

RESOLUTION NO. R-2010-18
Hopewell Township, Beaver County, Pennsylvania
2002 Records Disposal

Resolved by the Board of Commissioners of Hopewell Township, Beaver County, Pennsylvania, That

WHEREAS, by virtue of Resolution No. 2002-16, adopted November 4, 2002, the Township of Hopewell declared its intent to follow the schedules and procedures for the disposition of records as set forth in the Municipal Records Manual approved on July 16, 1993, and,

WHEREAS, in accordance with Act 428 of 1968, each individual act of disposition shall be approved by resolution of the governing body of the municipality;

NOW, THEREFORE, BE IT RESOLVED the Board of Commissioners of the Township of Hopewell, Beaver County, Pennsylvania, in accordance with the above cited Municipal Records Manual, hereby authorizes the disposition of the following public records: 2002 Accounts Payable Records, 2002 Bank Statements and Checks, 2002 Financial Statements and Budget Reports, and 2002 Journal Entries and Journal Books

ATTEST:



Andy Brunette, Township Manager



Richard Bufalini, President, Board of Commissioners

(Seal)

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

August 9, 2010
Meeting in Session at 6:31 p.m.

6:31pm: Workshop Meeting Called to Order by Mr. Bufalini

ROLL CALL

President

Richard Bufalini

Vice President

Chuck Piroli

Commissioners

Joe Kusnir

Brian Rohm

Norm Kraus

Others Present

Andy Brunette, Township Manager/Controller

Marie Stratakis-Hartman, Engineer

Mike Jones, Solicitor

6:32pm

Brian Bucci 2012 Timber Lane,
Commissioner Bufalini asked if Brian could explain to the Board of Commissioners his request for approval to hold a 5k walk on November 25, 2010 to benefit the Beaver County Humane Society. Brian informed the Board that this would be his senior project for the upcoming year. Brian also informed the Board that he will notify all residents along the route of the 5k course. Brian also included an aerial map of the course and requested that the Township supply the necessary traffic control by our Police Department. The Manager will forward that information to the Police Department for approval for traffic control. The Board of Commissioners verbally all in favor gave approval for Brian to proceed with his senior project.

6:37pm

ENGINEER REPORT Marie Stratakis- Hartman, P.E. Report on file.

7:21pm

CITIZEN COMMENTS PERTAINING TO THE AGENDA

Tony Muia 4001 Fairway Drive,
Mr. Muia discussed the idea of the Village of the Green Condo Association reacquiring Parcels A and B located at the end of Fairway Drive. Mr. Muia asked solicitor Mike Jones if there were any restrictions preventing the transfer back to the association. Mike advised Mr. Muia that he will search the deed and the developer's agreement and see what determination can be made on the possibility of transferring the deeds.

7:36pm

BUSINESS AGENDA

Mr. Kusnir

Motion to approve the Workshop Meeting Minutes of July 12, 2010

Mr. Rohm

Second the motion

Roll Call Vote:

Mr. Kusnir yes

Mr. Rohm yes

Mr. Kraus abstain

Mr. Piroli abstain

Mr. Bufalini yes
Motion Carried

Mr. Kraus Motion to approve the list of bills dated for August 9, 2010
Mr. Piroli Second the motion

Roll Call Vote:

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

Mr. Kraus Motion to approve Resolution R-2010-17 authorizing Gene Ungarean as the authorized project director for the Beaver County DUI Task Force Impaired Driving Grant between the months of October 2010 and September 2011
Mr. Bufalini Second the motion

Roll Call Vote:

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

Mr. Kraus Motion to approve Beaver County Regional Council of Governments 2010-2011 Winter Road Salt bid award to North American in the amount of \$56.20 per ton. Bids are on file at the Administration office
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

Mr. Rohm Motion to approve Resolution R-2010-18 authorizing the record disposal of 2002 Township accounting records
Mr. Piroli 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 the advertisement for the position of Part Time Collections/Administration Assistant at an hourly rate of \$12.00 per hour per budget line item 8-405-018
Mr. Kusnir Second the motion

Roll Call Vote:

- Mr. Kusnir yes
- Mr. Rohm no
- Mr. Kraus yes
- Mr. Piroli yes
- Mr. Bufalini yes

Motion Carried

Mr. Rohm Motion to approve Resolution R-2010-19 revising Resolution R-2010-15 authorizing the Hopewell Township Board of Commissioners to file a grant application with the Commonwealth of Pennsylvania through the Commonwealth Financing Authority for improving and upgrading the wastewater aeration facilities at the Raccoon Creek Water Pollution Control Facility, Beaver County, Pennsylvania assigning Andy Brunette and Rich Bufalini as authorized signers for the Township

Mr. Piroli 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 the erosion and sediment pollution control plan for the Sharon Grange Pump Station in the amount of \$290.00 made payable to the Beaver County Conservation District

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 the execution of contract documents for Hopewell Township's Raccoon Plant solid receiving pad with Ketchel Contracting predicated on receiving Ketchel's Contracting certificate of insurance

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. Kraus Motion to approve the execution of contract documents for Hopewell Township's Nature Center roof replacement with Skerlec Contracting predicated on the engineer receiving proper signatures from Skerlec Contracting

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

7:56pm 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. Additional comments were made from Commissioner Kusnir in regards to item three of the General Township items in the Engineer's report questioning the proposed recommendation of using mechanical engineer Olds Engineering Consultants to design the municipal boiler specifications at a cost of \$9,500.00. Commissioner Kusnir felt that there was no need to have specifications drawn up when the Township already has existing specs. The Board agreed to table this issue and to have the Township engineer continue to research other solutions to the Municipal Building boiler replacement.

The following sewer ordinances were discussed: dye testing, sewer system rules and regulations, and sewer system fees. Commissioner Rohm stated that his concern was that reverting back to the old dye test would not completely solve the problem of water entering sewer laterals. Commissioner Rohm questioned that he did not believe that spikes of flow at the Wickham Plant during heavy rain was not due entirely to faulty lateral, but could be a host of other extraordinary circumstances. A lengthy discussion pursued between the engineer and Commissioner Rohm. After the discussion it was agreed that it would be in the best interest of the Township in relationship to catching illegal lines and maintaining DEP flow guidelines to revert back to the old dye test system.

Mr. Piroli Motion to approve the advertisement of Ordinance 2010-04 Sewer System Rules and Regulations, and Ordinance 2010-05 Sewer Rate Ordinance, and Ordinance 2010-06 Smoke and Dye Testing
 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. Jones discussed and handed out copies of two proposed resolutions in regards to Hopewell Township's Police Pension Plan. The Resolutions are necessary in order for the Police Pension Fund to be compliant with state and federal law requirements. Mr. Jones is also working on a firework permit form for Township firework displays. Mr. Jones advised the board that he will have the McGrath conditional use opinion by next week. Ordinance 93-9 was discussed by the Manager questioning whether this enforces a franchise fee on residents for refuse collections on vacant properties. Mr. Jones advised the Board and the Manager that Ordinance 93-9 does not allow us to collect refuse franchise fees. In order to collect this fee the ordinance would have to be revised to adopt the franchise fee. The Board decided to discuss this again at a future meeting.

The Manager brought up the idea that is being passed around by the Board on splitting out the Sewer System from the Township into its own Sewer Authority. The Manager advised the Board of the potential feasibility cost associated with such a huge task and all of the components that would have to be considered before a split of the Authority could take place. The Manager also advised the Board that the feasibility study would have to be budgeted for the 2011 budget year. The Board directed the Manager to start an email chain starting a list of items that would have to be discussed in order for the Sewer System to split from the Township. The Manager also discussed with the Board John Bates' comments on the Timber Ordinance; after hearing the comments the Board decided to forward the proposed ordinance to a certified forester for review and comments before acting on it.

President Bufalini advised the Board that he met with candidate Rick Miller for the B.O.C.A. Board and was pleased with his discussion. Mr. Bufalini then passed on his recommendation to the Board to approve him to fill the vacant position on the B.O.C.A. Board of Appeals.

Mr. Bufalini Motion to appoint Rick Miller to the B.O.C.A. Board of Appeals term ending December 31, 2012
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

President Bufalini asked the Board if they had any candidates for the opening on the Creswell Heights Water Authority Board, and the alternate position on the Sewer Authority Board. After a brief discussion among the Board no Commissioners were able to come up with any candidates. This issue will be discussed again at the next meeting

The Manager and Engineer discussed with the Board about replacing all of Hopewell Township's street signs by the year 2012 to be in compliance with state regulations. The Manager advised the Board that the estimate to replace all of the street signs would be about \$30,000. The signs will be replaced on all of the State Roads first and then our side roads and housing plans. The Township is looking at the feasibility of installing the street signs on the existing street poles that currently exist if possible. The Manager also advised the Board that the Safety Committee will meet on September 13, 2010 to discuss the direction it wants to proceed with in regards to stop sign replacements within the Township. The Manager discussed with the board the proposed resolution R-2010-20 opposing HB 2341 and SB 1357 and the following action took place:

Mr. Kusnir Motion to approve Resolution R-2010-20 opposition to forced local government mergers and consolidations
Mr. Bufalini 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 and the Board discussed the letter received from resident Carol Force 3104 Roosevelt Ave in regards to feral cats roaming the neighborhoods. The Board directed the Manager to send a letter to Ms. Force instructing her to pick up the cat traps at the Police Station, trap the cats and then call animal control for pick up. The Board has addressed this issue in the past and had decided before that this is the direction they will go in. The Manager briefed the Board on the comments from Jeff Lancos PennDot in regards to the low trees located on Kane Road. Mr. Lancos informed the Manager during the week of August 2, 2010 that in response to his letter dated July 26, 2010 that they did cut all the trees they felt were unsafe and that they deemed the remainder of the trees high enough off of the road and safe. Mr. Rohm advised Mr. Brunette that as you exit the Park on the Kane Road entrance and turn right that a catch basin is needed due to extreme water that builds up at that location during heavy rains. Mr. Brunette advised the Board that he will photograph the area and send them with a letter to Jeff Lancos about the dangerous situation there

The Board of Commissioners verbally approved a request by Nalene Kaminsky to have a sleep over at the Park's Nature Center on August 14, 2010. The Board also advised Mr. Jones to develop a release form for people who wanted to stay at the Nature Center overnight in the future; this will relieve the Township of any liability in providing sleep over's at the Nature Center

The Manager gave the Board the Zambelli Fireworks bid for the 2011 Parkfest fireworks display. After discussion it was decided that the Board would solicit more bids. However the Manager advised the Board not to wait too long because of the discount period. The Manager also discussed the Board soliciting health insurance brokers in order to better prepare for the 2011 budget. This is needed due to the fact that M.E.L.T. has not yet provided any pricing for any of their products for 2011.

9:15pm CITIZENS FORUM None

9:17pm NEW BUSINESS

Mr. Piroli Motion to approve the advertisement for the position of School Crossing Guard Seasonal on-call Part Time at an hourly rate of \$12.38 after probation per budget line item 1-410-133

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

Commissioner Kusnir questioned if the Township has a master plan, Commissioner Bufalini and Piroli stated that we did and that Commissioner Piroli would provide him with a copy. Commissioner Kusnir also questioned the expiration date on the Chief of Police's contract; at the time the Manager did not know and advised him he would let him know the next day

9:21pm OLD BUSINESS

Mr. Bufalini Motion to approve Resolution R-2010-21 approving the real estate purchase agreement between Georgene Duncan and Hopewell Township dated February 2, 2010 and the execution of special warranty deed pursuant to said agreement for the transfer of a portion of lot parcel 65-193-0228.002 to Hopewell Township in lieu of condemnation for purposes of expanding Lakewood Park for recreational purposes

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

9:25pm EXECUTIVE SESSION IN

9:39pm EXECUTIVE SESSION OUT

9:40pm ADJOURNMENT

Mr. Rohm Motion to adjourn

Mr. Piroli Second the motion

Voice Vote: All in favor

Motion Carried

Minutes Recorded by: Andy J. Brunette 08/09/10
Minutes Prepared by: Andy J. Brunette 08/10/10