



HOPEWELL TOWNSHIP MUNICIPAL BUILDING



Hopewell Township 2016 Budget

General Fund, Ancillary Funds,
Sewer Funds and Departmental
Budgets



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Hopewell Township 2016 Budget

HOPEWELL TOWNSHIP

MUNICIPAL BUILDING
1700 CLARK BOULEVARD
ALIQUIPPA, PA 15001
PHONE: 724-378-1460
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BOARD OF COMMISSIONERS
RICH BUFALINI, President
JOE KUSNIR, Vice President
NICK DIPIETRO
DAVID CICCONE
GARY TRANELLI

NORM KRAUS, JR., Township Manager

MARIE STRATAKIS HARTMAN, Engineer/ Assistant Township Manager

December 28, 2015

Board of Commissioners
Hopewell Township
1700 Clark Blvd.
Aliquippa, PA 15001

2016 Budget Message

Dear Members of the Board:

I am honored to present the 2016 budget for the Hopewell Township, which is submitted in accordance to the section 1701.1 of the First Class Township Code.

This year's budget process commenced in early September when the departments met to discuss the overall goals for this year's budget process with the Commissioners. Following the initial meeting, Accounting, Finance Administrator, Barbara Swearingen, CPA and Assistant Manager Marie Hartman and I met with various department heads and others to discuss the operating needs for 2016. These meetings were an effective way for each department to be engaged throughout the budget process.

The following proposed budget includes **no increase** to the current real estate millage rate of 14.0, which remains lower than 24 out of 54 communities in Beaver County. In fact, the median household in Hopewell Township pays only \$1,611.40 in real estate taxes and \$585.19 in earned income taxes annually to the Township. For less than the average price of other lodging, residents receive first class services such as police and fire protection, paved and plowed roads, beautiful parks with state of the art athletic fields, among many other public amenities.

Goals for 2016:

- Institute a Hopewell Township organization to welcome new businesses and to work with long standing businesses for the good of the community.
- Come to an agreement with the four collective bargaining units to both ensure that Hopewell Township continues to be a great place to work as well as being responsible with the taxpayer's investment.

"People Working Together To Build A Better Community"

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- Address the rising cost of healthcare for Township employees.
- Department Heads will conduct annual reviews for all employees and the Board will review the Township Manager.
- Improve communication with the community through facebook twitter and other social media.
- Establish purchasing protocols to ensure most competitive prices for materials.

This budget message is only intended to provide a general overview of the 2016 budget and specify some of the goals for Hopewell Township moving forward.

I'm extremely grateful for the help I received from the Hopewell Township Assistant Manager Marie Hartman, Finance Accounting Administrator , Barbara Swearingen, CPA, and Director of H/R Peggy Santia. I'm also grateful for being able to work together with all of the departments heads to prepare a realistic budget that will put the Township in a position to succeed in 2016.

And of course, special thanks to you, Hopewell Township Board of Commissioners for supporting me throughout this process and for making bold decisions that will help navigate Hopewell Township into the next decade and beyond.

Respectfully submitted,



Norm Kraus
Township Manager

"People Working Together To Build A Better Community"



Budget Organization

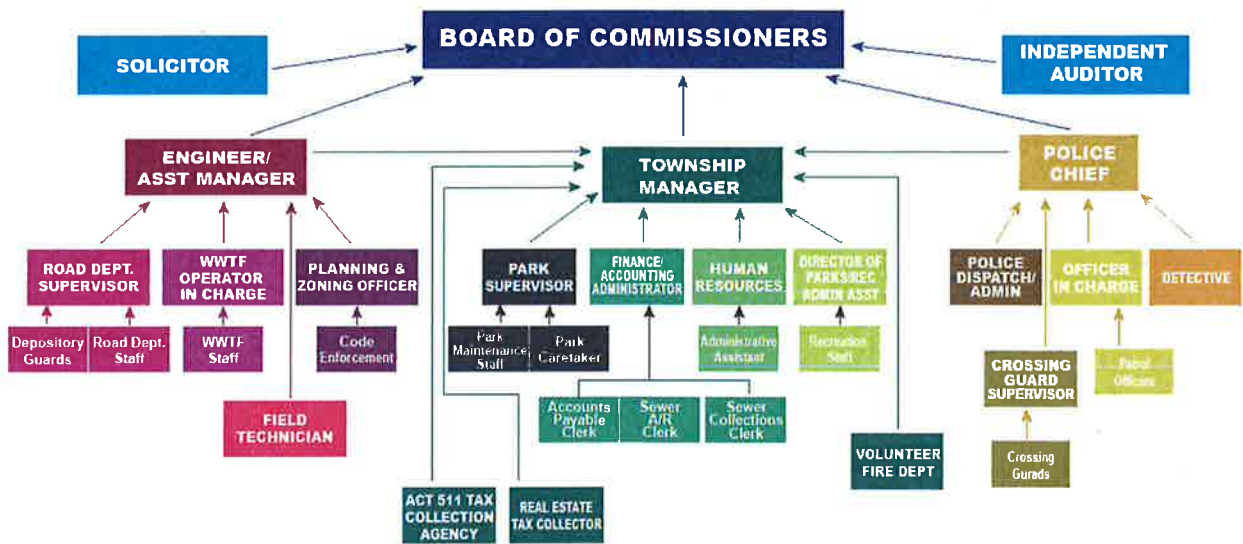
Date	Action	Responsibility
October 6, 2015	September Information to Department Heads	Director of Finance /Department Heads
October 11, 2015	Establish Public Hearing Dates	Board of Commissioners
October 12, 2015	Workshop Meeting	Board of Commissioners Manager/Assistant Manager /Department Heads
November 4, 2015	Submit advertisement of Proposed Budget Public Hearing to Newspaper for Publication-runs 11/9/15-11/16/15	Manager
November 16, 2015	Public Hearing	Board of Commissioners
November 12, 2015	Advertisement of Availability 2016 Proposed Budget for Public Inspection (Copies to be displayed in Reception Area and on website) To run in paper 12/1/2015 Ordinance to be accepted 12/8/15--2015-03	Manager
December 28, 2015	Adopt Budget (By Ordinance) 2015-03	Board of Commissioners
December 31, 2015	Advertise Adopted Ordinance Enter Budget on Books	Township Manager Director of Finance

Hopewell Township
2016 Budget



Organizational Chart

CHAIN OF COMMAND ORGANIZATIONAL FLOW CHART
Hopewell Township, Beaver County, Pennsylvania
September 14, 2015



Hopewell Township 2016 Budget



Hopewell Township 2016 Budget

General Fund
Revenue



Median Value of Township
Real Estate Taxes per Median
Home Value \$1,611.40 per year

Compared to Average family Expenses:

Food Away from Home \$2,619.00

Other Lodging \$2,860.00

Apparel \$1,725.00

Entertainment \$2,693.00

Cash Contributions \$1,723.00

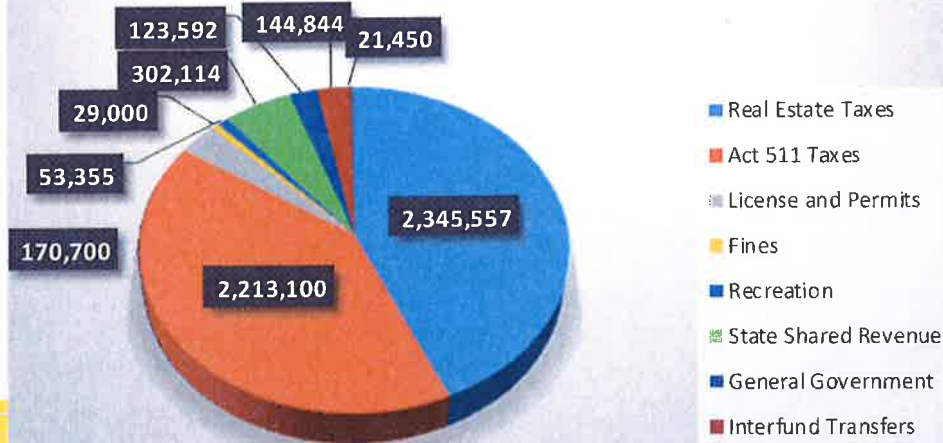
Per 2010 Census reports



Summary Revenue

	2012	2013	2014	2015	2016
Real Estate Taxes	2,275,500	2,296,500	2,322,500	2,320,091	2,345,557
Act 511 Taxes	1,654,600	1,716,000	2,182,000	2,253,400	2,213,100
License and Permits	165,300	177,300	167,500	159,200	170,700
Fines	40,200	36,200	24,200	15,000	29,000
Recreation	55,000	75,000	67,000	56,500	53,355
State Shared Revenue	332,400	299,000	322,500	297,900	302,114
General Government	785,000	93,500	88,300	103,650	123,592
Interfund Transfers	89,000	133,000	146,000	144,700	144,844
Miscellaneous	12,000	10,500	11,000	7,000	21,450
	5,409,000	4,837,000	5,331,000	5,357,441	5,403,712

Budgeted Revenue for 2016



Hopewell Township 2016 Budget

2016 GENERAL FUND BUDGETED REVENUE

Adopted 12/28/2015

LINE NUMBER	DESCRIPTION	2016 BUDGET
<u>REAL ESTATE TAXES (11)</u>		
01-301-010	Real Estate Taxes - Current (Less 5% Uncollectable)	\$ 2,220,157.00
01-301-020	Real Estate Taxes - Delinquent (County-Quarterly)	\$ 100,000.00
01-301-030	Real Estate Taxes -Delinquent (Township Tax Collector)	\$ 18,000.00
01-301-060	Real Estate Taxes - Interim (Township)	\$ 1,500.00
01-301-070	KOZ Zone Real Estate Taxes	\$ 5,900.00
	Total Real Estate Taxes (11)	\$2,345,557.00
<u>ACT 511 TAXES</u>		
01-310-010	Real Estate Transfer Tax Fom Property Sales	\$ 200,000.00
01-310-021	Earned Income Wage Tax - Current	\$ 1,300,000.00
01-310-022	Earned Income Wage Tax - Prior Year	\$ 400,000.00
01-310-023	Earned Income Wage Tax - Delinquent	\$ 40,000.00
01-310-031	Mercantile Tax	\$ 90,000.00
01-310-051	L.S.T. Tax	\$ 170,000.00
01-310-070	Mechanical Device Tax	\$ 12,400.00
01-310-090	Upset Sale Tax (County)	\$ 700.00
	Total Act 511 Taxes (11)	\$ 2,213,100.00
<u>LICENSE AND PERMITS</u>		
01-321-061	Peddler/Solicitor Permit	\$ 1,500.00
01-321-080	Cable TV Franchise Fee (Comcast)	\$ 139,000.00
01-321-090	Zoning, Signs, Demolition, and Other Permits	\$ 1,600.00
01-362-041	Building Permits	\$ 27,000.00
01-363-052	Street Opening Permits	\$ 1,600.00
	Total License and Permits (12)	\$ 170,700.00
<u>FINES</u>		
01-331-011	State Violations	\$ 4,000.00
01-331-012	Local Violations (Magistrate and Court)	\$ 25,000.00
	Total Fines (13)	\$ 29,000.00
<u>RECREATION</u>		
01-367-040	Concessions/Corn Machine	\$ 8,500.00
01-367-041	Park Pavilion Fees/Revenues	\$ 13,900.00
01-367-045	Recreational Fees	\$ 10,065.00
01-367-046	Parkfest	\$ 8,500.00
01-367-047	Fallfest	\$ 250.00
01-367-048	Fishing Derby	\$ 1,000.00
01-367-049	Wine & Jazz	\$ 6,000.00

2016 GENERAL FUND BUDGETED REVENUE

Adopted 12/28/2015

LINE NUMBER	DESCRIPTION	2016 BUDGET
01-367-050	Community Activities	\$ 3,500.00
01-367-055	Easter and Christmans	\$ 820.00
01-367-060	Donations and Sponsorship Fund	\$ 820.00
	Total Recreation (16)	\$ 53,355.00
<u>STATE SHARED REVENUE</u>		
01-354-020	VFD Fire Relief Fund	\$ 70,000.00
01-354-030	DUI Check Point Grant	\$ 30,000.00
01-354-035	Police Smooth Operator & Buckle Up Grant	\$ 3,200.00
01-354-040	Recycling Grant	\$ 7,000.00
01-355-010	Public Utilities Tax	\$ 5,500.00
01-355-040	State Beverage License	\$ 4,200.00
01-355-050	Pension-State Aid	\$ 168,000.00
01-355-080	Act 13 Gas Well Impact Fees	\$ 14,214.00
	Total State Shared Revenue (15)	\$ 302,114.00
<u>GENERAL GOVERNMENT</u>		
01-361-030	Subdivision & Zonning Application Fees	\$ 5,000.00
01-361-035	Subdivision & Zonning Township Reimbursed Fees	\$ 20,000.00
01-361-051	Sale of Maps and Publications	\$ 70.00
01-361-065	Riembursement of Credit Card Fees	\$ 22.00
01-362-010	Police Contracted Services	\$ 15,000.00
01-362-011	Sale of Police Reports	\$ 3,300.00
01-362-051	School Reimbursement Crossing Guards	\$ 47,000.00
01-363-520	Sweetbrier Winter Maintenance	\$ 8,800.00
01-364-020	School Reimbursement Winter Supplies	\$ 10,000.00
01-364-030	Solid Waste Collection (Refuse)	\$ 500.00
01-364-040	Depository Fees	\$ 12,500.00
01-364-050	Recycling Bins and Bags	\$ 1,400.00
	Total General Government (16)	\$ 123,592.00
<u>INTERFUND TRANSFERS</u>		
01-392-008	Transfer From Sewer-Fund Prof Svc Reimbursement	\$ 144,844.00
01-392-035	Transfer From State Fund	\$ -
	Total Interfund Transfers	\$ 144,844.00
<u>MISCELLANEOUS REVENUE</u>		
01-341-000	Interest Earned General Fund (14)	\$ 5,000.00
01-341-001	Interest Earned from General Bonds	\$ 50.00
01-380-000	Reimbursement Refunds	\$ 10,400.00

2016 GENERAL FUND BUDGETED REVENUE

Adopted 12/28/2015

LINE NUMBER	DESCRIPTION	2016 BUDGET
01-391-010	Sale of Fixed Assets (17)	\$ 6,000.00
	Total Miscellaneous Revenue	\$ 21,450.00
	<u>TOTAL REVENUE</u>	<u>\$ 5,403,712.00</u>



**EXPENSES
AHEAD**

Hopewell Township 2016 Budget

General Fund
Expenditures



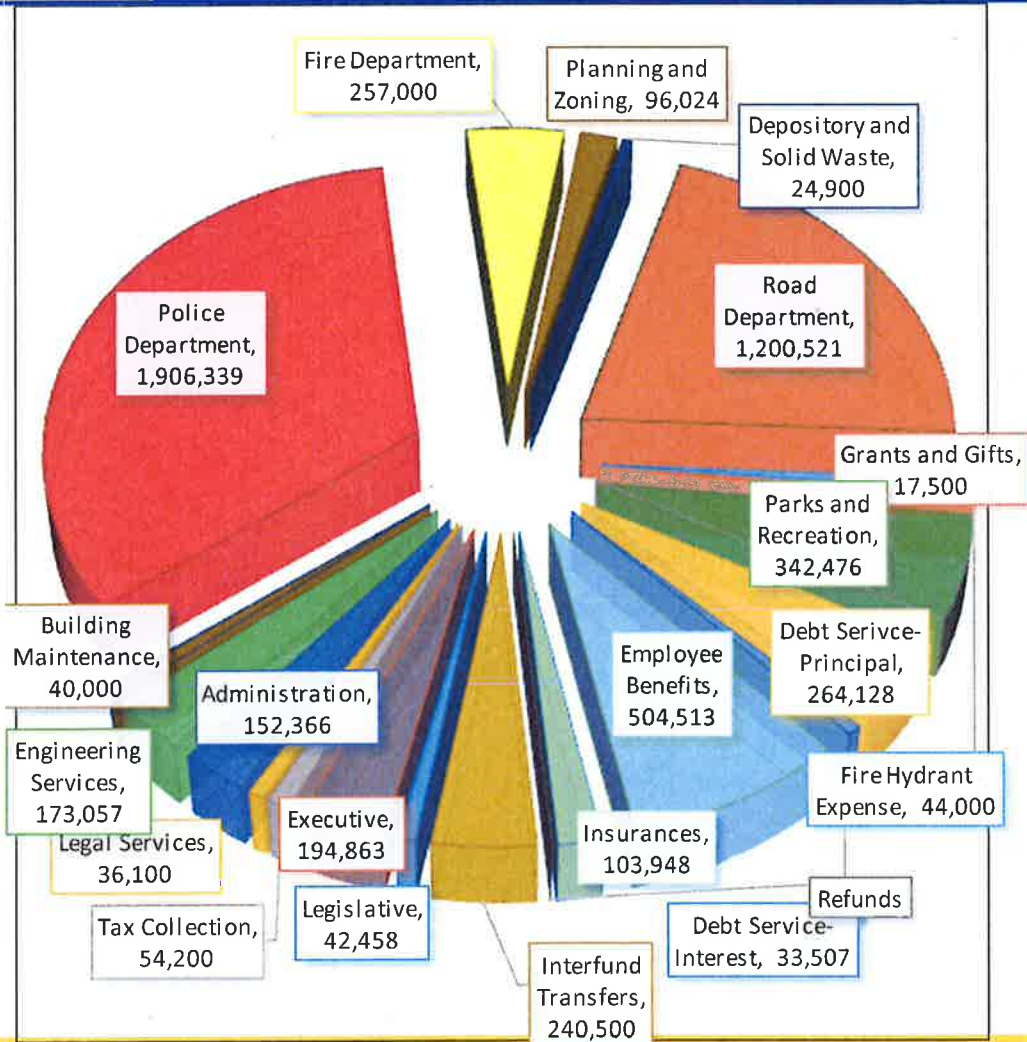
Summary Expenditures

	2012	2013	2014	2015	2016
Legislative	28,450	28,000	29,400	32,900	42,458
Executive	218,600	234,100	247,800	202,000	194,863
Tax Collection	45,400	44,700	55,300	53,100	54,200
Legal Services	49,000	54,500	53,000	36,000	36,100
Administration	141,350	195,800	188,300	194,900	152,366
Engineering Services	23,000	104,500	109,200	142,400	173,057
Building Maintenance	26,800	36,400	90,200	52,200	40,000
Police Department	1,710,100	1,756,900	1,857,400	1,839,650	1,906,339
Fire Department	274,800	260,200	259,600	257,000	257,000
Planning and Zoning	147,100	125,300	120,100	108,600	96,024
Depository and Solid W	677,400	35,400	38,400	31,900	24,900
Road Department	874,200	873,200	1,140,200	1,241,800	1,200,521
Fire Hydrant Expense	46,000	44,000	44,000	44,000	44,000
Grants and Gifts	10,000	15,000	15,000	15,000	17,500
Parks and Recreation	283,000	316,000	367,800	311,050	342,476
Debt Service-Principal	249,300	244,200	255,000	271,350	264,128
Debt Service-Interest	65,900	60,300	55,000	39,950	33,507
Employee Benefits	311,000	376,000	364,000	481,000	504,513
Insurances	202,500	164,000	200,000	204,000	103,948
Bad Debt Expense	3,000	-	-	-	-
Refunds	1,000	1,000	2,000	-	-
Interfund Transfers	21,100	200,500	201,000	20,500	240,500
	5,409,000	5,170,000	5,692,700	5,579,300	5,728,400

Hopewell Township
2016 Budget



Summary Expenditures



Hopewell Township 2016 Budget

2016 GENERAL FUND BUDGETED EXPENSES

Adopted 12/28/2015

LINE NUMBER	DESCRIPTION	2016 BUDGET
<u>LEGISLATIVE</u>		
01-400-110	Commissioners Salary	\$ 16,300.00
01-400-192	General Expenses (Flowers, Cards, etc.)	\$ 9,000.00
01-400-193	Training/Seminars/Conventions	\$ 500.00
01-400-340	Printing (Newsletter)	\$ 5,450.00
01-400-420	Legislative Association Dues	\$ 4,000.00
01-400-421	COG Dues	\$ 1,208.00
01-400-430	Township Property Taxes	\$ 6,000.00
	Total Legislative (22)	\$ 42,458.00
<u>EXECUTIVE</u>		
01-401-131	Professional Salaries	\$ 169,533.00
01-401-193	Training/Seminars/Conventions	\$ 2,000.00
01-401-196	Hospitalization	\$ 15,348.00
01-401-198	Eye & Dental Care	\$ 2,630.00
01-401-199	Group Life and Disability Insurance	\$ 3,260.00
01-401-321	Executive Cell Phone Expenses	\$ 1,200.00
01-401-999	CTR Payroll Expense	\$ 892.00
	Total Executive (22)	\$ 194,863.00
<u>TAX COLLECTION</u>		
01-403-187	Real Estate Treasurers Commission	\$ 10,000.00
01-403-210	Real Estate Supplies and Expenses	\$ 3,500.00
01-403-221	Real Estate Postage	\$ 2,000.00
01-403-311	Real Estate Audit	\$ 3,500.00
01-403-321	Real Estate Telephone and Internet Expense	\$ 1,700.00
01-403-353	Insurance/Bonding/Notary Expenses	\$ 1,500.00
01-403-455	Wage Tax Subcontracted Services	\$ 32,000.00
	Total Tax Collection (22)	\$ 54,200.00
<u>LEGAL SERVICES</u>		
01-404-314	Solicitors Services-Township	\$ 30,000.00
01-404-315	Solicitors Non-Legal Services Magistrate Fees	\$ 500.00
01-404-320	Solicitors Subdivision and Development Fees	\$ 2,100.00
01-404-325	Solicitors Zoning Board Fees	\$ 3,500.00
	Total Legal Services (22)	\$ 36,100.00
<u>ADMINISTRATION</u>		
01-405-066	General Fund Bank Fees	\$ 1,400.00
01-405-140	AP and Marketing/AA Salary (Full-Time)	\$ 35,859.00
01-405-147	Clerk Salary (Part Time)	\$ 13,000.00
01-405-150	Administrative Overtime	\$ 250.00
01-405-193	Administrative Training/Seminars	\$ 250.00
01-405-196	Hospitalization	\$ 16,999.00
01-405-198	Eye and Dental Care	\$ 594.00

2016 GENERAL FUND BUDGETED EXPENSES

Adopted 12/28/2015

LINE NUMBER	DESCRIPTION	2016 BUDGET
01-405-199	Group Life and Disability Insurance	\$ 732.00
01-405-210	Administrative Office Supplies	\$ 2,900.00
01-405-220	Postage/Lease	\$ 14,300.00
01-405-231	Administrative Fuel	\$ 500.00
01-405-310	Auditor and Appraisal Expense	\$ 13,000.00
01-405-311	Bond Agency Fees	\$ 170.00
01-405-321	Telephone and Internet Expenses	\$ 3,400.00
01-405-322	Computer Service and Repair Expenses	\$ 3,500.00
01-405-340	Advertising and Printing	\$ 5,000.00
01-405-345	Copier Expenses and Lease	\$ 4,300.00
01-405-351	Auto Insurance	\$ 8,015.00
01-405-353	Insurance and Bonding	\$ 3,300.00
01-405-370	Municipal Vehicle Maintenance	\$ 3,000.00
01-405-374	Administration Account Sys. Maint. Fees	\$ 5,000.00
01-405-450	Administration Contracted Services	\$ 900.00
01-405-465	Marketing Plan and Development	\$ 12,500.00
01-405-480	Web Site Development	\$ 1,000.00
01-405-750	Equipment Purchase	\$ 2,200.00
01-405-999	CTR General Fund Payroll Expense	\$ 297.00
	Total Administration (22)	\$ 152,366.00
<u>ENGINEERING</u>		
01-408-013	Engineer Salary	\$ 72,445.00
01-408-014	Field Technician Salary	\$ 31,824.00
01-408-193	Engineer Training	\$ 2,000.00
01-408-195	Engineer Reimbursed Expenses	\$ 500.00
01-408-196	Hospitalization	\$ 37,776.00
01-408-198	Eye and Dental Care	\$ 2,630.00
01-408-199	Group Life and Disability Insurance	\$ 1,898.00
01-408-210	Engineer Office Supplies	\$ 700.00
01-408-220	Engineer Postage and Lease	\$ 100.00
01-408-321	Engineer Phone and Internet Expense	\$ 2,100.00
01-408-322	Engineer Computer Expense	\$ 1,500.00
01-408-345	Engineer Copier Expense	\$ 1,500.00
01-408-440	Engineer Clothing Allowance	\$ 140.00
01-408-450	Engineer Contracted Services	\$ 1,500.00
	GIS Professional Services	\$ 12,950.00
	GIS Software	\$ 2,900.00
01-408-999	CTR Payroll Expense	\$ 594.00
	Total Engineering Services (22)	\$ 173,057.00
<u>BUILDING MAINTENANCE</u>		
01-409-361	Municipal Building Electricity	\$ 5,000.00
01-409-362	Municipal Building Natural Gas	\$ 3,700.00
01-409-366	Municipal Building Water	\$ 200.00

2016 GENERAL FUND BUDGETED EXPENSES

Adopted 12/28/2015

LINE NUMBER	DESCRIPTION	2016 BUDGET
01-409-370	Municipal Building Custodial Svc & Supplies	\$ 6,100.00
01-409-373	Municipal Building Maint, Repairs & Contr. Svc.	\$ 25,000.00
	Total Building Maintenance (22)	\$ 40,000.00
<u>POLICE DEPARTMENT</u>		
01-410-122	Police Chief Salary	\$ 84,757.00
01-410-130	Seargant Salary	\$ 18,208.00
01-410-131	Patrolman Salary (Including Health BB)	\$ 959,350.00
01-410-132	Police Officers Wages (Part Time)	\$ 68,000.00
01-410-133	Crossing Guard Wages	\$ 86,492.00
01-410-134	Police Administrative Salary	\$ 29,120.00
01-410-140	Police Overtime Wages	\$ 140,000.00
01-410-190	Police Training, Physicals, and Testing	\$ 14,175.00
01-410-196	Hospitalization	\$ 205,650.00
01-410-198	Eye & Dental Care	\$ 16,940.00
01-410-199	Group Life and Disability Insurance	\$ 18,106.00
01-410-210	Police Office Supplies	\$ 3,000.00
01-410-220	Police Postage	\$ 500.00
01-410-221	Police Ammunition/Weapon Repair	\$ 6,200.00
01-410-241	Police Vehicle Fuel	\$ 34,000.00
01-410-242	Police Operating Supplies (Detective Supplies)	\$ 1,600.00
01-410-244	DUI Grant Expenses	\$ 2,500.00
01-410-252	Police Vehicle Tires	\$ 1,500.00
01-410-310	Police Animal Control	\$ 4,000.00
01-410-315	Police Community Program	\$ 400.00
01-410-321	Police Phones, Internet & Commun. Expense	\$ 8,000.00
01-410-322	Computer Maintenance and Repair	\$ 5,000.00
01-410-340	Advertisements	\$ 1,000.00
01-410-341	Copier Expense	\$ 3,500.00
01-410-350	Police Liability Insurance	\$ 18,770.00
01-410-351	Auto Insurance	\$ 7,839.00
01-410-361	Police Building Electric	\$ 5,000.00
01-410-362	Police Building Heating	\$ 4,300.00
01-410-366	Police Building Water (CHJA)	\$ 250.00
01-410-370	Police Vehicle Repair and Maintenance	\$ 10,000.00
01-410-371	Police Custodial Services and Supplies	\$ 8,300.00
01-410-373	Police Building Maintenance and Repairs	\$ 12,200.00
01-410-420	Police Accreditation and Dues	\$ 850.00
01-410-440	Police Uniform Expense	\$ 17,000.00
01-410-441	Crossing Guard Uniforms and Supplies	\$ 3,000.00
01-410-450	Police Contracted Services	\$ 1,800.00
01-410-530	Reimburse Other Police for DUI Grant	\$ 20,975.00
01-410-750	Police Equipment Purchase	\$ 27,000.00
01-410-753	Police Equipment Lease Interest	\$ 3,723.00
01-410-755	Police Equipment Lease Principal	\$ 47,392.00

2016 GENERAL FUND BUDGETED EXPENSES

Adopted 12/28/2015

LINE NUMBER	DESCRIPTION	2016 BUDGET
01-410-999	CTR Payroll Expense	\$ 5,942.00
	Total Police Department (23)	\$ 1,906,339.00
<u>FIRE DEPARTMENT</u>		
01-411-122	Fire Marshall Wages	\$ 2,400.00
01-411-220	Operating Supplies	\$ 500.00
01-411-231	Fire Truck Fuel Expense	\$ 7,000.00
01-411-242	Fire Marshall Fuel Expense	\$ 500.00
01-411-530	Building and Operating Contribution	\$ 166,600.00
01-411-531	Fire Relief Fund	\$ 80,000.00
	Total Fire Department (23)	\$ 257,000.00
<u>PLANNING AND ZONING</u>		
01-414-120	Planning Commission Salaries	\$ 1,000.00
01-414-121	Zoning Board Salaries	\$ 1,000.00
01-414-133	Zoning Officer Salary (Full Time)	\$ 49,966.00
01-414-190	Training/Dues/Conferences	\$ -
01-414-196	Hospitalization	\$ 18,888.00
01-414-198	Eye & Dental Care	\$ 660.00
01-414-199	Group Life and Disability Insurance	\$ 813.00
01-414-210	Office Supplies	\$ 400.00
01-414-220	Postage	\$ 600.00
01-414-231	Fuel Expenses	\$ 1,100.00
01-414-241	Recording Fees; App/Gen Expenses & Violations	\$ 400.00
01-414-315	Court Reporter Fees	\$ 500.00
01-414-321	Telephone and Internet Expense	\$ 1,600.00
01-414-322	Computer Expense	\$ 300.00
01-414-340	Advertising and Printing	\$ 3,800.00
01-414-341	Copier Expense	\$ 1,100.00
01-414-450	Contracted Services (Code Sys)	\$ 13,100.00
01-414-750	Equipment Purchase	\$ 500.00
01-414-999	CTR Payroll Expense	\$ 297.00
	Total Planning and Zoning (30)	\$ 96,024.00
<u>SOLID WASTE/DEPOSITORY</u>		
01-427-140	Depository Guard Wages	\$ 9,450.00
01-427-210	Office Supplies and Postage	\$ 100.00
01-427-220	Operating Supplies	\$ 50.00
01-427-321	Telephone Expense	\$ 600.00
01-427-340	Printing, Advertising and Copier Expenses	\$ 500.00
01-427-380	Porta-John Rentals	\$ 700.00
01-427-450	Contracted Services and Subcontractors	\$ 6,000.00
01-427-451	Dumpsters	\$ 7,000.00
01-427-750	Equipment Purchase	\$ 500.00
	Total Solid Waste (24)	\$ 24,900.00

2016 GENERAL FUND BUDGETED EXPENSES

Adopted 12/28/2015

LINE NUMBER	DESCRIPTION	2016 BUDGET
<u>ROAD DEPARTMENT</u>		
01-430-000	Road Paving and Improvements	\$ 550,000.00
01-430-122	Public Works Superintendent Salary	\$ 78,744.00
01-430-140	Road Department Wages (Full Time)	\$ 281,540.00
01-430-143	Road Department Wages (Part Time)	\$ 5,000.00
01-430-145	Road Department Overtime Wages	\$ 20,000.00
01-430-190	Training/Drug Screening/Licenses	\$ 1,000.00
01-430-196	Hospitalization	\$ 49,940.00
01-430-198	Eye and Dental Care	\$ 2,112.00
01-430-199	Group Life and Disability Insurance	\$ 6,449.00
01-430-210	Office Supplies	\$ 2,300.00
01-430-220	Operating Material and Supplies	\$ 75,000.00
01-430-221	Postage	\$ 500.00
01-430-231	Vehicle Fuel	\$ 22,000.00
01-430-252	Tires	\$ 6,000.00
01-430-265	Signs	\$ 9,000.00
01-430-321	Telephone/Internet/Cable/Alarm System	\$ 2,750.00
01-430-322	Computer Repair and Maintenance	\$ 500.00
01-430-337	Capital Lease - Wheel Loader Principal	\$ 22,500.00
01-430-339	Capital Lease - Wheel Loader Interest	\$ 2,000.00
01-430-340	Printing and Copier Expenses	\$ 1,000.00
01-430-351	Auto Insurance	\$ 3,103.00
01-430-361	Road Department Building Electric	\$ 4,300.00
01-430-362	Road Department Building Natural Gas	\$ 5,000.00
01-430-366	Road Department Building Water	\$ 200.00
01-430-370	Vehicle Repairs and Inspections	\$ 24,000.00
01-430-373	Road Department Building Maintenance	\$ 1,500.00
01-430-374	Equipment Repairs	\$ 10,000.00
01-430-375	Traffic Signal Maintenance	\$ 2,000.00
01-430-440	Uniform and Glasses	\$ 1,800.00
01-430-450	Contracted Services	\$ 500.00
01-430-750	Equipment Purchase	\$ 3,000.00
01-430-800	Duquesne Light LED Replacement	\$ 5,000.00
01-430-999	CTR Payroll Expense	\$ 1,783.00
	Total Road Department (27)	\$ 1,200,521.00
<u>FIRE HYDRANT CHARGES</u>		
01-448-000	Fire Hydrant Charges	\$ 44,000.00
	Total Fire Hydrant Charges	\$ 44,000.00
<u>PARKS AND RECREATION</u>		
01-454-140	Park Maintenance Labor Wages (Part Time)	\$ 80,407.00
01-454-141	Recreation Director Salary	\$ 30,914.00
01-454-142	Recreation Staff Wages (Part Time)	\$ 30,000.00

2016 GENERAL FUND BUDGETED EXPENSES

Adopted 12/28/2015

LINE NUMBER	DESCRIPTION	2016 BUDGET
01-454-143	Maintenance Supervisor	\$ 30,593.00
01-454-190	Physicals/Licenses/Training/Conferences	\$ 1,000.00
01-454-196	Hospitalization	\$ 5,904.00
01-454-198	Eye and Dental Care	\$ 1,315.00
01-454-199	Group Life and Disability Insurance	\$ 1,447.00
01-454-210	Park Office Supplies	\$ 1,100.00
01-454-220	Park Operating Materials and Supplies	\$ 10,000.00
01-454-221	Park Postage	\$ 500.00
01-454-222	Park Recreation Supplies	\$ 4,000.00
01-454-229	Park Concession Expenses	\$ 5,000.00
01-454-231	Park Vehicles Fuel Expenses	\$ 7,000.00
01-454-250	Park Lawn Equipment Repair, Supplies/Parts	\$ 1,500.00
01-454-321	Park Cell Phone and Alarm Systems	\$ 2,000.00
01-454-322	Park Computer Maintenance and Internet	\$ 1,800.00
01-454-340	Park Copier Expense	\$ 1,000.00
01-454-345	Park Advertising	\$ 3,500.00
01-454-351	Auto Insurnace	\$ 1,691.00
01-454-361	Park Electricity	\$ 4,400.00
01-454-362	Park Gas Heat Nature Center and Cedar Crest	\$ 3,500.00
01-454-370	Park Vehicle Maintenance and Licenses	\$ 6,000.00
01-454-373	Park Building and Pavilion Maintenance	\$ 20,000.00
01-454-380	Rentals (Porta Johns)	\$ 5,900.00
01-454-440	Park Uniform Expense	\$ 1,500.00
01-454-450	Park Contracted Services (Water Tmt System)	\$ 5,000.00
01-454-470	Parkfest	\$ 15,000.00
01-454-471	Fishing Derby	\$ 2,000.00
01-454-472	Easter and Christmas	\$ 3,500.00
01-454-473	Community Activities (Park Board)	\$ 10,000.00
01-454-474	Barbecue and Blues Fest	\$ 9,000.00
01-454-475	Fallfest	\$ 3,500.00
01-454-510	Pavilion Deposit Refunds	\$ 1,140.00
01-454-476	Wine & Jazz at the Lake	\$ 10,000.00
01-454-749	Toddler Play Area Implementation	\$ 3,000.00
01-454-748	Equipment Part Time Recreation	\$ 2,200.00
01-454-750	Equipment Purchase	\$ 10,000.00
01-454-999	CTR Payroll Expense	\$ 6,165.00
	Total Parks and Recreation (29)	\$ 342,476.00
EMPLOYEE BENEFITS		
01-480-160	Retirement Pension Fund -Gen Fund Employees	\$ 314,399.00
01-480-161	Social Security Taxes	\$ 174,114.00
01-480-162	Unemployment Compensation	\$ 16,000.00
	Total Employee Benefits (22)	\$ 504,513.00

2016 GENERAL FUND BUDGETED EXPENSES

Adopted 12/28/2015

LINE NUMBER	DESCRIPTION	2016 BUDGET
<u>INSURANCE</u>		
01-486-352	Comprehensive Insurance (70% GF/30% SA)	\$ 22,879.00
01-486-353	Public Officials Liab Insurance (50% GF50% SA)	\$ 13,714.00
01-486-354	Worker's Compensation	\$ 52,252.00
01-486-355	Property Insurance (30% GF/70% SA)	\$ 15,103.00
	Total Insurance (22)	\$ 103,948.00
<u>GRANTS AND GIFTS</u>		
01-450-520	Library Services	\$ 12,000.00
01-450-540	Veterans Services	\$ 5,500.00
	Total Grants and Gifts (29)	\$ 17,500.00
<u>DEBT SERVICE</u>		
01-471-101	2014 Bond Debt Service-Principal	\$ 230,000.00
01-472-101	2014 Bond Debt Service-Interest	\$ 28,700.00
01-471-500	2011 E.S.B. Refinance Bond and Note-Principal	\$ 34,128.00
01-472-500	2011 E.S.B. Refinance Bond and Note-Interest	\$ 4,807.00
	Total Debt Service (31)	\$ 297,635.00
<u>INTERFUND TRANSFERS</u>		
01-492-018	Transfer to Reserve Fund	\$ 200,000.00
01-492-035	Transfer to Liquid Fuels	\$ 40,000.00
01-492-060	Transfer to CC Card Clearing Fun	\$ 500.00
	Total Refunds (32)	\$ 240,500.00
<u>TOTAL EXPENSES</u>		\$ 5,728,400.00
<u>NET INCOME (NET LOSS)</u>		
	Total General Fund Expenses	\$ 5,728,400.00
	Total General Fund Revenue	\$ 5,403,712.00
	Net Income (Net Loss)	\$ (324,688.00)
	Estimated Fund Balance at 12/31/15	\$ 1,600,000.00
	Estimated Fund Balance 2016	\$ 1,275,312.00



Hopewell Township 2016 Budget

Ancillary Funds

Budgets:

Liquid Funds, Capital Improvement and
Park Capital Project Fund

2016 ANCILLARY FUNDS BUDGETS

Adopted 12/28/2015

LINE NUMBER	DESCRIPTION	2016 BUDGET
<u>LIQUID FUELS FUND</u>		
<u>REVENUE</u>		
ESTIMATE	Fund Balance and Cash Carry-Over From Prior Year	\$ 222,500.00
35-341-000	Interest	\$ 50.00
35-355-020	State Allocation (Act655) (15)	\$ 385,308.00
35-355-030	Turn-back Maintenance (Act32) (15)	\$ 5,840.00
35-392-001	Transfer From General Fund	\$ 40,000.00
	Total Revenue	\$ 653,698.00
<u>EXPENSES</u>		
35-432-000	Winter Road Maintenance (Sodium Chloride/Anti-Skid)	\$ 135,000.00
35-434-000	Street Lighting	\$ 171,853.00
	Total Expenditures	\$ 306,853.00
<u>LIQUID FUELS NET INCOME (NET LOSS)</u>		
	Total Liquid Fuels Fund Expenses	\$ 306,853.00
	Total Liquid Fuels Fund Revenue	\$ 653,698.00
	Net Income (Net Loss)	\$ 346,845.00
<u>CAPITAL IMPROVEMENTS RESERVE FUND</u>		
<u>REVENUE</u>		
ESTIMATE	Fund Balance and Cash Carry-Over From Prior Year	\$ 713,600.00
18.341.000	General Capital Project Fund Interest	\$ 1,300.00
18-392-001	Transfer from General Fund	\$ 200,000.00
	Total Revenue	\$ 914,900.00
<u>EXPENSES</u>		
	Municipal Improvements	\$ 20,000.00
	Engineer GIS System	\$ 22,000.00
	Total Expenditures	\$ 42,000.00
<u>CAPITAL IMPROVEMENTS NET INCOME (NET LOSS)</u>		
	Total Capital Improvements Fund Expenses	\$ 42,000.00
	Total Capital Improvements Fund Revenue	\$ 914,900.00
	Net Income (Net Loss)	\$ 872,900.00

2016 ANCILLARY FUNDS BUDGETS

Adopted 12/28/2015

LINE NUMBER	DESCRIPTION	2016 BUDGET
<u>PARK CAPITAL PROJECT RESERVE FUND</u>		
<u>REVENUE</u>		
ESTIMATE	Fund Balance and Cash Carry-Over From Prior Year	\$ 82,111.00
17-341-000	Interest	\$ 80.00
17-354-070	DCNR Grant	\$ -
17-392-001	Transfer from General Fund	\$ -
	Total Revenue	\$ 82,191.00
<u>EXPENSES</u>		
17-454-450	Contracted Services	\$ -
	Total Expenditures	\$ -
<u>PARK CAPITAL PROJECTS NET INCOME (NET LOSS)</u>		
	Total Park Capital Projects Fund Expenses	\$ -
	Total Park Capital Projects Fund Revenue	\$ 82,191.00
	Net Income (Net Loss)	\$ 82,191.00



Hopewell Township 2016 Budget

Sewer Fund
Revenue



2016 SEWER FUND BUDGETED REVENUES

Adopted 12/28/2015

LINE NUMBER	DESCRIPTION	2016 BUDGET
08-341-000	Sewer Fund Interest (14)	\$ 400.00
08-341-001	Sewer Fund Bond Interest	\$ 200.00
08-355-015	Pension-State Aid (15)	\$ 40,000.00
08-361-065	Credit Card Convenience Fees	\$ 3,650.00
08-364-010	Sewer Billing Revenue (16)	\$ 2,802,000.00
08-364-011	Sewer Connection Fees (Tap-in Fees)	\$ 15,000.00
08-364-081	Lien Letters	\$ 7,000.00
08-364-082	Sewer Restoration Permits (12)	\$ 3,000.00
08-364-083	Dye Test Fees (17)	\$ 19,000.00
08-364-084	SEO Permit Fees Paid	\$ 1,800.00
08-391-100	Sale of Fixed Assets	\$ 200.00
TOTAL SEWER FUND REVENUE		\$ 2,892,250.00



Hopewell Township 2016 Budget

Sewer Fund Expenses





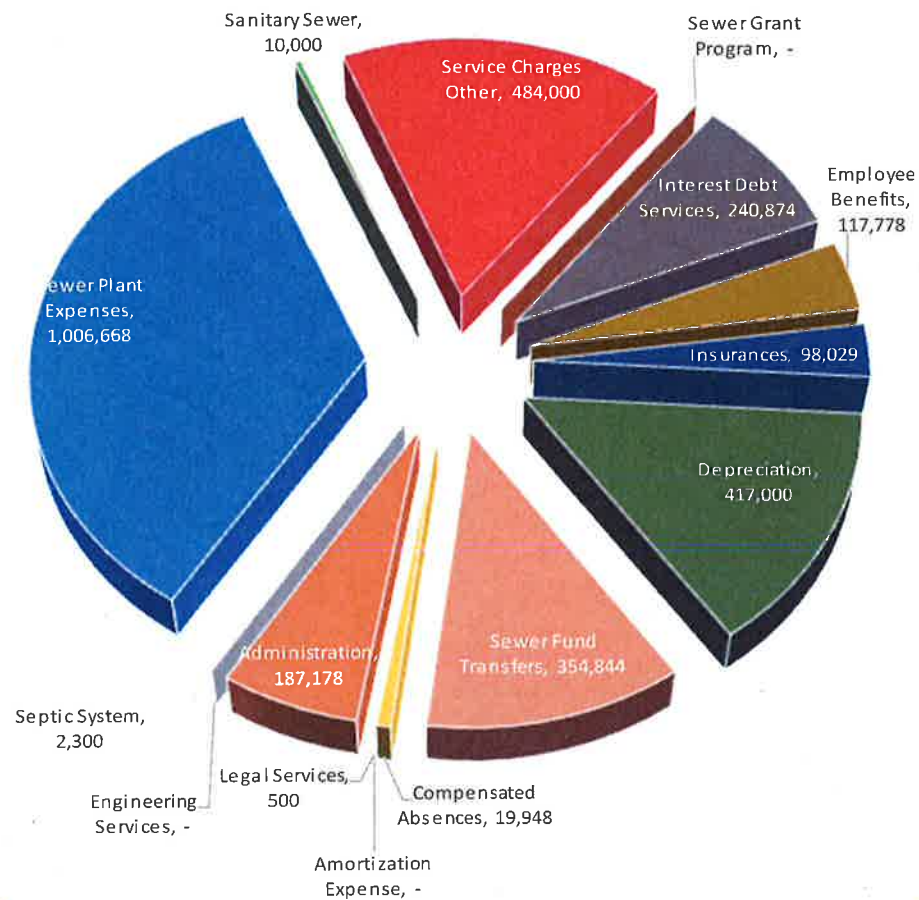
Sewer Fund Expenses

	2012	2013	2014	2015	2016
Legal Services	6,000	4,000	3,000	1,500	500
Administration	206,100	205,600	201,400	191,050	182,253
Engineering Services	15,000	-	-	-	-
Septic System	4,000	3,000	2,000	2,000	2,300
Sewer Plant Expenses	1,106,850	1,102,000	1,208,600	1,095,600	1,006,668
Sanitary Sewer	9,000	10,700	12,000	12,000	10,000
Service Charges Other	485,000	484,000	484,500	484,000	484,000
Sewer Grant Program	-	-	-	-	-
Interest Debt Services	306,500	298,000	286,500	255,000	240,873
Employee Benefits	98,100	102,000	93,000	122,000	117,778
Insurances	114,100	101,100	92,000	97,000	90,487
Depreciation	388,000	388,100	415,000	400,000	417,000
Refund of PY Revenue	-	-	-	-	-
Sewer Fund Transfers	192,000	336,500	356,000	351,700	344,844
Sewer Fund G/L Adj	-	-	-	-	-
Compensated Absence	7,000	-	-	-	19,948
Amortization Expense	3,100	-	-	-	-
	<u>2,940,750</u>	<u>3,035,000</u>	<u>3,154,000</u>	<u>3,011,850</u>	<u>2,916,651</u>

Hopewell Township
2016 Budget



Sewer Fund Expenses



**Hopewell Township
2016 Budget**

2016 SEWER FUND BUDGETED EXPENSES

Adopted 12/28/2015

LINE NUMBER	DESCRIPTION	2016 BUDGET
<u>SEWER ADMINISTRATIVE EXPENSE</u>		
08-405-013	Sewer Authority Board Wages	\$ 1,100.00
08-405-014	Full-Time Clerk Wages (Incl. Health BB)	\$ 71,347.00
08-405-015	Full-Time Clerk Overtime Wages	\$ 100.00
08-405-018	Part-Time Clerk Wages	\$ 13,865.00
08-405-066	Bank Fees	\$ 1,300.00
08-405-196	Hospitalization	\$ 13,813.00
08-405-198	Eye & Dental Care	\$ 743.00
08-405-199	Group Life and Disability Insurance	\$ 1,420.00
08-405-210	Office Supplies	\$ 6,600.00
08-405-220	Postage/Lease	\$ 10,100.00
08-405-310	Office Custodial Cleaning & Supplies	\$ 2,100.00
08-405-320	Computer Expense	\$ 500.00
08-405-322	Computer Maint Agreements Acct & Util	\$ 21,920.00
08-405-310	Auditor & Appraisals	\$ 13,000.00
08-405-321	Telephone and Internet Expense	\$ 2,000.00
08-405-345	Copier Expense	\$ 4,700.00
08-405-350	Bonding & Insurance	\$ 580.00
08-405-362	Office Utilities (Electric and Gas)	\$ 2,800.00
08-405-390	Sewer Authority Board Expenses	\$ 700.00
08-405-430	Training & Seminars	\$ 500.00
08-405-510	Refunds from Property Sales (Closing Refunds)	\$ 9,000.00
08-405-750	Equipment Purchase	\$ 3,000.00
08-405-999	CTR Payroll Expense	\$ 1,065.00
	Total Sewer Admin Expense (22)	\$ 182,253.00
<u>SANITARY SEWERS</u>		
08-436-220	Operating Materials & Supplies	\$ 5,000.00
08-436-316	PA One Call	\$ 1,000.00
08-436-374	Equipment Repair	\$ 1,000.00
08-436-450	Contracted Services	\$ 2,000.00
08-436-750	Equipment Purchase	\$ 1,000.00
	Total Sanitary Sewers (26)	\$ 10,000.00
<u>PLANTS AND PUMP STATIONS EXPENSES</u>		
08-429-140	Full-Time Plant Wages (Incl Health BB)	\$ 495,822.00
08-429-143	Part-Time Plant Wages	\$ 11,000.00
08-429-145	Full-Time Plant Overtime Wages	\$ 24,000.00
08-439-191	Uniforms	\$ 2,700.00
08-429-196	Hospitalization	\$ 112,622.00
08-429-198	Eye & Dental Care	\$ 3,812.00
08-429-199	Group Life and Disability Insurance	\$ 9,437.00
08-429-210	Office Supplies/Advertising/Copier Expense	\$ 2,900.00

2016 SEWER FUND BUDGETED EXPENSES

Adopted 12/28/2015

LINE NUMBER	DESCRIPTION	2016 BUDGET
08-429-221	Chemicals (Polymer/Chlorine)	\$ 10,000.00
08-429-245	Vehicle Fuel Expense	\$ 10,000.00
08-429-247	Materials and Supplies	\$ 12,000.00
08-429-250	Equipment Repair and Maintenance	\$ 25,500.00
08-429-252	Vehicle Tires	\$ 2,500.00
08-429-255	Pump Station Repair and Maintenance	\$ 20,000.00
08-429-260	Lab Equipment/Supplies/Chemicals	\$ 10,000.00
08-429-320	Telephone & Internet Expense	\$ 8,500.00
08-429-321	Alarms/Monitoring	\$ 9,000.00
08-429-322	Computer Expense	\$ 700.00
08-429-331	Training/Seminars/Drug Screening	\$ 3,500.00
08-429-351	Auto Insurance	\$ 3,480.00
08-429-361	Electricity	\$ 108,000.00
08-429-363	Natural Gas (Dominion Peoples)	\$ 5,500.00
08-429-366	Water (MWAA)	\$ 3,500.00
08-429-370	Vehicle Repair, Inspection, Licenses	\$ 17,000.00
08-429-373	Building Maintenance	\$ 5,000.00
08-429-385	Equipment Rentals	\$ 500.00
08-429-420	Dues & Licenses Fees	\$ 500.00
08-429-450	Contracted Services	\$ 15,000.00
08-429-455	Sludge Hauling	\$ 34,000.00
08-429-470	Operating Permits	\$ 6,000.00
08-429-750	Equipment Purchase	\$ 31,000.00
08-429-999	CTR Payroll Expense	\$ 3,195.00
	Total Plant and Pump Station Expenses (26)	\$ 1,006,668.00
<u>SERVICE CHARGES</u>		
08-448-316	MWAA	\$ 472,000.00
08-448-317	Moon Township Authority	\$ 6,000.00
08-448-319	Creswell Heights Joint Authority	\$ 6,000.00
	Total Service Charges (26)	\$ 484,000.00
<u>LEGAL</u>		
08-404-314	Legal - Other Charges	\$ 500.00
	Total Legal (22)	\$ 500.00
<u>SEPTIC SYSTEM</u>		
08-413-457	Sewage Enforcement Officer (SEO)	\$ 2,300.00
	Total Septic System (26)	\$ 2,300.00
<u>EMPLOYEE TAXES & BENEFITS</u>		
08-486-161	FICA (7.65%)	\$ 46,123.00
08-486-162	Unemployment Compensation	\$ 4,000.00

2016 SEWER FUND BUDGETED EXPENSES

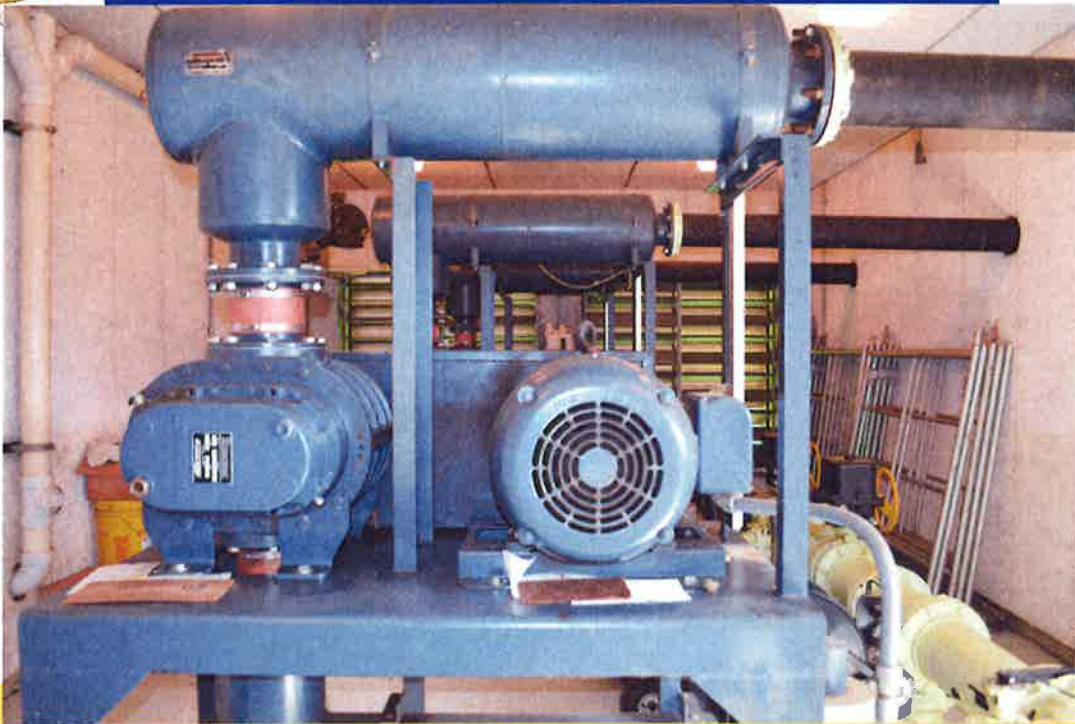
Adopted 12/28/2015

LINE NUMBER	DESCRIPTION	2016 BUDGET
08-486-530	Pension Contribution	\$ 67,655.00
	Total Employee Taxes & Benefits (32)	\$ 117,778.00
 <u>INSURANCE</u>		
08-486-352	Comprehensive Insurance	\$ 22,881.00
08-486-353	Public Officials Insurance	\$ 13,715.00
08-486-354	Workers Compensation Insurance	\$ 7,364.00
08-486-355	Property Insurance (30%)	\$ 15,104.00
08-487-355	Flood Insurance	\$ 31,423.00
	Total Insurance Expense (32)	\$ 90,487.00
 <u>AMORTIZATION & DEPRECIATION EXPENSE</u>		
08-488-000	Depreciation Expense	\$ 417,000.00
	Total Depreciation & Amortization Expense (32)	\$ 417,000.00
 <u>INTEREST ON DEBT SERVICE</u>		
08-472-030	2014 Bond Issue	\$ 83,056.00
08-472-048	Wesbanco 2012 Refinance	\$ 155,817.00
08-472-351	2014 Backhoe	\$ 2,000.00
	Total Interest on Debt Service (32)	\$ 240,873.00
 <u>INTERFUND TRANSFERS</u>		
08-492-001	Transfer to General Fund (37% Prof. Sal Reimb.)	\$ 144,844.00
08-492-019	Transfer to Sewer Construction	\$ 200,000.00
	Total Interfund Transfers	\$ 344,844.00
 <u>COMPENSATED ABSCENCES</u>		
08-500-005	Compensated Absences	\$ 19,948.00
	Total Bad Debt Expense	\$ 19,948.00
 TOTAL SEWER FUND EXPENSES		 <u>\$ 2,916,651.00</u>

2016 SEWER FUND BUDGETED EXPENSES

Adopted 12/28/2015

LINE NUMBER	DESCRIPTION	2016 BUDGET
	SINKING FUND PRINCIPAL PAYMENTS	\$ 561,453.00
		<u>\$ 3,478,104.00</u>
	<u>NET INCOME (NET LOSS)</u>	
	Total Sewer Fund Expenses	\$ 2,916,651.00
	Total Sewer Fund Revenue	<u>\$ 2,892,250.00</u>
	Net Income (Net Loss)	\$ (24,401.00)
	Estimated Fund Balance 12/31/15	<u>\$ 143,000.00</u>
	Estimated Fund Balance 2016	\$ 118,599.00
	Plus Noncash Depreciation	\$ 417,000.00
	Plus Noncash Compensated Absences	\$ 19,948.00
	Less Backhoe Debt	\$ (18,853.00)
	Less Bond Principal 2014 Bonds	\$ (470,000.00)
	Less Bond Principal 2011 Bonds	<u>\$ (72,600.00)</u>
	<u>CASH FLOW</u>	<u>\$ (5,906.00)</u>



Hopewell Township 2016 Budget

Sewer Construction Fund



2016 SEWER CONSTRUCTION FUND

Adopted 12/28/2015

LINE NUMBER	DESCRIPTION	2016 BUDGET
	Sewer Construction Cash Forward	\$ 626,925.00
19-341-000	Sewer Construction Interest	\$ 1,600.00
19-392-008	Transfer From Sewer Fund	\$ 200,000.00
		<u>\$ 828,525.00</u>
	<u>Expenses</u>	
19-449-999	CIP Garage-Pole Building	\$ 45,000.00
19-449-999	CIP Roof	\$ 20,000.00
		<u>\$ 65,000.00</u>
	Sewer Fund Surplus (Deficit)	<u>\$ 763,525.00</u>



First Class Township Code

Article XVII--Finance and Taxation

Section 1701 Fiscal Year;Annual Budget;Regualtion of Appropriations

(a) The fiscal year in townships of the first class shall commence on the first day of January each year.

(b) The board of township commissioners shall each year, at least thirty days prior to the adoption of the annual budget, begin preparation of a proposed budget for all funds showing an estimate of the several amounts of money which will be required for the several specific purposes of township government and expenses for the ensuing fiscal year, and by ordinance appropriate, out of the revenues available for the year, the specific sums required as shown by the budget as finally adopted. At the option of the township commissioners, such budget may be prepared and adopted prior to the first Monday of January of the fiscal year to which such budget shall apply. Whenever the township commissioners shall exercise such option, the first reading of the budget shall take place in November and the budget shall be finally adopted in the month of December prior to the fiscal year to which such budget shall apply. Said budget shall reflect as nearly as possible the estimated revenues and and expenditures of the township for the year for which the budget is prepared. It shall be unlawful to prepare and advertise notice of a proposed budget when the same is knowingly inaccurate. Where, upon any revision of the budget, it appears that the estimated expenditures in the adopted will be increased more than ten percent in the aggregated, or more than twenty-five percent in any individual item, over the proposed budget, it shall be presumed that the tentative budget was inaccurate, and such budget may not be legally adopted with any such increases therein unless the same is again advertised once, as in the case of the proposed budget, and an opportunity afforded to taxpayers to examine the same and protest such increases. The tax levied by the township commissioners shall be fixed at such figure within the limit allowed by law, as with all other sources of revenues will meet and cover said appropriations. The total appropriation shall not exceed the revenues available for the fiscal year. If the funds available from taxation and other sources shall be estimated to be in excess of the requirements of the ensuing fiscal year, an appropriation may be made for the payment of township orders or indebtedness of the previous years. A budget adopted in the December prior to the fiscal year to which the budget applies may be amended.

Final action shall not be taken on the proposed budget until after at least ten days public notice. The proposed budget shall be published or otherwise made available for public inspection at least twenty days prior to the date set for the adoption of the budget. The township commissioners after making such revisions and changes therein, as appear advisable, shall adopt the budget not later than the thirty-first day of December.

(c) The township commissioners may at any time by resolution make supplemental appropriations for any lawful purpose from any funds on hand or estimated to be received within the fiscal year and not appropriated to any other purpose, including the proceeds of any borrowing now or hereafter authorized by law.

(d) The township commissioners shall have power to authorize the transfer with in the same fund of any unencumbered balance, or any portion thereof, from one spending agency to another, both such action shall be taken only during the last nine months of the fiscal year. However, when a transfer of over five percent of an appropriation item is made within a fund, or when a transfer of over five percent of the total appropriation to a fund is made from said fund to another fund, an affirmative vote of two-thirds of the township commissioners shall be required.

1st Class Code for the Budget



Hopewell Township

Commissioners

Left to Right: Joe Kusnir, Vice-President; Gary Tranelli; Rich Bufalini, President; David Ciccone, Nick DiPietro



Commssioners

<u>Name</u>	<u>In Charge of</u>	<u>Term Ends</u>
Richard Bufalini, President	Police and Roads, Administration and Finance	12/31/2017
Joe Kushir, Vice-President	Sewer, Administration and Finance	12/31/2017
Nickolas DiPietro	Parks & Recreation, Administration and Finance	12/31/2015
David Ciccone	Roads Co-Chair, Administration and Finance	12/31/2017
Gary Tranelli	Administration and Finance, Police	12/31/2015



Hopewell Township 2016 Budget

Administration



Township Administration & Staff

Township Manager	Norm Kraus	manager@hopewelltp.com	724-378-1460 Ext 105
Engineer/ Assistant Manager	Marie Stratakis-Hartman	engineer@hopewelltp.com	724-378-1460 Ext 108
Chief of Police	Brian Uhrmacher	policechief@hopewelltp.com	724-378-0555 Ext 118
Police Admin/Dispatcher	Cathy Zeiber	policead-min@hopewelltp.com	724-378-0557
Solicitor	Michael Jones	Personal Law, Aliquippa PA	724-375-6683
Finance	Barbara Swearingen, CPA	finacctad-min@hopewelltp.com	724-378-1460 Ext 121
Public Works Superintendent	Chas Srafin	roaddept@hopewelltp.com	724-378-1215
Sewer Plant Operator in Charge	Rich Boquszewski	hopewell-wpcs@hopewelltp.com	724-378-4875
Zoning/Code Enforcement Officer	John Bates	zon-ingofficer@hopewelltp.com	724-378-1460 Ext 107
Building Inspector/Code.sys	John Hucko		412-821-0337 Ext 59
Field Technician	Jamie Yurcina	fieldtech@hopewelltp.com	724-378-1460 Ext 131
Park Maintenance Supervisor	Carl Wagner	park@hopewelltp.com	
Director of Parks & Recreation	Pam Fiejdasz	recdirector@hopewelltp.com	724-378-1460 Ext 101
Human Resources/Payroll	Peggy Santia	hrpr@hopewelltp.com	724-378-1460 Ext 102
Accounts Payable	Barb Small	accounting@hopewelltp.com	724-378-1460 Ext 104
Sewer Dept. Accounts Receiva-	Pam Gozur & Judy	sewerbilling@hopewelltp.com	724-512-0156 724-378-1460
Sewer Collections	Renee Cameron	collections@hopewelltp.com	Ext 103
Auditor		Cottrill, Arbutina & Associates	724-683-3436
Septic Enforcement Officer	Daniel C. Baker	Associates/Larson Design Group	724-435-7020
Tax Collector	Diane (Sissy) Palsa	taxcollector@hopewelltp.com	724-378-7796