



**TOWNSHIP OF HOPEWELL**  
**BOARD OF COMMISSIONERS**  
Beaver County, Pennsylvania  
**February 28<sup>th</sup>, 2022**  
**BUSINESS MEETING MINUTES**

7:06 P.M. **Call to Order**  
Hopewell Township's Business Meeting, held in the Township Municipal Building, located at 1700 Clark Boulevard, Hopewell Township, was called to Order by Vice President Joe Kusnir. Vice President Kusnir indicated that the meeting is being recorded.

7:06 P.M. **Pledge of Allegiance**

7:06 P.M. **Roll Call**  
President Richard Bufalini – Medical Excuse  
Vice President Joe Kusnir – In Attendance  
Commissioner Nick DiPietro – Absent  
Commissioner Tim Force – In Attendance  
Commissioner Barbara Michna – In Attendance

**Others Present**  
Jamie Yurcina, Township Manager  
Michael B. Jones (McMillen, Urick, Tocci & Jones), Township Solicitor  
HRG Inc., Engineering

7:07 P.M. **Public Comments**  
No Public Comments regarding the proposed Business Agenda.

7:07 P.M. **Business Agenda**  
Vice President Kusnir announced that the Tax Collector's Report and the Treasurer's Report is available for public inspection at the Municipal Building.

*Commissioner Force: Motion to approve the January 24<sup>th</sup>, 2022, Business Meeting minutes.*

*Commissioner Michna: Second the Motion.*

**Roll Call Vote:**  
Commissioner Michna Yes  
Commissioner Force Yes  
Commissioner DiPietro Absent  
Commissioner Kusnir Yes  
Commissioner Bufalini Absent  
Motion Carried

*Commissioner Kusnir: Motion to approve the List of Bills dated February 28<sup>th</sup>, 2022, as presented: General Fund \$57,721.32; Sewer Fund \$18,252.23; State Fund \$37,004.91; and Sewer Escrow \$330.00.*

*Commissioner Force: Second the Motion.*



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Roll Call Vote:

Commissioner Michna	Yes
Commissioner Force	Yes
Commissioner DiPietro	Absent
Commissioner Kusnir	Yes
Commissioner Bufalini	Absent
Motion Carried	

*Commissioner Michna: Motion to approve the January 2022 Tax Collector's Report as presented.*

*Commissioner Force: Second the Motion.*

Roll Call Vote:

Commissioner Michna	Yes
Commissioner Force	Yes
Commissioner DiPietro	Absent
Commissioner Kusnir	Yes
Commissioner Bufalini	Absent
Motion Carried	

*Commissioner Kusnir: Motion to adopt the first tier of the Lexipol Police Policy as described and numerated by Solicitor Mike Jones and Police Chief Donald Sedlacek. There will be one minor modification to number 206 Supervision Staffing Levels to comply with the Collective Bargaining Agreement.*

*Policy 70 Chief's preface, 80 Law Enforcement Code of Ethics, 90 Mission Statement, 100 Law Enforcement Authority, 101 Chief Executive Officer, 102 Oath of Office, 103 Policy Manual, 207 License to Carry a Firearm, 208 Retiree Concealed Firearms, 404 Crisis Response Unit, 412 Foreign Diplomatic and Consular Representatives, 1005 Reporting of Arrests, Convictions and Court Orders, 1010 Personnel Complaints, 200 Organizational Structure Responsibility, 201 Departmental Directives, 202 Emergency Operations Plan, 206 Supervision Staffing Levels, 1030 Speech, Expression and Social Networking, 1032 Line-of-Duty Deaths, 203 Training, 320 Standard of Conduct, 341 Off-Duty Law Enforcement Actions, 605 Brady Information, 300 Use of Force, 301 Use of Force Review Boards, 302 Handcuffing and Restraints, 303 Control Devices, 304 Conducted Energy Device 305 Officer-Involved Shootings and Deaths, 306 Firearms. 307 Vehicle Pursuits, 308 Foot Pursuits, and 309 Officer Response to Calls.*



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*Commissioner Force:*

*Second the Motion.*

Roll Call Vote:

Commissioner Michna	Yes
Commissioner Force	Yes
Commissioner DiPietro	Absent
Commissioner Kusnir	Yes
Commissioner Bufalini	Absent
Motion Carried	

7:18 P.M.

Solicitor's Report

Solicitor Mike Jones requested a brief Executive Session to discuss the agreement reached with the Clerical Local Union 459 of the IBEW and if agreeable amend the agenda to add an actionable item per the Sunshine Law and then a second motion for adoption of the CBA with those amendments.

7:19 P.M.

Commissioner's Reports

No Commissioner Reports

7:18 P.M.

Department Reports

The various Department Reports were given and are on file at the Hopewell Township Municipal Building.

Police Chief, Donald Sedlacek, HRG Engineering Ben Gilberti, Road Department Supervisor Dave Kriger, Sewer Department Supervisor Chris Thompson, Planning and Zoning Officer John Bates, and Fire Department Chief Mike Wasik presented their respective reports.

7:26 P.M.

Citizen's Forum

No Citizens Present

7:26 P.M.

Old Business

No Old Business.

7:26 P.M.

New Business

No New Business.

7:26 P.M.

Announcements

Please visit our website at [hopewelltp.com](http://hopewelltp.com), Facebook and twitter for upcoming Township news events.

Upcoming events include the Hopewell Township Bake-Off scheduled for Saturday, March 26<sup>th</sup>, 11:00 AM-3:00 PM

7:26P.M.

Executive Session-Beginning



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The Board of Commissioners entered Executive Session to discuss the Clerical Contract, and Police Personnel.

8:09 P.M.

**Executive Session Out**

Vice President Kusnir announced the following motion needs to be acted upon following Executive Session.

*Commissioner Force: Motion to add an agenda item pertaining to the Clerical Contract.*

*Commissioner Michna: Second the Motion.*

**Roll Call Vote:**

Commissioner Michna	Yes
Commissioner Force	Yes
Commissioner DiPietro	Absent
Commissioner Kusnir	Yes
Commissioner Bufalini	Absent
Motion Carried	

*Commissioner Michna: Motion to enter into an agreement between Hopewell Township and Hopewell Township Full-Time Clerical Employees as represented by Local Union 459 of The International Brotherhood of Electrical Workers AFL-CIO-CLC for the period January 1, 2022, to January 1st, 2025.*

*Commissioner Force: Second the Motion.*

**Roll Call Vote:**

Commissioner Michna	Yes
Commissioner Force	Yes
Commissioner DiPietro	Absent
Commissioner Kusnir	Yes
Commissioner Bufalini	Absent
Motion Carried	

8:12 P.M.

**Adjournment**

*Commissioner Michna: Motion to Adjourn.*

**Voice Vote:**

All in Favor  
Motion Carried

Minutes Recorded By: Jamie Yurcina 2/28/2022  
Minutes Prepared By: Nora Janicki 3/1/2022