

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

6:38pm Meeting was called to order by Mr. Bufalini and the meeting was being recorded.

6:38pm

**ROLL CALL**

President

Rich Bufalini- present

Vice President

Joe Kusnir – absent

Commissioners

Dave Ciccone- present

Nick DiPietro- absent

Gary Tranelli – present

Others Present

Norm Kraus, Jr., Township Manager

Marie Stratakis-Hartman, Township Engineer

Michael Jones/McMillen, Urick, Tocci & Jones, Township Solicitor

6:40pm

**Engineer's Report/ Marie Stratakis Hartman- Report on File**

7:26pm

**CITIZEN'S COMMENTS PERTAINING TO THE AGENDA: NONE**

7:26pm

**BUSINESS AGENDA**

Mr. Bufalini Motion to approve the Workshop Minutes for August 8<sup>th</sup>, 2016.  
Mr. Ciccone Second the motion

Roll Call Vote:

Mr. Tranelli Yes

Mr. Ciccone Yes

Mr. DiPietro Absent

Mr. Kusnir Absent

Mr. Bufalini Yes

Motion Carried

Mr. Ciccone Motion to approve the list of bills dated 9-12-2016, as presented; General Fund; \$9,038.41; and the Sewer Fund; \$5,265.84.

Mr. Tranelli Second the motion

Roll Call Vote:

Mr. Tranelli Yes  
Mr. Ciccone Yes  
Mr. DiPietro Absent  
Mr. Kusnir Absent  
Mr. Bufalini Yes  
Motion Carried

Mr. Ciccone Motion to hire Victoria Gill as Recreation Director for Hopewell Township (hours not to exceed an hourly average of 29 hours per week) at an hourly rate of \$17.25 per hour (\$26,013.00 per year if she works the full 29 hours per week). This position is a part-time position with no benefits. Vicky will start working with outgoing Rec Director Trisha Hannah as soon as possible to get the transition going.

Mr. Tranelli Second the motion

Roll Call Vote:

Mr. Tranelli Yes  
Mr. Ciccone Yes  
Mr. DiPietro Absent  
Mr. Kusnir Absent  
Mr. Bufalini Yes

Motion Carried

Mr. Bufalini Motion to pass Resolution 2016-16, a Resolution of Hopewell, Beaver County, Pennsylvania, honoring Christa Harmotto Dietzen for being Captain of the 2016 Rio Olympic Games USA Women's Volleyball Team that won the Bronze Medal for the United States.

Mr. Ciccone Second the motion

Roll Call Vote:

Mr. Tranelli Yes  
Mr. Ciccone Yes  
Mr. DiPietro Absent  
Mr. Kusnir Absent  
Mr. Bufalini Yes

Motion Carried

Mr. Tranelli Motion to approve Resolution 2016-17, a Resolution of the Township of Hopewell, Beaver County, Pennsylvania, establishing a standard application fee for on-lot sewage disposal system permits.

Mr. Ciccone Second the motion

Roll Call Vote:

Mr. Tranelli Yes  
Mr. Ciccone Yes  
Mr. DiPietro Absent  
Mr. Kusnir Absent  
Mr. Bufalini Yes

Motion Carried

Mr. Bufalini Motion to approve A G Squared LLC, to provide Sewage Enforcement Officer Services for the year of 2016 in accordance with their proposal dated August 8<sup>th</sup>, 2016, effective immediately.

Mr. Tranelli Second the motion

Roll Call Vote

Mr. Tranelli Yes  
Mr. Ciccone Yes  
Mr. DiPietro Absent

Mr. Kusnir Absent  
Mr. Bufalini Yes  
Motion Carried

Mr. Ciccone Motion that the Board of Commissioners approve the Bid submitted by A.R. Oliastro, Inc. in the amount of \$13.35 per ton delivered for Type 1A anti-skid material.  
Mr. Bufalini Second the motion

Roll Call Vote  
Mr. Tranelli Yes  
Mr. Ciccone Yes  
Mr. DiPietro Absent  
Mr. Kusnir Absent  
Mr. Bufalini Yes  
Motion Carried

7:37pm

**ITEMS FOR DISCUSSION**

Solicitor Mike Jones briefed the BOC on the Anti-Drug Task Force for Beaver County and the Emergency Services Unit Intergovernmental Agreements he reviewed on behalf of the Chief and the township. Beaver County and the District Attorney's office is not picking up ANY COST of Liability and insurance on behalf of officers we may have working on the task force. Mike advised the commissioners that insurance coverage and liability would be a definite issue in this matter and he recommended that he would not endorse the program under these current terms. It could possibly leave our participating officer(s) with no coverage from the county or our own insurance carrier, apposition they would not want to be in. After weighing Solicitor Jones' comments on the township/county agreement, the commissioners decided against supporting this program, unless changes are made to the existing agreement to address liability and insurance issues on behalf of the township and the officer(s) involved.

Manager Norm Kraus presented the final MMO (Minimum Municipal Obligation) the township would be paying for the 2017 plan, as stipulated by state to present to the BOC. The contribution for 2017 is \$241,000, an increase of over \$20,000 over the 2016 payment.

The BOC re-considered the Halloween/ Trick-or-Treat date for the township and decided to move it to Monday, October 31<sup>st</sup>, following the recommendation of the Chief of Police Association to have it on that date. The change will be announced on the Township Facebook page.

Norm and Engineer Hartman brought the BOC up to speed on the initial talks they had with YMCA Executive Director Mike Harich about placing a possible YMCA in Hopewell. The Youth Baseball League gave a special permit through the LCB to the Park Board to sell beer at the 9-17-2016 Barbecue Cook-Off and Blues Fest. Solicitor Jones said the proceeds from the sales of beer would go to the township, since it's the one who was granted the permit.

Marie Hartman addressed the Board of Commissioners on the e-mail sent out by Manager Norm Kraus and responded to by her earlier today. It dealt with the shortage in personnel for the road department and two current sewage department workers being assigned to the road department to help get pre-paving work completed. Ms. Hartman said that applications had come in for the laborer positions advertised in the Times and our online website. She stressed that the comments Manager Kraus made in his e-mail to the BOC are correct in that our public works department is falling behind in job duties and projects that have been lined up. Manager Kraus and Ms. Hartman agree that two new laborers would be the right number to hire for the road department and the current sewage workers at the road department can go back to WPCS duties. President Bufalini agreed with Ms. Hartman's assessment and said to start going through the applications received and start the interview process going so hirings could be made and the BOC could meet with the perspective new candidates that would be under consideration. Ms. Hartman pointed out that

Manager Kraus had narrowed the field to four candidates for the part-time Administrative Assistant position and HR person Peggy Santia would be lining up the interviews. Manager Kraus told the BOC a final candidate would be in place to be hired by the September 26<sup>th</sup> Business Meeting and President Bufalini reminded Mr. Kraus that the BOC would like to meet the final candidate before voting to approve them.

**8:10pm**            **CITIZEN FORUM/ NONE**

**8:10pm**            **NEW BUSINESS**

President Bufalini reported on the Christa Harmotto Dietzen Olympic Celebration held on Sunday, September 11<sup>th</sup>. He said it was a great event and Christa was quite emotional about being honored. Mr. Bufalini also pointed out that our police did a 9/11 salute honoring the victims of 9/11 on the 15<sup>th</sup> Anniversary.

Mr. Bufalini also mentioned that he had met with Chief Uhrmacher about the crossing Guard interview process and said James Rock and Debra Murray are being recommended to be hired on a part-time basis to start and the Chief and Crossing Guard Supervisor Sandy Kisucky would proceed from there.

Lastly, President Bufalini said the BOC would table consideration of Joe Ozimok Jr's proposed Eagle Scout project for Hopewell Park until the full BOC would be present to discuss.

**8:15pm**            **OLD BUSINESS/ NONE**

**8:15pm**            **EXECUTIVE SESSION/ In/ Concerning township lawsuit**

**8:28pm**            **EXECUTIVE SESSION/ Out / No action taken by the Board**

**8:30pm**            **ADJOURNMENT**

Commissioner Ciccone  
Commissioner Tranelli

Motion to adjourn  
Second the Motion

Voice Vote

All in favor  
Motion Carried

**RESOLUTION R-2016-16**  
**Township of Hopewell**  
**Beaver County, Pennsylvania**

**Christa Harmotto Dietzen**

*WHEREAS, the Board of Commissioners of Hopewell Township wish to recognize and pay special tribute to CHRISTA HARMOTTO DIETZEN, 2016 Captain of the Women's Volleyball Olympic Bronze Medalist Team, and to convey our appreciation to Christa Harmotto Dietzen for her unselfish and distinguished efforts to bring recognition and honor to Hopewell Township.*

*NOW, THEREFORE, BE IT RESOLVED that the Hopewell Township Board of Commissioners, by virtue of this Resolution, hereby officially recognize with pride, the achievements of Christa Harmotto Dietzen. This honor shall be recorded in the official records and minutes of Hopewell Township, so as to forever preserve a lasting tribute.*

*IN WITNESS, WHEREOF, the Board of Commissioners of the Township of Hopewell, hereby set our hand and cause the Seal of the Township of Hopewell to be affixed this 11<sup>th</sup> day of September, 2016.*

**Hopewell Township Board of Commissioners**

  
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*Richard Bufalini, President*

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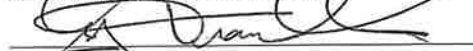
*Joe Kusnir, Vice-President*

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*Nickolas DiPietro, Commissioner*

  
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*David Ciccone, Commissioner*

  
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*Gary Tranelli, Commissioner*

