

**TOWNSHIP OF HOPEWELL
Beaver County, Pennsylvania
BOARD OF COMMISSIONERS
WORKSHOP MINUTES**

January 10, 2011
Meeting in Session at 6:30 p.m.

6:30pm: Workshop Meeting Called to Order by Mr. Bufalini and that the meeting will be recorded

ROLL CALL

President

Richard Bufalini

Vice President

Vacant

Commissioners

Joe Kusnir

Brian Rohm

Norm Kraus

Others Present

Andy Brunette, Township Manager/Controller

Mike Jones, Solicitor

Marie Stratakis-Hartman, Township Engineer

Tim Force Vacancy Commissioner

6:31pm EXECUTIVE SESSION IN

7:46pm EXECUTIVE SESSION OUT

7:47pm ENGINEERS REPORT Marie Stratakis-Hartman (Report on File)

8:04pm CITIZEN COMMENTS PERTAINING TO THE AGENDA

8:04pm BUSINESS AGENDA

Mr. Kraus Motion to approve Resolution R-2011-05 authorizing a Tax Anticipation Note in the amount of \$350,000 with E.S.B. Bank

Mr. Kusnir Second the motion

Roll Call Vote:

Mr. Kusnir Yes

Mr. Rohm Yes

Mr. Kraus Yes

Mr. Bufalini Yes

Motion Carried

Mr. Rohm Motion to approve Resolution R-2011-04 amending Exhibit "A" associated with ordinance 2010-05 sanitary sewer service connection fees, permit fees and inspection fees and sewer rental fees, and regulations with respect thereto to be followed by the users of the sewer system owned and operated by Hopewell Township. This resolution repeals resolution R-2010-30

Mr. Kraus Second the motion

Roll Call Vote:

Mr. Kusnir Yes

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Mr. Rohm Yes
Mr. Kraus Yes
Mr. Bufalini Yes
Motion Carried

Mr. Kraus Motion to approve the Workshop Minutes of December 13, 2010
Mr. Kusnir Second the motion

Roll Call Vote:
Mr. Kusnir Yes
Mr. Rohm Abstain
Mr. Kraus Yes
Mr. Bufalini Yes
Motion Carried

Mr. Kraus Motion to approve the list of bills dated for January 10, 2011
Mr. Rohm Second the motion

Roll Call Vote:
Mr. Kusnir Yes
Mr. Rohm Yes
Mr. Kraus Yes
Mr. Bufalini Yes
Motion Carried

Mr. Kraus Motion to approve Widmer Engineering Connellsville office as Hopewell Township's 2011
Engineers. Widmer Engineering rates are unchanged from 2010
Mr. Rohm Second the motion

Roll Call Vote:
Mr. Kusnir Yes
Mr. Rohm Yes
Mr. Kraus Yes
Mr. Bufalini Yes
Motion Carried

Mr. Kraus Motion to accept the retirement of Police Officer Greg Gozur effective April 1, 2011
Mr. Kusnir Second the motion

Roll Call Vote:
Mr. Kusnir Yes
Mr. Rohm Yes
Mr. Kraus Yes
Mr. Bufalini Yes
Motion Carried

Mr. Rohm Motion to authorize advertisement in the officer Phil Safety Products workbook in the amount of
\$299.00 per budget line item 1-410-315
Mr. Kraus Second the motion

Roll Call Vote:
Mr. Kusnir Yes
Mr. Rohm Yes
Mr. Kraus Yes
Mr. Bufalini Yes
Motion Carried

The motion to approve Resolution R-2011-01 Depository Fees was tabled for further discussion

Mr. Kusnir Motion to approve Resolution R-2011-02 adopting an internet website policy for Hopewell Township

Mr. Rohm Second the motion

Roll Call Vote:

Mr. Kusnir Yes

Mr. Rohm Yes

Mr. Kraus Yes

Mr. Bufalini Yes

Motion Carried

Mr. Rohm Motion to approve Resolution R-2011-03 establishing a standard application fee for on-lot sewage disposal system permits

Mr. Kraus Second the motion

Roll Call Vote:

Mr. Kusnir Yes

Mr. Rohm Yes

Mr. Kraus Yes

Mr. Bufalini Yes

Motion Carried

Mr. Kraus Motion to appoint Daniel C. Baker Associates, Inc as Hopewell Township's Sewage Enforcement Officer for 2011. The appointment includes the reappointment of Craig A. Baker S.E.O., Michael J. Groves S.E.O., and Ronald L. Robinson, S.E.O., all whom are employed by D.C. Baker, Inc. If a potential conflict should occur the reappointment of Jeffrey Winkle S.E.O., who is not employed by D.C. Baker

Mr. Kusnir Second the motion

Roll Call Vote:

Mr. Kusnir Yes

Mr. Rohm Yes

Mr. Kraus Yes

Mr. Bufalini Yes

Motion Carried

Mr. Rohm Motion to accept the highest bid from DeNoon Lumber in the amount of \$29,500 as recommended by the Township Forester Thomas Anundson for the timbering of the recently acquired Park property. All bids are on file at the Administration office. Proceeds from the sale to be deposited into the Park Fund Reserve account

Mr. Bufalini Second the motion

Roll Call Vote:

Mr. Kusnir Yes

Mr. Rohm Yes

Mr. Kraus Yes

Mr. Bufalini Yes

Motion Carried

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Mr. Kusnir Motion to approve Chuck Webb to perform at Parkfest July 8th, 2011 from 7pm to 11pm in the amount of \$250.00 per budget line item 1-454-470 as recommended by the Park Board
Mr. Rohm Second the motion

Roll Call Vote:

Mr. Kusnir Yes
Mr. Rohm Yes
Mr. Kraus Yes
Mr. Bufalini Yes
Motion Carried

Mr. Kraus Motion to approve Kardaz Productions to perform at Parkfest July 9th, 2011 from 6pm to 8pm in the amount of \$550.00 per budget line item 1-454-470 as recommended by the Park Board
Mr. Kusnir Second the motion

Roll Call Vote:

Mr. Kusnir Yes
Mr. Rohm Yes
Mr. Kraus Yes
Mr. Bufalini Yes
Motion Carried

Mr. Kraus Motion to approve Casanova to perform at Parkfest July 9th, 2011 from 8pm to 10:30pm in the amount of \$1,100.00 per budget line item 1-454-470 as recommended by the Park Board
Mr. Bufalini Second the motion

Roll Call Vote:

Mr. Kusnir Yes
Mr. Rohm Yes
Mr. Kraus Yes
Mr. Bufalini Yes
Motion Carried

Mr. Kraus Motion to approve the John Galt Theory Band to perform at Parkfest July 10th, 2011 from 6pm to 8:30pm in the amount of \$599.00 per budget line item 1-454-470 as recommended by the Park Board
Mr. Kusnir Second the motion

Roll Call Vote:

Mr. Kusnir Yes
Mr. Rohm Yes
Mr. Kraus Yes
Mr. Bufalini Yes
Motion Carried

Mr. Rohm Motion to approve Ego Trip to perform at Parkfest July 10th, 2011 from 8:30pm to 10:30pm in the amount of \$599.00 per budget line item 1-454-470 as recommended by the Park Board
Mr. Kusnir Second the motion

Roll Call Vote:

Mr. Kusnir Yes

Mr. Rohm Yes
Mr. Kraus Yes
Mr. Bufalini Yes
Motion Carried

8:22pm ITEMS FOR DISCUSSION

All items for discussion in regards to engineering were addressed in the engineers report and are on file at the Township Building

Mr. Jones discussed with the Board the proposed ordinance to regulate parking and the types of vehicles that are allowed to park within the Township. Mr. Jones also advised the Board that he had talk to resident Con Cannon and address the issues that Mr. Bufalini and Mr. Cannon had over the different types of vehicle sizes that would be affected. Mr. Jones also advised the Board that he will be combining the request of the Zoning Officer John Bates that the Township address residential front yards being turned into parking lots. Mr. Jones stated that he would address both issues would be combined into one ordinance

Mike Jones advised the Board that he is continuing to work on the oil and gas ordinance, the timber and harvesting ordinance. Mr. Jones advised the Board that the oil and gas ordinance will be based on zoning through conditional uses and that a lot of the regulations will be based by resolution so that changes to it can be easier. The main concern from the engineer and commissioner was to protect the Township's roads and water supply

Mike and the engineer are currently working to revise and update the Township's grading permit

The Manager discussed the request from the Chief of Police for the Township to develop a reciprocal police agreement with the neighboring communities, because of the short staff or no staffing of the neighboring communities Hopewell Township Police Department has to answer calls from 911 in these areas. This causes a lack of resources for our own community as well as an expense in which the Township of Hopewell needs to be reimbursed. Mike Jones will develop an agreement for the Board to review in regards to this issue

The Manager discussed that PennDot will be meeting with the Township in regards to Veasey Road on January 20, 2011. PennDot has not given any indication on what the agenda of the meeting will be

Mike Jones asked for comments on the soliciting ordinance, there was no comments from the Board and the Board gave the permission to Mike Jones to advertise the ordinance

The Manager discussed the expired terms of Board members from the Park, Planning, Creswell and Sewer Authority Boards. It was agreed by the Board that Carolyn Matlak not be reappointed and that the Planning vacancy position be advertised in the free section of the Beaver County Times as well as the website

Mr. Kusnir Motion to appoint Jason Simoni to Hopewell Township's Sewer Authority effective 1/1/11 to
 12/31/14
Mr. Kraus Second the motion

Roll Call Vote:

Mr. Kusnir Yes
Mr. Rohm Yes
Mr. Kraus Yes
Mr. Bufalini Yes
Motion Carried

Mr. Kraus Motion to appoint Mark Faiella, Jack Owens and John Keck as regular members to Hopewell Township's Park Board effective 1/1/11 to 12/31/15
Mr. Kusnir Second the motion

Roll Call Vote:

Mr. Kusnir Yes
Mr. Rohm Yes
Mr. Kraus Yes
Mr. Bufalini Yes

Motion Carried

Mr. Kusnir Motion to appoint Ed Morrow to the Creswell Heights Authority Board as Hopewell Township's representative effective 1/1/11 to 12/31/15
Mr. Krause Second the motion

Roll Call Vote:

Mr. Kusnir Yes
Mr. Rohm Yes
Mr. Kraus Yes
Mr. Bufalini Yes

Motion Carried

Mr. Kraus Motion to appoint Joe Kusnir as Hopewell Township's 2011 COG delegate and Rich Bufalini as alternate
Mr. Rohm Second the motion

Roll Call Vote:

Mr. Kusnir Yes
Mr. Rohm Yes
Mr. Kraus Yes
Mr. Bufalini Yes

Motion Carried

The Manager reminded the Board of Commissioners that the deadline for submission of the spring 2011 newsletter articles is January 14, 2011. All articles are to be turned in to Nancy Pajak

The Manager discussed the idea of timbering the land behind the Depository. The Commissioners agreed to have the Township Forester to look at the property behind the depository

The Manager discussed the program that himself and the Assistant Manager have been working on developing a low income assistance program for residents in the poverty level to assist with sewage payments. The expected completion date for the program is the end of the second quarter of 2011

8:44pm **CITIZENS FORUM**

John Lopata 38 Platt Street

Mr. Lopata commented on issue of the regulating parking within the Township. Mr. Lopata disagrees with the proposed ordinance and believes it is a civil rights violation. Mr. Lopata also stated that as long as people have been parking their vehicles before this ordinance they will be grandfathered anyway. Mr. Lopata also stated that the Board previously stated that you had to park your car in your yard during snow events and now the Board wants to make parking in the yard illegal and that this is a contradiction in what they are trying to accomplish. Mr. Bufalini corrected Mr. Lopata and stated that during snow events the cars have to be removed from the streets or they will be towed, not for them to remove them from the streets and park them in their yards

8:47pm **NEW BUSINESS**

Mr. Bufalini introduced Nickolas DiPietro as a candidate to fill the vacant position of Commissioner. Mr. Lopata interrupted Mr. Bufalini and asked if the position was advertised? Mr. Bufalini stated it was not advertised and that it did not need to be advertised. Mr. DiPietro explained that he was on the School Board and accomplished what he wanted to do there and that he was now interested in becoming a Township Commissioner. Mr. DiPietro then continued to go over his resume which is on file at the Administration Office. Township Solicitor confirmed to the Board that no advertisement for the position was necessary

Mr. Bufalini Motion to appoint Nickolas DiPietro to fill the unexpired term of Mr. Piroli effective 1/10/11 to 12/31/11 as Hopewell Township's Commissioner

Mr. Kraus Second the motion

Roll Call Vote:

Mr. Kusnir Yes

Mr. Rohm Yes

Mr. Kraus Yes

Mr. Bufalini Yes

Motion Carried

The Manager then briefed the Board on a meeting that was scheduled with the Airport Corridor in conjunction with developing a strategic plan for the Hopewell Business Park and Interstate 376

Mr. Kusnir asked the question to the Manager that if there was any grant opportunities for Laird Road due to the egress and ingress of the Road to the Park. The Manager advised the Board that Mr. Meehan is aware of Laird Road and searching for grants

8:59pm **OLD BUSINESS**

Mr. Kusnir just wanted to clarify with the Manager on an email that he received from the Manager from a resident inquiring about the Township Christmas Party. The Manager explained to the Board again that the party was solely funded by the employees and that no tax money was used to fund it. As in the past the Manager did tell the Board that the Township shut down at 1:00pm the day of the Christmas Party and that this was approved by the Board of Commissioners on November 22, 2010

Mr. Rohm asked solicitor Mike Jones on how the progress was progressing on the Lamar advertising signs protesting our billboard ordinance. Mr. Jones advised to the board that there has been no progress yet on this case

9:12pm **EXECUTIVE SESSION IN**

9:32pm **EXECUTIVE SESSION OUT**

Mr. Kraus Motion to terminate Jan-Pro cleaning contract with Hopewell Township effective 1/10/11

Mr. Bufalini Second the motion

Roll Call Vote:

Mr. Kusnir Yes

Mr. Rohm Abstain

Mr. Kraus Yes

Mr. Bufalini Yes

Motion Carried

Mr. Kraus Motion to add extra job of custodial duties to Erin Maxwell for cleaning of the Police Station and Renee Cameron for cleaning of the Municipal Building for an additional stipend of \$375.00 per month with a \$150.00 initial cleaning service fee

Mr. Rohm Second the motion

Roll Call Vote:

Mr. Kusnir Yes

Mr. Rohm Yes

Mr. Kraus Yes

Mr. Bufalini Yes

Motion Carried

Mr. Rohm Motion to accept the temporary leave of absence from Crossing Guard Mary Dwyer from January 24, 2011 to May 1, 2011

Mr. Bufalini Second the motion

Roll Call Vote:

Mr. Kusnir Yes

Mr. Rohm Yes

Mr. Kraus Yes

Mr. Bufalini Yes

Motion Carried

Mr. Kusnir Motion to approve Manager Andy Brunette's employment agreement for 2011. The agreement is the same as 2010 except for a 3.5% salary increase for 2011.

Mr. Rohm Second the motion

Roll Call Vote:

Mr. Kusnir Yes

Mr. Rohm Yes

Mr. Kraus Yes

Mr. Bufalini Yes

Motion Carried

9:40pm **ADJOURNMENT**

Mr. Kraus Motion to adjourn

Mr. Kusnir Second the motion

Voice Vote: All in favor

Motion Carried

Minutes Recorded by: Andy J. Brunette 01/10/11

Minutes Prepared by: Andy J. Brunette 01/11/11