIC SAFETY	
411.00 · FIRE	
411.55 · FIRE DEPARTMENT DONATION	419.71
Total 411.00 · FIRE	419.71
414.00 · PLANNING AND ZONING	
414.10 · ZONING/CODE OFFICER APPOINTED	600.00
Total 414.00 · PLANNING AND ZONING	600.00
419.00 · OTHER PUBLIC SAFETY	
419.36 · PUBLIC UTILITY SERVICES HYDRANT	662.94
Total 419.00 · OTHER PUBLIC SAFETY	662.94
Total 410-419 · PUBLIC SAFETY	1,682.65

Hopewell Township
Income/Expense Report
 January 2025

	Jan 25
430-439 · PUBLIC WORKS-HWYS ROADS STREET	
430.00 · ROAD DEPARTMENT	
430.12 · ROAD DEPARTMENT WAGE FULL TIME	10,349.53
430.17 · ROAD DEPARTMENT PAID TIME OFF	1,010.00
430.18 · ROAD DEPARTMENT OVERTIME	3,513.51
430.24 · OPERATING SUPPLIES PUBLIC WORKS	144.60
430.28 · SAFETY SUPPLIES	95.76
430.32 · ROAD DEPARTMENT CELL PHONES	50.00
430.47 · ROAD DEPARTMENT CDL DRUG TEST	100.00
Total 430.00 · ROAD DEPARTMENT	15,263.40
Total 430-439 · PUBLIC WORKS-HWYS ROADS STREET	15,263.40
481-484 · EMPLOYER PD BFTS & WITHHOLDING	
481.00 · EMPLOYER PAID ITEMS	
481.10 · SOCIAL SECURITY - EMPLOYER PAID	1,213.30
481.20 · MEDICARE - EMPLOYER PAID	283.76
481.30 · PA UNEMPLOYMENT - EMPLOYER	1,305.69
Total 481.00 · EMPLOYER PAID ITEMS	2,802.75
483.00 · PENSION AND 457-B CONTRIBUTIONS	
483.19 · ROTH PLAN 457-B CONTRIBUTION	91.92
483.30 · NON-UNIFORM PENSION CONTRIBUTIO	1,605.64
483.49 · PENSION AND 457-B FEES	220.00
Total 483.00 · PENSION AND 457-B CONTRIBUTIONS	1,917.56
Total 481-484 · EMPLOYER PD BFTS & WITHHOLDING	4,720.31
486.00 · INSURANCE, CASUALTY, AND SURETY	
486.20 · INSURANCE - PROPERTY / CASUALTY	550.00
Total 486.00 · INSURANCE, CASUALTY, AND SURETY	550.00
487.00 · HEALTH INSURANCE BENEFIT	
487.35 · GROUP HEALTH INSURANCE BENEFIT	2,817.51
Total 487.00 · HEALTH INSURANCE BENEFIT	2,817.51
Total Expense	40,131.37
Net Income	-17,046.13

**HOPEWELL TOWNSHIP
BOARD OF SUPERVISORS
BUSINESS MEETING
MARCH 10, 2025**

Pledge of Allegiance

All meetings are voice recorded for administrative purposes.

Meeting called to order at 7:00 p.m. by Chairperson John Miller.

Roll Call:

Present: Chairperson John Miller, Vice Chairman Donald Kearns, Supervisor Mary Rush, Solicitor Dennis Makel, Zoning/Code Enforcement Officer Mark Gordon and Secretary/Treasurer Andrea White.

Public Comments:

None

Minutes:

Motion to accept the minutes of February 18, 2025, Supervisor's regular monthly business meeting.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Zoning Report: Mark Gordon

- 77 Linnwood Drive – Property transfer without dye test.
A Lien has been filed against the property.
The District Judge will not accept daily citations. Mr. Gordon suggests sending the Sewage Enforcement Officer out. The township office will contact the Sewage Council to contact the owner regarding the violation.
- 2133 Brush Run Road – The structure has been demolished.

Engineer Report:

- Fox Road Stabilization, Cherry Road Stabilization and Possum Hollow Road Stabilization Multimodal Transportation Fund Grants.
The township was awarded a Multimodal Transportation Fund grant in the amount of \$350,000 for the Cherry Road Landslide project.
- Municipal Building - McMillen Engineering provided a revised cost for a Sourcewell building.
- Hoop Building – Status of specs to provide to approved Sourcewell vendor.

Road Report:

- 2025 Tar and Chipping and 2025 Road Materials:

Bids were due to the township office by Monday March 10, 2025, at 5:00 p.m.

The Bidder's Notice was advertised on February 10, and 24, 2025.

Motion to accept the proposal from Russell Standard for 35,000 gallons more/less delivered and applied of E-3 CRS-2 CATIONIC EMULSIFIED ASPHALT at a unit price of \$2.47 per gallon for a total of \$86,450.00.

Motion: Donald Kearns, 2nd John Miller

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the proposal from Greer Industries for 1,000 tons more/less of AASHTO NO. 8 (#1B) (1% WASHED) at a unit price of \$50.00 per ton for a total of \$50,000.00.

Motion: Donald Kearns, 2nd John Miller

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the proposal from Heidelberg Materials for 250 tons more/less of AASHTO NO. 67 (#2) (1% WASHED) at a unit price of \$45.13 for a total of \$11,282.50.

Motion: Donald Kearns, 2nd John Miller

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the proposal from Greer Industries for 500 tons more/less of AASHTO NO. 8 (#1B) at a unit price of \$33.00 for a total of \$16,500.00.

Motion: Donald Kearns, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the proposal from Greer Industries for 500 tons more/less of AASHTO NO. 67 (#2) at a unit price of \$30.25 for a total of \$15,125.00.

Motion: Donald Kearns, 2nd John Miller

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the proposal from Greer Industries for 600 tons more/less of PA-2A SUBBASE (#2A) at a unit price of \$25.00 for a total of \$15,000.00.

Motion: Donald Kearns, 2nd John Miller

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the proposal from Greer Industries for 300 tons more/less of AASHTO NO. 57 (#2B) at a unit price of \$27.85 for a total of \$8,355.00.

Motion: Donald Kearns, 2nd John Miller

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the proposal from Greer Industries for 200 tons more/less of AASHTO NO. 3 (#3A) at a unit price of \$28.00 for a total of \$5,600.00.

Motion: Donald Kearns, 2nd John Miller

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the proposal from Greer Industries for 100 tons more/less of AASHTO NO. 1 (#4) at a unit price of \$27.25 for a total of \$2,725.00.

Motion: Donald Kearns, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the proposal from Adam Lewis Trucking for 50 tons more/less of DUST (#10) at a unit price \$23.00 for a total of \$1,150.00.

Motion: Donald Kearns, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the proposal from Greer Industries for 2,000 tons more/less of ANTI-SKID at a unit price of \$29.99 for a total of \$59,980.00.

Motion: Donald Kearns, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the proposal from Adam Lewis Trucking for 2,000 tons more/less of CINDERS at a unit price of \$30.00 for a total of \$60,000.00.

Motion: Donald Kearns, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the proposal from Greer Industries for 50 tons more/less of DRIVING SURFACE AGGREGATE (DSA) at a unit price of \$25.00 for a total of \$1,250.00.

Motion: Donald Kearns, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the proposal from Eurovia for 250 tons more/less PROCESSED ASPHALT MILLINGS at a unit price of \$27.00 for a total of \$6,750.00.

Motion: Donald Kearns, 2nd John Miller

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the proposal from Eurovia for 1,000 tons more/less of SUPERPAVE BINDER COURSE, 19.0mm at a unit price of \$79.25 for a total of \$79,250.00.

Motion: Donald Kearns, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the proposal from Eurovia for 1,000 tons more/less of SUPERPAVE WEARING COURSE, 9.5mm at a unit price of 86.50 for a total of \$86,500.00.

Motion: Donald Kearns, 2nd John Miller

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- Possum Hollow Road – Potholing was performed on Tuesday, March 04, 2025. The Columbia gas line is only about a foot deep in the ditch that crosses Possum Hollow.
- Trailer fees for Range Resources trailers on the Best Unit Pad at 66 Wotring Road have been received.
- PennDOT sent notification that they will be collecting traffic data within the county and municipality.

- The Washington County Conservation District is looking into buying a Buffalo Turbine and Traffic Counter for use by Washington County municipalities. It would be rental equipment that will help to implement the DGLVR. They ask that the township take a survey to provide them with information that will assist them in determining how to proceed with the purchase.

The township already has their own machine.

- Markwest sent notice of cancellation of bond # K09276725 in the amount of \$25,000.00 dated 01/26/2017 for Oakleaf Road.

Motion to approve cancellation of Markwest Bond # K09276725 for Oakleaf Road.

Motion: Donald Kearns, 2nd John Miller

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- The COSTARS salt contract has been changed from 120 tons to 300 tons in anticipation of the construction of a hoop building this year allowing for greater stockpile capacity. The township is obligated to purchase at least 60% of the stated needs and can purchase up to a total of 140% of the required amount.

Financial Report: File for review by Auditors

- Bank Reconciliations - Supervisors to review and initial off
- Time Sheets – Supervisors to review and initial off
- Bills: Review of bill list as presented

Motion to pay the bills to be found true and correct.

Motion: John Miller, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- Craig Wolf 6 Year Employment Anniversary

Motion to affirm a \$1.50 per hour raise and an additional 5 days of vacation time for Craig Wolf effective on his 6-year employment anniversary date of 02/11/2025 as per the Employee Handbook.

Motion: John Miller, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Planning Commission:

No Report

Solicitors' Report:

- Zoning Ordinance Amendment(s) – Solar Ordinance
A Public Meeting will be held on Monday, April 14, 2025, at 6:30 p.m. at the township building.
- Range Resources - HHA agreement
Range Resources has been informed that the township will use the township's HHA agreement and will not make further changes to the agreement.
The township has not received any agreements from Range Resources to date.
- PennDOT regarding the Farrar School Slip and resurfacing of Farrar School Road.
- 283 Fox Road Foreclosure Property – The Board would like to require the structure and existing sewage system be demolished and a perc test required should the seller/buyer wish to construct a residence on the property. The property was transferred without undergoing a dye test or obtaining a certificate of compliance from the township.

The Solicitor's office has sent correspondence to the property owner stating that if they wish to construct a residence on said property the existing structure and sewage system will need to be demolished.

Motion that the township will require the existing structure and sewage system located at 283 Fox Road be demolished should the property owner(s) wish to construct a residence on said property and being that the current structure and sewage system are in noncompliance with the Township Dye Test Ordinance, the structure shall not be permitted to be inhabited.

Motion: John Miller, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Correspondence Review and Discussion:

- Notification from Gateway Engineers regarding the application for a GP-7 for a minor road crossing for the proposed Range Resources Foltz Lowry Well Site off Farrar School Road.
- Notification from Gateway Engineers to inform the township that Range Resources intends to submit for Coverage under the Erosion and Sedimentation Control General Permit (ESCGP-4) for Earth Disturbance for the proposed Foltz Lowry Well Site off Farrar School Road.
- Received from DEP the Construction Certification Technical Review Letter for the Hopewell 18 Reuse Water Storage Facility.
- Received from Range Resources the Response to Comments document that addresses the Technical Review Letter for the Hopewell 18 Reuse Water Storage Facility.
- Received from the DEP the Construction Certification Report Approval for the Hopewell 18 Tank Pad for Range Resources.

Old Business:

- The 2024 Statement of Financial Interest forms are due May 01, 2025.
- Avella Community Day:
Rachel Welsh with Cross Creek Township contacted the township office to inquire if the township would have interest in participating in an Avella Community Day to be held on July 26, 2025. They are asking municipal counterparts if they would be willing to budget from their general fund for this event.

The Township will reconsider participation in the event.

Motion to participate in the Avella Community Day and to appoint John Miller to serve as the Township's Representative for the event.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to donate \$5,000.00 from the Impact Fund Account for the proposed Avella Community Day.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

New Business:

- The Washington County Sewage Council has sent the township a 10-Acre Exemption File Update. They wish to verify which townships honor the 10-Acre Exemption.

Motion to affirm by resolution that the township honors the 10-Acre Exemption.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Adjournment:

Motion to adjourn the meeting at 7:54 p.m.

Motion: Mary Rush 2nd John Miller

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Respectfully Submitted,



Andrea L. White
Secretary/Treasurer

Seal



John Miller, Chairperson

HOPEWELL TOWNSHIP WASHINGTON FINANCIAL
WASHINGTON FINANCIAL

2/28/2025

<u>Account</u>	<u>Balance Total</u>
GENERAL FUND	\$ 50,236.63
REAL ESTATE ACCOUNT	\$ 2,006.54
MUNICIPAL SHARES FUND	\$ 149,501.09
ESCROW ACCOUNT	\$ 33,321.19
STATE FUNDS	\$ 121,052.70
IMPACT FEE	\$ 3,407,029.45
LOCAL FISCAL RECOVERY FUND	\$ -
TOTAL	\$ 3,763,147.60

12:21 PM

03/03/25

Hopewell Township State Fund Check Detail February 10 through March 10, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	6447	02/10/2025	AMERICAN ROCK SALT LLC	100.000 · WASHING...		-11,505.65
Bill	0780047	01/10/2025		432.29 · ROAD SALT...	-1,952.74	1,952.74
				432.29 · ROAD SALT...	-1,973.56	1,973.56
				432.29 · ROAD SALT...	-1,953.61	1,953.61
Bill	0784780	01/23/2025		432.29 · ROAD SALT...	-1,900.69	1,900.69
Bill	0785836	01/27/2025		432.29 · ROAD SALT...	-1,787.92	1,787.92
Bill	0785835	01/27/2025		432.29 · ROAD SALT...	-1,937.13	1,937.13
TOTAL					-11,505.65	11,505.65

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03/03/25

Cash Basis

Hopewell Township State Fund Income/Expense Summary February 2025

	Feb 25
Income	
340.00 · INTEREST, RENTS AND ROYALTIES	
341.00 · INTEREST EARNINGS	
341.01 · INTEREST ON CHECKING	418.19
Total 341.00 · INTEREST EARNINGS	418.19
Total 340.00 · INTEREST, RENTS AND ROYALTIES	418.19
Total Income	418.19
Gross Profit	418.19
Expense	
430-439 · PUBLIC WORKS-HWYS ROADS STREET	
432.00 · WINTER MAINTENANCE SERVICES	
432.29 · ROAD SALT WINTER MAINTENANCE	11,505.65
Total 432.00 · WINTER MAINTENANCE SERVICES	11,505.65
Total 430-439 · PUBLIC WORKS-HWYS ROADS STREET	11,505.65
Total Expense	11,505.65
Net Income	-11,087.46

Hopewell Township
Bills Presented for Approval and Payment
As of March 10, 2025

Type	Date	Num	Due Date	Aging	Open Balance
BLUE HORNET DESIGN, LLC.					
Bill	02/20/2025	002825	03/22/2025		150.00
Total BLUE HORNET DESIGN, LLC.					150.00
BRIGGS TIRE SERVICE LLC					
Bill	02/21/2025	1018081	03/23/2025		1,052.00
Total BRIGGS TIRE SERVICE LLC					1,052.00
CARDMEMBER SERVICE					
Bill	01/09/2025	116565	01/09/2025	60	525.00
Bill	01/26/2025	6104569463	01/26/2025	43	72.81
Bill	02/11/2025	5107394201	02/11/2025	27	80.55
Bill	02/12/2025	2345574	02/12/2025	26	576.45
Bill	02/21/2025	02212025	02/21/2025	17	16.30
Bill	02/26/2025	02262025	02/26/2025	12	12.00
Bill	03/03/2025	117030	03/03/2025	7	40.00
Bill	02/26/2025	6107024069	03/15/2025		68.87
Total CARDMEMBER SERVICE					1,391.98
CASSIDY SIGNS					
Bill	02/14/2025	3821	03/16/2025		798.00
Total CASSIDY SIGNS					798.00
CINTAS					
Bill	02/28/2025	9310884357	03/30/2025		95.76
Total CINTAS					95.76
ELITE CLEAN TEAM, LLC.					
Bill	02/25/2025	02012025	03/27/2025		100.00
Bill	02/25/2025	02152025	03/27/2025		100.00
Total ELITE CLEAN TEAM, LLC.					200.00
MAKEL AND ASSOCIATES, LLC					
Bill	02/27/2025	2057	03/28/2025		343.14
Total MAKEL AND ASSOCIATES, LLC					343.14
OBSERVER-REPORTER					
Bill	02/13/2025	20148	03/15/2025		133.78
Bill	02/14/2025	20083	03/16/2025		753.10
Total OBSERVER-REPORTER					886.88
PENNSYLVANIA AMERICAN WATER					
Bill	02/17/2025	02172025	03/11/2025		296.90
Bill	02/28/2025	02282025	03/24/2025		662.94
Total PENNSYLVANIA AMERICAN WATER					959.84
PITNEY BOWES / PURCHASE POWER					
Bill	02/21/2025	3320391243	04/01/2025		65.97
Total PITNEY BOWES / PURCHASE POWER					65.97
POWERPLAN - MURPHY TRACTOR					
Bill	02/20/2025	576329	03/22/2025		297.45
Total POWERPLAN - MURPHY TRACTOR					297.45
UPMC HEALTH PLAN					
Bill	03/10/2025	04012025	03/31/2025		2,945.68
Total UPMC HEALTH PLAN					2,945.68

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03/06/25

Hopewell Township
Bills Presented for Approval and Payment
As of March 10, 2025

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
WASHINGTON COUNTY ASSOC OF TWSP OFFICIALS Bill	02/10/2025	2025	04/25/2024	319	180.00
Total WASHINGTON COUNTY ASSOC OF TWSP OFFICIALS					180.00
TOTAL					9,366.70

Hopewell Township
Check Detail
 February 10 through March 10, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check		03/10/2025	Miller, John D.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check		03/10/2025	Kearns, Donald W.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check		03/10/2025	Rush, Mary S.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check		03/10/2025	Ward, Martin T.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Check		03/10/2025	Wolf, Craig M.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Liabilit...	EFT	02/14/2025	COMM OF PA DEPARTM...	100.010 · CHEC...		-224.92
				217.00 · PA STA...	-224.92	224.92
TOTAL					-224.92	224.92
Bill Pm...	EFT	02/25/2025	HICKORY TELEPHONE C...	100.010 · CHEC...		-77.46
Bill	10126031	02/01/2025		406.32 · OFFICE...	-77.46	77.46
TOTAL					-77.46	77.46
Bill Pm...	EFT	02/24/2025	PENNSYLVANIA AMERIC...	100.010 · CHEC...		0.00
TOTAL					0.00	0.00
Bill Pm...	EFT	02/28/2025	UPMC HEALTH PLAN	100.010 · CHEC...		-2,945.68
Bill	03012025	02/10/2025		487.35 · GROUP...	-2,945.68	2,945.68
TOTAL					-2,945.68	2,945.68
Liabilit...	EFT	02/28/2025	UPMC HEALTH PLAN	100.010 · CHEC...		-300.00
				222.00 · HEALT...	-300.00	300.00
TOTAL					-300.00	300.00

Hopewell Township Check Detail February 10 through March 10, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pm...	EFT	02/27/2025	WEST PENN POWER	100.010 · CHEC...		-180.53
Bill	9506997...	02/12/2025		409.36 · BUILDI...	-180.53	180.53
TOTAL					-180.53	180.53
Liabilit...	EFT	02/20/2025	PSATS TRUSTEES INSUR...	100.010 · CHEC...		-186.42
				214.03 · PSATS ...	-146.47	146.47
				214.02 · PSATS ...	-39.95	39.95
TOTAL					-186.42	186.42
Bill Pm...	EFT	03/03/2025	CARDMEMBER SERVICE	100.010 · CHEC...		-1,434.75
Bill	6102133...	12/26/2024		406.32 · OFFICE...	-69.81	69.81
Bill	9927485...	01/09/2025		406.21 · OFFICE...	-165.93	165.93
Bill	1130991...	01/09/2025		430.24 · OPERA...	-171.69	171.69
Bill	208645	01/10/2025		430.24 · OPERA...	-98.21	98.21
Bill	1142914...	01/13/2025		406.21 · OFFICE...	-23.65	23.65
Bill	1142767...	01/13/2025		406.21 · OFFICE...	-44.58	44.58
Bill	87395925	01/14/2025		400.46 · MEETI...	-199.00	199.00
				400.46 · MEETI...	-90.00	90.00
				405.46 · SECRE...	-199.00	199.00
				405.46 · SECRE...	-90.00	90.00
Bill	01212025	01/21/2025		406.21 · OFFICE...	-16.30	16.30
Bill	01262025	01/26/2025		406.32 · OFFICE...	-12.00	12.00
Bill	210527051	01/27/2025		406.21 · OFFICE...	-24.00	24.00
Bill	727331	01/29/2025		437.25 · REPAIR...	-15.08	15.08
Bill	1132924...	01/30/2025		406.21 · OFFICE...	-27.55	27.55
Bill	116733	02/03/2025		406.37 · OFFICE...	-40.00	40.00
Bill	211977	02/04/2025		430.24 · OPERA...	-147.95	147.95
TOTAL					-1,434.75	1,434.75
Bill Pm...	EFT	02/25/2025	SAFEGUARD BUSINESS ...	100.010 · CHEC...		-545.10
Bill	9007120...	02/20/2025		406.21 · OFFICE...	-545.10	545.10
TOTAL					-545.10	545.10
Liabilit...	EFT	03/04/2025	COMM OF PA DEPARTM...	100.010 · CHEC...		-219.58
				217.00 · PA STA...	-219.58	219.58
TOTAL					-219.58	219.58
Liabilit...	EFT	03/04/2025	United States Treasury	100.010 · CHEC...		-2,876.66
				210.00 · FEDER...	-811.00	811.00
				211.00 · SOCIAL...	-837.08	837.08
				211.00 · SOCIAL...	-837.08	837.08
				213.00 · MEDIC...	-195.75	195.75
				213.00 · MEDIC...	-195.75	195.75
TOTAL					-2,876.66	2,876.66
Liabilit...	EFT	03/04/2025	PMRS	100.010 · CHEC...		-1,293.23
				214.01 · PMRS ...	-1,293.23	1,293.23
TOTAL					-1,293.23	1,293.23

Hopewell Township Check Detail February 10 through March 10, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Liabilit...	EFT	03/04/2025	PMRS	100.010 · CHEC...		-1,065.35
				214.00 · PMRS ...	-1,065.35	1,065.35
TOTAL					-1,065.35	1,065.35
Liabilit...	EFT	03/04/2025	PSATS TRUSTEES INSUR...	100.010 · CHEC...		-191.37
				214.03 · PSATS ...	-150.36	150.36
				214.02 · PSATS ...	-41.01	41.01
TOTAL					-191.37	191.37
Bill Pm...	EFT	02/24/2025	PENNSYLVANIA AMERIC...	100.800 · MUNI...		-662.94
Bill	01312025	01/31/2025		419.36 · PUBLIC...	-662.94	662.94
TOTAL					-662.94	662.94
Bill Pm...	1078	02/10/2025	MCMILLEN ENGINEERIN...	100.100 · IMPAC...		-1,622.50
Bill	258571	01/07/2025		409.73 · MUNICI...	-1,054.00	1,054.00
Bill	258572	01/07/2025		409.73 · MUNICI...	-127.50	127.50
Bill	258573	01/07/2025		409.73 · MUNICI...	-441.00	441.00
TOTAL					-1,622.50	1,622.50
Bill Pm...	1079	02/11/2025	MCMILLEN ENGINEERIN...	100.100 · IMPAC...		-239.00
Bill	258633	02/05/2025		409.73 · MUNICI...	-239.00	239.00
TOTAL					-239.00	239.00
Bill Pm...	2290	02/10/2025	EVERON, LLC	100.800 · MUNI...		-122.81
Bill	157556096	12/26/2024		411.55 · FIRE D...	-122.81	122.81
TOTAL					-122.81	122.81
Bill Pm...	2291	02/11/2025	EVERON, LLC	100.800 · MUNI...		-122.81
Bill	157892113	01/27/2025		411.55 · FIRE D...	-122.81	122.81
TOTAL					-122.81	122.81
Bill Pm...	2292	02/11/2025	Hill International Trucks, ...	100.800 · MUNI...		-3,211.05
Bill	115013602	01/17/2025		437.25 · REPAIR...	-1,226.05	1,226.05
				437.37 · REPAIR...	-1,985.00	1,985.00
TOTAL					-3,211.05	3,211.05
Bill Pm...	16141	02/10/2025	BRIGGS TIRE SERVICE L...	100.010 · CHEC...		-235.00
Bill	162764	01/14/2025		437.37 · REPAIR...	-235.00	235.00
TOTAL					-235.00	235.00

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03/06/25

Hopewell Township
Check Detail
February 10 through March 10, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pm...	16142	02/10/2025	C.R. AUGENSTEIN INC.	100.010 · CHEC...		-1,380.15
Bill	23187	01/07/2025		409.24 · GENER...	-1,380.15	1,380.15
TOTAL					-1,380.15	1,380.15
Bill Pm...	16143	02/10/2025	CINTAS	100.010 · CHEC...		-95.76
Bill	9306952...	01/31/2025		430.28 · SAFET...	-95.76	95.76
TOTAL					-95.76	95.76
Bill Pm...	16144	02/10/2025	COMDOC, INC.	100.010 · CHEC...		-182.56
Bill	6634667	01/29/2025		406.21 · OFFICE...	-182.56	182.56
TOTAL					-182.56	182.56
Bill Pm...	16145	02/10/2025	ELITE CLEAN TEAM, LLC.	100.010 · CHEC...		-200.00
Bill	01042025	01/20/2025		409.31 · BUILDI...	-100.00	100.00
Bill	01182025	01/20/2025		409.31 · BUILDI...	-100.00	100.00
TOTAL					-200.00	200.00
Bill Pm...	16146	02/10/2025	JW THOMAS & SON TRU...	100.010 · CHEC...		-40.00
Bill	0797	01/29/2025		437.37 · REPAIR...	-40.00	40.00
TOTAL					-40.00	40.00
Bill Pm...	16147	02/10/2025	MAKEL AND ASSOCIATE...	100.010 · CHEC...		-892.00
Bill	2017	02/03/2025		404.31 · SOLICI...	-207.00	207.00
				404.31 · SOLICI...	-295.00	295.00
				404.31 · SOLICI...	-390.00	390.00
TOTAL					-892.00	892.00
Bill Pm...	16148	02/10/2025	MCKEAN PLUMBING HE...	100.010 · CHEC...		-149.95
Bill	35162	01/15/2025		409.37 · REPAIR...	-149.95	149.95
TOTAL					-149.95	149.95
Bill Pm...	16149	02/10/2025	OBSERVER-REPORTER	100.010 · CHEC...		-410.48
Bill	19694	01/08/2025		406.34 · ADVER...	-260.82	260.82
Bill	19803	01/10/2025		406.34 · ADVER...	-149.66	149.66
TOTAL					-410.48	410.48
Bill Pm...	16150	02/10/2025	SATTERLEE RESOURCES	100.010 · CHEC...		-3,989.49
Bill	7002981	01/06/2025		438.33 · FUEL E...	-1,880.56	1,880.56
Bill	732264	02/07/2025		438.33 · FUEL E...	-2,108.93	2,108.93
TOTAL					-3,989.49	3,989.49

Hopewell Township
Check Detail
 February 10 through March 10, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	16151	02/11/2025	Rush, Mary S.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	16152	02/11/2025	Kearns, Donald W.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	16153	02/11/2025	Miller, John D.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	16154	02/11/2025	Wolf, Craig M.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Check	16155	02/11/2025	Ward, Martin T.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00

Hopewell Township Payroll Transactions February 10 through March 10, 2025

Date	Name	Num	Type	Memo	Account	Amount
COMM OF PA DEPARTMENT OF REVENUE PUC						
02/14/2025	COMM OF PA DEP...	EFT	Liability Check	1829 4561 PA...	100.010 · CHE...	-224.92
03/04/2025	COMM OF PA DEP...	EFT	Liability Check	1829 4561 PA...	100.010 · CHE...	-219.58
Total COMM OF PA DEPARTMENT OF REVENUE PUC						-444.50
PMRS						
03/04/2025	PMRS	EFT	Liability Check	63-096-5 N F...	100.010 · CHE...	-1,293.23
03/04/2025	PMRS	EFT	Liability Check	63-096-5 N F...	100.010 · CHE...	-1,065.35
Total PMRS						-2,358.58
PSATS TRUSTEES INSURANCE FUND						
02/20/2025	PSATS TRUSTEES ...	EFT	Liability Check	ACCOUNT 25...	100.010 · CHE...	-186.42
03/04/2025	PSATS TRUSTEES ...	EFT	Liability Check	ACCOUNT 25...	100.010 · CHE...	-191.37
Total PSATS TRUSTEES INSURANCE FUND						-377.79
United States Treasury						
03/04/2025	United States Treas...	EFT	Liability Check	25-6001755 F...	100.010 · CHE...	-2,876.66
Total United States Treasury						-2,876.66
UPMC HEALTH PLAN						
02/28/2025	UPMC HEALTH PLAN	EFT	Liability Check	GROUP NO. ...	100.010 · CHE...	-300.00
Total UPMC HEALTH PLAN						-300.00
Gordon, Mark R.						
02/14/2025	Gordon, Mark R.	ACH	Paycheck	PP END 02/0...	100.010 · CHE...	-174.42
02/28/2025	Gordon, Mark R.	ACH	Paycheck	PP END 02/2...	100.010 · CHE...	-174.42
Total Gordon, Mark R.						-348.84
Kearns, Donald W.						
03/01/2025	Kearns, Donald W.	16156	Paycheck	FEBRUARY 2...	100.010 · CHE...	-137.93
03/01/2025	Kearns, Donald W.	16160	Paycheck	FEBRUARY 2...	100.010 · CHE...	-220.52
Total Kearns, Donald W.						-358.45
Miller, John D.						
03/01/2025	Miller, John D.	16157	Paycheck	FEBRUARY 2...	100.010 · CHE...	-137.94
Total Miller, John D.						-137.94
Paul, Beverly R.						
03/01/2025	Paul, Beverly R.	16158	Paycheck	FEBRUARY 2...	100.010 · CHE...	-276.98
Total Paul, Beverly R.						-276.98
Rush, Mary S.						
03/01/2025	Rush, Mary S.	16159	Paycheck	FEBRUARY 2...	100.010 · CHE...	-137.94
Total Rush, Mary S.						-137.94
Ward, Martin T.						
02/14/2025	Ward, Martin T.	ACH	Paycheck	PP END 02/0...	100.010 · CHE...	-1,108.99
02/28/2025	Ward, Martin T.	ACH	Paycheck	PP END 02/2...	100.010 · CHE...	-1,642.21
02/28/2025	Ward, Martin T.	ACH	Paycheck	WAGE ADJU...	100.010 · CHE...	-76.79
Total Ward, Martin T.						-2,827.99
White, Andrea L.						
02/14/2025	White, Andrea L.	ACH	Paycheck	PP END 02/0...	100.010 · CHE...	-910.52
02/28/2025	White, Andrea L.	ACH	Paycheck	PP END 02/2...	100.010 · CHE...	-906.54
02/28/2025	White, Andrea L.	ACH	Paycheck	WAGE ADJU...	100.010 · CHE...	-29.54
Total White, Andrea L.						-1,846.60

Hopewell Township
Payroll Transactions
February 10 through March 10, 2025

<u>Date</u>	<u>Name</u>	<u>Num</u>	<u>Type</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
Wolf, Craig M.						
02/14/2025	Wolf, Craig M.	ACH	Paycheck	PP END 02/0...	100.010 · CHE...	-1,343.70
02/28/2025	Wolf, Craig M.	ACH	Paycheck	VOID: PP EN...	100.010 · CHE...	0.00
02/28/2025	Wolf, Craig M.	ACH	Paycheck	PP END 02/2...	100.010 · CHE...	-1,606.38
02/28/2025	Wolf, Craig M.	ACH	Paycheck	WAGE ADJU...	100.010 · CHE...	-72.34
Total Wolf, Craig M.						-3,022.42
TOTAL						-15,314.69

Hopewell Township Income/Expense Report February 2025

	Feb 25
Income	
300-319 · TAXES	
310.00 · PER CAPITA TAXES	
310.02 · PER CAPITA TAXES PRIOR YEAR	10.00
Total 310.00 · PER CAPITA TAXES	10.00
310.10 · REAL ESTATE TRANSFER TAX	1,484.49
310.20 · EARNED INCOME TAX	
310.21 · EARNED INCOME TAX CURRENT	1,127.06
310.22 · EARNED INCOME TAX PRIOR YEAR	18,800.00
Total 310.20 · EARNED INCOME TAX	19,927.06
310.50 · LOCAL SERVICES TAX	
310.51 · LOCAL SERVICES TAX CURRENT	139.06
Total 310.50 · LOCAL SERVICES TAX	139.06
319.00 · PEN INT ON DELINQUENT TAXES	
319.15 · PER CAPITA TAX PENALTY PRIOR	1.00
Total 319.00 · PEN INT ON DELINQUENT TAXES	1.00
Total 300-319 · TAXES	21,561.61
320.00 · LICENSES AND PERMITS	
321.00 · BUSINESS LICENSES AND PERMITS	
321.35 · TRAILER PERMIT FEES	6,000.00
Total 321.00 · BUSINESS LICENSES AND PERMITS	6,000.00
Total 320.00 · LICENSES AND PERMITS	6,000.00
330.00 · FINES AND FORFEITS	
331.00 · FINES	
331.10 · COURT-DISTRICT MAGISTRATE	30.65
Total 331.00 · FINES	30.65
Total 330.00 · FINES AND FORFEITS	30.65
340.00 · INTEREST, RENTS AND ROYALTIES	
341.00 · INTEREST EARNINGS	
341.01 · INTEREST ON CHECKING	
341.05 · INTEREST GENERAL FUND ACCOUNT	177.57
341.10 · INTEREST IMPACT FEE ACCOUNT	11,059.94
341.15 · INTEREST REAL ESTATE ACCOUNT	6.54
341.20 · INTEREST MUNICIPAL SHARES ACCOU	494.47
341.25 · INTEREST ESCROW ACCOUNT	108.13
Total 341.01 · INTEREST ON CHECKING	11,846.65
Total 341.00 · INTEREST EARNINGS	11,846.65
342.00 · RENTS AND ROYALTIES	
342.51 · ROYALTIES FROM NATURAL GAS	284.37
Total 342.00 · RENTS AND ROYALTIES	284.37
Total 340.00 · INTEREST, RENTS AND ROYALTIES	12,131.02
360-363 · CHARGES FOR SERVICES	
361.00 · GENERAL GOVERNMENT CHARGES	
361.30 · ZONING SUBDIVISION LAND DEV FEE	
361.33 · ZONING SUBDIVISION LAND PERMITS	95.00
Total 361.30 · ZONING SUBDIVISION LAND DEV FEE	95.00

Hopewell Township
Income/Expense Report
 February 2025

	Feb 25
361.65 · TAX CERTIFICATION REVENUES	
361.70 · NO LIEN LETTERS	20.00
Total 361.65 · TAX CERTIFICATION REVENUES	20.00
Total 361.00 · GENERAL GOVERNMENT CHARGES	115.00
Total 360-363 · CHARGES FOR SERVICES	115.00
Total Income	39,838.28
Gross Profit	39,838.28
Expense	
400-409 · GENERAL GOVERNMENT	
400.00 · LEGISLATIVE GOVERNING BODY	
400.05 · SUPERVISOR SALARY	468.75
400.10 · ROADMASTER WAGES - APPOINTED	250.00
400.15 · HOURLY WAGE SUPERVISOR	233.18
400.32 · TELEPHONE AND WIRELESS	75.00
Total 400.00 · LEGISLATIVE GOVERNING BODY	1,026.93
403.00 · TAX COLLECTION	
403.05 · TAX COLLECTOR SALARY	313.75
Total 403.00 · TAX COLLECTION	313.75
403.31 · KEYSTONE COLLECTIONS COMMISSION	
404.00 · SOLICITOR / LEGAL SERVICES	110.75
404.31 · SOLICITOR PROFESSIONAL SERVICES	892.00
Total 404.00 · SOLICITOR / LEGAL SERVICES	892.00
405.00 · SECRETARY / CLERK / TREASURER	
405.15 · SECRETARY / TREASURER WAGE	2,518.53
405.17 · SEC/TREAS PAID TIME OFF	180.00
Total 405.00 · SECRETARY / CLERK / TREASURER	2,698.53
406.00 · OTHER GENERAL GOVERNMENT ADMIN	
406.21 · OFFICE SUPPLIES EXPENSE	727.66
406.32 · OFFICE TELEPHONE AND INTERNET	77.46
406.34 · ADVERTISING	410.48
Total 406.00 · OTHER GENERAL GOVERNMENT ADMIN	1,215.60
409.00 · GENERAL GOVERNMENT BUILDINGS	
409.24 · GENERAL OPERATING SUPPLIES	1,380.15
409.31 · BUILDING CLEANING SERVICES	200.00
409.36 · BUILDING ELECTRIC AND WATER	180.53
409.37 · REPAIRS AND MAINTENANCE SERVICE	149.95
409.73 · MUNICIPAL BUILDING CONSTRUCTION	1,861.50
Total 409.00 · GENERAL GOVERNMENT BUILDINGS	3,772.13
Total 400-409 · GENERAL GOVERNMENT	10,029.69
410-419 · PUBLIC SAFETY	
411.00 · FIRE	
411.55 · FIRE DEPARTMENT DONATION	542.52
Total 411.00 · FIRE	542.52
414.00 · PLANNING AND ZONING	
414.10 · ZONING/CODE OFFICER APPOINTED	400.00
Total 414.00 · PLANNING AND ZONING	400.00

Hopewell Township
Income/Expense Report
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	<u>Feb 25</u>
419.00 · OTHER PUBLIC SAFETY	
419.36 · PUBLIC UTILITY SERVICES HYDRANT	662.94
Total 419.00 · OTHER PUBLIC SAFETY	<u>662.94</u>
Total 410-419 · PUBLIC SAFETY	1,605.46
430-439 · PUBLIC WORKS-HWYS ROADS STREET	
430.00 · ROAD DEPARTMENT	
430.12 · ROAD DEPARTMENT WAGE FULL TIME	8,107.88
430.17 · ROAD DEPARTMENT PAID TIME OFF	327.00
430.18 · ROAD DEPARTMENT OVERTIME	702.07
430.28 · SAFETY SUPPLIES	95.76
430.32 · ROAD DEPARTMENT CELL PHONES	50.00
Total 430.00 · ROAD DEPARTMENT	<u>9,282.71</u>
437.00 · REPAIRS OF TOOLS AND MACHINERY	
437.25 · REPAIRS AND MAINT SUPPLIES	1,226.05
437.37 · REPAIRS AND MAINT SERVICE	2,260.00
Total 437.00 · REPAIRS OF TOOLS AND MACHINERY	<u>3,486.05</u>
438.00 · MAINT AND REPAIRS ROADS BRIDGES	
438.33 · FUEL EXPENSE	3,989.49
Total 438.00 · MAINT AND REPAIRS ROADS BRIDGES	<u>3,989.49</u>
Total 430-439 · PUBLIC WORKS-HWYS ROADS STREET	16,758.25
481-484 · EMPLOYER PD BFTS & WITHHOLDING	
481.00 · EMPLOYER PAID ITEMS	
481.10 · SOCIAL SECURITY - EMPLOYER PAID	837.08
481.20 · MEDICARE - EMPLOYER PAID	195.75
481.30 · PA UNEMPLOYMENT - EMPLOYER	605.25
Total 481.00 · EMPLOYER PAID ITEMS	<u>1,638.08</u>
483.00 · PENSION AND 457-B CONTRIBUTIONS	
483.19 · ROTH PLAN 457-B CONTRIBUTION	80.96
483.30 · NON-UNIFORM PENSION CONTRIBUTIO	1,065.35
Total 483.00 · PENSION AND 457-B CONTRIBUTIONS	<u>1,146.31</u>
Total 481-484 · EMPLOYER PD BFTS & WITHHOLDING	2,784.39
487.00 · HEALTH INSURANCE BENEFIT	
487.35 · GROUP HEALTH INSURANCE BENEFIT	6,019.53
Total 487.00 · HEALTH INSURANCE BENEFIT	<u>6,019.53</u>
Total Expense	<u>37,197.32</u>
Net Income	<u>2,640.96</u>