

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

January 11, 2010  
Meeting in Session at 6:18 p.m.

**6:18PM: Workshop Meeting Called to Order by Mr. Bufalini**

**ROLL CALL**

President

Richard Bufalini

Vice President

Chuck Piroli

Commissioners

Joe Kusnir arrived at 6:19pm

Norm Kraus arrived at 6:24pm

Brian Rohm

Others Present

Andy Brunette, Township Manager/Controller

Wendy Kasnuic Township Administration Manager

Marie Stratakis-Hartman, Widmer Engineering

Mike Jones, Solicitor

**6:19pm** Ensign Drive residents Mrs. Paradisio and Mr. Burke discussed their discontent with the Township's proposal for an easement to be granted to the Township on their properties so that the problem of water ponding and freezing between Ensign and Brodhead can be rectified Mr. Burke stated that there has to be another solution and that he put a lot of money and hard work in keeping his property nice, and does not want the Township to destroy his previous work Mr. Burke asked the Board of Commissioners to please find another solution to the water problem. Without having easements granted the Township will seek other solutions from its engineers at the next meeting to try and see what other viable options are available. The Road Department will continue to pay special attention to this area by treating it heavily with salt until the problem can be solved.

**6:28pm** ENGINEER REPORT Marie Stratakis- Hartman, P.E. Report on file.

**6:30pm** CITIZEN COMMENTS pertaining to the Agenda None

**6:31pm** BUSINESS AGENDA

Mr. Kraus Motion to approve the Workshop Minutes of December 14, 2009.  
Mr. Leone Second the motion

Roll Call Vote:

Mr. Kusnir Abstain, not elected and sworn in until January 5, 2010  
Mr. Rohm Abstain, Mr. Rohm left the meeting at 6:33pm  
Mr. Kraus yes  
Mr. Piroli yes  
Mr. Bufalini yes  
Motion Carried

Mr. Rohm Motion to approve the List of Bills dated January 11, 2010  
Mr. Kraus Second the motion

Roll Call Vote:

Mr. Kusnir yes  
Mr. Rohm yes  
Mr. Kraus yes  
Mr. Piroli yes  
Mr. Bufalini yes with comments on the amount of the cost of salt the Township has paid out this winter season and also a question and clarification on the Sewer Fund M.R.A Mastertrack 2010 sewer billing computer maintenance agreement

Motion Carried

Mr. Piroli Motion to hire Darren Caruso as a part-time Police Officer for Hopewell Township as certified by the Civil Service Commission and recommended by Hopewell Township's Chief of Police Gene Ungarean. Mr. Caruso will be hired at a rate of \$13.86 in accordance with Hopewell Township's Police Collective Bargaining agreement  
Mr. Rohm Second the motion

Roll Call Vote:

Mr. Kusnir yes  
Mr. Rohm yes  
Mr. Kraus yes  
Mr. Piroli yes  
Mr. Bufalini yes

Motion Carried

Mr. Kusnir Motion to approve ¼ page advertisement in the 2010 "Officer Phil" educational program pamphlet in the amount of \$299.00, budget line item J-410-315  
Mr. Kraus Second the motion

Roll Call Vote:

Mr. Kusnir yes  
Mr. Rohm yes  
Mr. Kraus yes  
Mr. Piroli yes  
Mr. Bufalini yes

Motion Carried

**6:35pm**            **ITEMS FOR DISCUSSION**

Resolution R 2010-01 establishing the preparation of tax certification letters at \$20.00 and \$5.00 for preparation of duplicate tax statements was discussed. The resolution was read and it was determined that the resolution was needed in order to keep up with cost and expense in producing the certification letters. Resolution R 2010-01 will be set up for passage at the January 25<sup>th</sup> Business Meeting.

Resolution R 2010-02 establishing the preparation of Sewer & Refuse lien certification letters at \$20.00. The resolution was read and it was determined that the resolution was needed in order to keep up with cost and expense in producing the certification letters. Resolution R 2010-02 will be set up for passage at the January 25<sup>th</sup> Business Meeting.

Resolution R 2010-03 establishing a standard application fee for on-lot sewage disposal system permits at \$420.00. The resolution was read and it was determined by the board that the increase of the fee was necessary in order to

match the application fee that the Township is billed by its Septic Enforcement Officer. In order that the correct fee is passed onto the applicant the septic application must be changed to \$420.00. Resolution R 2010-03 will be set up for passage at the January 25<sup>th</sup> Business Meeting.

Independent Micro Computers 2010 maintenance and server off-site back-up contract was reviewed and discussed. No changes have been made since the contract was approved during the 2010 budget process. Independent Micro Computers contract will be set up for passage at the January 25<sup>th</sup> Business Meeting.

Brobeck Systems contract for the installation of additional Municipal Building and Park security cameras was reviewed and discussed. No changes have been made since the contract was approved during the 2010 budget process. Brobeck Systems contract will be set up for passage at the January 25<sup>th</sup> Business Meeting.

Safety Committee meeting update was given by Marie Stratakis-Hartman who was briefed by Mr. Rohm and the Township Manager on where the last meeting ended. The board was advised that the replacement cost of the Stop Signs will be approximately \$50.00, not including the price to advertise the removal and placement of the Stop Signs in question. Marie was advised that the Committee was waiting on Dave Widmer to set up the next meeting date after confirmation with a PennDot representative who will attend the meeting. The PennDot representative will explain to the committee any additional cost and help identify which Stop Signs on the list are either in compliance or non compliant.

Laird Drive update was given by Marie from Widmer engineering and advised the board that the contractor was notified that the repair of the pavement on Laird Drive was not sealed, and the work is still not considered complete. Marie will follow up with this situation after the winter weather is over to see if the contractor completes the work.

Ordinance 88-3 was discussed with the Board, Marie, and Wendy in regards to properties that are located 150' from Township Sewer lines. Ordinance 88-3 is currently omitted from Ordinance 98-5 and needs to be reinstated into the Ordinance. Marie stated that she is reworking and revamping Ordinance 98-5 she will incorporate 88-3 back into 98-5 Sewer Rules and Regulations.

The Board asked Marie and Mike Jones if they received the comments from the Beaver County Planning Commission on the following plans: Hopewell Township Community Park, Colonna Plan, and Pruszenski Plans. Marie advised that she did receive the correspondence from Andy and John on these plans and she will be receiving more information from Dave Widmer when he completes the transfer of files to her. Mike Jones also confirmed that he had received that Beaver County Planning Commission comments from Andy. Mike asked Marie if she could pay special attention and try to expedite the review of the Hopewell Community Park Plan for this is the Township's Land accusation from Mrs. Duncan the current owner of the land which involves a grant from the D.C.N.R.

The manager updated Marie and the Board of Commissioners on a report from Public Works Superintendent that he has noticed and got reports from his crew that the newly paved road Lexington Drive is starting to dip and crack. Marie told the board that the contractor does have a maintenance bond that when the weather improves her office will be out to inspect the road for any structural failures in the road that may have occurred. Mr. Piroli also let Marie know that he had received another complaint about Washington Street that was newly paved dipping also. Marie will investigate this road also.

The Board discussed Mr. Robinson 227 Sharon Grange Road storm sewer project. Please note that Mr. Robinson was in the audience and agreed to let Marie look at some alternative options in solving the problem. Mr. Robinson stated that he has rescinded his original request to cut the lid on the storm sewer, because he now agreed with the Township engineers that cutting the lid was not structurally feasible. Marie will seek out solutions and hopefully have some options by the February 8, 2010 Workshop Meeting.

The Manager updated the Board on the Tarquinio Bakery Zoning violation and advised them that Mr. Bates is in process of resolving this problem and all parties affected have been contacted.

The Manager informed the Board that the 2009 State Ethics forms have been passed out to all eligible Board members and employees. The forms need to be turned into Peggy Santia by March 1, 2010.

The Manager updated the Board on the Kane Road snow removal situation. The Manager advised the Board that Jeff Lancas from PennDot as well as Representative Jim Christiana were notified by phone and letter. Representative Christiana also drafted a separate letter from his office to PennDot addressing the situation.

The Manager advised the Board that Johanna Robb from the Hopewell School District withdrew her request for a waiver in the tap fee charge for their Stadium project. The School has decided not to go ahead with that additional project at that time.

The Manager reminded the Board that the meeting with the County Commissioners is scheduled for February 1, 3:00pm at the County Court House. Commissioner Kusnir advised the Board that he will not be able to attend because he will be traveling for business. Mr. Piroli questioned the legality of the meeting with solicitor Mike Jones and wanted to make sure that we did not have to advertise the meeting as a formal meeting. Mike Jones advised the Board that would not be necessary because it was just a fact finding and informational gathering meeting.

The Manager advised the board that Representative Christina will be revisiting the Township on February 3, 2010 at 9:00am to meet with any Commissioner that would like to attend to discuss the information gathered from the County Commissioners meeting.

The Manager advised the board that Tammy Cappo from M.E.I.T. will be visiting with the health committee on February 3, 2010 to discuss different health insurance plans with the committee in order to reduce the Township's health insurance expense.

The Manager will set-up February 8, 2010 as the date for the Commissioners to interview prospective grant writers at its Workshop Meeting that evening. The interviews will be at 6:00pm and 6:15pm.

The Manager requested that the board look into creating an ordinance that will take care of Hopewell Residents Parking on both sides of the street during the winter months. It has become very difficult for our Road department to plow the Township roads safely because of the parking.

**7:25PM**

**CITIZENS FORUM**

Tom Rohm 225 Sharon Grange Road

Mr. Rohm questioned the appointment of the Widmer Engineering Connellsville office as did not completely understand the difference between the Widmer Engineering Beaver Falls office and the Connellsville office. The Board explained that it was the same company but each office operates independently for determining engineering rates, and that the Connellsville office presented the better engineering rates and was more cost efficient for the Township since all of the Sewer engineering currently is worked out of the Connellsville office.

Mr. Rohm has questions in regards to the advertisements for the placement and removal of stop signs. Mr. Rohm stated that the Township should do these posting all at one time in order to save on cost when it comes down to removing and placing stop signs. Mr. Bufalini responded that the Township will seek out the most cost efficient way to handle this issue when it comes up.

Mr. Rohm also wished Brian Rohm Happy birthday

**7:30PM**

**NEW BUSINESS**

Mr. Rohm Motion to approve Chief Ungarean to attend the 97<sup>th</sup> annual Pennsylvania Chiefs of Police Association conference July 11-14, 2010 in Lancaster PA in the amount of \$945.00. The price is all inclusive meals and lodging. This is will be charged to budget line item 1-410-190.

Mr. Kraus Second the motion

Roll Call Vote:

Mr. Kusnir        yes  
Mr. Rohm         yes  
Mr. Kraus        yes  
Mr. Piroli        yes  
Mr. Bufalini      yes

Motion Carried

Mr. Piroli        Motion to approve to approve the payment of retirement benefits for 16 years of service to Josie Palsa in the amount of \$6,206.00. \$3,150 for 90 days of sick-time at a rate of \$35.00 per day and \$3,056 for four weeks "special retirement pay" calculated based on weekly wage at retirement. Mrs. Palsa will also receive a \$5,000 paid-up life insurance policy. All retirement benefits have been paid in accordance with Hopewell Township's summary of benefits for Managerial and Supervisory Personnel and will be coded per 2009 budget line item 1-403-114.

Mr. Kraus        Second the motion

Roll Call Vote:

Mr. Kusnir        yes  
Mr. Rohm         yes  
Mr. Kraus        yes  
Mr. Piroli        yes  
Mr. Bufalini      yes

Motion Carried

The Manager passed out to the Board a list of names of residents who currently sit on Township Boards whose terms are expiring December 31, 2009. Mr. Bufalini asked that these residents be contacted to see if they wanted to be reappointed. Mr. Bufalini also directed the manager to put the application for the volunteer boards on the website in case other residents wanted to apply. The Township will also publicly advertise any board opening that need to be filed.

Mr. Bufalini wanted to advise the board that Chief Ungarean will be installed as the President of the Western Pennsylvania Chiefs of Police Association on January 19, 2010 at noon at the Fez Banquet Hall. Mr. Ungarean has invited all Board members to attend as his guest for the induction luncheon.

Mr. Rohm expressed concerns on a resident who is parking vehicles on the corner of Wimple and Kane Road. Mr. Rohm stated that the vehicles are almost out on Kane Road is creating safety concerns at that intersection because the vehicles are obstructing the view of the intersections for traffic on Kane Road.

7:46PM

**OLD BUSINESS**

Mr. Bufalini asked Mike Jones for the status of the flashing sign ordinance, from Mike Jones. Mike stated that he would have more information by the next workshop meeting.

Mike Jones brought the Berkheimer contracts and had them signed by President Bufalini and Manager Brunette. The contracts were then given to the manager for distribution to Berkheimer.

7:48PM

**EXECUTIVE SESSION**

9:10PM

**EXECUTIVE SESSION OVER**

Mr. Kraus        Motion to approve the Employment Agreement for Manager Andy Brunette for one year commencing January 1, 2010 and ending December 31, 2010 in the amount of \$65,000.00.

Mr. Kusnir        Second the motion

Roll Call Vote:

Mr. Kusnir      yes  
Mr. Rohm        yes  
Mr. Kraus       yes  
Mr. Piroli       yes  
Mr. Bufalini    yes  
Motion Carried

**ADJOURNMENT**

Mr. Piroli       Motion to adjourn  
Mr. Kraus       Second the motion  
Voice Vote:     All in favor  
Motion Carried  
Meeting adjourned at 9:20pm

Minutes Recorded by: Andy J. Brunette 01/11/10  
Minutes Prepared by: Andy J. Brunette 01/13/10