Hopewell Township
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BUSINESS MEETING AGENDA
MONDAY, NOVEMBER 09, 2026

Civility at the Township meetings is encouraged. The Township will not tolerate uncivility during the meetings, outside the Township building or on Township property.

Pledge of Allegiance:

Roll Call:

Donald Kearns _____ Mary Rush _____ John Miller _____
Andrea White _____ Dennis Makel _____ Mark Gordon _____

Public Comments:

- Stacey – Community Outreach for Washington County Human Services.

Minutes:

- **Discussion and Motion** to accept the minutes of the October 19, 2026, Hopewell Township Planning Commission Meeting for the Tilley Subdivision.
  Motion: _____ Second: _____
  Vote: Kearns _____ Rush _____ Miller _____

- **Discussion and Motion** to approve the minutes of the October 19, 2026, Budget Workshop meeting.
  Motion: _____ Second: _____
  Vote: Kearns _____ Rush _____ Miller _____

- **Discussion and Motion** to accept the minutes of October 19, 2026, Supervisors' regular monthly business meeting.
  Motion: _____ Second: _____
  Vote: Kearns _____ Rush _____ Miller _____

Zoning Report: Mark Gordon

- 1382 Brush Run Road – Shed to replace existing.
  A Zoning Hearing Board meeting will be held on Wednesday, December 09, 2026.

Engineer Report:

- 283 Fox Road Condemnation - Washington County Redevelopment Authority 2026 Community Development Block Grant Program. The demolition was advertised on October 26 and the bids were scheduled to be opened today.
- Cherry Road Landslide Project. (Multimodal Transportation Fund Grant)
- Grant Status' – Waiting for reply on Multimodal and Statewide LSA Grants:
    - Multimodal Transportation Fund Grant application – Stabilization of Possum Hollow Road
    - Multimodal Transportation Fund Grant application – Fox Run Road Landslide
    - Statewide LSA and County LSA Grant Application – Old Trails Road Improvement.
    - Statewide LSA Grant Application – WMVFD Truck grant application and Hopewell Township Public Works Department Truck and Roller application.
- 77 Linnwood Road – A Notice of Violation was issued and the Structure is Declared Unsafe and unlawful to occupy after June 19, 2026.
- Parkview Road Landslide - MarkWest
- State Wide LSA Grant Application – Old Trails Road

Road Report:

- Parkview Road is still closed.
- Lower Fox Road Conditions
- Beech Road – MarkWest improvement of road
- Old Trails Road Bridge Damage
- New Peterbilt Truck
- Upper Buffalo Church Cemetery plowing of the cemetery if there is a funeral held during adverse winter weather.
- **Discussion and Motion** to approve the plowing of Upper Buffalo Church Cemetery if there is a funeral held during adverse winter weather.
  Motion: _____ Second: _____
  Vote: Kearns _____ Rush _____ Miller _____

- Water on State Road at end of Parkview Road.
  The Fire Department called to see if the Township could look into the source of the water crossing Route 844 below Parkview Road as it may cause an accident during inclement weather.
- Range Resources – Bond #022-240-625 Replacement
- Range Resources stated that the bond number that was assigned to the Road bond was incorrect, so the insurance company has issued a change rider, updating the bond number to #022-246-025. There are no other changes besides the Bond number and all coverage remains the same.
- **Discussion and Motion** to accept the change rider as presented by Range Resources.
  Motion: _____ Second: _____
  Vote: Kearns _____ Rush _____ Miller _____

Financial Report: File for review by Auditors

- Bank Reconciliations: Supervisors review and initial off
- Time Sheets – Supervisors review and initial off
- Bills: Review of bill lists as presented
- **Discussion and Motion** to pay the bills to be found true and correct.
  Motion: _____ Second: _____
  Vote: Kearns _____ Rush _____ Miller _____

- Hearing Fees – Still under review.
- Township Fee Schedule – Under review.
- 2027 Proposed Budget
- **Discussion and Motion** to adopt the proposed 2027 budget as presented at the November 09, 2026, Budget Workshop Meeting and publish a notice stating that the proposed budget is available for public inspection.
  Motion: _____ Second: _____
  Vote: Kearns _____ Rush _____ Miller _____

- 2026 Annual Financial Audit – Certified Public Accountant
- **Discussion and Motion** to advertise the township's intent to appoint a certified public accountant to perform the 2026 annual audit in place of the elected auditors.
  Motion: _____ Second: _____
  Vote: Kearns _____ Rush _____ Miller _____

- Hopewell Township Real Estate Tax Rate for 2027:
  Currently the tax rate for General Purposes is set at 1 mill, the discount rate is set at 2% and the penalty rate is set at 10%.
- **Discussion and Motion** to adopt a Resolution of the Township of Hopewell, County of Washington, Pennsylvania fixing the tax rate for the year 2027 for General Purposes at __mills, the discount rate remaining the same at two percent (2%) until June 01, 2027, with the tax being paid at face amount remaining the same from June 02 until August 01, and the penalty rate remaining the same at ten percent (10%) until August 01, 2027. After December 31 the tax will become delinquent.
  Motion: _____ Second: _____
  Vote: Kearns _____ Rush _____ Miller _____
- Hopewell Township Per Capita Tax Rate for 2027:
  Currently the tax rate for Per Capita Tax is set at (five dollars) ($5.00) per resident.
- **Discussion and Motion** to adopt a Resolution of the Township of Hopewell, County of Washington, Pennsylvania fixing the township Per Capita Tax to remain at five dollars ($5.00) per resident for the fiscal year 2027.
  Motion: _____ Second: _____
  Vote: Kearns _____ Rush _____ Miller _____

- Hopewell Township Realty Transfer Tax:
  Currently the Realty Transfer Tax rate is set at one percent (1%) on all transfers of realty within Hopewell Township.
- **Discussion and Motion** to adopt a Resolution of the Township of Hopewell, County of Washington, Pennsylvania fixing the township Real Estate Transfer tax to remain at one percent (1%) on all transfers of realty within Hopewell Township for the fiscal year 2027.
  Motion: _____ Second: _____
  Vote: Kearns _____ Rush _____ Miller _____

- Hopewell Township EIT and LST Tax rates for 2027:
- **Discussion and Motion** to adopt a Resolution of the Township of Hopewell, County of Washington, Pennsylvania fixing the township Earned Income Tax (EIT) to remain at one half of one percent (.5%) and 1 (one) percent for Nonresidents upon earned income persons and/or working within Hopewell Township for the fiscal year 2027 and the Local Service Tax (LST) to remain at fifty-two dollars ($52.00) with the low income exemption remaining at twelve thousand dollars ($12,000.00) for the fiscal year 2027.
  Motion: _____ Second: _____
  Vote: Kearns _____ Rush _____ Miller _____

- 2027 Reorganization Meeting:
- **Discussion and Motion** to advertise the Hopewell Township Annual Reorganization Meeting for the first Monday in January 2027, at 6:30 p.m. followed by the first Regular Township Meeting at 7:00 p.m.
  Motion: _____ Second: _____
  Vote: Kearns _____ Rush _____ Miller _____

- 2027 Zoning Hearing Board, Planning Commission and Elected Auditor's Reorganization Meetings:
- **Discussion and Motion** to advertise the Hopewell Township Zoning Hearing Board's Annual Reorganization Meeting for the first Tuesday of January 2027, 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.
  Motion: _____ Second: _____
  Vote: Kearns _____ Rush _____ Miller _____

- 2027 Health, Vision, Dental, Life and Short-Term Disability:
- **Discussion and Motion** to continue the townships Health, Vision, Dental, Life and Short-Term Disability as currently offered and at rates as presented by the insurance companies for 2027.
  Motion: _____ Second: _____
  Vote: Kearns _____ Rush _____ Miller _____

- The Township received a $4,500.00 grant from the Range Resources Municipal Enrichment Fund to update the township's computers and accessories. The equipment has been ordered through Pittsburgh Computer Solutions and will be installed in the near future.

Planning Commission:

- Tilley Subdivision – 203 Wotring Road
  The Board decided at the last meeting that the subdivision must include the entirety of the property.

Solicitors' Report:

- Zoning Ordinance Amendment(s)
- 2183 Brush Run Road – Transferred was non-compliant with township ordinance.
- Kenneth Buzzard – Maintenance Bond return.
- **Discussion and Motion** to return the Maintenance Bond amount to Mr. Kenneth Buzzard in relation to previous grading activities on his property.
- Correspondence was received from PA American Water regarding the review of street opening permit and inspection fee structure following Columbia Gas of Pennsylvania, Inc. v. Menallen Township.
- Proposal for the addition of an Agricultural Security Area – Godwin
  Proposal for the addition of an Agricultural Security Area from George Godwin for parcels 350-016-00-00-0003-02, 50.74 acres and parcel 350-016-00-00-0003-03, 10 acres, has laid on the table for over 90 days. This proposal is deemed approved.
- **Discussion and Motion** to affirm that the Agricultural Security Area proposal for George Godwin is approved without modification and adopt a Resolution approving the addition of the Hopewell Township Agricultural Security Area for Properties owned by George R. Godwin, Jr.
  Motion: _____ Second: _____
  Vote: Kearns _____ Rush _____ Miller _____

Correspondence review and discussion:

Old Business:

- The Township is in need of an Emergency Management Coordinator. The township needs to update its Emergency Management Plan. The Township has reached out to surrounding townships regarding who they use. No one has expressed interest in serving.

New Business:

- Digital Township Sign
  The sign has been ordered.
- The next regular Monthly Board of Supervisors Meeting will be held on Monday, December 14, 2026, at 7:00 p.m.

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

Adjournment:

- **Discussion and Motion** to adjourn the meeting at _____.
  Motion: _____ Second: _____
  Vote: Kearns _____ Rush _____ Miller _____