



Hopewell Township 2017 Budget



General Fund, Ancillary
Funds, Sewer Funds and
Departmental Budgets



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Hopewell Township 2017 Budget

HOPEWELL TOWNSHIP

MUNICIPAL BUILDING
1700 CLARK BOULEVARD
ALIQUIPPA, PA 15001
PHONE: 724-378-1460
FAX: 724-378-3034

BOARD OF COMMISSIONERS
RICH BUFALINI, President
JOE KUSNIR, Vice President
NICK DIPIETRO
DAVID CICCONE
DAVE SWIHART

NORM KRAUS, JR., Township Manager

MARIE STRATAKIS HARTMAN, Engineer/ Assistant Township Manager

November 30, 2016

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

2017 Budget Message

Dear Members of the Board:

I am pleased to present the 2017 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 at the beginning of 2016, when we switched from the Logics accounting systems to Quick Books. This system is much more efficient and cleaner, thus making our budgeting process smoother to deal with this year. In early September the department supervisors met to discuss the overall goals for next year's budget process with the Commissioners. Following the initial meeting, Accounting, Finance Administrator, Barbara Swearingen, CPA, Assistant Manager Marie Hartman and I met with various department heads and others to discuss the operating needs for 2017. These meetings recapped the various department requests in an effective way for each department and tied all the "loose ends" together for the 2017 budget to be put together and finalized for the Board to review.

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, a wonderful township park, well-maintained athletic fields, and other public amenities in addition to new development taking place in the township.

Goals for 2017:

- Institute a Hopewell Township Business Association to welcome new businesses and work with long standing businesses for the good of the community. Due to several professional and personal reasons, I could not get this going in 2016.

"People Working Together To Build A Better Community"

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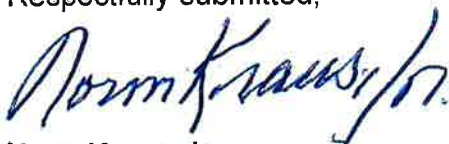
- Nurture relationship with the four collective bargaining units to both ensure that Hopewell Township continues to be a great place to work as well as being responsible with the taxpayer's investment. New contracts were worked out between the Board of Commissioners with both the police department, public works and the clerical unions.
- Address the rising cost of healthcare for Township employees, but maintain excellent coverage for the employees. We continue to try and balance quality healthcare with reasonable and responsible premiums that our township budget can handle.
- Department Heads will conduct annual reviews for their department employees and the Board will review the Township Manager and other management personnel. Marie Hartman and I will also review all at will employees, as well as department supervisors.
- Improve communication with the community through Facebook, Twitter and other social media. We added a police Facebook account and look to do more overall in this area.
- Use our newly approved marketing/website agreement with Civics Plus to keep us at the forefront of website technology and advancement for the township and its' businesses.
- Establish purchasing protocols to ensure the most competitive prices for materials.
- We formed a Safety Committee represented by every department in the Township, including our volunteer fire department. This committee should prove to be even more valuable in 2017, as safety issues arise in every department in the township.

This budget message is only intended to provide a general overview of the 2017 budget and specify some of the goals for Hopewell Township moving forward.

I'm extremely grateful for the help I received preparing this budget from the Hopewell Township Assistant Manager and Engineer Marie Hartman, Finance Accounting Administrator, Barbara Swearingen, CPA, and Director of Payroll & H/R Peggy Santia. I'm also grateful for the opportunity 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 2017.

And of course, a special thanks to you, the Hopewell Township Board of Commissioners for supporting me throughout this process and for making tough, sensible decisions that will help navigate Hopewell Township through 2017 and beyond.

Respectfully submitted,



Norm Kraus, Jr.
Township Manager

"People Working Together To Build A Better Community"



Budget Organization

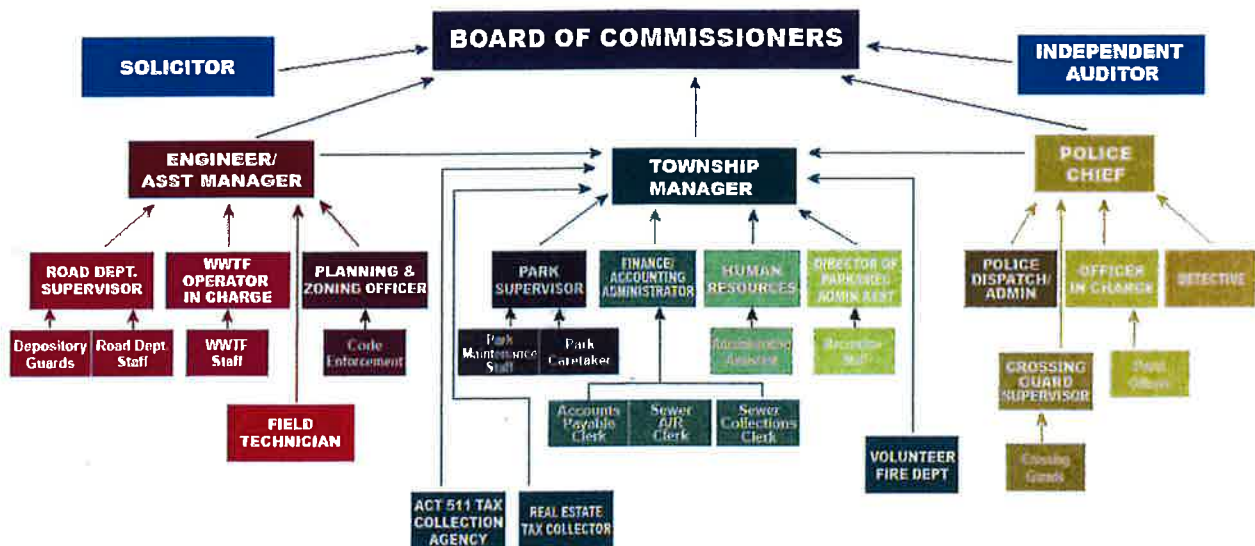
Date	Action	Responsibility
October 5, 2016	September Information to Department Heads	Director of Finance /Department Heads
October 10, 2016	Establish Public Hearing Dates	Board of Commissioners
October 10, 2016	Workshop Meeting	Board of Commissioners Manager/Assistant Manager /Department Heads
November 4, 2016	Submit advertisement of Proposed Budget Public Hearing to Newspaper for Publication-runs 11/24/2016.	Manager
November 21, 2016	Public Hearing	Board of Commissioners
November 24, 2016	Advertisement of Availability 2016 Proposed Budget for Public Inspection (Copies to be displayed in Reception Area and on website) To run in paper 11/28/2016 Ordinance to be accepted 12/27/16--2016-02	Manager
December 27, 2016	Adopt Budget (By Ordinance) 2016-02	Board of Commissioners
December 31, 2016	Advertise Adopted Ordinance Enter Budget on Books	Township Manager Director of Finance

Hopewell Township 2017 Budget

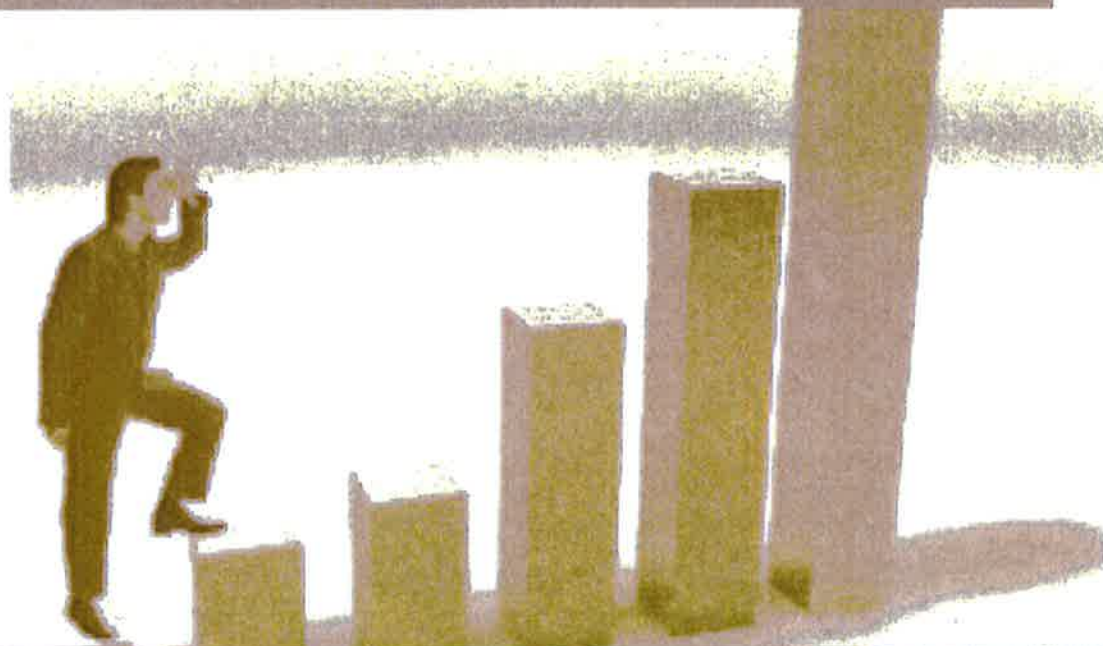


Organizational Chart

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



Hopewell Township 2017 Budget



Hopewell Township 2017 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

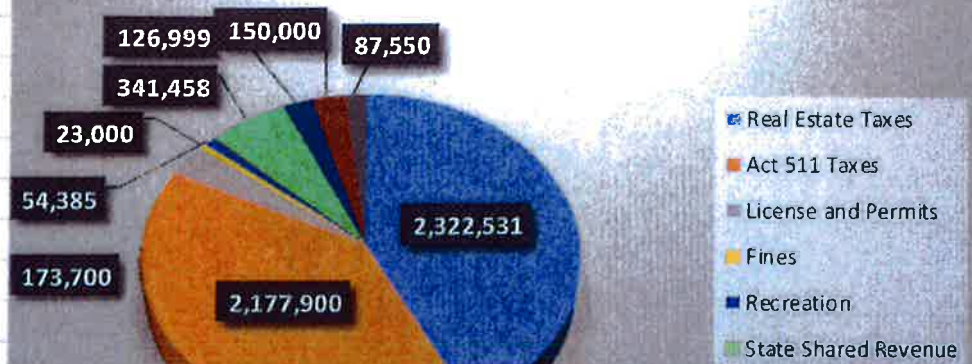
Per 2010 Census reports



Summary Revenue

	Actual 2013	Actual 2014	Actual 2015	Projected 2016	Budget 2017
Real Estate Taxes	2,312,499	2,302,687	2,314,515	2,279,658	2,322,531
Act 511 Taxes	2,258,255	2,164,544	2,250,122	1,798,778	2,177,900
License and Permits	165,666	156,621	180,992	439,235	173,700
Fines	22,070	23,567	28,995	22,590	23,000
Recreation	59,062	59,535	59,038	60,506	54,385
State Shared Revenue	299,216	309,105	302,145	306,212	341,458
General Government	101,224	114,350	175,354	149,021	126,999
Interfund Transfers	133,000	146,000	144,700	144,700	150,000
Miscellaneous	12,890	1,180,279	125,691	89,556	87,550
	5,363,882	6,456,688	5,581,552	5,290,256	5,457,523

Budgeted Revenue for 2017



Hopewell Township 2017 Budget

HOPEWELL TOWNSHIP'S 2017 GENERAL FUND REVENUES BUDGET

Tentatively Adopted 11/14/2016

GENERAL FUND REVENUES

LINE NUMBER CODE	ITEM	2017 Budget
	<u>REAL ESTATE TAXES (11)</u>	
	Real Estate Taxes - Current 14mills (Less Uncollectible 5%) assessment \$116,955	
301.010	Real Estate Taxes Minus Uncollectible	\$ 2,222,131.00
301.020	Real Estate Taxes - Del (from County, quarterly)	\$ 75,000.00
301.030	Real Estate -Tax Del (Township Tax Collector)	\$ 18,000.00
301.060	Real Estate - Interim (from Township)	\$ 1,500.00
301.070	Koz Zone Real Estate Taxes	\$ 5,900.00
	TOTAL REAL ESTATE TAXES	\$ 2,322,531.00
	<u>ACT 511 TAXES</u>	
310.010	Real Estate Transfer Tax Fr Property Sale	\$ 200,000.00
310.021	Earned Income Wage Tax) - Current	\$ 1,300,000.00
310.022	Earned Income (Wage Tax) - Prior Yr	\$ 400,000.00
310.023	Earned Income (Wage Tax) - Delinquent	\$ 51,000.00
310.031	Mercantile Tax	\$ 90,000.00
310.051	L.S.T. Tax	\$ 120,000.00
310.070	Mechanical Device Tax	\$ 16,200.00
310.090	Upset Sale Tax (County)	\$ 700.00
	TOTAL ACT 511 TAXES	\$ 2,177,900.00
	<u>LICENSE AND PERMITS</u>	
321.061	Peddler/Solicitor Permit	\$ 1,500.00
321.080	Cable TV Franchise Fee (Comcast)	\$ 139,000.00
321.090	Zoning, Signs, Demo & Other Permits	\$ 1,600.00
362.041	Building Permits	\$ 30,000.00
363.052	Street Opening Permits	\$ 1,600.00
	TOTAL LICENSE & PERMITS	\$ 173,700.00
	<u>FINES</u>	
331.011	State Violations	\$ 3,000.00
331.012	Local Violations(Magis & Clerk, Dist Crt)	\$ 20,000.00
	TOTAL FINES (13)	\$ 23,000.00
	<u>RECREATION</u>	
Maintenance		
367.041	Park Pavilion Fees/Revenues	\$ 13,900.00
367-061	Donor Specified Donations	
Events Fund 15		
367.040	Concessions/Corn Machine	\$ 1,600.00
367.045	Recreational Fees	\$ 1,565.00
367.046	Park Fest	\$ 10,000.00
367.047	Fall Fest	\$ 1,000.00
367.048	Fishing Derby	\$ 820.00
367.050	Community Activities	\$ -
367.055	Easter	\$ 750.00
367.049	Wine & Jazz	\$ 8,000.00

367.05 Christmas	\$ 750.00
367.051 Camp Lakewood	\$ 9,000.00
367.052 Concerts in the Park	
367.053 Car Cruise/Barbeque Fest	\$ 7,000.00
367.060 Donations and Sponsorship Fund	\$ -
TOTAL RECREATION	\$ 54,385.00
CODE STATE SHARED REVENUE	
354.020 VFD Fire Relief Fund	\$ 70,000.00
354.030 DUI Check Point Grant	\$ 34,990.00
354.035 Police Smooth Operator & Buckle Up Grant	\$ 3,200.00
354.040 Recycling Grant	\$ 6,068.00
355.010 Public Utilities Tax	\$ 5,000.00
355.040 State Beverage License	\$ 4,200.00
355.050 Pension State Aid	\$ 208,000.00
355.090 Act 13 Gas Well Impact Fees	\$ 10,000.00
365.050 Animal Control Refund PA State	
TOTAL STATE SHARED REVENUE	\$ 341,458.00
GENERAL GOVERNMENT	
361.030 Subdivision & Zonning App Fees	\$ 7,000.00
361.035 Subdivision & Zonning Twp Reimbursed Fees	\$ -
361.051 Sale of Maps & Publications	\$ 70.00
361.065 Riembursement of Credit Card Fees	\$ 22.00
362.010 Police Contracted Service	\$ 15,000.00
362.011 Sale of Police Reports	\$ 3,300.00
362.051 School Reimbursement Crossing Guards	\$ 45,402.00
363.500 Reimbursement of Engineering fees/Field Tech	\$ 30,000.00
363-520 Sweetbrier Winter Maint	\$ 7,305.00
364.020 School Reimbursement Winter Supplies	\$ 5,000.00
364.030 Solid Waste Collection (Refuse)	\$ -
364.035 Rec of Del Refuse Accts	\$ -
364.040 Depository Fees	\$ 12,500.00
364.050 Recycling Bins & Bags	\$ 1,400.00
TOTAL GENERAL GOVERNMENT	\$ 126,999.00
INTERFUND TRANSFERS	
392-008 Transfer From Sewer Fund	\$ 150,000.00
TOTAL INTERFUND TRANSFERS	\$ 150,000.00
MISCELLANEOUS REVENUES	
341.000 Interest Earned General Fund	\$ 5,000.00
341.001 Interest Earned from Gen Bond	50.00
380.000 Refunds & ADP Refunds	\$ 78,000.00
391.010 Sale of Fixed Assets	\$ 4,500.00
TOTAL MISCELLANEOUS REVENUES	\$ 87,550.00
TOTAL REVENUE	\$ 5,457,523.00



**EXPENSES
AHEAD**

Hopewell Township 2017 Budget

**General Fund
Expenditures**



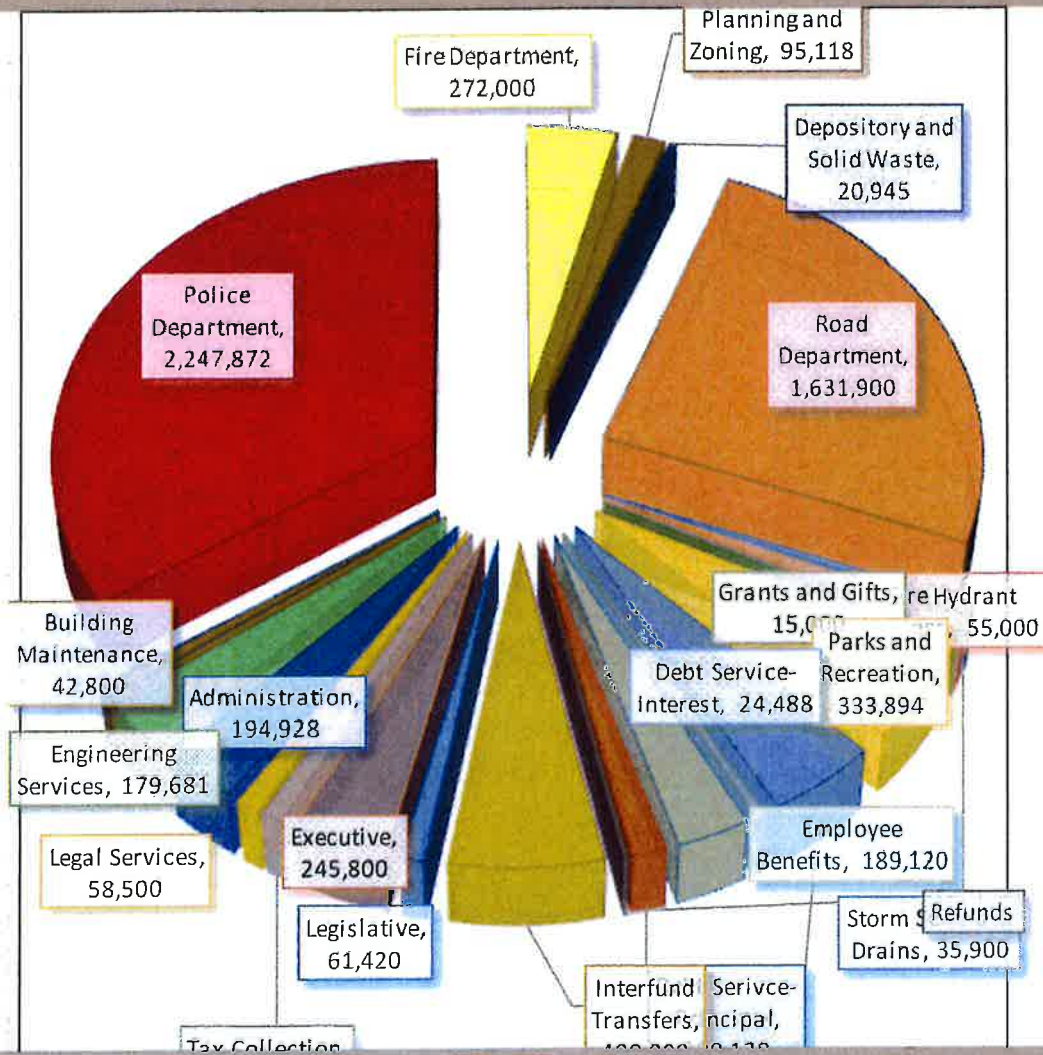
Summary Expenses

	Actual 2013	Actual 2014	Actual 2015	Projected 2016	Budget 2017
Legislative	25,480	32,628	38,224	50,713	61,420
Executive	232,467	204,520	255,936	224,753	245,800
Tax Collection	57,676	53,778	52,571	49,934	54,700
Legal Services	61,858	40,737	40,307	67,192	58,500
Administration	186,501	179,709	158,746	142,656	194,928
Engineering Services	97,986	120,833	133,253	189,466	179,681
Building Maintenance	33,349	23,434	23,035	13,794	42,800
Police Department	1,808,462	1,795,654	2,148,124	2,026,352	2,247,872
Fire Department	250,996	246,811	245,718	269,181	272,000
Planning and Zoning	96,501	102,425	109,682	268,455	95,118
Depository and Solid Waste	23,637	30,531	20,735	18,397	20,945
Road Department	898,197	826,231	1,147,151	699,337	1,631,900
Storm Sewers & Drains					35,900
Fire Hydrant Expense	42,272	42,272	42,160	55,645	55,000
Grants and Gifts	15,000	15,000	15,000	17,000	15,000
Parks and Recreation	302,157	352,855	321,167	317,275	333,894
Debt Service-Principal	244,128	1,369,128	239,559	264,128	289,128
Debt Service-Interest	59,886	71,507	39,494	32,628	24,488
Employee Benefits	372,160	366,027	327,769	180,047	189,120
Insurances	199,045	170,472	124,665	67,494	88,000
Refunds	7,252	245	7,523	7,000	7,000
Interfund Transfers	211,802	207,792	200,000	200,000	400,000
	<u>5,226,812</u>	<u>6,252,589</u>	<u>5,690,819</u>	<u>5,161,447</u>	<u>6,543,194</u>

Hopewell Township 2017 Budget



Summary Expenses



Hopewell Township 2017 Budget

HOPEWELL TOWNSHIP'S 2017 GENERAL FUND EXPENSES BUDGET

Tentatively Adopted 11/14/2016

GENERAL FUND REVENUES

LINE NUMBER	ITEM	2017 Budget
LEGISLATIVE		
400.110	Commissioners' Salary	\$ 16,300.00
400.192	General Expenses [Flowers, Cards, Etc.]	\$ 7,500.00
400.193	Training/Seminars/Conventions	\$ 500.00
400.340	Printing (Newsletter)	\$ 5,400.00
400.353	Public Officials Insurance-Township	\$ 20,000.00
400.420	Legislative Association Dues	\$ 4,000.00
400.421	COG Dues	\$ 1,600.00
400.430	Township Property Taxes	\$ 6,000.00
400.999	CTR Payroll Expense	\$ 120.00
	Total Legislative (22)	\$ 61,420.00
EXECUTIVE		
401.131	Professional Salaries	\$ 173,202.00
401.193	Training/Seminars/Conventions	\$ 2,000.00
401.196	Hospitalization	\$ 37,146.00
401.198	Eye & Dental Care	\$ 4,045.00
401.199	Group Life and Disability Insurance	\$ 6,790.00
401.321	Executive Cell Phone Expenses	\$ 600.00
401.480	MMO/Retirement	\$ 21,117.00
401.750	Equipment Purchase (computer, software)	\$ -
401-999	CTR Payroll Expense	\$ 900.00
	Total Executive (22)	\$ 245,800.00
TAX COLLECTION		
403.187	Real Estate Twp Treasurers Commission	\$ 10,000.00
403.210	Twp Real Estate Supplies & Expenses	\$ 3,500.00
403.221	Real Estate Postage	\$ 2,000.00
403.311	Real Estate Audit	\$ 3,500.00
403.321	Real Estate Telephone & Internet Expense	\$ 1,700.00
403.353	Insurance/Bonding/Notary Expenses	\$ 2,000.00
403.455	Wage Tax Subcontracted Services	\$ 32,000.00
403.900	R.E. Tax Refunds	\$ -
	Total Tax Collection (22)	\$ 54,700.00
LEGAL SERVICES		
404.314	Solicitors' Services Township	\$ 50,000.00
404.315	Solicitors' Non Legal Services/Magistrate fees	\$ 1,500.00
404.320	Solicitor Fees Subdivisions & Developments	\$ 3,500.00
404.325	Solicitor Zoning Board Fees	\$ 3,500.00
	Total Legal Services (22)	\$ 58,500.00
ADMINISTRATION		
405.066	Gen Fund Bank Fees	\$ 500.00
405.140	AP and Marketing/Admin P/T	\$ 36,754.00
405.142	Administrative Interns	\$ 7,500.00
405.147	Clerk Salary P/T	\$ 18,096.00
405.150	Admin Overtime	\$ 250.00
405.190	Benefits Consultant--Benefits Network	\$ 5,850.00
405.193	Admin Training/Seminars	\$ 250.00
405.196	Hospitalization	\$ 18,444.00
405.198	Eye & Dental Care	\$ 582.00
405.199	Group Life and Disability Insurance	\$ 4,011.00
405.210	Admin Office Supplies	\$ 2,900.00
405.220	Postage/Lease	\$ 1,300.00
405.231	Admin Fuel	\$ 500.00
405.310	Auditor & Appraisal Expense	\$ 14,000.00
405.311	2004 & 2009 Bond Agency Fees	\$ 1,800.00
405.321	Telephone & Internet Expenses	\$ 3,400.00

HOPEWELL TOWNSHIP'S 2017 GENERAL FUND EXPENSES BUDGET

Tentatively Adopted 11/14/2016

GENERAL FUND REVENUES

LINE NUMBER	ITEM	2017 Budget
405.322	Computer Svc & Rep -Ind Micro	\$ 4,320.00
405.328	Reverse 911 Call & Message System	
405.340	Advertising & Printing	\$ 2,500.00
405.342	Physicals	\$ -
405.345	Copier Expenses & Lease	\$ 2,500.00
405.351	Auto Insurance	\$ 3,000.00
405.352	Comprehensive Insurance (70% GF/30%SA)	\$ 22,000.00
405.353	Insurance & Bonding	\$ 4,000.00
405.355	Property Insurance - General Fund Admin	\$ 5,000.00
405.370	Municipal Vehicle Maint	\$ 1,500.00
405.374	Admin Acct Sys Maint Fees	\$ 2,500.00
405.450	Admin Contracted Services	\$ 500.00
405.465	Marketing Plan and development	\$ 23,000.00
405.481	MMO/Retirement	\$ 4,471.00
405.750	Equipment Purchase	\$ 2,000.00
405.999	CTR Payroll Expense	\$ 1,500.00
	Total Administration (22)	\$ 194,928.00

ENGINEERING SERVICES

408.013	Engineer Salary	\$ 73,882.00
408.014	Field Technician Salary	\$ 38,189.00
408.193	Engineer Training	\$ 2,000.00
408.195	Engineer Reimbursed Expenses	\$ 500.00
408.196	Medical Insurance	\$ 41,000.00
408.198	Eye and Dental Insurance	\$ 2,600.00
408.199	Group Insurance	\$ 1,856.00
408.210	Engineering Office Supplies	\$ 700.00
408.220	Postage and Lease	\$ 100.00
408.321	Engineering Phone and Internet Expense	\$ 2,100.00
408.322	Engineering Computer Expense--Ind Micro	\$ 500.00
408.345	Engineering Copier Expense	\$ 1,500.00
408.440	Engineering Clothing Allowance	\$ 200.00
408.450	Engineering Contracted Services	\$ 1,000.00
408.480	MMO/Retirement	\$ 12,984.00
405-999	CTR Payroll Expense	\$ 570.00
	Total Engineering Services (22)	\$ 179,681.00

BUILDING MAINTENANCE

409.361	Mun Bldg Electricity	\$ 5,000.00
409.362	Mun Bldg Heating	\$ 1,500.00
409.366	Mun Bldg Water	\$ 200.00
409.370	Custodian Srv & Supplies Munl Bldg	\$ 6,100.00
409.373	Mun Bldg Maint, Repairs & Contracted Srv	\$ 30,000.00
	Total Building Maintenance [22]	\$ 42,800.00

POLICE PROTECTION

410.122	Police Chief Salary (Inc Retirement Pay out)	\$ 85,842.00
410.130	Sargent Salary	\$ 220,522.00
410.131	Patrolmen Salary (Inc Health Ins Buyback)	\$ 738,334.00
410.132	Police Officers Wages - Part Time	\$ 68,000.00
410.133	Crossing Guard Wages	\$ 90,804.00
410.134	Police Admin Salary	\$ 29,702.00
410.140	Police Overtime Wages	\$ 150,000.00
410.190	Police Training, Physicals & Testing	\$ 9,000.00
410.191	Benefits Consultant	\$ 5,850.00
410.196	Hospitalization	\$ 296,648.00
410.198	Eye & Dental Care	\$ 20,431.00
410.199	Group Life and Disability Insurance	\$ 17,343.00
410.210	Police Office Supplies	\$ 3,300.00
410.220	Police Postage	\$ 740.00

HOPEWELL TOWNSHIP'S 2017 GENERAL FUND EXPENSES BUDGET

Tentatively Adopted 11/14/2016

GENERAL FUND REVENUES

LINE NUMBER	ITEM	2017 Budget
410.221	Police Ammunition/Weapon Repair	\$ 6,200.00
410.241	Police Fuel for Vehicles	\$ 34,000.00
410.242	Police Oper Supplies (Detective Supplies)	\$ 1,600.00
410.244	DUI Grant Expenses	\$ 2,540.00
410.252	Police Tires	\$ 3,000.00
410.310	Police Animal Control	\$ 1,000.00
410.315	Police Community Program	\$ 400.00
410.321	Phones ,Internet, and Communication Exp	\$ 8,000.00
410.322	Computer Maint & Repairs--Ind Micro	\$ 5,000.00
410.340	Advertisements	\$ 1,500.00
410.341	Copier Expenses	\$ 3,500.00
410.350	Police Liability Insurance	\$ 20,000.00
410.351	Auto Insurance	\$ 5,000.00
410.352	General Liability Expense Police	\$ 150.00
410.353	Public Officials Liability Insurance	\$ 630.00
410.355	Property Insurance Police	\$ 830.00
410.361	Police Bldg Electric	\$ 4,000.00
410.362	Police Bldg Heating	\$ 2,500.00
410.366	Police Bldg Water (Creswell Only)	\$ 250.00
410.370	Vehicle Repair & Maintenance	\$ 15,000.00
410.371	Police Custodial Services & Supplies	\$ 9,000.00
410.373	Police Bldg Maint & Repairs	\$ 6,000.00
410.420	Police Accreditation & Dues	\$ 850.00
410.440	Uniform Expense	\$ 12,175.00
410.441	Crossing Guard Uniforms & Supplies	\$ 1,148.00
410.450	Contracted Services	\$ 1,500.00
410.480	MMO/Retirement/ Police + Police Secretary	\$ 244,641.00
410.530	Reimb Other Police Gov for DUI Grant	\$ 20,994.00
410.750	Police Equipment Purchases	\$ 21,725.00
410.753	Police Equipment Lease Interest	\$ 6,223.00
410.755	Police Equipment Lease principal	\$ 65,000.00
410.999	CTR Payroll Expense	\$ 7,000.00
Total Police Protection (23)		\$ 2,247,872.00
FIRE DEPARTMENT		
411.122	Fire Marshall Wages	\$ 2,400.00
411.220	Operating Supplies	\$ 500.00
411.231	Fuel Expense (Trucks)	\$ 7,000.00
411.242	Fire Marshall Fuel Expense	\$ 500.00
411.354	VFD Worker's Compensation	\$ 25,000.00
411.530	Building & Operating Contribution	\$ 166,600.00
411.531	Fire Relief Fund	\$ 70,000.00
Total Fire Department (23)		\$ 272,000.00
PLANNING & ZONING		
414.120	Planning Board Salaries	\$ 1,000.00
414.121	Zoning Board salaries	\$ 1,000.00
414.133	Code/Zoning Enforcement Officer	\$ 50,961.00
414.196	Hospitalization	\$ 10,247.00
414.198	Eye & Dental Care	\$ 646.00
414.199	Group Life and Disability Insurance	\$ 1,043.00
414.210	Office Supplies	\$ 400.00
414.220	Postage	\$ 600.00
414.231	Fuel Expenses	\$ 1,100.00
414.241	Rec Fees, Applications/Gen Exp & Violations	\$ 1,000.00
414.315	Court Reporter Fees	\$ 500.00
414.321	Telephone & Internet Expense	\$ 1,600.00
414.322	Computer Expenses--Ind Micro	\$ 300.00
414.340	Advertising & Printing	\$ 2,800.00
414.341	Copier	\$ 1,700.00

HOPEWELL TOWNSHIP'S 2017 GENERAL FUND EXPENSES BUDGET

Tentatively Adopted 11/14/2016

GENERAL FUND REVENUES

LINE NUMBER	ITEM	2017 Budget
414.450	Contracted Services (Code Systems)	\$ 13,100.00
414.480	MMO/Retirement	\$ 6,221.00
414.750	P/Z Equipment Purchase	\$ 500.00
414.999	CTR Payroll Expense	\$ 400.00
	Total Planning & Zoning [30]	\$ 95,118.00

SOLID WASTE/ DEPOSITORY

427.140	Depository Guard Wages	\$ 9,660.00
427.210	Office Supplies & Postage	\$ 160.00
427.220	Operating Supplies	\$ 50.00
427.321	Telephone	\$ 750.00
427.380	Porta John Rentals	\$ 900.00
427.450	Contracted Serv & Sub Contractors	\$ 2,000.00
427.451	Dumpsters	\$ 6,500.00
427.750	Equipment Purchase	\$ 400.00
427.999	CTR Payroll Expense	\$ 525.00
	Total Solid Waste (24)	\$ 20,945.00

ROAD DEPARTMENT

430.000	Road Paving & Improvements	\$ 857,760.00
430.122	Public Works Superintendent	\$ 80,330.00
430.140	Road Wages	\$ 293,696.00
430.145	Road Overtime Wages	\$ 20,000.00
430.190	Road Training/Drug Screening/Licenses	\$ 1,000.00
430.196	Hospitalization	\$ 81,850.00
430.198	Eye & Dental Care	\$ 3,069.00
430.199	Group Life and Disability Insurance	\$ 7,418.00
430.210	Road Office Supplies	\$ 2,300.00
430.220	Road Operating Material & Supplies	\$ 100,000.00
430.221	Road Postage	\$ 500.00
430.231	Road Fuel Expenses	\$ 22,000.00
430.252	Road Tires	\$ 20,000.00
430.265	Road Dept Signs	\$ 3,000.00
430.321	Telephone/Internet/Cable/Alarm System	\$ 3,200.00
430.322	Computer Repair & Maint-Ind Micro	\$ 500.00
430.337	Capital Lease 2014 Wheel Loader Principal	\$ 21,894.00
430.339	Capital Lease 2014 Wheel Loader Interest	\$ 1,686.00
430.340	Printing & Copier Expenses	\$ 1,500.00
430.341	Advertising Road	\$ 600.00
430.351	Auto Insurance	\$ 7,500.00
430.352	General Liability Insurance-Road	\$ 2,700.00
430.353	Public Officials Insurance-Road	\$ 705.00
430.355	Property Insurance Road	\$ 2,800.00
430.361	Road Bldg Electric	\$ 3,360.00
430.362	Road Bldg Heating	\$ 3,800.00
430.366	Road Bldg Water Usage	\$ 202.00
430.370	Road Vehicle Repairs & Inspections	\$ 17,000.00
430.373	Road Bldg Maint	\$ 4,500.00
430.374	Road Equipment Repairs	\$ 6,000.00
430.375	Traffic Signal Maintenance	\$ 2,100.00
430.440	Road Uniform & Glasses Exp	\$ 3,800.00
430.450	Road Department Contracted Services	\$ 500.00
430.480	MMO/Retirement	\$ 39,030.00
430.750	Road Equipment Purchase	\$ 9,000.00
430-800	Duquesne Light LED Replacement	\$ 5,000.00
430.999	CTR Payroll Expense	\$ 1,600.00
	Total Road Department (27)	\$ 1,631,900.00

Storm Sewers and Drains

GIS MAPPING

HOPEWELL TOWNSHIP'S 2017 GENERAL FUND EXPENSES BUDGET

Tentatively Adopted 11/14/2016

GENERAL FUND REVENUES

LINE NUMBER	ITEM	2017 Budget
436.191	Annual Data Housing & Support	\$ 2,500.00
436.191	ARCGIS Maintenance Fee	\$ 300.00
436.191	Annual Beaver County Property Info update	\$ 100.00
436.323	IPAD Data ((2 Units @ \$40)	\$ 1,000.00
436.341	Full Size Plotter Lease	\$ 3,000.00
Stormwater MS4 Compliance		
436.322	<u>Contracted Services Tech Support</u>	
	Mapping Assistance	\$ 2,500.00
	Pollution Reduction Plan	\$ 10,000.00
	MCM Revisions	\$ 3,000.00
	NOI Permit Application	\$ 1,500.00
	Sample Analysis	\$ 5,000.00
436.190	Permit Fee	\$ 500.00
436.200	Materials & Supplies	\$ 5,000.00
436.340	Advertising	\$ 500.00
436.340	Public Education	\$ 1,000.00
	Total Storm Sewers and Drains (27)	\$ 35,900.00
Fire Hydrant Authority Charges		
448.000	Fire Hydrant Authority Charges	\$ 55,000.00
	Total Fire Hydrant Authority Charges	\$ 55,000.00
PARKS & RECREATION		
Maintenance		
454.140	Park Maintenance Labor Wages P/T	\$ 81,972.00
454.145	Park Maint Overtime Wages	\$ 200.00
454.143	Park Maintenance Director	\$ 31,209.00
454.190	Physical/ Licenses / training & conferences	\$ 300.00
454.199	Group Life and Disability Insurance	\$ 734.00
454.210	Park Office Supplies	\$ 1,600.00
454.220	Park Operating Material & Supplies	\$ 8,300.00
454.231	Park Vehicles Fuel Expenses	\$ 7,600.00
454.250	Park Lawn Equip Repair, Supplies, & Parts	\$ 750.00
454.321	Park Cell Phone and Alarm Systems	\$ 3,000.00
454.322	Park Computer Maint --Ind Micro	\$ 3,000.00
454.340	Park Copier Expenses	\$ 1,700.00
454.351	Auto Insurance	\$ 820.00
454.352	General Liability Expense Park	\$ 1,150.00
454.353	Public Official Insurance-Park	\$ 1,350.00
454.354	Property Insurance - Park	\$ 1,200.00
454.361	Park Electricity	\$ 3,600.00
454.362	Park Gas Heat Nature Center & Cedar Crest	\$ 2,700.00
454.370	Park Vehicle Maint/Licenses	\$ 6,000.00
454.373	Park Building & Pavilion Maintenance	\$ 20,000.00
454.380	Rentals (Porta Johns)	\$ 7,300.00
454.440	Park Uniform Allowances	\$ 650.00
454.450	Park Contracted Services(Inc Water Treat)	\$ 6,000.00
454.480	MMO/Retirement	\$ 8,496.00
454.510	Pavilion Deposit Refunds	\$ 950.00
454.749	Toddler Play Area	
454.750	Equipment	\$ 5,000.00
454-999	CTR Payroll Expense	\$ 6,000.00
	Total Maintenance	\$ 211,581.00
Events-Fund 15		
454.141	Recreation Director Salary	\$ 26,013.00
454.142	Recreation Staff Wages P/T	\$ 4,000.00
454.221	Park Postage	\$ 800.00
454.222	Park Recreation Supplies	\$ 4,000.00
454.229	Park Concession Expenses	\$ 4,000.00
454321	Rec Cell phones/alarms	

HOPEWELL TOWNSHIP'S 2017 GENERAL FUND EXPENSES BUDGET

Tentatively Adopted 11/14/2018

GENERAL FUND REVENUES

LINE NUMBER	ITEM	2017 Budget
454-342	Pre-Employment Expense	\$ -
454-345	Park Advertising	\$ 3,500.00
454.380	Porta John Rentals	\$ 500.00
454.470	Parkfest	\$ 15,000.00
454.471	Fishing Derby	\$ 2,000.00
454.472	Easter/Springfest	\$ 1,750.00
454.473	Community Activities (Park Board)	\$ -
454.474	Barbecue and Blues Fest	\$ 9,000.00
454.475	Fallfest	\$ 3,500.00
454.476	Wine & Jazz at the Lake	\$ 8,000.00
454.477	Camp Lakewood	\$ 19,000.00
454.478	Rec on the Run	\$ 7,000.00
454.479	Car Cruise/BBQ Blues Fest	\$ 7,000.00
454.480	Christmas	\$ 1,750.00
454.481	Concerts in the Park	\$ 3,000.00
454.485	MMO/Retirement	\$ -
454.748	Equipment Part Time Recreation	\$ 2,200.00
454999	CTR Payroll Expense	\$ 300.00
	Total Events	\$ 122,313.00
	Total Parks & Recreation (29)	\$ 333,894.00
EMPLOYEE BENEFITS		
480.160	Retirement Pension Fund-G.F. employees	\$ -
480.161	Social Security Taxes	\$ 173,120.00
480.162	Unemployment Compensation	\$ 16,000.00
	Total Employee Benefits (22)	\$ 189,120.00
INSURANCE		
486.354	Worker's Compensation	\$ 88,000.00
	Total Insurance (22)	\$ 88,000.00
GRANTS & GIFTS		
450.520	Library Services	\$ 10,000.00
450.540	Veterans Services	\$ 5,000.00
	Total Grants & Gifts (29)	\$ 15,000.00
DEBT SERVICE		
471.101	2014 Bond Debt Service Principal	\$ 255,000.00
472.101	2014 Bond Debt Service Interest	\$ 21,425.00
471.500	2012 E.S.B. Refinance Bond and Note Principal	\$ 34,128.00
472.500	2012 E.S.B. Refinance Bond and Note Interest	\$ 3,063.00
	Total Debt Service (31)	\$ 313,616.00
REFUNDS		
490.000	General Fund Refunds/Prior Year Expenses	\$ 7,000.00
	Total Refunds (32)	\$ 7,000.00
INTERFUND TRANSFERS		
492.018	Transfer to Reserve Fund	\$ 400,000.00
	Total Interfund Transfers (32)	\$ 400,000.00
TOTAL ESTIMATED EXPENDITURES		\$ 6,543,194.00
TOTAL ESTIMATED REVENUES		\$ 5,457,523.00
FUND BALANCE/(DEFICIT)		\$ (1,085,671.00)

HOPEWELL TOWNSHIP'S 2017 GENERAL FUND EXPENSES BUDGET

Tentatively Adopted 11/14/2016

GENERAL FUND REVENUES

LINE
NUMBER

ITEM



2017 Budget

January 2016 Beginning Fund Balance	\$ 1,634,440.00
December 2016 Net Income/Loss Est	\$ 129,113.00
Estimated January Beginning 2017 Fund Balance	\$ 1,763,553.00
Estimated 2017 Fund Balance/Deficit	<u>\$ (1,085,671.00)</u>
Estimated 2017 Ending Fund Balance	<u>\$ 677,882.00</u>



Hopewell Township 2017 Budget

Ancillary Funds

Budgets:

Liquid Fuels, Capital Improvement and Park Capital
Project Fund

HOPEWELL TOWNSHIP'S 2017 ANCILLARY FUNDS BUDGET

Tentatively Adopted 11/14/2016

ANCILLARY FUNDS

LINE NUMBER	ITEM	2017 Budget
STATE FUND LIQUID FUELS BUDGET		
Revenues		
ESTIMATE	FUND BALANCE & CASH CARRY OVER PRIOR YEAR	\$ 323,835.48
35-341-000	Interest	\$ 500.00
35-355.020	State Allocation (Act655) (15)	\$ 405,168.00
35-355.030	Turn-back Maintenance (Act32) (15)	\$ 5,840.00
35-392-001	Transfer From General Fund	\$ -
	Total Receipts & Cash Balance	\$ 735,343.48
Expenditures		
35-405-066	Bank Expenses	\$ 550.00
35-432-000	Winter Road Maintenance Road Salt	\$ 135,000.00
35-434-000	Street Lighting	\$ 165,000.00
	Total Expenditures	\$ 300,550.00
	Net Income (Net Loss)	\$ 434,793.48
CAPITAL IMPROVEMENTS RESERVE FUND		
Revenues		
	FUND BALANCE \$ CASH CARRY OVER PRIOR YEAR	\$ 889,177.85
18.341.000	General Capital Project Fund Interest	\$ 1,800.00
18-392-001	Transfer from General Fund	\$ 400,000.00
	Total Revenue Capital Reserve Fund	\$ 1,290,977.85
Expenses		
18-405-210	Office Supplies	\$ 140.00
18-409-373	Municipal Improvements	\$ 50,000.00
18-492-001	Transfer to General Fund	\$ -
	Total Expenditures Capital Reserve Fund	\$ 50,140.00
	Net Income (Net Loss)	\$ 1,240,837.85
Park Capital Projects Reserve Fund.		
Revenues And Cash		
	FUND BALANCE CARRY OVER PRIOR YEAR	\$ 82,205.15
17-341-000	Park Interest	\$ 100.00
17-354-070	DCNR Grant	
17-392-001	Transfer from General Fund	
	Total Revenue	\$ 82,305.15
Expenses		
17-454-450	Contracted Service	\$ -
	Total Expenses	\$ -
	Net Income (Net Loss)	\$ 82,305.15



Hopewell Township 2017 Budget

Sewer Fund Revenue



HOPEWELL TOWNSHIP'S 2017 SEWER FUND REVENUE BUDGET

Tentatively Adopted 11/14/2016

SEWER FUND REVENUE

LINE NUMBER	ITEM	2017 Budget
341.000	Sewer Fund Interest (14)	\$ 400.00
341.001	Sewer Fund Bond Interest	\$ 200.00
355.015	Pension -State Aid (15)	\$ 40,000.00
361.065	Credit Card Convenience Fees	\$ -
364.010	Sewer Billing Revenue (16)	\$ 3,360,000.00
364.011	Sewer Connection Fees (Tap Fees)	\$ 30,000.00
364.012	Septic Tank Sludge Disposal (17)	\$ -
364.013	Closing Refunds	\$ 700.00
364.015	Sharp Collections	\$ 15,000.00
364.016	Sharp Interest	\$ 100.00
364.030	Refuse/Grasscutting	\$ -
364.081	Lien Letters	\$ 8,000.00
364.082	Sewer Restoration Permits (12)	\$ 3,000.00
364.083	Dye Tests (17)	\$ -
364.084	SEO Permit Fees Paid	\$ 2,250.00
364.085	Posting Fees	\$ 500.00
364.086	NSF Fees	\$ 50.00
364.087	Shut-Off Fees	\$ (200.00)
364.088	Certified Fees	\$ 5,000.00
380.000	Sewer Refunds Misc	\$ 50.00
391.100	Sale of Fixed Assets	\$ -
392.019	Transfer From Sewer Construction	\$ -
395.000	Insurance Proceeds	\$ -
TOTAL ESTIMATED REVENUES & PROCEEDS		\$ 3,465,050.00



Hopewell Township 2017 Budget

Sewer Fund Expenses





Sewer Fund Expenses

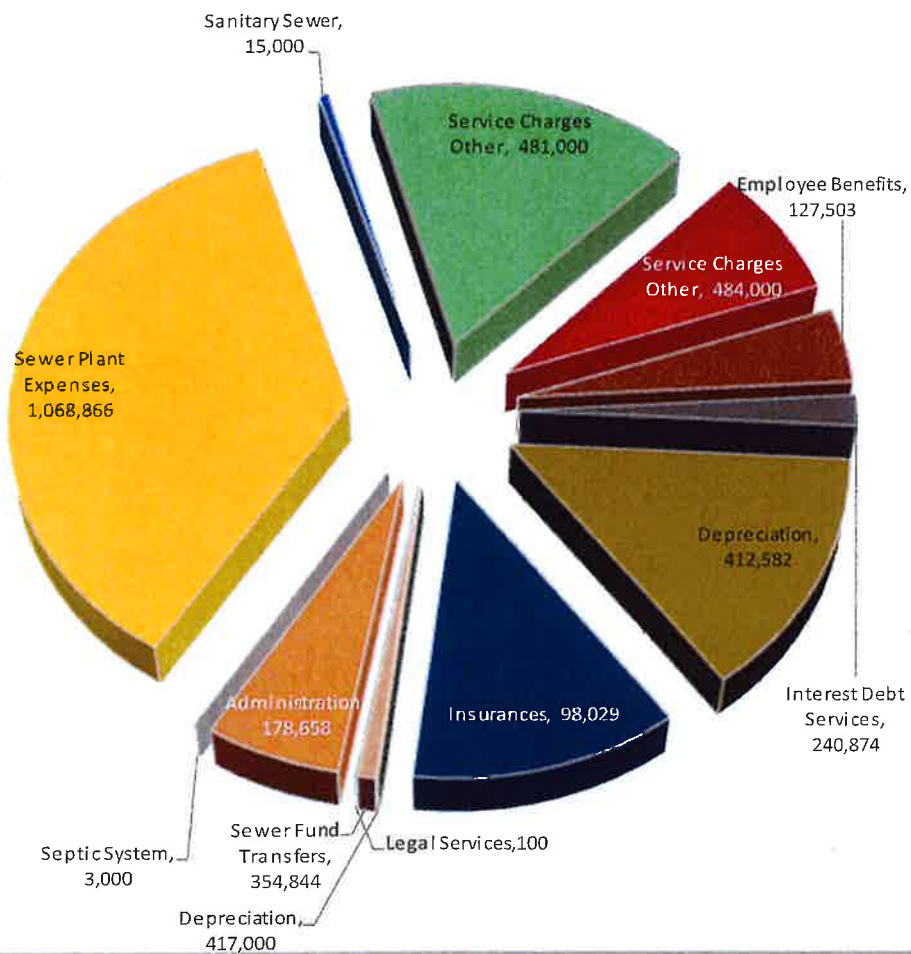
	Actual 2013	Actual 2014	Actual 2015	Projected 2016	Budget 2017
Legal Services	3,374	1,037	529	500	100
Administration	187,395	187,614	189,619	182,253	178,658
Septic System	957	3,233	2,000	2,300	3,000
Sewer Plant Expenses	1,049,840	1,061,404	1,013,206	1,006,668	1,068,866
Sanitary Sewer	11,692	8,863	12,000	10,000	15,000
Service Charges Other	481,996	481,346	480,065	484,000	481,000
Interest Debt Services	291,398	312,520	240,908	240,873	223,120
Employee Benefits	100,511	92,574	116,742	117,778	127,503
Insurances	87,526	88,603	61,815	90,487	52,000
Depreciation	403,084	418,652	425,479	417,000	412,582
Sewer Fund Transfers	337,329	355,746	150,822	344,844	355,000
Building & Maintenance					500
Bad Debt		926	2,297		
Compensated Absences	8,502	12,767	11,376	19,948	23,750
	<u>2,963,604</u>	<u>3,025,284</u>	<u>2,706,858</u>	<u>2,916,651</u>	<u>2,941,079</u>

Hopewell Township

2017 Budget



Sewer Fund Expenses



Hopewell Township 2017 Budget

HOPEWELL TOWNSHIP'S 2017 SEWER FUND EXPENSE BUDGET

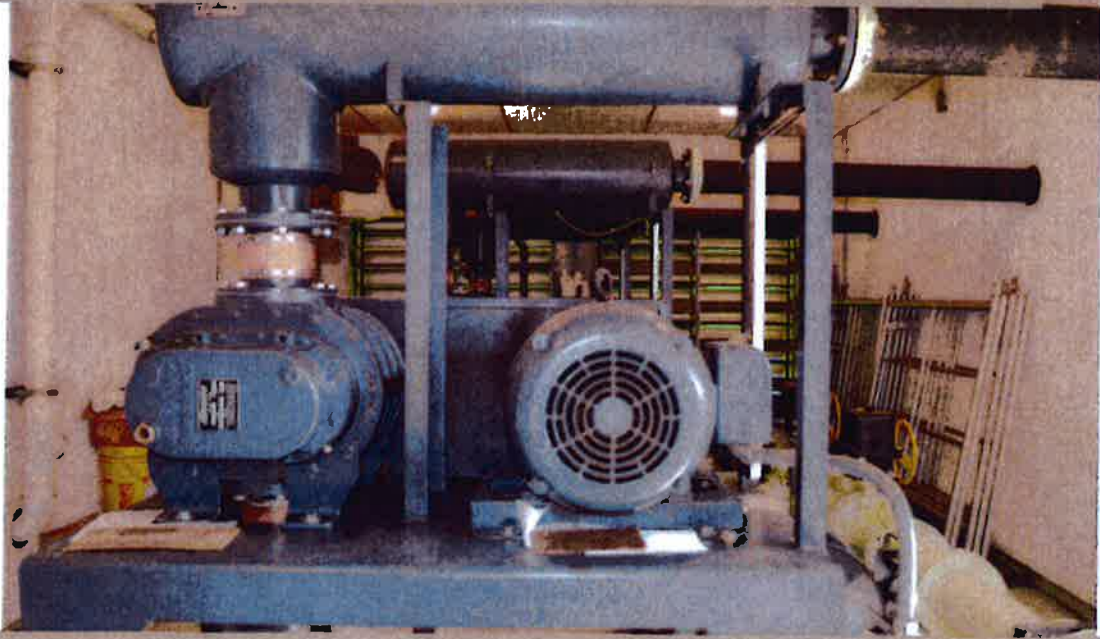
Tentatively Adopted 11/14/2016

SEWER FUND EXPENSE

LINE NUMBER	ITEM	2017 Budget
SEWER ADMIN EXPENSE		
405.013	Sewer Authority Board Wages	\$ 1,100.00
405.014	Clerk Wages F/T (Inc Health BB)	\$ 70,970.00
405.015	Admin Clerks Overtime Wages	\$ 200.00
405.066	Bank Fees	\$ 1,300.00
405.067	Sharp Fees	\$ 4,000.00
405.196	Hospitalization	\$ 14,987.00
405.198	Eye & Dental Care	\$ 743.00
405.199	Group Life and Disability Insurance	\$ 1,458.00
405.210	Office Supplies	\$ 11,000.00
405.220	Postage/Lease	\$ 3,750.00
405.255	Admin Computer Maint Agreements Acct & Util	\$ 21,920.00
405.309	Custodial Service & Support	\$ 2,700.00
405.315	Admin Auditor & Appraisals	\$ 8,000.00
405.320	Computer Expense	\$ 700.00
405.321	Telephone and Internet Expense	\$ 2,000.00
405.322	Computer Service--Ind Micro	\$ 200.00
405.345	Copier Expense	\$ 5,500.00
405-350	Bonding & Insurance	\$ 580.00
405.352	Comprehensive Insurance	\$ 15,500.00
405.353	Public Officials Insurance	\$ 1,400.00
405.362	Admin Office Utilities (Electric and Gas)	\$ 1,500.00
405.530	Training & Seminars	\$ 500.00
405.510	Refunds from Property Sales (Closing Refunds)	\$ 7,300.00
405.999	CTR Payroll Expense	\$ 1,350.00
	Total (22)	\$ 178,658.00
SANITARY SEWERS		
436.220	Operating Materials & Supplies	\$ 10,000.00
436.316	PA One Call	\$ 1,000.00
436.374	Equipment Repair	\$ 1,000.00
436.450	Contracted Services	\$ 2,000.00
436.750	Equipment Purchase	\$ 1,000.00
436.760	Capital Lease Int	
	Total (26)	\$ 15,000.00
PLANT EXPENSES		
429.140	Plant Wages (Inc Health Buy Backs)	\$ 541,624.00
429.145	Sewer Plant overtime Wages	\$ 24,000.00
429.191	Uniforms	\$ 3,500.00
429-196	Hospitalization	\$ 122,195.00
429-198	Eye & Dental Care	\$ 3,812.00
429-199	Group Life and Disability Insurance	\$ 14,535.00
429.210	Plant Office Supplies/Advertising/Copier Exp	\$ 2,000.00
429.221	Plant Chemicals Poly/Chlorine	\$ 10,000.00

429.245 Fuel Expense, Vehicles	\$	10,000.00
429.247 Sewer Plant Materials & Supplies	\$	10,000.00
429.250 Plant Equipment Repair & Maintenance	\$	30,000.00
429.252 Sew Plant Tires for Vehicles	\$	2,500.00
429.255 Pump Station Plant Repair and Maintenance	\$	10,000.00
429.260 Lab Equip/Supplies/Maint/Chemicals	\$	10,000.00
429.320 Sewer Plant Alarms/Monitoring	\$	9,500.00
429.321 Telephone & Internet	\$	8,500.00
429.322 Sewer Plant Computer Exp --Ind Micro	\$	700.00
429.331 Sew Plant Training/Seminars/Drug Screening	\$	2,000.00
429-351 Automobile Insurance	\$	7,000.00
429-352 Comprehensive Insurance	\$	6,000.00
429.352 Property Insurance	\$	23,500.00
429.361 Sewer Plants Electricity	\$	90,000.00
429.363 Sewer Plants Peoples Heating	\$	5,500.00
429.366 Sewer Plant Water Usage Only. (Aliquippa)	\$	7,000.00
429.370 Vehicle Repair & Inspect/Licenses	\$	15,000.00
429.373 Building Maintenance	\$	2,000.00
429.385 Sew Plant Equip Rentals	\$	500.00
429.420 Dues & Licenses Fees	\$	500.00
429.440 Clothing Expense	\$	1,000.00
429.450 Contracted Services	\$	15,000.00
429.455 Sludge Hauling	\$	38,000.00
429.470 Sew Plant Operating Permits	\$	6,000.00
429.750 Equipment Purchases	\$	33,300.00
429-999 CTR Payroll Expense	\$	3,700.00
Total Plants & Pump Stations	\$	1,068,866.00
Service Charges Other Authorities		
448.316 Aliquippa Service Charges	\$	472,000.00
448.317 Moon Twp Township Authority	\$	4,000.00
448.319 Creswell Heights Service Charges	\$	5,000.00
Total	\$	481,000.00
LEGAL		
404.314 Legal - Other Charges	\$	100.00
Total	\$	100.00
SEPTIC SYSTEM		
413.457 Septic System S.E.O.	\$	3,000.00
Total	\$	3,000.00
EMPLOYEE TAX & BENEFITS		
486.161 FICA (7.65%)	\$	48,715.00
486.162 Unemployment Compensation	\$	5,000.00
486.530 Pension Contribution	\$	73,788.00
Total Employee Tax and Benefit	\$	127,503.00
INSURANCE		
487.354 Workmen's Compensation	\$	18,000.00
487.355 Flood Insurance	\$	34,000.00
Total Insurance Expense (32)	\$	52,000.00
AMORTIZATION & DEPRECIATION EXPENSE		

488.000	Depreciation Expense	\$	412,582.00
	Total Depreciation & Amort Expense (32)	\$	412,582.00
	DEBT SERVICE -Interest		
472.030	2014 Bond Interest Expense	\$	68,806.00
472.048	E.S.B. 2012 Note Refinance	\$	152,928.00
472.351	2014 Backhoe	\$	1,386.00
	Debt Service- Interest Total (32)	\$	223,120.00
	Refunds		
490-000	General Fund Refunds		
	INTERFUND TRANSFERS		
492.001	Transfer to General Fund	\$	155,000.00
492.019	Transfer to Sewer Construction	\$	200,000.00
	Total Interfund Transfers (32)	\$	355,000.00
	BAD DEBT EXPENSE		
589.060	Bad Debt Expense	\$	-
	Total Bad Debt Expense (32)	\$	-
	Building & Maintenance		
409.370	Building Custodial	\$	500.00
	Total Building Maintenance Expense (22)	\$	500.00
	COMPENSATED ABSENCES		
500.005	Compensated Absences Expense	\$	23,750.00
	Total Compensated Absences	\$	23,750.00
	Total Sewer Fund Expenditures	\$	2,941,079.00
	Total Sewer Fund Revenue	\$	3,465,050.00
	2017 Net Income/Loss Est	\$	523,971.00



Hopewell Township 2017 Budget

Sewer Construction Fund



HOPEWELL TOWNSHIP 2017 SEWER CONSTRUCTION FUND

Tentatively Adopted 11/14/2016

SEWER CONSTRUCTION

LINE NUMBER	ITEM	2017 Budget
	Sewer Construction Cash Forward	\$ 1,266,800.19
19-341-000	Sewer Construction Interest	\$ 1,600.00
19-392-008	Transfer From Sewer Fund	\$ 200,000.00
		\$ 1,468,400.19
	Expenses	
19-449-998	Garage/Pole Building	\$ 45,000.00
		\$ 45,000.00
	2017 Sewer Fund Surplus/Deficit	\$ 1,423,400.19



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



Commissioners



Hopewell Township

Commissioners

Left to Right: David Swihart, Rich Bufalini, President; Nick DiPietro, David Ciccone, and Joseph Kusnir, Vice-President



Commissioners

<u>Name</u>	<u>In Charge of</u>	<u>Term Ends</u>
Richard Bufalini, President	Police, Administration and Finance	12/31/2017
Joe Kushir, Vice-President	Sewer, Administration and Finance	12/31/2017
Nickolas DiPietro	Roads, Administration and Finance	12/31/2019
David Ciccone	Development, Administration and Finance	12/31/2017
David Swihart	Parks & Recreation, Administration and Finance	12/31/2017



Staff



Hopewell Township 2017 Budget

Administration



Township Administration and Staff

Township Manager	Norm Kraus	manager@hopewelltwp.com	724-378-1460 Ext 105
Engineer/ Assistant Manager	Marie Stratakis-Hartman	engineer@hopewelltwp.com	724-378-1460 Ext 108
Chief of Police	Brian Uhrmacher	policechief@hopewelltwp.com	724-378-0555 Ext 118
Police Admin/Dispatcher	Cathy Zeiber	policeadmin@hopewelltwp.com	724-378-0557
Solicitor	Michael Jones	Personal Law, Aliquippa PA	724-375-6683
Finance	Barbara Swearingen, CPA	finacctadmin@hopewelltwp.com	724-378-1460 Ext 121
Public Works Superintendent	Chas Srafin	roaddept@hopewelltwp.com	724-378-1215
Sewer Plant Operator in Charge	Rich Boquszewski	hopewell- wpcs@hopewelltwp.com	724-378-4875
Zoning/Code Enforcement Officer	John Bates	zoningofficer@hopewelltwp.com	724-378-1460 Ext 107
Building Inspector/Code.sys	John Hucko		412-821-0337 Ext 59
Field Technician	Jamie Yurcina	fieldtech@hopewelltwp.com	724-378-1460 Ext 131
Park Maintenance Supervisor	Carl Wagner	park@hopewelltwp.com	
Director of Parks & Recreation	Vicky Gill	recdirector@hopewelltwp.com	724-378-1460 Ext 101
Human Resources/Payroll	Peggy Santia	hrpr@hopewelltwp.com	724-378-1460 Ext 102
Accounts Payable	Barb Small	accounting@hopewelltwp.com	724-378-1460 Ext 104
Sewer Dept. Accounts Receiv- able	Pam Gozur & Judy McConnell	sewerbilling@hopewelltwp.com	724-512-0156
Sewer Collections	Sharp Collections, Inc.	sharpcollections@gmail.com	800-962-5633
Auditor		Cottrill, Arbutina & Associates	724-683-3436
Septic Enforcement Officer	Michael Groves	A G-Squared Services, LLC	724-321-2952
Tax Collector	Diane (Sissy) Palsa	taxcollector@hopewelltwp.com	724-378-7796
Administrative Assistant	Nora Janicki	njanicki@hopewelltwp.com	724-378-1460