



Hopewell Township 2018 Budget



General Fund, Ancillary Funds,
Sewer Funds and Departmental
Budgets



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Hopewell Township 2018 Budget

HOPEWELL TOWNSHIP

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

BOARD OF COMMISSIONERS
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JOE KUSNIR, Vice President
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DAVE SWIHART

NORM KRAUS, JR., Township Manager

MARIE STRATAKIS HARTMAN, Engineer/ Assistant Township Manager

November 21, 2017

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

2018 Budget Message

Dear Members of the Board:

I am pleased to present the 2018 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 was the first that was worked on under the accounting program software known as Quick Books. This system is much more efficient and cleaner, thus making our budgeting process smoother to deal with this year. Throughout the year, Controller Barb Swearingen has provided the township department heads with monthly updates of their department expenditures and ongoing budget numbers from month-to-month. These updates enabled department supervisors to make ongoing adjustments to their budgets and monitor exactly how their expenditures were going for 2017. The end result was that when they made their 2018 budget presentations to you on October 9th, they had excellent data to refer to on their departments and that enabled them to make very responsible requests on their budget, to you the Board of Commissioners.

The following proposed budget includes **no increase** to the current real estate millage rate of 14.0, which remains lower than 25 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 2018:

- Use the momentum and good will that Administrative Assistant Nora Janicki has built with the Hopewell business community with her 2017 Christmas holiday promotion. She has made major inroads that we can build on with our township businesses in 2018.
- 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. The 2018 cost of healthcare to township employees

"People Working Together To Build A Better Community"

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has increased 9.6% over 2017. This disturbing trend will probably continue and future budgets will have to adjust for these increases.

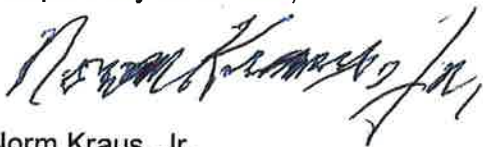
- We must get back to Department heads doing annual reviews for their department employees and the Board will review the Township Manager and other management personnel. Marie Hartman and I will also review all at will employees, as well as department supervisors. This will be a process that must be done annually. It will only make us a better run first class township with top notch employees.
- Improve communication with the community through Facebook, Twitter and other social media. Our newly designed website is due to launch in late December of this year with CivicsPlus. I have worked with them all year long to get this website to be a big improvement over what we had previously. I'm sure this will help communication greatly.
Our marketing/website agreement with Civics Plus will keep us at the forefront of website technology and help advance the township and township 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. With this committee, we have made great strides in the safety area with all departments. This committee should prove to be even more valuable in 2018, as safety issues arise in every department in the township.

This budget message is only intended to provide a general overview of the 2018 budget and specify some of the goals for Hopewell Township moving forward.

I'm extremely grateful for increased help preparing this budget from the Hopewell Township staff due to being out with back surgery. Assistant Manager and Engineer Marie Hartman, Controller , Barbara Swearingen, CPA, and Director of Payroll & H/R Peggy Santia have been great. 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 2018.

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 2018 and beyond. Your professionalism and advice are greatly appreciated.

Respectfully submitted,



Norm Kraus, Jr.
Township Manager

"People Working Together To Build A Better Community"



Budget Organization

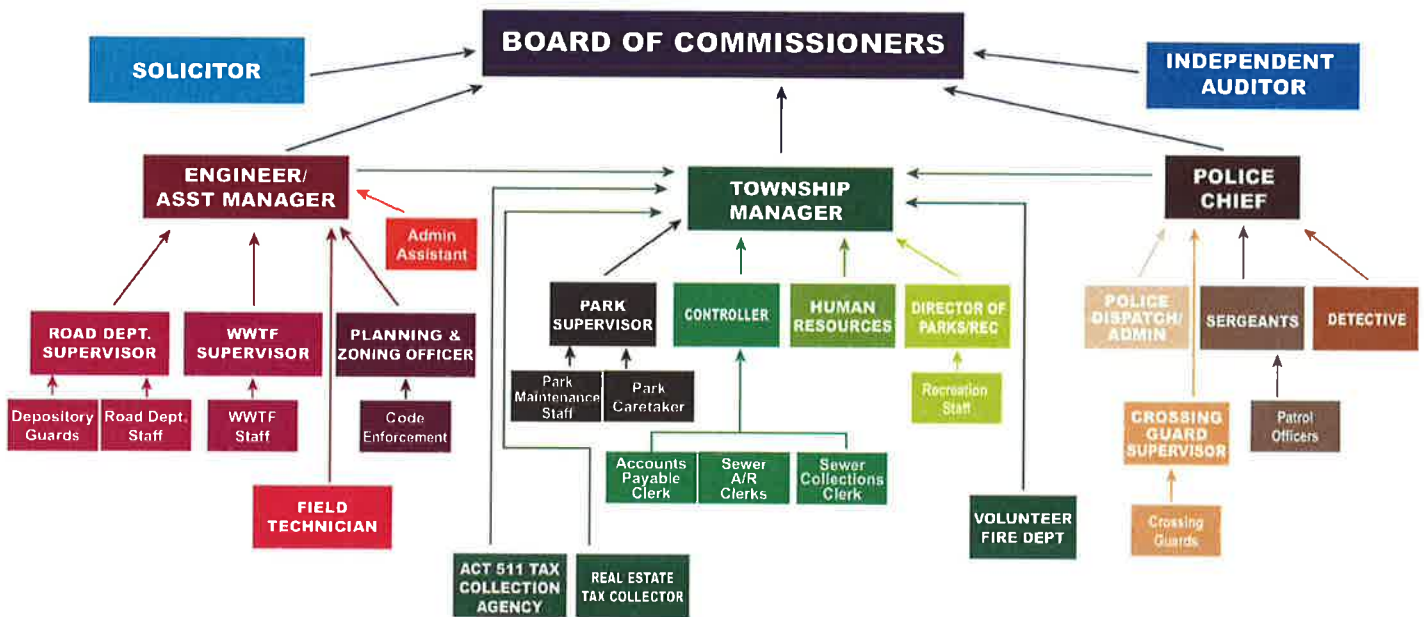
Date	Action	Responsibility
October 6, 2017	September Information to Department Heads	Director of Finance /Department Heads
October 9, 2017	Establish Public Hearing Dates	Board of Commissioners
October 9, 2017	Workshop Meeting	Board of Commissioners Manager/Assistant Manager /Department Heads
November 6, 2017	Submit advertisement of Proposed Budget Public Hearing to Newspaper for Publication-runs 11/13/17	Assistant Manager
November 20, 2017	Public Hearing	Board of Commissioners
November 12, 2017	Advertisement of Availability 2018 Proposed Budget for Public Inspection (Copies to be displayed in Reception Area and on website) To run in paper 11/27/2017 Ordinance to be accepted 12/26/17--2017-02	Assistant Manager
December 26, 2017	Adopt Budget (By Ordinance) 2017-02	Board of Commissioners
December 31, 2017	Advertise Adopted Ordinance Enter Budget on Books	Township Manager Director of Finance

Hopewell Township 2018 Budget

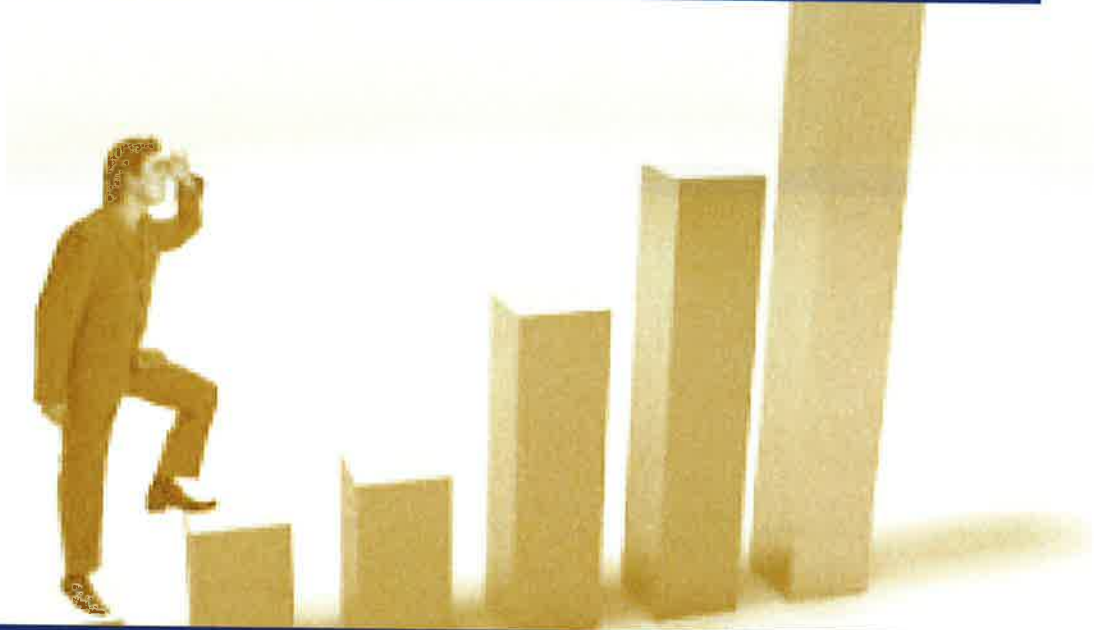


Organizational Chart

CHAIN OF COMMAND ORGANIZATIONAL FLOW CHART
Hopewell Township, Beaver County, Pennsylvania
October 23, 2017



Hopewell Township 2018 Budget



Hopewell Township 2018 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

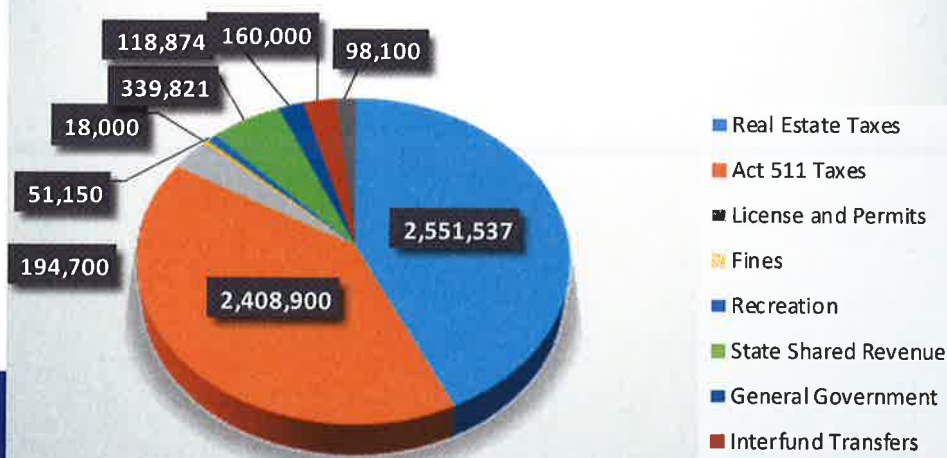
Per 2010 Census reports



Summary Revenue

	Actual 2014	Actual 2015	Actual 2016	Projected 2017	Budget 2018
Real Estate Taxes	2,302,687	2,314,515	2,269,502	2,702,854	2,551,537
Act 511 Taxes	2,164,544	2,250,122	2,258,578	1,725,250	2,408,900
License and Permits	156,621	180,992	422,688	223,176	194,700
Fines	23,567	28,995	24,724	15,815	18,000
Recreation	59,535	59,038	58,754	53,218	51,150
State Shared Revenue	309,105	302,145	322,770	362,372	339,821
General Government	114,350	175,354	110,960	142,195	118,874
Interfund Transfers	146,000	144,700	146,520	-	160,000
Miscellaneous	1,180,279	125,691	160,524	121,002	98,100
	6,456,688	5,581,552	5,775,020	5,345,882	5,941,082

Budgeted Revenue for 2018



Hopewell Township 2018 Budget

2018 GENERAL FUND REVENUE BUDGET

ACCT	DESCRIPTION	BUDGET Estimated 2018
CODE	<u>REAL ESTATE TAXES (11)</u>	
	Real Estate Taxes - Current 14mills	
	(Less Uncollectible 5%) assessment \$167,078	
301.010	Real Estate Taxes Minus Uncollectible	\$ 2,451,137.00
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 (11)	\$ 2,551,537.00
	<u>ACT 511 TAXES</u>	
310.010	Real Estate Transfer Tax Fr Property Sale	\$ 200,000.00
310.021	Earned Income Wage Tax) - Current	\$ 1,508,000.00
310.022	Earned Income (Wage Tax) - Prior Yr	\$ 419,000.00
310.023	Earned Income (Wage Tax) - Delinquent	\$ 59,000.00
310.031	Mercantile Tax	\$ 86,000.00
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 (11)	\$ 2,408,900.00
	<u>LICENSE AND PERMITS</u>	
321.061	Peddler/Solicitor Permit	\$ 1,500.00
321.080	Cable TV Franchise Fee (Comcast)	\$ 160,000.00
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 (12)	\$ 194,700.00
	<u>FINES</u>	
331.011	State Violations	\$ 3,000.00
331.012	Local Violations(Magis & Clerk, Dist Crt)	\$ 15,000.00
	TOTAL FINES (13)	\$ 18,000.00
	<u>RECREATION</u>	
	Maintenance	
367.041	Park Pavilion Fees/Revenues	\$ 14,000.00
367-061	Donor Specified Donations	\$ 1,000.00
	Events Fund 15	
367.045	Recreational Fees	\$ -
367.046	Park Fest	\$ 10,000.00
367.047	Fall Fest	\$ 1,500.00
367.048	Fishing Derby	\$ 1,500.00
367.051	Camp Lakewood	\$ 10,000.00
367.055	Easter	\$ 1,500.00
367.049	Wine & Jazz or other event	\$ 4,000.00
367.053	Barbeque/ & Blues	\$ 5,000.00
367.054	Christmas	\$ 900.00
367.056	Car Cruise	\$ 1,500.00

2018 GENERAL FUND REVENUE BUDGET

ACCT	DESCRIPTION	BUDGET Estimated 2018
367.057	Couch Potato Jam	\$ 250.00
367.060	Donations and Sponsorship Fund	\$ -
	TOTAL RECREATION (16)	\$ 51,150.00
CODE	<u>STATE SHARED REVENUE</u>	
354.020	VFD Fire Relief Fund	\$ 58,353.00
354.030	DUI Check Point Grant	\$ 35,000.00
354.035	Police Smooth Operator & Buckle Up Grant	\$ 3,200.00
354.040	Recycling Grant	\$ 6,068.00
355.010	Public Utilities Tax	\$ 15,000.00
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 (15)	\$ 339,821.00
	<u>GENERAL GOVERNMENT</u>	
361.030	Subdivision & Zoning App Fees	\$ 7,000.00
361.065	Reimbursement of Credit Card Fees	\$ 22.00
362.010	Police Contracted Service	\$ 10,000.00
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	Contracted Winter Maint Fees	\$ 3,000.00
364.020	School Reimbursement Winter Supplies	\$ 5,000.00
364.040	Depository Fees	\$ 13,000.00
364.050	Recycling Bins & Bags	\$ 1,400.00
364-060	Holiday Trail Promotion	\$ 750.00
	TOTAL GENERAL GOVERNMENT (16)	\$ 118,874.00
	INTERFUND TRANSFERS	
392-001	Transfer From General Fund	\$ -
392-008	Transfer From Sewer Fund	\$ 160,000.00
	TOTAL INTERFUND TRANSFERS	\$ 160,000.00
	<u>MISCELLANEOUS REVENUES</u>	
341.000	Interest Earned General Fund (14)	\$ 7,500.00
341.001	Interest Earned from Gen Bond	100.00
380.000	Refunds & ADP Refunds (17)	\$ 78,000.00
381.500	K-9 Donations	\$ 10,000.00
391.010	Sale of Fixed Assets (17)	\$ 2,500.00
	TOTAL MISCELLANEOUS REVENUES	\$ 98,100.00
	TOTAL REVENUE	\$ 5,941,082.00



**EXPENSES
AHEAD**

Hopewell Township 2017 Budget

**General Fund
Expenditures**



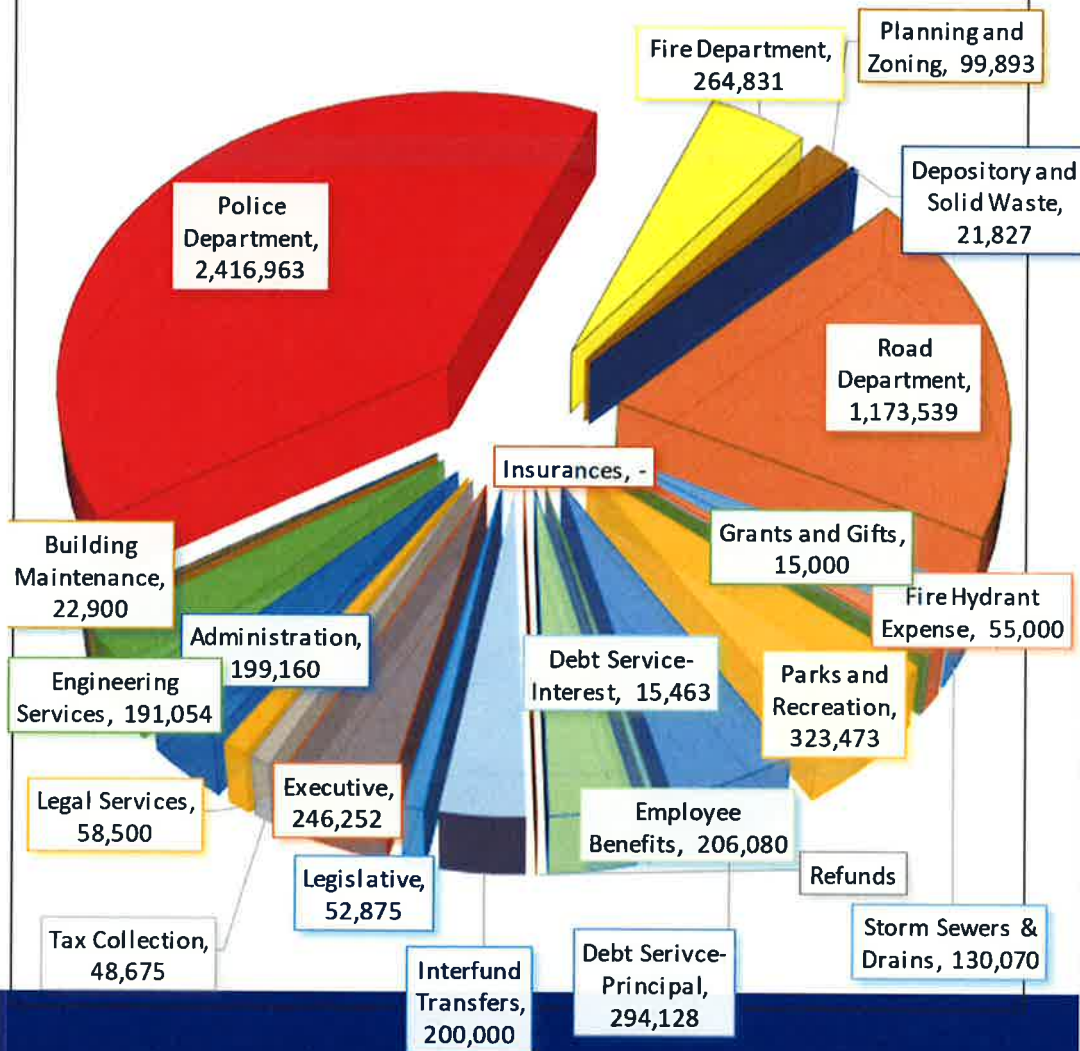
Summary Expenses

	Actual 2014	Actual 2015	Actual 2016	Projected 2017	Budget 2018
Legislative	32,628	38,224	55,682	47,521	52,875
Executive	204,520	255,936	233,618	228,858	246,252
Tax Collection	53,778	52,571	57,241	45,560	48,675
Legal Services	40,737	40,307	72,808	50,929	58,500
Administration	179,709	158,746	142,425	172,058	199,160
Engineering Services	120,833	133,253	195,878	196,907	191,054
Building Maintenance	23,434	23,035	27,187	22,779	22,900
Police Department	1,795,654	2,148,124	2,211,598	2,146,369	2,416,963
Fire Department	246,811	245,718	269,203	269,387	264,831
Planning and Zoning	102,425	109,682	289,541	137,026	99,893
Depository and Solid Waste	30,531	20,735	20,707	32,435	21,827
Road Department	826,231	1,147,151	721,478	1,805,850	1,173,539
Storm Sewers & Drains				14,991	130,070
Fire Hydrant Expense	42,272	42,160	43,143	57,854	55,000
Grants and Gifts	15,000	15,000	17,000	15,000	15,000
Parks and Recreation	352,855	321,167	303,703	271,284	323,473
Debt Service-Principal	1,369,128	239,559	264,128	293,719	294,128
Debt Service-Interest	71,507	39,494	33,473	25,812	15,463
Employee Benefits	366,027	327,769	187,387	195,490	206,080
Insurances	170,472	124,665	88,578	-	-
Refunds	245	7,523	7,000	-	-
Miscellaneous			2,929		
Interfund Transfers	207,792	200,000	206,219	200,000	200,000
	6,252,589	5,690,819	5,450,925	6,229,829	6,035,683

Hopewell Township 2018 Budget



Summary Expenses



Hopewell Township 2017 Budget

2018 GENERAL FUND EXPENSE BUDGET

DESCRIPTION	2018 ESTIMATE
LEGISLATIVE	
400.110 Commissioners' Salary	\$ 16,300.00
400.192 General Expenses [Flowers, Cards, Etc.]	\$ 5,500.00
400.193 Training/Seminars/Conventions	\$ 500.00
400.340 Printing (Newsletter)	\$ 5,500.00
400.353 Public Officials Insurance-Township	\$ 20,000.00
400.420 Legislative Association Dues	\$ 2,300.00
400.421 COG Dues	\$ 1,500.00
400.430 Township Property Taxes	\$ 1,000.00
400.999 CTR Payroll Expense	\$ 275.00
Total Legislative [22]	\$ 52,875.00
EXECUTIVE	
401.131 Professional Salaries	\$ 176,322.00
401.193 Training/Seminars/Conventions	\$ 2,000.00
401.196 Hospitalization	\$ 29,482.00
401.198 Eye & Dental Care	\$ 3,905.00
401.199 Group Life and Disability Insurance	\$ 10,500.00
401.321 Executive Cell Phone Expenses	\$ 600.00
401.354 Worker's Comp	\$ 543.00
401.480 MMO/Retirement	\$ 22,000.00
401-999 CTR Payroll Expense	\$ 900.00
Total Executive [22]	\$ 246,252.00
TAX COLLECTION	
403.187 Real Estate Twp Treasurers Commission	\$ 10,000.00
403.210 Twp Real Estate Supplies & Expenses	\$ 3,600.00
403.221 Real Estate Postage	\$ 2,000.00
403.311 Real Estate Audit	\$ 4,100.00
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	\$ 25,000.00
403-999 CTR	\$ 275.00
Total Tax Collection (22)	\$ 48,675.00
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
404.450 Legal Reimbursement	
Total Legal Services [22]	\$ 58,500.00
ADMINISTRATION	
405.066 Gen Fund Bank Fees	\$ 500.00
405.140 AP and Marketing/Admin P/T	\$ 37,294.00
405.142 Administrative Interns	\$ 9,000.00
405.147 Clerk Salary P/T	\$ 20,000.00
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	\$ 20,215.00

2018 GENERAL FUND EXPENSE BUDGET

DESCRIPTION	2018 ESTIMATE
405.198 Eye & Dental Care	\$ 1,171.00
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 Third Generation/Comcast	\$ 5,500.00
405.322 Computer Svc & Rep -Ind Micro	\$ 4,320.00
405.340 Advertising & Printing	\$ 2,500.00
405.345 Copier Expenses & Lease	\$ 1,500.00
405.351 Auto Insurance	\$ 1,500.00
405.352 Comprehensive Insurance (70% GF/30%SA)	\$ 22,000.00
405.353 Insurance & Bonding	\$ 5,000.00
405.354 Worker's Comp	\$ 160.00
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	\$ 20,000.00
405.486 MMO/Retirement	\$ 4,639.00
405.750 Equipment Purchase	\$ 2,000.00
405.999 CTR Payroll Expense	\$ 1,500.00
Total Administration [22]	\$ 199,160.00
ENGINEERING SERVICES	
408.013 Engineer Salary	\$ 76,107.00
408.014 Field Technician Salary	\$ 37,984.00
408.193 Engineer Training	\$ 1,000.00
408.195 Engineer Reimbursed Expenses/Eyeglasses	\$ 500.00
408.196 Medical Insurance	\$ 44,922.00
408.198 Eye and Dental Insurance	\$ 2,603.00
408.199 Group Insurance	\$ 3,000.00
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
408.354 Worker's Comp	\$ 268.00
408.440 Engineering Clothing Allowance	\$ 200.00
408.450 Engineering Contracted Services	\$ 1,000.00
408.480 MMO/Retirement	\$ 18,000.00
405-999 CTR Payroll Expense	\$ 570.00
Total Engineering Services [22]	\$ 191,054.00
BUILDING MAINTENANCE	
409.361 Mun Bldg Electricity	\$ 5,000.00
409.362 Mun Bldg Heating	\$ 1,600.00
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	\$ 10,000.00

2018 GENERAL FUND EXPENSE BUDGET

DESCRIPTION	2018 ESTIMATE
Total Building Maintenance [22]	\$ 22,900.00
POLICE PROTECTION	
410.122 Police Chief Salary (Inc Retirement Pay out)	\$ 88,218.00
410.130 Seargant Salary	\$ 231,086.00
410.131 Patrolmen Salary (inc Health Ins Buyback)	\$ 722,834.00
410.132 Police Officers Wages - Part Time	\$ 74,989.00
410.133 Crossing Guard Wages	\$ 80,000.00
410.134 Police Admin Salary	\$ 30,014.00
410.140 Police Overtime Wages-Sargeant	\$ 20,000.00
410.141 Police Overtime Wages	\$ 120,000.00
410.190 Police Training, Physicals & Testing	\$ 9,000.00
410.191 Consultant-Benefits	\$ 5,850.00
410.196 Hospitalization	\$ 329,619.00
410.198 Eye & Dental Care	\$ 20,691.00
410.199 Group Life and Disability Insurance	\$ 31,800.00
410.210 Police Office Supplies	\$ 3,300.00
410.220 Police Postage	\$ 740.00
410.221 Police Ammunition/Weapon Repair	\$ 6,200.00
410.241 Police Fuel for Vehicles	\$ 35,000.00
410.242 Police Oper Supplies (Detective Supplies)	\$ 1,000.00
410.244 DUI Grant Expenses	\$ 2,540.00
410.252 Police Tires	\$ 4,000.00
410.310 Police Animal Control	\$ 2,500.00
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	\$ 4,500.00
410.350 Police Liability Insurance	\$ 20,000.00
410.351 Auto Insurance	\$ 6,500.00
410.352 General Liability Expense Police	\$ 1,500.00
410.353 Public Officials Liability Insurance	\$ 630.00
410.354 Worker's Comp	\$ 50,000.00
410.355 Property Insurance Police	\$ 830.00
410.361 Police Bldg Electric	\$ 6,000.00
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	\$ 13,000.00
410.441 Crossing Guard Uniforms & Supplies	\$ 4,005.00
410.442 K-9 Expense	\$ 4,000.00
410.450 Contracted Services	\$ 1,500.00
410.480 MMO/Retirement/ Police + Police Secretary	\$ 304,710.00
410.530 Reimb Other Police Gov for DUI Grant	\$ 25,000.00
410.750 Police Equipment Purchases	\$ 33,294.00
410.753 Police Equipment Lease Interest	\$ 3,899.00
410.755 Police Equipment Lease principal	\$ 62,214.00
410.999 CTR Payroll Expense	\$ 7,500.00
Total Police Protection [23]	\$ 2,416,963.00

2018 GENERAL FUND EXPENSE BUDGET

DESCRIPTION	2018 ESTIMATE
FIRE DEPARTMENT	
411.122 Fire Marshall Wages	\$ 2,400.00
411.220 Operating Supplies	\$ 500.00
411.231 Fuel Expense (Trucks)	\$ 8,000.00
411.242 Fire Marshall Fuel Expense	\$ 500.00
411.354 VFD Worker's Compensation	\$ 28,000.00
411.530 Building & Operating Contribution	\$ 167,078.00
411.531 Fire Relief Fund	\$ 58,353.00
Total Fire Department[23]	\$ 264,831.00
414.120 Planning Board Salaries	\$ 1,000.00
414.121 Zoning Board salaries	\$ 1,000.00
414.133 Code/Zoning Enforcement Officer	\$ 51,979.00
414.190 Training/Dues/Conference	\$ 100.00
414.196 Hospitalization	\$ 11,330.00
414.198 Eye & Dental Care	\$ 1,302.00
414.199 Group Life and Disability Insurance	\$ 1,900.00
414.210 Office Supplies	\$ 1,000.00
414.220 Postage	\$ 1,000.00
414.231 Fuel Expenses	\$ 1,100.00
414.241 Rec Fees, Applications/Gen Exp & Violations	\$ 1,000.00
414.321 Telephone & Internet Expense	\$ 1,800.00
414.322 Computer Expenses--Ind Micro	\$ 300.00
414.340 Advertising & Printing	\$ 2,800.00
414.341 Copier	\$ 2,200.00
414.354 Worker's Comp	\$ 122.00
414.450 Contracted Services (Code Systems)	\$ 13,100.00
414.480 MMO/Retirement	\$ 6,460.00
414.999 CTR Payroll Expense	\$ 400.00
Total Planning & Zoning [30]	\$ 99,893.00
SOLID WASTE/ DEPOSITORY	
427.140 Depository Guard Wages	\$ 9,450.00
427.210 Office Supplies & Postage	\$ 160.00
427.220 Operating Supplies	\$ 50.00
427.321 Telephone	\$ 750.00
427-354 Worker's Comp	\$ 592.00
427.380 Porta John Rentals	\$ 900.00
427.450 Contracted Serv & Sub Contractors	\$ 2,500.00
427.451 Dumpsters	\$ 6,500.00
427.750 Equipment Purchase	\$ 400.00
427.999 CTR Payroll Expense	\$ 525.00
Total Solid Waste [24]	\$ 21,827.00
ROAD DEPARTMENT	
430.000 Road Paving & Improvements	\$ 350,000.00
430.122 Public Works Superintendent	\$ 82,231.00
430.140 Road Wages	\$ 310,749.00
430.145 Road Overtime Wages	\$ 20,000.00
430.190 Road Training/Drug Screening/Licenses	\$ 1,000.00

2018 GENERAL FUND EXPENSE BUDGET

DESCRIPTION	2018 ESTIMATE
430.196 Hospitalization	\$ 89,708.00
430.198 Eye & Dental Care	\$ 6,237.00
430.199 Group Life and Disability Insurance	\$ 15,000.00
430.210 Road Office Supplies	\$ 2,300.00
430.220 Road Operating Material & Supplies	\$ 50,000.00
430.221 Road Postage	\$ 500.00
430.231 Road Fuel Expenses	\$ 25,000.00
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	\$ 22,386.00
430.339 Capital Lease 2014 Wheel Loader Interest	\$ 1,193.00
430.340 Printing & Copier Expenses	\$ 1,500.00
430-341 Advertising Road	\$ 600.00
430.351 Auto Insurance	\$ 10,000.00
430.352 General Liability Insurance-Road	\$ 16,000.00
430.353 Public Officials Insurance-Road	\$ 705.00
430-354 Worker's Comp	\$ 23,130.00
430.355 Property Insurance Road	\$ 7,000.00
430.361 Road Bldg Electric	\$ 4,500.00
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	\$ 2,800.00
430.450 Road Department Contracted Services	\$ 500.00
430.480 MMO/Retirement	\$ 48,398.00
430.750 Road Equipment Purchase	\$ 15,000.00
430-800 Duquesne Light LED Replacement	\$ 5,000.00
430.999 CTR Payroll Expense	\$ 1,800.00
Total Road Department [27]	\$ 1,173,539.00
Stormwater Mapping	
436.190 Permit Fee	\$ 500.00
436.191A TRAISR Program	\$ 9,500.00
436.191B ARCGIS Maintenance Fee	\$ 500.00
436.191C Annual Beaver County Property Info Update	\$ 100.00
436.200 Materials & Supplies	\$ 5,000.00
Compliance	
436.322 Contracted Services Tech Support	
Mapping Assistance	\$ 3,000.00
Pollution Reduction Plan	\$ 4,200.00
NOI Permit Application	\$ 50.00
436.340 Advertising	\$ 500.00
436.342 Full Size Plotter Lease	\$ 1,920.00
436.323 IPAD Data (2 Units @ 40)\$50	\$ 300.00
436-344 Public Education MCM #1	\$ 1,000.00
436-345 Public Involvement MCM #2	\$ 500.00
436-346 IDDE Plan MCM #3	\$ 1,000.00
436-347 Construction Site Stormwater Mgmt MCM #4	\$ 500.00

2018 GENERAL FUND EXPENSE BUDGET

DESCRIPTION	2018 ESTIMATE
436-348 Post Construction Site Stormwater Mgmt MCM #5	\$ 500.00
436-349 Pollution Prevention & Good Housekeeping MCM #6	\$ 1,000.00
436.350 Pollutant Reduction Plan	\$ 100,000.00
Total Stormwater Mapping	\$ 130,070.00
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	\$ 60,000.00
454.144 Park Maint P/T Seasonal	\$ 24,000.00
454.145 Park Maint Overtime Wages	\$ 1,000.00
454-143 Park Maintenance Director	\$ 31,824.00
454.190 Physical/ Licenses / Training & Conferences	\$ 300.00
454.199 Group Life and Disability Insurance	\$ 1,500.00
454.210 Park Office Supplies	\$ 1,600.00
454.220 Park Operating Material & Supplies	\$ 6,000.00
454.231 Park Vehicles Fuel Expenses	\$ 7,600.00
454.250 Park Lawn Equip Repair, Supplies, & Parts	\$ 1,000.00
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	\$ 1,300.00
454.353 Public Official Insurance-Park	\$ 500.00
454.354 Worker's Comp	\$ 4,018.00
454.355 Property Insurance - Park	\$ 600.00
454.361 Park Electricity	\$ 4,500.00
454.362 Park Gas Heat Nature Center & Cedar Crest	\$ 4,000.00
454.370 Park Vehicle Maint/Licenses	\$ 6,000.00
454.373 Park Building & Pavilion Maintenance	\$ 20,000.00
454.380 Rentals (Porta Johns)	\$ 5,000.00
454.440 Park Uniform Allowances	\$ 300.00
454.450 Park Contracted Services(Inc Water Treat)	\$ 6,000.00
454.482 MMO/Retirement	\$ 8,700.00
454.510 Pavilion Deposit Refunds	\$ 950.00
454.750 Equipment	\$ 5,000.00
454-999 CTR Payroll Expense	\$ 6,000.00
Total Maintenance	\$ 216,212.00
Events-Fund 15	
454.141 Recreation Director Salary	\$ 26,540.00
454-345 Park Advertisingr	\$ 2,000.00
454.470 Parkfest	\$ 17,500.00
454.471 Fishing Derby	\$ 3,000.00
454.472 Easter/Springfest	\$ 2,500.00
454.474 Barbecue and Blues Fest	\$ 9,500.00
454.475 Fallfest	\$ 3,000.00
454.476 Wine & Jazz at the Lake or other event	\$ 8,000.00
454.477 Camp Lakewood	\$ 15,000.00
454.478 Rec on the Run	\$ 8,000.00

2018 GENERAL FUND EXPENSE BUDGET

DESCRIPTION	2018 ESTIMATE
454.479 Car Cruise	\$ 1,250.00
454.480 Christmas	\$ 2,000.00
454.481 Couch Potato Jam	\$ 500.00
454.483 Concerts in the Park	\$ 3,250.00
454.484 Earth Day	\$ 1,500.00
454.485 MMO/Retirement	\$ 3,221.00
454999 CTR Payroll Expense	500
Total Events	\$ 107,261.00
Total Parks & Recreation [29]	\$ 323,473.00
EMPLOYEE BENEFITS	
480.160 PMRS	\$ 80.00
480.161 Social Security Taxes	\$ 190,000.00
480.162 Unemployment Compensation	\$ 16,000.00
Total Employee Benefits [22]	\$ 206,080.00
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	\$ 260,000.00
472.101 2014 Bond Debt Service Interest	\$ 12,400.00
471.500 2012 E.S.B. Refinance Bond and Note Principle	\$ 34,128.00
472.500 2012 E.S.B. Refinance Bond and Note Interest	\$ 3,063.00
Total Debt Service [31]	\$ 309,591.00
INTERFUND TRANSFERS	
492.018 Transfer to Reserve Fund	\$ 200,000.00
Total Refunds [32]	\$ 200,000.00
TOTAL ESTIMATED EXPENDITURES	\$ 6,035,683.00
TOTAL ESTIMATED REVENUES	\$ 5,941,082.00
FUND BALANCE/(DEFICIT)	\$ (94,601.00)
January 2017 Beginning Fund Balance	\$ 2,018,136.00
December 2017 Net Income/Loss Est	\$ (800,000.00)
Estimated January Beginnig 2018 Fund Balance	\$ 1,218,136.00
Estimated 2018 Fund Balance/Deficit	\$ (94,601.00)
Estimated 2018 Ending Fund Balance	\$ 1,123,535.00



Hopewell Township 2018 Budget

Ancillary Funds

Budgets:

Liquid Funds, Capital Improvement and Park Capital
Project Fund

HOPEWELL TOWNSHIP'S 2018 ANCILLARY FUNDS BUDGET

HOPEWELL TOWNSHIP 2018 ANCILLARY FUNDS

		Budget 2018
STATE FUND LIQUID FUELS BUDGET		
Revenues		
ESTIMATE	FUND BALANCE & CASH CARRY OVER PRIOR YEAR	\$ 583,410.79
35-341-000	Interest	\$ 4,488.44
35-355.020	State Allocation (Act655) (15)	\$ 426,480.13
35-355.030	Turn-back Maintenance (Act32) (15)	\$ 5,840.00
35-392-001	Transfer From General Fund	\$ -
Total Receipts & Cash Balance		\$ 1,020,219.36
Expenditures		
Miscellaneous		
35-430-000	Road Paving & Improvements	\$ 300.00
35-430-265	Signs	\$ 800.00
35-430-740	Major Equipment	\$ 20,000.00
35-432-000	Winter Road Maintenance Road Salt	\$ 100,000.00
35-433-000	Traffic Control Devices	\$ 3,200.00
35-434-000	Street Lighting	\$ 175,000.00
Total Expenditures		\$ 299,300.00
Net Income (Net Loss)		\$ 720,919.36
CAPITAL IMPROVEMENTS/GENERAL RESERVE FUND		
Revenues		
FUND BALANCE \$ CASH CARRY OVER PRIOR YEAR		\$ 1,092,946.73
18.341.000	General Capital Project Fund Interest	\$ 1,800.00
Widmer Engineering/Court		
18-392-001	Transfer from General Fund	\$ 200,000.00
Total Revenue Capital Reserve Fund		\$ 1,294,746.73
Expenses		
18-405-210	Office Supplies	\$ 140.00
Municipal Improvements		\$ 20,000.00
Total Expenditures Capital Reserve Fund		\$ 20,140.00
Net Income (Net Loss)		\$ 1,274,606.73
Park Capital Projects Reserve Fund.		
Revenues And Cash		
FUND BALANCE CARRY OVER PRIOR YEAR		\$ 82,237.92
17-341-000	Park Interest	\$ 75.00
17-354-070	DCNR Grant	
17-392-001	Transfer from General Fund	
Total Revenue		\$ 82,312.92
Expenses		
17-454-450	Contracted Service	\$ -
Total Expenses		\$ -
Net Income (Net Loss)		\$ 82,312.92



Hopewell Township 2018 Budget

Sewer Fund Revenue



2018 SEWER FUND BUDGETED REVENUES

ACCOUNT DESCRIPTION		2018 Estimated Budget
341.000	Sewer Fund Interest (14)	\$ 900.00
341.001	Sewer Fund Bond Interest	\$ 230.00
355.015	Pension -State Aid (15)	\$ 41,000.00
361.065	Credit Card Convenience Fees	\$ -
364.010	Sewer Billing Revenue (16)	\$ 3,000,000.00
364.011	Sewer Connection Fees (Tap Fees)	\$ -
364.012	Septic Tank Sludge Disposal (17)	\$ -
364.013	Closing Refunds	\$ 8,000.00
364.014	Bankruptcy Collections	\$ 8,000.00
364.015	Sharp Collections	\$ 105,000.00
364.016	Sharp Interest	\$ 3,000.00
364.030	Refuse/Grasscutting	\$ -
364.081	Lien Letters	\$ 30,000.00
364.082	Sewer Restoration Permits (12)	\$ 4,000.00
364.083	Dye Tests (17)	\$ -
364.084	SEO Permit Fees Paid	\$ 2,250.00
364.085	Posting Fees	\$ -
364.086	NSF Fees	\$ 530.00
364.087	Shut-Off Fees	\$ -
364.088	Certified Fees	\$ -
364.089	Delinquent Fees	\$ 48,000.00
380.000	Sewer Refunds Misc	\$ (33.00)
380.300	Miscellaneous	\$ (231.00)
391.100	Sale of Fixed Assets	\$ -
392.010	Transfer From General Fund	\$ -
392.019	Transfer From Sewer Construction	\$ -
395.000	Insurance Proceeds	\$ -
TOTAL ESTIMATED REVENUES & PROCEEDS		\$ 3,250,646.00



Hopewell Township 2018 Budget

Sewer Fund Expenses





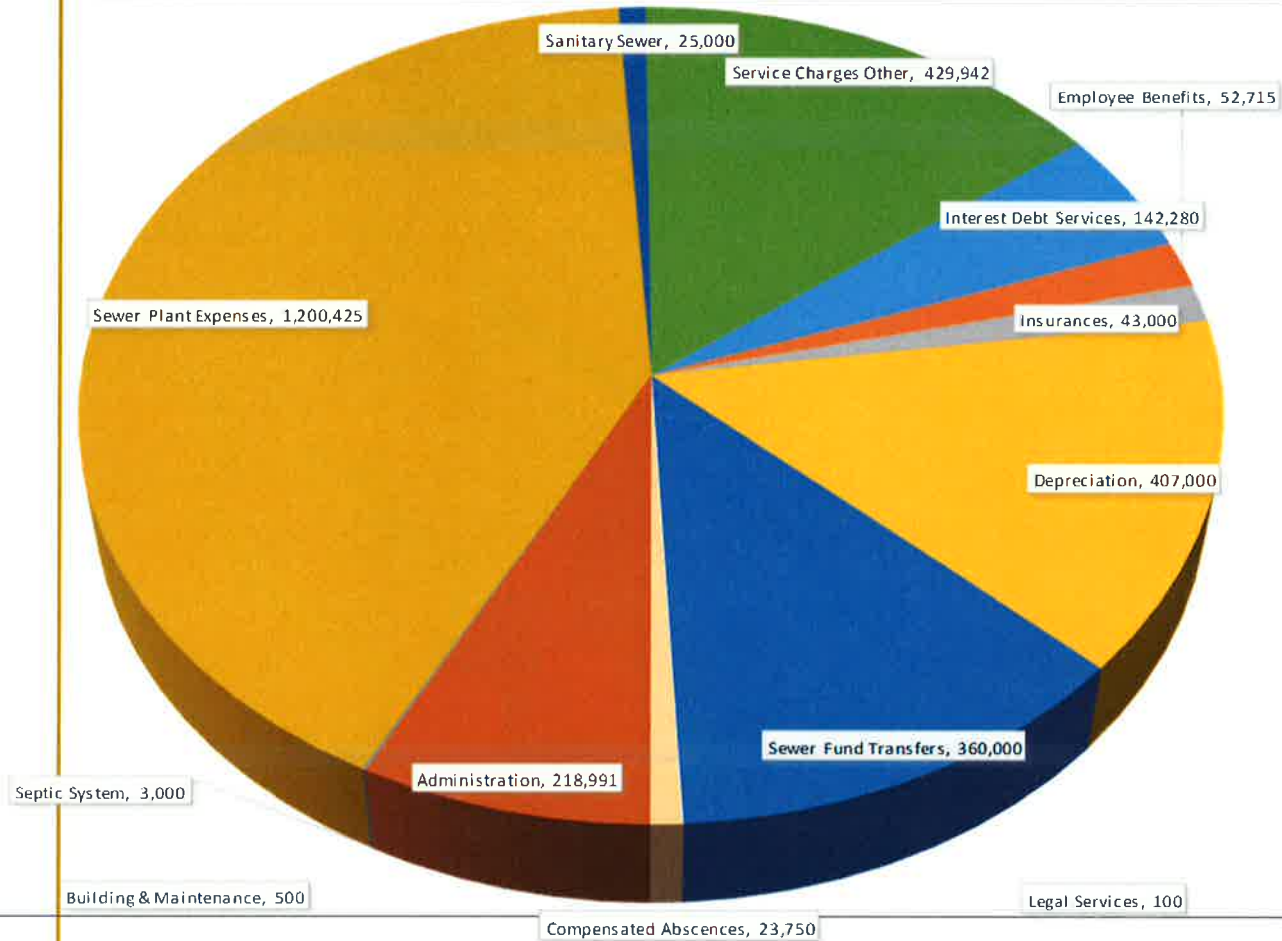
Sewer Fund Expenses

	Actual 2014	Actual 2015	Actual 2016	Projected 2017	Budget 2018
Legal Services	1,037	529	529	-	100
Administration	187,614	202,891	219,735	203,637	218,991
Septic System	3,233	2,568	2,627	1,980	3,000
Sewer Plant Expenses	1,061,404	992,687	1,050,164	1,016,913	1,200,425
Sanitary Sewer	8,863	12,928	10,497	27,995	25,000
Service Charges Other	481,346	480,065	478,961	441,275	429,942
Interest Debt Services	312,520	240,231	240,605	221,711	142,280
Employee Benefits	92,574	116,741	47,843	46,854	52,715
Insurances	88,603	77,940	33,493	41,162	43,000
Depreciation	418,652	425,478	416,832	408,838	407,000
Sewer Fund Transfers	355,746	150,822	146,520	355,000	360,000
Refunds			1,516		
Building & Maintenance		410			500
Miscellaneous			8,444		
Bad Debt	926	2,750	12,844	(26)	
Compensated Abscences	12,767	11,376	17,116	19,000	23,750
	<u>3,025,285</u>	<u>2,717,416</u>	<u>2,687,726</u>	<u>2,784,339</u>	<u>2,906,703</u>

Hopewell Township 2018 Budget



Sewer Fund Expenses



Hopewell Township 2018 Budget

2018 SEWER FUND EXPENSE BUDGET

ACCOUNT DESCRIPTION	Budget ESTIMATE 2018
SEWER ADMIN EXPENSE	
401.000 Sewer Twp Manager Salary	\$ 1,100.00
405.013 Sewer Authority Board Wages	\$ 74,536.00
405.014 Clerk Wages F/T (Inc Health BB)	\$ 150.00
405.015 Admin Clerks Overtime Wages	\$ 70.00
405.066 Bank Fees	\$ 16,000.00
405.067 Sharp Fees	\$ 3,300.00
405.190 Consultant-Benefits	\$ 15,100.00
405.196 Hospitalization	\$ 2,800.00
405.198 Eye & Dental Care	\$ 1,600.00
405.199 Group Life and Disability Insurance	\$ 8,000.00
405.210 Office Supplies	\$ 14,000.00
405.220 Postage/Lease	\$ 24,000.00
405.225 Accounting & Utility Maint	\$ 3,500.00
405.309 Custodial Service & Support	\$ 8,000.00
405.310 Admin Auditor & Appraisals	\$ 575.00
405.311 Bond Fees	\$ 500.00
405.320 Computer Expense	\$ 1,900.00
405.321 Telephone and Internet Expense	\$ 5,500.00
405.345 Copier Expense	\$ 580.00
405-350 Bonding & Insurance	\$ 12,000.00
405.352 Comprehensive Insurance	\$ 1,300.00
405.353 Public Officials Insurance	\$ 230.00
405-354 Worker's Comp	\$ 3,000.00
405.362 Admin Office Utilities (Electric and Gas)	\$ 800.00
405-390 Sewer Authority Expenses	\$ 12,500.00
405.486 Admin MMO/Retirement	\$ 500.00
405.430 Training & Seminars	\$ 6,900.00
405.510 Refunds from Property Sales (Closing Refunds)	\$ 550.00
405.999 CTR Payroll Expense	\$ 218,991.00
Total (22)	
SANITARY SEWERS	
436.220 Operating Materials & Supplies	\$ 20,000.00
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
Total (26)	\$ 25,000.00
PLANT EXPENSES	
429.122 Sewer Supervisor	\$ 70,886.00
429.140 Plant Wages (Inc Health Buy Backs)	\$ 414,854.00
429.145 Sewer Plant overtime Wages	\$ 24,000.00
429.191 Uniforms	\$ 2,700.00
429-196 Hospitalization	\$ 136,172.00
429-198 Eye & Dental Care	\$ 7,789.00
429-199 Group Life and Disability Insurance	\$ 24,000.00
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

2018 SEWER FUND EXPENSE BUDGET

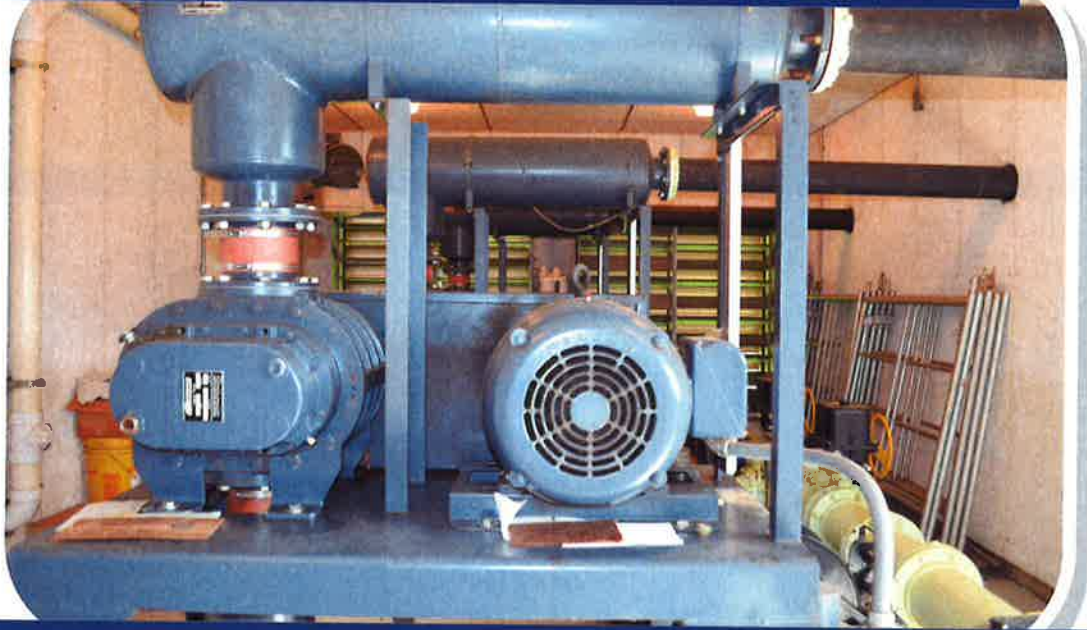
ACCOUNT DESCRIPTION	Budget ESTIMATE 2018
429.247 Sewer Plant Materials & Supplies	\$ 10,000.00
Racoon Plant--Pollack Lane	
Wickham Plant	
Pump Station 1 (Queens Mill)	
Pump Station 2 (McKinley)	
Pump Station 3 (Wilson)	
Pump Station 4 (South Heights)	
Pump Station 5 (Hampton Ct)	
Pump Station 6 (Bocktown)	
Pump Station 7 (Ind Square)	
Pump Station 8 (Industrial Park)	
Pump Station 9 (Edgewood)	
Pump Station 10 (Tee Line)	
Total	
429.250 Plant Equipment Repair & Maintenance	\$ 30,000.00
Racoon Plant--Pollack Lane	
Wickham Plant	
Total	
429.252 Sew Plant Tires for Vehicles	\$ 4,000.00
429.255 Pump Staion Plant Repair and Maintenance	\$ 10,000.00
Pump Station 1 (Queens Mill)	
Pump Station 2 (McKinley)	
Pump Station 3 (Wilson)	
Pump Station 4 (South Heights)	
Pump Station 5 (Hampton Ct)	
Pump Station 6 (Bocktown)	
Pump Station 7 (Ind Square)	
Pump Station 8 (Industrial Park)	
Pump Station 9 (Edgewood)	
Pump Station 10 (Tee Line)	
Total	
429.260 Lab Equip/Supplies/Maint/Chemicals	\$ 10,000.00
429.261 Equipment Purchases	
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 Property Insurance	\$ 23,500.00
429.354 Worker's Comp	\$ 22,000.00
429.361 Sewer Plants Electricity	
Racoon Plant--Pollack Lane	\$ 116,000.00
Wickham Plant	\$ 13,684.00
Pump Station 1 (Queens Mill)	\$ 2,518.00
Pump Station 2 (McKinley)	\$ 2,919.00
Pump Station 3 (Wilson)	\$ 1,988.00
Pump Station 4 (South Heights)	\$ 1,057.00
Pump Station 5 (Hampton Ct)	\$ 3,062.00
Pump Station 6 (Bocktown)	\$ 1,211.00
Pump Station 7 (Ind Square)	\$ 1,772.00
Pump Station 8 (Industrial Park)	\$ 783.00

2018 SEWER FUND EXPENSE BUDGET

ACCOUNT DESCRIPTION		Budget ESTIMATE 2018
Pump Station 9 (Edgewood)	\$	844.00
Pump Station 10 (Tee Line)	\$	5,000.00
Total	\$	150,838.00
429.363 Sewer Plants Peoples Heating		
Raccoon Plant--Pollack Lane	\$	2,789.00
Pump Station 1 (Queens Mill)	\$	1,803.00
Pump Station 2 (McKinley)	\$	1,686.00
Total	\$	6,278.00
429.366 Sewer Plant Water Usage Only. (Aliquippa)		
Raccoon Plant--Pollack Lane	\$	8,580.00
Wickham Plant	\$	111.00
Pump Station 1 (Queens Mill)	\$	80.00
Pump Station 2 (McKinley)	\$	80.00
Pump Station 3 (Wilson)	\$	80.00
Pump Station 4 (South Heights)	\$	80.00
Pump Station 5 (Hampton Ct)	\$	80.00
Pump Station 6 (Bocktown)	\$	80.00
Pump Station 7 (Ind Square)		
Pump Station 8 (Industrial Park)		
Pump Station 9 (Edgewood)		
Pump Station 10 (Tee Line)	\$	111.00
Total	\$	9,202.00
429.370 Vehicle Repair & Inspec/Licenses	\$	10,000.00
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	\$	2,400.00
429.450 Contracted Services	\$	15,000.00
429.455 Sludge Hauling	\$	38,000.00
429.470 Sew Plant Operating Permits	\$	11,000.00
429.480 Retirement MMO	\$	42,406.00
429.750 Equipment Purchases	\$	69,000.00
429-999 CTR Payroll Expense	\$	3,700.00
Total Plants & Pump Stations (26)	\$	1,200,425.00
Service Charges Other Authorities		
448.316 Aliquippa Service Charges	\$	420,942.00
448.317 Moon Twp Township Authority	\$	4,000.00
448.319 Creswell Heights Service Charges	\$	5,000.00
Total (26)	\$	429,942.00
LEGAL		
404.314 Legal - Other Charges	\$	100.00
Total (22)	\$	100.00
SEPTIC SYSTEM		
413.457 Septic System S.E.O.	\$	3,000.00
Total (26)	\$	3,000.00
EMPLOYEE TAX & BENEFITS		

2018 SEWER FUND EXPENSE BUDGET

ACCOUNT DESCRIPTION	Budget ESTIMATE 2018
486.161 FICA (7.65%)	\$ 48,715.00
486.162 Unemployment Compensation	\$ 4,000.00
Total Employee Tax and Benefit (32)	\$ 52,715.00
INSURANCE	
487.355 Flood Insurance	\$ 43,000.00
Total Insurance Expense (32)	\$ 43,000.00
AMORTIZATION & DEPRECIATION EXPENSE	
589.050 Amortization Expense	\$ -
488.000 Depreciation Expense	\$ 407,000.00
Total Depreciation & Amort Expense (32)	\$ 407,000.00
DEBT SERVICE -Interest	
472.030 2014 Bond Interest Expense	\$ 54,206.00
472.048 E.S.B. 2012 Note Refinance	\$ -
472.050 2017 Bond Refinance	\$ 87,126.00
472.351 2014 Backhoe	\$ 948.00
475.001 Bond Agency Fees	
Debt Service- Interenst Total (32)	\$ 142,280.00
INTERFUND TRANSFERS	
492.001 Transfer to General Fund	\$ 160,000.00
492.019 Transfer to Sewer Construction	\$ 200,000.00
Total Interfund Transfers	\$ 360,000.00
Building & Maintenance	
409.370 Building Custodial	\$ 500.00
Total Bad Debt Expense	\$ 500.00
COMPENSATED ABSENCES	
500.005 Compensated Absences Expense	\$ 23,750.00
Total Compensated Absences	\$ 23,750.00
Total Sewer Fund Expenditures	\$ 2,906,703.00
Total Sewer Fund Revenue	\$ 3,250,646.00
2018 Net Income/(Loss Est)	\$ 343,943.00
 January 2017 Beginning Fund Balance	 \$ 423,223.00
December 2017 Net Income/Loss Est	\$ 150,000.00
Estimated January Beginnig 2018 Fund Balance	\$ 573,223.00
Estimated 2018 Fund Balance/Deficit	\$ 343,943.00
Estimated 2018 Ending Fund Balance	\$ 917,166.00



Hopewell Township 2018 Budget

Sewer Construction Fund



2018 SEWER CONSTRUCTION FUND

SEWER CONSTRUCTION		2018 Budget
LINE NUMBER	ITEM	
	Sewer Construction Cash Forward	\$ 1,415,055.42
19-341-000	Sewer Construction Interest	\$ 3,500.00
19-364-011	Tap In Fees	\$ 30,000.00
19-392-008	Transfer From Sewer Fund	\$ 200,000.00
		<u>\$ 1,648,555.42</u>
	Expenses	
19-405-210	Office Supplies-Checks	
19-449-998	Garage/Pole Building	\$ 45,000.00
19-449-999	CIP Roof	\$ -
19-405-517	Sewer Refunds Maronda	\$ 45,000.00
		<u>\$ 45,000.00</u>
	2017 Sewer Fund Surplus/Deficit	<u><u>\$ 1,603,555.42</u></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



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	12/31/2021
Joe Kushir, Vice-President	Sewer, Administration and Finance	12/31/2021
Nickolas DiPietro	Roads, Administration and Finance	12/31/2019
David Ciccone	Development, Administration and Finance	12/31/2021
David Swihart	Parks & Recreation, Administration and Finance	12/31/2019



Staff



Hopewell Township 2017 Budget

Administration



Township Administration and 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	policeadmin@hopewelltp.com	724-378-0557
Solicitor	Michael Jones	Personal Law, Aliquippa PA	724-375-6683
Finance	Barbara Swearingen, CPA	finacctadmin@hopewelltp.com	724-378-1460 Ext 121
Public Works Superintendent	Chas Srafin	roaddept@hopewelltp.com	724-378-1215
Sewer Plant Operator in Charge	Chris Thompson	hopewell- wpcs@hopewelltp.com	724-378-4875
Zoning/Code Enforcement Officer	John Bates	zoningofficer@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	Vicky Gill	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 Receiv- able	Pam Gozur & Judy McConnell	sewerbilling@hopewelltp.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@hopewelltp.com	724-378-7796
Administrative Assistant	Nora Janicki	njanicki@hopewelltp.com	724-378-1460 Ext 100

