

**HOPEWELL TOWNSHIP
BOARD OF SUPERVISORS
REORGANIZATION MEETING
JANUARY 05, 2026, 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, Secretary/Treasurer Andrea White. Zoning/Code Enforcement Officer Mark Gordon and Solicitor Dennis Makel absent.

Public Comments:

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

- Appoint Chairman for Hopewell Township Board of Supervisors for 2026:
Motion to appoint Mary Rush Chairperson for the Hopewell Township Board of Supervisors for 2026.
Motion: Donald Kearns, 2nd John Miller
Vote: Kearns - Yes
Rush – Yes
Miller - Yes

- Appoint Vice Chairman for Hopewell Township Board of Supervisors for 2026:
Motion to appoint John Miller Vice Chairman for the Hopewell Township Board of Supervisors for 2026.
Motion: Mary Rush, 2nd Donald Kearns
Vote: Kearns - Yes
Rush – Yes
Miller - Yes

- Declare Board of Supervisors duly constituted for 2026:
Motion to declare the Board of Supervisors for Hopewell Township duly constituted for 2026.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes
- Appoint Secretary/Treasurer for 2026:
Motion to appoint Andrea White Secretary/Treasurer for Hopewell Township for 2026. Andrea White’s position is considered a permanent part-time position.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller - Yes
- Bond for Treasurer for 2026:
Motion to approve bonding and payment of the bond for the Secretary/Treasurer in the amount of \$3,000,000.00 for the year 2026.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes
- Bond for Elected Tax Collector for 2026:
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: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller - Yes
- Appoint Township Depository for 2026:
Motion to appoint Washington Financial Bank as the Township Depository for 2026 and to authorize the Secretary/Treasurer to transfer funds as needed.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- Appoint Township Roadmaster for 2026:
Motion to appoint Donald Kearns as the Township Roadmaster for 2026.
 Motion: Mary Rush, 2nd John Miller
 Vote: Kearns - Yes
 Rush – Yes
 Miller - Yes
- Appoint Township Assistant Roadmaster for 2026:
Motion to appoint John Miller as the Assistant Roadmaster for 2026.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller - Yes
- Appoint Open Records Officer for 2026:
Motion to appoint Secretary/Treasurer Andrea White as the Township Open Records Officer for 2026.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller - Yes
- Appoint Solicitor for 2026:
Motion to appoint Dennis Makel and Associates as the Solicitor for 2026.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller - Yes
- Appoint Wage & EIT Tax Collector for 2026:
Motion to appoint Keystone Collections as the Township’s Wage and EIT Tax Collector for 2026.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller - Yes

- Appoint CPA for the 2025 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 2025.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller - Yes

- Appoint Engineer for 2026:
Motion to appoint McMillen Engineering as the Township Engineer for 2026.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- Appoint third party UCC Building Code Official for 2026:
Motion to appoint McMillen Engineering as the Township third party UCC Building Code Official for 2026.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- Appoint Zoning Officer for 2026:
Motion to appoint Mark Gordon the Township Zoning Officer for 2026.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller - Yes

- Appoint Code Enforcement Officer / Department of Code Enforcement Head for 2026:
Motion to appoint Mark Gordon the Township Code Enforcement Officer and Department Head of the Hopewell Township Department of Code Enforcement for 2026.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller - Yes

- Appoint Township Floodplain Administrator for 2026:
Motion to appoint John Miller the Township Floodplain Administrator.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller - Yes

- Appoint Representative to serve on the Vacancy Board for 2026:
Motion to appoint Richard Bednarski to serve on the Vacancy Board for 2026.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller - Yes

- Set mileage reimbursement for 2026:
Motion to set the Township mileage reimbursement at the Federal mileage rate for 2026.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller - Yes

- Set Regular Meeting dates and times for 2026:
Motion to hold the Regular Meetings in the year 2026 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 05, 2026, and the October 2026 regular meeting will be held on October 19, 2026, 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 19, 2026, at 6:00 p.m. and Monday, November 09, 2026, 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: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- Advertise Meeting dates and times and days Township Administrative Office is closed for 2026:
Motion to advertise the Regular Monthly Meetings and times and Budget Workshop Meetings and times for the year 2026, Planning Commission Meeting dates and times for the year 2026 and Holidays and Days the Township Administrative Office will be closed in 2026.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller - Yes

- Appoint a Voting Delegate to State Convention for 2026:

Motion to appoint John Miller as the Voting Delegate to the State Convention for 2026.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- Set the 2026 pay and wages:

Motion to continue bi-weekly pay paid on Fridays and to set and confirm the 2026 wages as follows:

Road Employee Martin Ward - \$24.25 per hour – increase to \$24.50 per hour

Road Employee Craig Wolf – \$28.75 per hour – increase to \$29.00 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 – \$31.00 per hour – increase \$31.25 per hour

Zoning/Code Enforcement Officer (Appointed Position) \$20.00 per hour, 5 hours per week plus \$20.00 hourly rate for Court appearances – increase/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 2026.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- Recommendations to the Township Auditors for 2026:

Supervisor Pay as set per Ordinance:

Mary Rush per Ordinance 01-2019 of July 08, 2019 (Term ending December 2029)

Donald Kearns per Ordinance 03-2024 of December 09, 2024 (Term ending December 2031)

John Miller per Ordinance 01-2019 of July 08, 2019 (Term ending December 2027)

Working Supervisor Pay as set by Board of Auditors:

Roadmaster Pay - \$250.00 per month – remain at \$250.00
Assistant Roadmaster - \$17.00 per hour – remain at \$17.00 per hour
Working Supervisor Pay Rate - \$17.00 per hour – remain at \$17.00 per hour
Supervisor Cell Phone Reimbursement - \$25.00 per month

Motion to approve the aforementioned pay and reimbursement recommendations for 2026 to the Elected Board of Auditors.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller - Yes

- Township Committees for 2026:

- 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: Donald Kearns, 2nd John Miller

Vote: Kearns - Yes

Rush – Abstain

Miller – Yes

Quorum Present, Motion Passed.

Motion to confirm the appointment of Tammy Moore to the Planning Commission term ending December 31, 2028.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- The term for David Rice ended December 31, 2025.

Motion to appoint David Rice to the Planning Commission for a term ending December 31, 2029.

Motion: Mary Rush, 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: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to confirm the appointment of Larry Keenan to the Zoning Hearing Board term ending December 31, 2027.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

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

Motion to appoint Lois Miller to the Zoning Hearing Board term ending December 31, 2028.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Abstain

Quorum Present, Motion Passed.

- Appoint Zoning Solicitor for 2026:

Motion to appoint Thomas P. Agrafiotis the Zoning Solicitor for the year 2026.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller - Yes

- Hopewell Township Elected Auditors for 2026:

The Municipal Election for 2025 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.

Donald Mark Brownlee was 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 2025.

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: Mary Rush, 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 2025 for a six-year term ending December 31, 2031

- Regional UCC Appeals Board Member for 2026:
Motion to appoint Dennis Slaney as the Regional UCC Appeals Board for 2026.
Motion: Mary Rush, 2nd Donald Kearns
Vote: Kearns - Yes
Rush – Yes
Miller - Yes
- Hopewell Township Emergency Management Director for 2026:
Motion to appoint _____ as the Hopewell Township Emergency Management Director for 2026.
Tabled, No Motion, no interest in the position.
- Hopewell Township Delegate and Alternate Delegate to the Washington County Tax Collection Committee for 2026:
Motion to appoint John Miller as the Delegate and Donald Kearns as the Alternate Delegate to the Washington County Tax Collection Committee for 2026.
Motion: Mary Rush, 2nd Donald Kearns
Vote: Kearns - Yes
Rush – Yes
Miller – Yes
- Avella Area Library Representative for 2026:
Motion to appoint John Mark Scott as the Avella Area Library Representative for 2026.
Motion: Donald Kearns, 2nd John Miller
Vote: Kearns - Yes
Rush – Abstain
Miller – Yes
Quorum Present, Motion Passed.

- Hopewell Township PMRS Chief Administrative Officer (CAO) for 2026:
Motion to appoint Andrea White as the Township's PMRS Chief Administrative Officer (CAO) for 2026.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- Primary contact for the PSATS CDL Program for 2026:
Motion to appoint Andrea White as the primary contact for the Township's PSATS CDL program for 2026.

Motion: Mary Rush, 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.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to reappoint one township citizen, Lois Miller, to the ASA Advisory Committee.

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.

Motion: Mary Rush, 2nd John Miller

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 2026.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes
- Appoint Delegate to the Washington County Sewage Council for 2026:
Motion to appoint Donald Kearns Delegate to the Washington County Sewage Council for 2026.
 Motion: Mary Rush, 2nd John Miller
 Vote: Kearns - Abstain
 Rush – Yes
 Miller – Yes
 Quorum Present, Motion Passed.
- Advertise vacant positions:
Motion to advertise any positions that become vacant throughout the year 2026.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller - Yes

Adjournment:

Motion to adjourn the Reorganization Meeting at 6:56 p.m.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller - Yes

Respectfully Submitted,



Andrea L. White
 Secretary/Treasurer

Seal



Mary Rush, Chairperson

**HOPEWELL TOWNSHIP
BOARD OF SUPERVISORS
BUSINESS MEETING
JANUARY 05, 2026**

Pledge of Allegiance

All meetings are voice recorded for administrative purposes.

Meeting called to order at 7:01 p.m. by Chairperson Mary Rush.

Roll Call:

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

Public Comments:

Minutes:

Motion to accept the minutes of December 08, 2025, Supervisor's regular monthly business meeting.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Zoning Report: Mark Gordon

Engineer Report:

- Cherry Road Landslide Project. (Multimodal Transportation Fund Grant) - Status
McMillen Engineering has submitted an intent to submit an application to the Pennsylvania Department of Environmental Protection for the Cherry Road TR 429 Embankment Restoration project.
MEI is waiting for the certified green card to be returned from the County of Washington to submit to PADEP. PADEP will require this green card to be included in the submission.
- 29 North Buffalo Road – Unsafe Structure – Status of charges
MEI filed a citation with the Magistrate, and a hearing date has not been scheduled. The citation is filed on the basis the owner did not apply for a demolition permit.
- Multimodal Transportation Fund Grant application – Stabilization of Possum Hollow Road
Tentative approval in the winter 2025-2026
No decision yet.
- Multimodal Transportation Fund Grant application – Fox Run Road Landslide

Tentative approval in the winter 2025-2026

No decision yet.

- Statewide LSA (Statewide due November 30th) and County LSA Grant Application (County due October 29th) – Old Trails Road Improvement
The County LSA program is having presentations from the applicants. See Kim McMillen’s email on the date and time. Coordinate with her who can attend the presentation. Statewide LSA has made no decision yet.
- State Wide LSA Grant Application – WMVFD Truck grant application and Hopewell Township Public Works Department Truck and Roller application.
Statewide LSA has made no decision yet.
- The Washington County Redevelopment Authority 2026 Community Development Block Grant Program. has reached out to the township with information regarding the 2026 Community Development Block Grant Program. 283 Fox Road and 29 Buffalo Road North condemnation. Letters have been sent to the property owners informing them that the township will pursue condemnation and the necessary documents have been provided to the Redevelopment Authority. The township will need to begin the condemnation process on both properties. MEI will work with the Solicitor on both properties. Please note the 29 Buffalo Road letter MEI sent was for a demolition permit. Our office has no record of 283 Fox Road for 2025.

Motion to authorize the Solicitor and McMillen Engineering to take any necessary steps to proceed with the condemnation process for 29 Buffalo Road North and 283 Fox Road.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- McMillen Engineering Permit Fees:

Motion to approve the Residential Building Permit Fees as presented by the Township Engineer and Building Code Official for 2026. The fees remained the same as 2025.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Road Report:

- Washington County Joint Purchasing Council 2026-2027:

Motion to adopt a Resolution of Hopewell Township, Washington County, Pennsylvania authorizing participation in the Washington County Joint Purchasing Council for the 2026-2027 contract year.

Motion: Donald Kearns, 2nd John Miller

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- Co-Stars Salt Contract 2026-2027:

Motion to adopt a resolution of Hopewell Township, Washington County, Pennsylvania to continue and renew participation in the CO-STARS salt contract for 2026-2027.

Motion: Donald Kearns, 2nd John Miller

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- 2026 Tar and Chipping and 2026-2027 Road Materials:

Motion to advertise for sealed proposals for road materials (amounts provided by Roadmaster) subject to the proposals being submitted by 6:30 p.m. on Monday, March 09, 2026, with the submitted bids to be opened and awarded on Monday, March 09, 2026, at 7:00 p.m.

Motion: Donald Kearns, 2nd John Miller

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: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- Pre-Postage envelopes for the Tax Collector for 2026

Motion to approve the purchase of pre-postage envelopes for the Tax Collector for the 2026 Tax Bills.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- Avella Public Library

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

Motion: Mary Rush, 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 2026 paid from the Municipal Shares Account.

These payments are currently \$299.54 and \$122.81 respectively.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- Remote Work

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

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- Newly Elected Tax Collector Bond:

Motion to adopt a Resolution of the Township of Hopewell, to set the Four-Year Bond for the Newly Elected Tax Collector at 30% of estimated yearly collections.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Planning Commission:

Solicitors' Report:

- Zoning Ordinance Amendment(s)

- Data Centers – Zoning Amendment

- Range Resources - HHA agreement

- Range Resources - Lois Miller Well Site Expansion

Range Resources is preparing to apply for a Conditional Use for this site.

- Big Dog Energy – Former Diversified Energy Cowden Well Sites

Mr. Matthew Anderson will submit Conditional Use Applications for each wellsite.

Motion to advertise a Public Notice of a Conditional Use Hearing for the Big Dog Energy Wellsite's. Pending notification of the Solicitor and Board's availability.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- Range Resources – Hopewell Township property lease
The Board requested the Solicitor counter the offer of \$3,000.00 per acre sign on bonus with \$3,500.00 per acre sign on bonus at the last Board Meeting.
Table Motion to approve the property lease with Range Resources as presented.
- Tiffany Mahland – Purchase of 2183 Brush Run Road. The property has a trailer with no sewage system servicing the trailer (it was formerly serviced by the adjoining property). Ms. Mahland wishes to enter into an agreement with the township so that the property can transfer ownership and they can demolish the structure after acquiring the property with the understanding that it is not a buildable lot unless a new sewage system would be approved.
The information was forwarded to the Solicitor's office.
- MarkWest Liberty Midstream and Resources to discuss Foltz/Lynn Project – Road Crossings, Permanent and Temporary Driveway Entrances and Heavy Hauling Permit.
The information was forwarded to the Solicitor's office.

Motion in allowing an open cut on Parkview Road for the Markwest project if Markwest will assist the township in fixing Old Trails Road.

Motion: Donald Kearns, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Correspondence Review and Discussion:

- An invitation was received from the House of Representatives inviting 2 members of Hopewell Township to attend a PA State Grant Seminar on Thursday, January 29, 2026, from 8:30 a.m. to 2:00 p.m.

Old Business:

- The Township is in need of an Emergency Management Coordinator.
- 77 Linnwood Drive – Property transfer without dye test.
A Lien has been filed against the property. The Sewage Council will issue citation.
- A Malfunction Authorization has been issued for 314 Buffalo Road South.
No update has been provided by the Sewage Council to date.

New Business:

- The Hopewell Township Zoning Hearing Board's Annual Reorganization Meeting will be held on Tuesday, January 06, 2026, at 6:30 p.m., followed by the Hopewell Township Planning Commission's Annual Reorganization Meeting at 6:45 p.m. and the Hopewell Township Elected Auditor's Annual Reorganization Meeting at 7:00 p.m. A notice of the meetings has been mailed to all members of the aforementioned Boards.

- The PSATS Conference will be held April 19-22, 2026.

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 2026 PSATS Conference from the evening of Saturday, April 18, 2026, to the morning of Wednesday, April 22, 2026, and the reimbursement of mileage in relation to the conference at the Federal Mileage Rate.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- PSATS Conference Secretary/Treasurer Pay:

Motion to pay the Secretary/Treasurer at the regular hourly rate and normal work hours (6 hours per day) April 20th, 21st, 22nd, while attending the 2026 PSATS Conference.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- The 2025 Statement of Financial Interest forms are due May 01, 2026.

- Discussion if there is a need to amend the agenda to discuss items not on the current agenda.

Motion to amend the agenda to talk about transfer of funds to the General Fund

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to approve transfer of funds to general fund from Impact Fee Account if found to be allowable by the solicitor and accountant.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Adjournment:

Motion to adjourn the meeting at 7:24 p.m.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

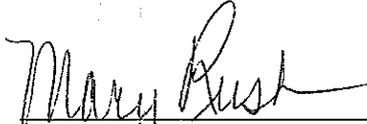
Miller – Yes

Respectfully Submitted,



Andrea L. White
Secretary/Treasurer

Seal



Mary Rush, Chairperson

HOPEWELL TOWNSHIP WASHINGTON FINANCIAL
WASHINGTON FINANCIAL

12/31/2025

<u>Account</u>	<u>Balance Total</u>
GENERAL FUND	\$ 13,080.26
REAL ESTATE ACCOUNT	\$ 506.92
MUNICIPAL SHARES FUND	\$ 155,355.78
ESCROW ACCOUNT	\$ 26,483.40
STATE FUNDS	\$ 173,015.18
IMPACT FEE	\$ 2,871,355.58
LOCAL FISCAL RECOVERY FUND	\$ -
TOTAL	\$ 3,239,797.12

Hopewell Township

Bills Presented for Approval and Payment

As of January 5, 2026

Type	Date	Num	Due Date	Aging	Open Balance
ANDERSON EQUIPMENT COMPANY					
Bill	12/23/2025	2125155310	12/23/2025	13	2,677.55
Total ANDERSON EQUIPMENT COMPANY					2,677.55
C.R. AUGENSTEIN INC.					
Bill	12/04/2025	9824	01/03/2026	2	887.16
Bill	01/02/2026	296853	02/01/2026		1,783.17
Total C.R. AUGENSTEIN INC.					2,670.33
CARDMEMBER SERVICE					
Bill	12/16/2025	169063997	12/16/2025	20	205.80
Bill	12/26/2025	6129503750	12/18/2025	18	71.14
Bill	12/26/2025	6132023083	12/26/2025	10	69.22
Bill	01/02/2026	120003	01/02/2026	3	40.00
Total CARDMEMBER SERVICE					386.16
CINTAS					
Bill	12/22/2025	5309065706	01/21/2026		95.35
Bill	12/31/2025	9353414584	01/30/2026		95.76
Total CINTAS					191.11
ELITE CLEAN TEAM, LLC.					
Bill	12/22/2025	12062025	01/21/2026		100.00
Bill	12/22/2025	12202025	01/21/2026		100.00
Total ELITE CLEAN TEAM, LLC.					200.00
JAMIE J. BELFIORE					
Bill	12/15/2025	354018	12/15/2025	21	335.00
Total JAMIE J. BELFIORE					335.00
LOWE'S CREDIT SERVICES					
Bill	12/16/2025	983739	01/15/2026		205.80
Total LOWE'S CREDIT SERVICES					205.80
MCMILLEN ENGINEERING INC.					
Bill	12/04/2025	259570	12/04/2025	32	332.50
Bill	12/04/2025	259569	12/04/2025	32	845.00
Bill	12/04/2025	259568	12/04/2025	32	1,285.00
Bill	12/04/2025	259567	12/04/2025	32	2,098.75
Total MCMILLEN ENGINEERING INC.					4,561.25
OBSERVER-REPORTER					
Bill	12/15/2025	22566	01/14/2026		213.18
Total OBSERVER-REPORTER					213.18
PENNSYLVANIA AMERICAN WATER					
Bill	12/15/2025	12152025	01/06/2026		271.67
Total PENNSYLVANIA AMERICAN WATER					271.67
PMRS					
Bill	12/26/2025	2026	02/01/2026		220.00
Total PMRS					220.00
PSATS					
Bill	12/08/2025	186225	01/31/2026		702.00
Total PSATS					702.00

Hopewell Township
Bills Presented for Approval and Payment
As of January 5, 2026

Type	Date	Num	Due Date	Aging	Open Balance
R& K DISPOSAL, INC					
Bill	12/02/2025	12022025	01/01/2026	4	78.00
Total R& K DISPOSAL, INC					78.00
STEPHENSON EQUIPMENT, INC					
Bill	12/12/2025	0739218	01/11/2026		254.22
Total STEPHENSON EQUIPMENT, INC					254.22
WELLSBURG AUTO SALES AND SALVAGE					
Bill	07/28/2025	07282025	07/28/2025	161	212.00
Total WELLSBURG AUTO SALES AND SALVAGE					212.00
TOTAL					13,178.27

Hopewell Township Check Detail December 8, 2025 through January 5, 2026

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check		01/05/2026	Ward, Martin T.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Check		01/05/2026	Wolf, Craig M.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Check		01/05/2026	Kearns, Donald W.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check		01/05/2026	Miller, John D.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check		01/05/2026	Rush, Mary S.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Bill Pm...		12/29/2025	HICKORY TELEPHONE C...	100.010 · CHEC...		-75.86
Bill	10155670	12/01/2025		406.32 · OFFICE...	-75.86	75.86
TOTAL					-75.86	75.86
Bill Pm...	EFT	12/09/2025	PENNSYLVANIA AMERIC...	100.800 · MUNI...		-299.54
Bill	11172025	11/17/2025		411.55 · FIRE D...	-299.54	299.54
TOTAL					-299.54	299.54
Bill Pm...	EFT	12/18/2025	PENNSYLVANIA AMERIC...	100.800 · MUNI...		-636.88
Bill	11262025	11/26/2025		419.36 · PUBLIC...	-636.88	636.88
TOTAL					-636.88	636.88
Bill Pm...	EFT	01/01/2026	PITNEY BOWES / PURCH...	100.010 · CHEC...		-65.97
Bill	3321633...	11/23/2025		406.23 · POSTA...	-65.97	65.97
TOTAL					-65.97	65.97
Bill Pm...	EFT	01/01/2026	UPMC HEALTH PLAN	100.010 · CHEC...		-3,290.98
Bill	01012026	12/10/2025		487.35 · GROUP...	-3,290.98	3,290.98
TOTAL					-3,290.98	3,290.98

Hopewell Township Check Detail December 8, 2025 through January 5, 2026

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Liabilit...	EFT	01/01/2026	UPMC HEALTH PLAN	100.010 · CHEC...		-300.00
				222.00 · HEALT...	-300.00	300.00
TOTAL					-300.00	300.00
Liabilit...	EFT	12/10/2025	PSATS TRUSTEES INSUR...	100.010 · CHEC...		-206.59
				214.03 · PSATS ...	-162.32	162.32
				214.02 · PSATS ...	-44.27	44.27
TOTAL					-206.59	206.59
Bill Pm...	EFT	12/30/2025	CARDMEMBER SERVICE	100.010 · CHEC...		0.00
TOTAL					0.00	0.00
Liabilit...	EFT	12/30/2025	PSATS TRUSTEES INSUR...	100.010 · CHEC...		-233.85
				214.03 · PSATS ...	-183.74	183.74
				214.02 · PSATS ...	-50.11	50.11
TOTAL					-233.85	233.85
Liabilit...	EFT	12/30/2025	COMM OF PA DEPARTM...	100.010 · CHEC...		-316.35
				217.00 · PA STA...	-316.35	316.35
TOTAL					-316.35	316.35
Liabilit...	EFT	12/29/2025	United States Treasury	100.010 · CHEC...		-4,017.33
				210.00 · FEDER...	-1,454.17	1,454.17
				211.00 · SOCIAL...	-1,038.67	1,038.67
				211.00 · SOCIAL...	-1,038.67	1,038.67
				213.00 · MEDIC...	-242.91	242.91
				213.00 · MEDIC...	-242.91	242.91
TOTAL					-4,017.33	4,017.33
Liabilit...	EFT	12/30/2025	PMRS	100.010 · CHEC...		-1,548.21
				214.01 · PMRS ...	-1,548.21	1,548.21
TOTAL					-1,548.21	1,548.21
Liabilit...	EFT	12/30/2025	PMRS	100.010 · CHEC...		-1,262.37
				214.00 · PMRS ...	-1,262.37	1,262.37
TOTAL					-1,262.37	1,262.37
Liabilit...	EFT	12/30/2025	KEYSTONE COLLECTIONS	100.010 · CHEC...		-466.73
				223.00 · LST TA...	-48.00	48.00
				212.00 · EIT TA...	-418.73	418.73
TOTAL					-466.73	466.73

Hopewell Township Check Detail December 8, 2025 through January 5, 2026

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Liabilit...	EFT	12/30/2025	PA UC FUND	100.010 · CHEC...		-163.18
				224.00 · PA UC ...	-27.65	27.65
				224.00 · PA UC ...	-135.53	135.53
TOTAL					-163.18	163.18
Bill Pm...	EFT	12/29/2025	WEST PENN POWER	100.010 · CHEC...		-166.11
Bill	9538871...	12/12/2025		409.36 · BUILDI...	-166.11	166.11
TOTAL					-166.11	166.11
Liabilit...	EFT	01/05/2026	PSATS TRUSTEES INSUR...	100.010 · CHEC...		-152.71
				214.03 · PSATS ...	-152.71	152.71
TOTAL					-152.71	152.71
Liabilit...	EFT	01/05/2026	PSATS TRUSTEES INSUR...	100.010 · CHEC...		-41.65
				214.02 · PSATS ...	-41.65	41.65
TOTAL					-41.65	41.65
Bill Pm...	EFT	12/30/2025	CARDMEMBER SERVICE	100.010 · CHEC...		-1,702.87
Bill	6127006...	10/26/2025		406.32 · OFFICE...	-53.40	69.70
Bill	119558	11/10/2025		406.37 · OFFICE...	-75.00	75.00
Bill	756900	11/11/2025		430.24 · OPERA...	-694.50	694.50
Bill	1135353...	11/12/2025		406.21 · OFFICE...	-137.66	137.66
Bill	183772	11/14/2025		430.24 · OPERA...	-175.24	175.24
Bill	389042	11/17/2025		406.21 · OFFICE...	-78.38	78.38
Bill	1135364...	11/18/2025		406.21 · OFFICE...	-286.90	286.90
Bill	11212025	11/21/2025		406.32 · OFFICE...	-16.30	16.30
Bill	11252025	11/25/2025		406.21 · OFFICE...	-95.99	95.99
Bill	11262025	11/26/2025		406.32 · OFFICE...	-12.00	12.00
Bill	119696	12/01/2025		406.37 · OFFICE...	-40.00	40.00
Bill	119819	12/04/2025		406.37 · OFFICE...	-37.50	37.50
TOTAL					-1,702.87	1,719.17
Bill Pm...	1091	12/08/2025	MCMILLEN ENGINEERIN...	100.100 · IMPAC...		-1,413.75
Bill	259476	11/06/2025		408.31 · ENGIN...	-1,413.75	1,413.75
TOTAL					-1,413.75	1,413.75
Bill Pm...	1092	12/08/2025	WEST MIDDLETOWN BO...	100.100 · IMPAC...		-5,690.66
Bill	2025 2026	11/09/2025		411.35 · FIRE D...	-5,690.66	5,690.66
TOTAL					-5,690.66	5,690.66
Bill Pm...	1093	12/30/2025	B.A. ELECTRIC L.L.C.	100.100 · IMPAC...		-1,400.00
Bill	12202025	12/20/2025		409.37 · REPAIR...	-1,400.00	1,400.00
TOTAL					-1,400.00	1,400.00

Hopewell Township Check Detail

December 8, 2025 through January 5, 2026

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pm...	2311	12/08/2025	ADAM LEWIS TRUCKING,...	100.800 · MUNI...		-1,388.40
Bill	242474	11/12/2025		432.24 · ROAD ... 432.24 · ROAD ...	-662.40 -726.00	662.40 726.00
TOTAL					-1,388.40	1,388.40
Bill Pm...	2312	12/08/2025	EVERON, LLC	100.800 · MUNI...		-122.81
Bill	11282025	11/28/2025		411.55 · FIRE D...	-122.81	122.81
TOTAL					-122.81	122.81
Bill Pm...	2313	12/08/2025	GENERAL CODE	100.800 · MUNI...		-2,715.00
Bill	464296	11/24/2025		406.21 · OFFICE...	-2,715.00	2,715.00
TOTAL					-2,715.00	2,715.00
Bill Pm...	2314	12/08/2025	JW THOMAS & SON TRU...	100.800 · MUNI...		-1,859.38
Bill	0837	11/14/2025		437.37 · REPAIR...	-1,859.38	1,859.38
TOTAL					-1,859.38	1,859.38
Bill Pm...	2315	12/08/2025	WEST MIDDLETOWN VFD	100.800 · MUNI...		-1,625.00
Bill	2025 4	12/08/2025		411.45 · FIRE P...	-1,625.00	1,625.00
TOTAL					-1,625.00	1,625.00
Bill Pm...	2316	12/08/2025	WEST MIDDLETOWN BO...	100.800 · MUNI...		0.00
TOTAL					0.00	0.00
Bill Pm...	2317	12/30/2025	B.A. ELECTRIC L.L.C.	100.800 · MUNI...		-3,500.00
Bill	12172025	12/17/2025		409.37 · REPAIR...	-3,500.00	3,500.00
TOTAL					-3,500.00	3,500.00
Check	16348	12/08/2025	Miller, John D.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	16349	12/08/2025	Rush, Mary S.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	16350	12/08/2025	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 8, 2025 through January 5, 2026

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	16351	12/08/2025	Ward, Martin T.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Check	16352	12/08/2025	Wolf, Craig M.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Bill Pm...	16353	12/08/2025	CINTAS	100.010 · CHEC...		-168.52
Bill	5304472...	11/24/2025		430.28 · SAFET...	-72.76	72.76
Bill	9348798...	11/30/2025		430.28 · SAFET...	-95.76	95.76
TOTAL					-168.52	168.52
Bill Pm...	16354	12/08/2025	EBER & ASSOCIATES	100.010 · CHEC...		-565.00
Bill	2634 2026	12/01/2025		486.20 · INSUR...	-565.00	565.00
TOTAL					-565.00	565.00
Bill Pm...	16355	12/08/2025	ELITE CLEAN TEAM, LLC.	100.010 · CHEC...		-200.00
Bill	11082025	11/23/2025		409.31 · BUILDI...	-100.00	100.00
Bill	11222025	11/23/2025		409.31 · BUILDI...	-100.00	100.00
TOTAL					-200.00	200.00
Bill Pm...	16356	12/08/2025	FARNER FIRE, LLC.	100.010 · CHEC...		-266.00
Bill	19960	11/21/2025		409.24 · GENER...	-266.00	266.00
TOTAL					-266.00	266.00
Bill Pm...	16357	12/08/2025	Hill International Trucks, ...	100.010 · CHEC...		-14.67
Bill	104040698	11/20/2025		437.37 · REPAIR...	-14.67	14.67
TOTAL					-14.67	14.67
Bill Pm...	16358	12/08/2025	JOHN DEERE FINANCIAL	100.010 · CHEC...		-397.96
Bill	76810	11/14/2025		432.24 · ROAD ...	-397.96	397.96
TOTAL					-397.96	397.96
Bill Pm...	16359	12/08/2025	LOWE'S CREDIT SERVIC...	100.010 · CHEC...		-165.28
Bill	806783361	11/03/2025		409.24 · GENER...	-165.28	165.28
TOTAL					-165.28	165.28

Hopewell Township
Check Detail
 December 8, 2025 through January 5, 2026

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pm...	16360	12/08/2025	MAKEL AND ASSOCIATE...	100.010 · CHEC...		-2,781.18
Bill	2519	11/25/2025		404.31 · SOLICI...	-30.00	30.00
				404.31 · SOLICI...	-940.00	940.00
				404.31 · SOLICI...	-150.00	150.00
				404.31 · SOLICI...	-1,166.18	1,166.18
				404.31 · SOLICI...	-150.00	150.00
				404.31 · SOLICI...	-345.00	345.00
TOTAL					-2,781.18	2,781.18
Bill Pm...	16361	12/08/2025	MCMILLEN ENGINEERIN...	100.010 · CHEC...		-427.50
Bill	259477	11/06/2025		408.31 · ENGIN...	-427.50	427.50
TOTAL					-427.50	427.50
Bill Pm...	16362	12/08/2025	NAPA AUTO PARTS	100.010 · CHEC...		-86.27
Bill	003007	11/18/2025		437.25 · REPAIR...	-86.27	86.27
TOTAL					-86.27	86.27
Bill Pm...	16363	12/08/2025	OBSERVER-REPORTER	100.010 · CHEC...		-362.84
Bill	22568	11/14/2025		406.34 · ADVER...	-205.24	205.24
Bill	22564	11/18/2025		406.34 · ADVER...	-157.60	157.60
TOTAL					-362.84	362.84
Bill Pm...	16364	12/08/2025	WESTFALL'S MOWING L...	100.010 · CHEC...		-220.00
Bill	6430 110...	12/03/2025		409.37 · REPAIR...	-165.00	165.00
Bill	6430 110...	12/03/2025		413.45 · OTHER...	-55.00	55.00
TOTAL					-220.00	220.00

Hopewell Township
Payroll Transactions
December 8, 2025 through January 5, 2026

Date	Name	Num	Type	Memo	Account	Amount
COMM OF PA DEPARTMENT OF REVENUE PUC						
12/30/2025	COMM OF PA DEP...	EFT	Liability Check	PA-501 EMPL...	100.010 · CHE...	-316.35
Total COMM OF PA DEPARTMENT OF REVENUE PUC						-316.35
KEYSTONE COLLECTIONS						
12/30/2025	KEYSTONE COLLE...	EFT	Liability Check	3RD QUART...	100.010 · CHE...	-466.73
Total KEYSTONE COLLECTIONS						-466.73
PA UC FUND						
12/30/2025	PA UC FUND	EFT	Liability Check	6316392 4TH ...	100.010 · CHE...	-163.18
Total PA UC FUND						-163.18
PMRS						
12/30/2025	PMRS	EFT	Liability Check	PMRB-20 for ...	100.010 · CHE...	-1,548.21
12/30/2025	PMRS	EFT	Liability Check	PMRB-20 for ...	100.010 · CHE...	-1,262.37
Total PMRS						-2,810.58
PSATS TRUSTEES INSURANCE FUND						
12/10/2025	PSATS TRUSTEES ...	EFT	Liability Check	ACCOUNT 25...	100.010 · CHE...	-206.59
12/30/2025	PSATS TRUSTEES ...	EFT	Liability Check	ACCOUNT 25...	100.010 · CHE...	-233.85
01/05/2026	PSATS TRUSTEES ...	EFT	Liability Check	ACCOUNT 25...	100.010 · CHE...	-152.71
01/05/2026	PSATS TRUSTEES ...	EFT	Liability Check	ACCOUNT 25...	100.010 · CHE...	-41.65
Total PSATS TRUSTEES INSURANCE FUND						-634.80
United States Treasury						
12/29/2025	United States Treas...	EFT	Liability Check	25-6001755 F...	100.010 · CHE...	-4,017.33
Total United States Treasury						-4,017.33
UPMC HEALTH PLAN						
01/01/2026	UPMC HEALTH PLAN	EFT	Liability Check	GROUP NO. ...	100.010 · CHE...	-300.00
Total UPMC HEALTH PLAN						-300.00
Gordon, Mark R.						
12/19/2025	Gordon, Mark R.	ACH	Paycheck	PP END 12/1...	100.010 · CHE...	-174.42
01/02/2026	Gordon, Mark R.	ACH	Paycheck	PP END 12/2...	100.010 · CHE...	-174.42
Total Gordon, Mark R.						-348.84
Kearns, Donald W.						
01/01/2026	Kearns, Donald W.	16366	Paycheck	DECEMBER ...	100.010 · CHE...	-137.93
01/01/2026	Kearns, Donald W.	16369	Paycheck	DECEMBER ...	100.010 · CHE...	-220.52
01/05/2026	Kearns, Donald W.	16370	Paycheck	DECEMBER ...	100.010 · CHE...	-181.96
Total Kearns, Donald W.						-540.41
Miller, John D.						
01/01/2026	Miller, John D.	16366	Paycheck	DECEMBER ...	100.010 · CHE...	-137.93
01/05/2026	Miller, John D.	16371	Paycheck	DECEMBER ...	100.010 · CHE...	-23.74
Total Miller, John D.						-161.67
Paul, Beverly R.						
01/01/2026	Paul, Beverly R.	16367	Paycheck	DECEMBER ...	100.010 · CHE...	-276.98
Total Paul, Beverly R.						-276.98
Rush, Mary S.						
01/01/2026	Rush, Mary S.	16368	Paycheck	DECEMBER ...	100.010 · CHE...	-137.93
Total Rush, Mary S.						-137.93

Hopewell Township
Payroll Transactions
 December 8, 2025 through January 5, 2026

<u>Date</u>	<u>Name</u>	<u>Num</u>	<u>Type</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
Ward, Martin T.						
12/19/2025	Ward, Martin T.	ACH	Paycheck	PP END 12/1...	100.010 · CHE...	-2,391.16
12/19/2025	Ward, Martin T.	ACH	Paycheck	2025 BONUS	100.010 · CHE...	-250.00
01/02/2026	Ward, Martin T.	ACH	Paycheck	PP END 12/2...	100.010 · CHE...	-1,046.44
Total Ward, Martin T.						-3,687.60
White, Andrea L.						
12/19/2025	White, Andrea L.	ACH	Paycheck	PP END 12/1...	100.010 · CHE...	-1,121.18
12/19/2025	White, Andrea L.	ACH	Paycheck	2025 BONUS	100.010 · CHE...	-250.00
01/02/2026	White, Andrea L.	ACH	Paycheck	PP END 12/2...	100.010 · CHE...	-953.49
Total White, Andrea L.						-2,324.67
Wolf, Craig M.						
12/19/2025	Wolf, Craig M.	ACH	Paycheck	PP END 12/1...	100.010 · CHE...	-2,006.73
12/19/2025	Wolf, Craig M.	ACH	Paycheck	2025 BONUS	100.010 · CHE...	-250.00
01/02/2026	Wolf, Craig M.	ACH	Paycheck	PP END 12/2...	100.010 · CHE...	-1,363.20
Total Wolf, Craig M.						-3,619.93
TOTAL						-19,807.00

Hopewell Township
Income/Expense Report
 December 2025

	Dec 25
Income	
300-319 · TAXES	
310.20 · EARNED INCOME TAX	
310.21 · EARNED INCOME TAX CURRENT	6,563.27
Total 310.20 · EARNED INCOME TAX	6,563.27
310.50 · LOCAL SERVICES TAX	
310.51 · LOCAL SERVICES TAX CURRENT	482.33
Total 310.50 · LOCAL SERVICES TAX	482.33
Total 300-319 · TAXES	7,045.60
330.00 · FINES AND FORFEITS	
331.00 · FINES	
331.13 · STATE POLICE FINES	665.63
Total 331.00 · FINES	665.63
Total 330.00 · FINES AND FORFEITS	665.63
340.00 · INTEREST, RENTS AND ROYALTIES	
341.00 · INTEREST EARNINGS	
341.01 · INTEREST ON CHECKING	
341.05 · INTEREST GENERAL FUND ACCOUNT	77.39
341.10 · INTEREST IMPACT FEE ACCOUNT	9,117.44
341.20 · INTEREST MUNICIPAL SHARES ACCOU	499.61
341.25 · INTEREST ESCROW ACCOUNT	83.93
Total 341.01 · INTEREST ON CHECKING	9,778.37
Total 341.00 · INTEREST EARNINGS	9,778.37
342.00 · RENTS AND ROYALTIES	
342.51 · ROYALTIES FROM NATURAL GAS	263.75
Total 342.00 · RENTS AND ROYALTIES	263.75
Total 340.00 · INTEREST, RENTS AND ROYALTIES	10,042.12
360-363 · CHARGES FOR SERVICES	
361.00 · GENERAL GOVERNMENT CHARGES	
361.65 · TAX CERTIFICATION REVENUES	
361.70 · NO LIEN LETTERS	190.00
Total 361.65 · TAX CERTIFICATION REVENUES	190.00
Total 361.00 · GENERAL GOVERNMENT CHARGES	190.00
Total 360-363 · CHARGES FOR SERVICES	190.00
395.00 · REFUNDS OF PRIOR YEAR EXPENDITU	
395.10 · REFUND INSURANCE PREMIUMS PRIOR	561.96
Total 395.00 · REFUNDS OF PRIOR YEAR EXPENDITU	561.96
Total Income	18,505.31
Gross Profit	18,505.31
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

Hopewell Township Income/Expense Report December 2025

	Dec 25
403.00 · TAX COLLECTION	
403.05 · TAX COLLECTOR SALARY	313.75
Total 403.00 · TAX COLLECTION	313.75
403.31 · KEYSTONE COLLECTIONS COMMISSION	262.57
404.00 · SOLICITOR / LEGAL SERVICES	
404.31 · SOLICITOR PROFESSIONAL SERVICES	2,781.18
Total 404.00 · SOLICITOR / LEGAL SERVICES	2,781.18
405.00 · SECRETARY / CLERK / TREASURER	
405.15 · SECRETARY / TREASURER WAGE	2,779.55
405.17 · SEC/TREAS PAID TIME OFF	744.00
Total 405.00 · SECRETARY / CLERK / TREASURER	3,523.55
406.00 · OTHER GENERAL GOVERNMENT ADMIN	
406.21 · OFFICE SUPPLIES EXPENSE	3,508.20
406.23 · POSTAGE EXPENSE	100.00
406.32 · OFFICE TELEPHONE AND INTERNET	255.85
406.34 · ADVERTISING	362.84
406.37 · OFFICE EQUIPT MAINT AND SERVICE	230.00
Total 406.00 · OTHER GENERAL GOVERNMENT ADMIN	4,456.89
408.00 · ENGINEERING SERVICES	
408.31 · ENGINEERING SERVICES APPOINTED	1,841.25
Total 408.00 · ENGINEERING SERVICES	1,841.25
409.00 · GENERAL GOVERNMENT BUILDINGS	
409.24 · GENERAL OPERATING SUPPLIES	480.03
409.31 · BUILDING CLEANING SERVICES	200.00
409.36 · BUILDING ELECTRIC AND WATER	331.31
409.37 · REPAIRS AND MAINTENANCE SERVICE	5,065.00
Total 409.00 · GENERAL GOVERNMENT BUILDINGS	6,076.34
Total 400-409 · GENERAL GOVERNMENT	20,049.28
410-419 · PUBLIC SAFETY	
411.00 · FIRE	
411.35 · FIRE DEPT WORK COMP INSURANCE	5,690.66
411.45 · FIRE PROTECTION CONTRACT	1,625.00
411.55 · FIRE DEPARTMENT DONATION	422.35
Total 411.00 · FIRE	7,738.01
413.00 · UCC AND CODE ENFORCEMENT	
413.45 · OTHER CONTRACTED SERVICES	55.00
Total 413.00 · UCC AND CODE ENFORCEMENT	55.00
414.00 · PLANNING AND ZONING	
414.10 · ZONING/CODE OFFICER APPOINTED	400.00
Total 414.00 · PLANNING AND ZONING	400.00
419.00 · OTHER PUBLIC SAFETY	
419.36 · PUBLIC UTILITY SERVICES HYDRANT	636.88
Total 419.00 · OTHER PUBLIC SAFETY	636.88
Total 410-419 · PUBLIC SAFETY	8,829.89

Hopewell Township Income/Expense Report December 2025

	Dec 25
430-439 · PUBLIC WORKS-HWYS ROADS STREET	
430.00 · ROAD DEPARTMENT	
430.12 · ROAD DEPARTMENT WAGE FULL TIME	7,288.72
430.17 · ROAD DEPARTMENT PAID TIME OFF	3,489.00
430.18 · ROAD DEPARTMENT OVERTIME	1,018.96
430.24 · OPERATING SUPPLIES PUBLIC WORKS	897.15
430.28 · SAFETY SUPPLIES	181.02
430.32 · ROAD DEPARTMENT CELL PHONES	50.00
Total 430.00 · ROAD DEPARTMENT	12,924.85
432.00 · WINTER MAINTENANCE-SNO REMOVAL	
432.24 · ROAD DEPARTMENT CINDERS	1,786.36
Total 432.00 · WINTER MAINTENANCE-SNO REMOVAL	1,786.36
437.00 · REPAIRS OF TOOLS AND MACHINERY	
437.25 · REPAIRS AND MAINT SUPPLIES	86.27
437.37 · REPAIRS AND MAINT SERVICE	1,874.05
Total 437.00 · REPAIRS OF TOOLS AND MACHINERY	1,960.32
Total 430-439 · PUBLIC WORKS-HWYS ROADS STREET	16,671.53
481-484 · EMPLOYER PD BFTS & WITHHOLDING	
481.00 · EMPLOYER PAID ITEMS	
481.10 · SOCIAL SECURITY - EMPLOYER PAID	1,038.67
481.20 · MEDICARE - EMPLOYER PAID	242.91
481.30 · PA UNEMPLOYMENT - EMPLOYER	45.18
Total 481.00 · EMPLOYER PAID ITEMS	1,326.76
483.00 · PENSION AND 457-B CONTRIBUTIONS	
483.19 · ROTH PLAN 457-B CONTRIBUTION	94.38
483.30 · NON-UNIFORM PENSION CONTRIBUTIO	1,262.37
Total 483.00 · PENSION AND 457-B CONTRIBUTIONS	1,356.75
Total 481-484 · EMPLOYER PD BFTS & WITHHOLDING	2,683.51
486.00 · INSURANCE, CASUALTY, AND SURETY	
486.20 · INSURANCE - PROPERTY / CASUALTY	565.00
Total 486.00 · INSURANCE, CASUALTY, AND SURETY	565.00
487.00 · HEALTH INSURANCE BENEFIT	
487.35 · GROUP HEALTH INSURANCE BENEFIT	2,945.68
Total 487.00 · HEALTH INSURANCE BENEFIT	2,945.68
Total Expense	51,744.89
Net Income	-33,239.58

**HOPEWELL TOWNSHIP
ZONING HEARING BOARD REORGANIZATION MEETING
TUESDAY, JANUARY 06, 2026, 6:30 P.M.**

Pledge of Allegiance

All meetings are voice recorded for administrative purposes.

Meeting called to order at 6:30 p.m.

Roll Call:

Zoning Hearing Board members Bonnie Woods and Larry Keenan present, Lois Miller absent.
Also, present Secretary/Treasurer Andrea White.

Public Comments:

None

Reorganization

- Appoint Zoning Hearing Board Chairman
Motion to appoint Bonnie Woods the Chairperson of the Zoning Hearing Board.
Motion: Larry Keenan, 2nd Bonnie Woods
Keenan – Yes
Miller - Absent
Woods – Yes
Quorum Present, Motion Passed.

- Appoint Zoning Hearing Board Vice-Chairman
Motion to appoint Larry Keenan the Vice Chairman of the Zoning Hearing Board.
Motion: Bonnie Woods, 2nd Larry Keenan
Keenan – Yes
Miller - Absent
Woods – Yes
Quorum Present, Motion Passed.

- Appoint Zoning Hearing Board Secretary
Motion to appoint Lois Miller the Secretary of the Zoning Hearing Board.
Motion: Bonnie Woods, 2nd Larry Keenan
Keenan – Yes
Miller - Absent
Woods – Yes
Quorum Present, Motion Passed.

Adjournment:

Motion to adjourn the meeting at 6:35 p.m.

Motion: Larry Keenan, 2nd Bonnie Woods

Keenan – Yes

Miller - Absent

Woods – Yes

Quorum Present, Motion Passed.

Respectfully Submitted,

Hopewell Township Zoning Hearing Board

Seal

**HOPEWELL TOWNSHIP
PLANNING COMMISSION REORGANIZATION MEETING
TUESDAY, JANUARY 06, 2026, 6:45 P.M.**

Pledge of Allegiance:

All meetings are voice recorded for administrative purposes.

Meeting called to order at 6:45 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 Tammy Moore the Vice Chairman of the Planning Commission.
Motion: David Rice, 2nd Cody Atkinson
Vote: Atkinson - Yes
Moore – Yes
Rice – Yes
- Appoint Planning Commission Secretary
Discussion and Motion to appoint _____ the Secretary of the Planning Commission. There was no motion, Cody Atkinson intends on resigning his position. The Secretary position will be determined at a later date.

Township Planning Commission Meetings will be held on an as needed basis on the second Monday of each month at 6:00 p.m.

Adjournment:

Motion to adjourn the meeting at 6:49 p.m.

Motion: Cody Atkinson, 2nd David Rice

Vote: Atkinson - Yes

Moore – Yes

Rice – Yes

Respectfully Submitted,

Hopewell Township Planning Commission

Seal

**HOPEWELL TOWNSHIP
ELECTED BOARD OF AUDITORS REORGANIZATION MEETING
TUESDAY, JANUARY 06, 2026, 7:00 P.M.**

Pledge of Allegiance:

All meetings are voice recorded for administrative purposes.

Meeting Called to order at 7:00 p.m.

Roll Call:

Present where Auditors Donald Mark Brownlee, Derrick Carlisle and Rachelle Teller. Also, present was Hopewell Township Secretary/Treasurer Andrea White.

Public Comments:

None

Reorganization

- Appoint Elected Board of Auditor Chairman
Motion to appoint Derrick Carlisle the Chairman of the Board of Elected Auditors.
Motion: Rachelle Teller, 2nd Donald Mark Brownlee
Vote: Brownlee – Yes
Carlisle – Yes
Teller - Yes

- Appoint Elected Board of Auditor Vice-Chairman
Motion to appoint Donald Mark Brownlee the Vice Chairman of the Board of Elected Auditors.
Motion: Rachelle Teller, 2nd Derrick Carlisle
Vote: Brownlee – Yes
Carlisle – Yes
Teller - Yes

- Appoint Elected Board of Auditor Secretary
Motion to appoint Rachelle Teller the Secretary of the Board of Elected Auditors.
Motion: Derrick Carlisle, 2nd Donald Mark Brownlee
Vote: Brownlee – Yes
Carlisle – Yes
Teller - Yes

- Supervisor’s recommendations for Roadmaster, Assistant Roadmaster and Working Supervisor Pay.
- Recommendations to the Township Auditors for 2026:

Supervisor Pay as set per Ordinance:

Mary Rush per Ordinance 01-2019 of July 08, 2019
 Donald Kearns per Ordinance 03-2024 of December 09, 2024
 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 – remain at \$250.00
 Assistant Roadmaster - \$17.00 per hour – remain at \$17.00 per hour
 Working Supervisor Pay Rate - \$17.00 per hour – remain at \$17.00 per hour
 Supervisor Cell Phone Reimbursement – remain at \$25.00 per month

- Roadmaster Pay – Rate of pay in 2025 was \$250.00 per month.
Motion to set Roadmaster pay at \$250.00 per month for the year 2026.
 Motion: Donald Mark Brownlee, 2nd Derrick Carlisle
 Vote: Brownlee – Yes
 Carlisle – Yes
 Teller - Yes
- Assistant Roadmaster - Rate of pay in 2025 was \$17.00 per hour.
Motion to set Assistant Roadmaster pay at \$17.00 per hour for the year 2026.
 Motion: Rachelle Teller, 2nd Donald Mark Brownlee
 Vote: Brownlee – Yes
 Carlisle – Yes
 Teller - Yes
- Working Supervisor Pay Rate – Rate of pay in 2025 was \$17.00 per hour.
Motion to set the Working Supervisor pay at \$17.00 per hour for the year 2026.
 Motion: Donald Mark Brownlee, 2nd Rachelle Teller
 Vote: Brownlee – Yes
 Carlisle – Yes
 Teller - Yes

- Supervisor Cell Phone Reimbursement – Reimbursement in 2025 was \$25.00 per month.
Motion to approve a cell phone reimbursement in the amount of \$25.00 per month for each Supervisor for 2026.

Motion: Rachelle Teller, 2nd Derrick Carlisle

Vote: Brownlee – Yes

Carlisle – Yes

Teller - Yes

Adjournment:

Motion to adjourn the meeting at 7:04 p.m.

Motion: Derrick Carlisle, 2nd Rachelle Teller

Vote: Brownlee – Yes

Carlisle – Yes

Teller – Yes

Respectfully Submitted,

Hopewell Township Board of Elected Auditors

Seal