

**-TOWNSHIP OF HOPEWELL  
Beaver County, Pennsylvania  
BOARD OF COMMISSIONERS  
BUSINESS MEETING MINUTES**

**7:04pm Business Meeting Called to Order by Mr. Bufalini and he announced that the meeting will be recorded**

**7:04pm PLEDGE OF ALLEGIANCE**

**7:05pm Hopewell Township Police Chief Brian Uhrmacher swore in the two new Sergeants in the Hopewell Township police force, that being Officer Eric Yerdon and Officer Ron McMasters. Families and friends for both officers were present to watch the swearing in ceremony.**

**ROLL CALL 7:10pm**

President Rich Bufalini In Attendance  
Vice President Joe Kusnir In Attendance  
Commissioner David Ciccone In Attendance  
Commissioner Nick DiPietro In Attendance  
Commissioner Dave Swihart In Attendance

**OTHERS PRESENT**

Norm Kraus, Jr./ Township Manager  
Marie Stratakis Hartman/ P.E. , Engineer/Assistant Manager  
Mike Jones (McMillen, Urick, Tocci, Fouse and Jones) Township Solicitor

**7:11 pm CITIZEN COMMENTS PERTAINING TO THE BUSINESS AGENDA None**

**7:11 pm BUSINESS AGENDA**

Mr. Bufalini Motion to approve the Business Meeting Minutes of November 28<sup>th</sup>, 2016.  
Mr. Ciccone Second the Motion

Roll Call Vote:

Mr. Swihart Yes  
Mr. Ciccone Yes  
Mr. DiPietro Yes  
Mr. Kusnir Abstain (absent from the meeting)  
Mr. Bufalini Yes  
Motion Carried

Mr. Kusnir Motion to approve the list of bills dated December 27<sup>th</sup>, 2016, as stated; General Fund; \$57,411.06 ; Sewer Fund; \$31,573.99 and State Fund: \$15,626.28.  
Mr. DiPietro Second the Motion

Roll Call Vote

Mr. Swihart Yes  
Mr. Ciccone Yes  
Mr. DiPietro Yes  
Mr. Kusnir Yes

Page 2, December 27<sup>th</sup>, 2016 Business Meeting Minutes

Mr. Bufalini Yes (Except for line item 2713 /Bufalini Plumbing)  
Motion Carried

Mr. Kusnir Motion to approve the 2017 budget as proposed and advertised November 21<sup>st</sup>, 2016. General Fund; \$6,543,194; Sewer Fund \$2,941, 071; Liquid Fuels Fund ; \$300,550, and Capital Improvements Reserve Fund; \$50,140.

Mr. DiPietro Second the Motion

Roll Call Vote

Mr. Swihart Yes  
Mr. Ciccone Yes  
Mr. DiPietro Yes  
Mr. Kusnir Yes  
Mr. Bufalini Yes

Motion Carried

Mr. Ciccone A Motion to approve Ordinance 2016-02, appropriating money from municipal taxes and revenues to defray expenses and liabilities of Hopewell Township for the calendar year ending December 31<sup>st</sup>, 2017, as advertised on November 28<sup>th</sup>, 2016.

Mr. DiPietro Second the Motion

Roll Call Vote

Mr. Swihart Yes  
Mr. Ciccone Yes  
Mr. DiPietro Yes  
Mr. Kusnir Yes  
Mr. Bufalini Yes

Motion Carried

Mr. Kusnir A Motion to approve Ordinance 2016-03 fixing the tax rates at 14 mils to be required to defray Specific expenditures and liabilities for the operation of Township Government for the calendar year ending December 31<sup>st</sup>, 2017.

Mr. Ciccone Second the Motion

Roll Call Vote

Mr. Swihart Yes  
Mr. Ciccone Yes  
Mr. DiPietro Yes  
Mr. Kusnir Yes  
Mr. Bufalini Yes

Motion Carried

Mr. Ciccone Motion to approve Resolution 2016-28 for a committed fund balance for 2017 for Hopewell Township, Beaver County, Pennsylvania.

Mr. DiPietro Second the Motion

Roll Call Vote

Mr. Swihart Yes  
Mr. Ciccone Yes  
Mr. DiPietro Yes  
Mr. Kusnir Yes  
Mr. Bufalini Yes

Motion Carried

Mr. Kusnir Motion to designate Wesbanco as the primary depository for the township.  
Mr. Ciccone Second the Motion

Roll Call Vote

Mr. Swihart Yes  
Mr. Ciccone Yes  
Mr. DiPietro Yes  
Mr. Kusnir Yes  
Mr. Bufalini Yes

Motion Carried

Mr. Ciccone Motion to designate the Beaver County Times as the primary newspaper for ads and notifications  
Mr. Bufalini Second the Motion

Roll Call Vote

Mr. Swihart Yes  
Mr. Ciccone Yes  
Mr. DiPietro Yes  
Mr. Kusnir Yes  
Mr. Bufalini Yes

Motion Carried

Mr. Kusnir Motion to re-appoint McMillen, Tocci, Urick and Jones as Township Solicitor for Hopewell Township.

Mr. Ciccone Second the Motion

Roll Call Vote

Mr. Swihart Yes  
Mr. Ciccone Yes  
Mr. DiPietro Yes  
Mr. Kusnir Yes  
Mr. Bufalini Yes

Motion Carried

Mr. Bufalini Motion to re-appoint Ag Squared, LLC, to provide Sewage Enforcement Officer Services for the year 2017 in accordance with the 2017 Fees and Method of Compensation effective January 1<sup>st</sup>, 2017. Note that the fees presented are the same as the 2016 fees.

Mr. DiPietro Second the Motion

Roll Call Vote

Mr. Swihart Yes  
Mr. Ciccone Yes  
Mr. DiPietro Yes  
Mr. Kusnir Yes  
Mr. Bufalini Yes

Motion Carried

Mr. Kusnir Motion to re-appoint Cottrill Arbutina as the Hopewell Township independent auditor.

Mr. Ciccone Second the Motion

Roll Call Vote

Mr. Swihart Yes  
Mr. Ciccone Yes  
Mr. DiPietro Yes  
Mr. Kusnir Yes  
Mr. Bufalini Yes

Motion Carried

Mr. Ciccone Motion to designate Rich Bufalini as Hopewell Township COG Delegate and Joe Kusnir as Alternate COG Delegate.  
Mr. Swihart Second the Motion

Roll Call Vote

Mr. Swihart Yes  
Mr. Ciccone Yes  
Mr. DiPietro Yes  
Mr. Kusnir Yes  
Mr. Bufalini Yes

7:17 pm COMMISSIONERS REPORTS NONE

7:18 pm THE VARIOUS DEPARTMENT REPORTS WERE GIVEN AND ARE ON FILE

7:20pm OLD BUSINESS NONE

7:20pm NEW BUSINESS NONE

7:21pm PUBLIC FORUM NONE

7:21pm ANNOUNCEMENTS :

Please check our website at [www.hopewelltp.com](http://www.hopewelltp.com), our Facebook page, and Twitter, for updates on Hopewell Township news and events.

All Hopewell Township Municipal and Public Works offices will be closed on Monday, January 2<sup>nd</sup>, 2017, in observance of the New Years Day holiday.

7:22pm ADJOURNMENT

Mr. Kusnir Motion to adjourn  
Mr. Ciccone Second the motion  
Voice Vote: All in favor  
Motion Carried

Minutes Recorded by: Norm Kraus 12/27/2016  
Minutes Prepared by: Norm Kraus 12/28/2016



# RESOLUTION 2016-28

## RESOLUTION FOR COMMITTED FUND BALANCE HOPEWELL TOWNSHIP, BEAVER COUNTY, PENNSYLVANIA

**WHEREAS**, the Government Standards Accounting Board (GASB) has issued Statement No. 54 establishing a hierarchy clarifying the constraints that govern how a government entity can use amounts reported as fund balance; and

**WHEREAS**, the Board of Commissioners is the highest level of decision-making authority, and has the authority to commit, assign, or evaluate existing fund balance classifications and identify the intended uses of committed or assigned funds; and

**WHEREAS**, the committed fund balance classification reflects amounts subject to internal constraints self-imposed by the Board of Commissioners; and

**WHEREAS**, once the committed fund balance constraints are imposed, it requires the constraint to be removed by the Board of Commissioners prior to redirecting the funds for other purposes; and

**WHEREAS**, the Board of Commissioners has determined that it will commit \$200,000 of fund balance from the General Fund (01) to the Capital Improvement Reserve Fund (18) for the year ending December 31<sup>st</sup>, 2017. The Board of Commissioners has also determined that it will commit \$200,000 of fund balance/retained earnings from the Sewer Fund (08) to the Sewer Construction Fund (19) and \$155,000 to the General Fund (01) for the year ending December 31<sup>st</sup>, 2017.

**WHEREAS**, the Board of Commissioners has determined that it will continue to use the Park Capital Project Reserve Fund (17), Capital Improvements Reserve Fund (18), and Sewer Construction Fund (19) for the purpose of maintaining the Park Capital Project Reserve Fund, Capital Improvements Reserve Fund, and Sewer Construction Fund programs for the year ending December 31<sup>st</sup>, 2017.


**NOW, THEREFORE**, be it resolved that the Board of Commissioners of Hopewell Township, in accordance with the provisions of GASB 54 hereby commits the Park Capital Project Reserve Fund (17), Capital Improvements Reserve Fund (18), and Sewer Construction Fund (19) fund balance for future capital projects within those funds, as indicated by the Committed Fund classification. Funds in the Park Capital Project Reserve Fund (17), Capital Improvements Reserve Fund (18), and Sewer Construction Fund (19) cannot be used for any purpose other than directed above, unless the Board of Commissioners adopts another Resolution to remove or change the constraint. In addition, remaining General Fund (01) Balance and Sewer Fund (08) Balance will be unassigned and will be used to maintain general operations throughout the year.

**PASSED AND ADOPTED** this 27th day of December, 2016, by the Board of Commissioners of Hopewell Township, Beaver County, Pennsylvania.

ATTEST:

  
Norm Kraus, Jr.  
Hopewell Township Manager

TOWNSHIP OF HOPEWELL  
BOARD OF COMMISSIONERS

  
Richard Bufalini, President  
Hopewell Township Board of Commissioners

(Seal)