



**TOWNSHIP OF HOPEWELL**  
**BOARD OF COMMISSIONERS**  
**Beaver County, Pennsylvania**  
**July 08<sup>th</sup>, 2024**  
**WORKSHOP MEETING MINUTES**

6:33 P.M. Workshop Meeting, held in the Township Municipal Building located at 1700 Clark Boulevard, Hopewell Township, was called to Order by President Richard Bufalini, Mr. Bufalini announced that the meeting is being recorded.

6:33 P.M. **Roll Call**  
President Richard Bufalini – In Attendance  
Vice President Joe Kusnir – In Attendance  
Commissioner Nick DiPietro – In Attendance  
Commissioner Barbara Michna – In Attendance  
Commissioner Kara Rubino – In Attendance

**Others Present**  
Jamie Yurcina, Township Manager, Michael Jones, Solicitor and HRG Inc. Engineers.

6:34 P.M. **Citizens Comments on Agenda Items**  
None

6:35 P.M. **Business Agenda**

*Commissioner Kusnir: Motion to approve the Workshop Meeting Minutes from June 10<sup>th</sup>, 2024.*

*Commissioner DiPietro: Second the Motion.*

**Roll Call Vote:**  
Commissioner Rubino Abstain  
Commissioner Michna Yes  
Commissioner DiPietro Yes  
Commissioner Kusnir Yes  
Commissioner Bufalini Yes  
Motion Carried

*Commissioner Bufalini: Motion to approve the list of bills dated July 08<sup>th</sup>, 2024, as presented: General Fund \$75,713.48; Sewer Fund \$15,794.46; Development Escrow \$1,973.00; State ARPA \$2,825.44; Park ARPA \$4,384.56*

*Commissioner DiPietro: Second the Motion.*

**Roll Call Vote:**  
Commissioner Rubino Yes  
Commissioner Michna Yes  
Commissioner DiPietro Yes  
Commissioner Kusnir Yes



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Commissioner Bufalini                      Yes  
Motion Carried.

*Commissioner Kusnir:*                      *Motion to approve the June 2024 Monthly Financial Report as presented.*

*Commissioner Rubino:*                      *Second the Motion.*

Roll Call Vote:

Commissioner Rubino                      Yes  
Commissioner Michna                      Yes  
Commissioner DiPietro                      Yes  
Commissioner Kusnir                      Yes  
Commissioner Bufalini                      Yes  
Motion Carried

*Commissioner DiPietro:*                      *Motion to approve the June 2024 Monthly Tax Report as presented.*

*Commissioner Michna:*                      *Second the Motion.*

Roll Call Vote:

Commissioner Rubino                      Yes  
Commissioner Michna                      Yes  
Commissioner DiPietro                      Yes  
Commissioner Kusnir                      Yes  
Commissioner Bufalini                      Yes  
Motion Carried

*Commissioner Kusnir:*                      *Motion to amend the payee for the pay application #2 for the Hopewell School Basin Retrofit to CH+N Site Construction, Inc. in the amount of \$40,437.30.*

*Commissioner Bufalini:*                      *Second the Motion.*

Roll Call Vote:

Commissioner Rubino                      Yes  
Commissioner Michna                      Yes  
Commissioner DiPietro                      Yes  
Commissioner Kusnir                      Yes  
Commissioner Bufalini                      Yes  
Motion Carried



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*Commissioner Kusnir: Motion to accept retirement of Judy McConnell as of October 4th, 2024.*

*Commissioner Bufalini: Second the Motion.*

Roll Call Vote:

Commissioner Rubino	Yes
Commissioner Michna	Yes
Commissioner DiPietro	Yes
Commissioner Kusnir	Yes
Commissioner Bufalini	Yes
Motion Carried	

*Commissioner Bufalini: Motion to approve the purchase of parcel #65-203-0103-013-01-1 to Andrii Stepovyj from the Repository, forgiving all taxes prior to and including 2023.*

*Commissioner Rubino: Second the Motion.*

Roll Call Vote:

Commissioner Rubino	Yes
Commissioner Michna	Yes
Commissioner DiPietro	Yes
Commissioner Kusnir	Yes
Commissioner Bufalini	Yes
Motion Carried	

Solicitor Mike Jones discussed the change in soliciting and peddling fees.

Jim Rhoades, Green Garden Plaza, Hopewell Township

Mr. Rhoades further questions the fees.

*Commissioner Bufalini: Motion to approve Resolution NO. 2024-11. A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF HOPEWELL, BEAVER COUNTY, COMMONWEALTH OF PENNSYLVANIA, HEREBY AMENDING AND REVISING THE SCHEDULE OF TOWNSHIP FEES, SPECIFICALLY ARTICLE XI. PEDDLING AND SOLICITING.*

*Commissioner Kusnir: Second the Motion.*

Roll Call Vote:



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Commissioner Rubino	Yes
Commissioner Michna	Yes
Commissioner DiPietro	Yes
Commissioner Kusnir	Yes
Commissioner Bufalini	Yes
Motion Carried	

*Commissioner DiPietro:* Motion to approve participation at the Municipal Leadership Summit in Scranton PA on October 10<sup>th</sup> – 13<sup>th</sup> for Commissioner Michna and Rubino at an approximate cost of \$936.00 per person.

*Commissioner Kusnir:* Second the Motion.

Roll Call Vote:

Commissioner Rubino	Abstain
Commissioner Michna	Abstain
Commissioner DiPietro	Yes
Commissioner Kusnir	Yes
Commissioner Bufalini	Yes
Motion Carried	

*Commissioner Kusnir:* Motion to hire Kimberly McClean as a full time Accounting/ Accounts Receivable for Hopewell Township at a rate of \$17.00/hr. Official hire date is 7/15/2024.

*Commissioner Michna:* Second the Motion.

Roll Call Vote:

Commissioner Rubino	Yes
Commissioner Michna	Yes
Commissioner DiPietro	Yes
Commissioner Kusnir	Yes
Commissioner Bufalini	Yes
Motion Carried	

6:43 P.M. **Solicitor's Report**  
No Items for discussion

6:44 P.M. **Engineer's Report**  
Engineer's Report was Discussed, Submitted, and is on File.

7:03 P.M. **Items for Discussion**



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No Items for discussion

7:03 P.M.     **Citizens Forum**

Jim Rhoades, Green Garden Plaza, Hopewell Township  
Mr. Rhoades further discussed the Solicitation Fees.

7:04 P.M.     **New Business**  
No New Business

7:04 P.M.     **Old Business**  
No New Business

7:05 P.M.     **Executive Session Beginning**  
Mr. Bufalini stated the executive session is needed to discuss Trillium Drive and Autumn Ridge, the clerical contract and Mr. Rhoades solicitation request.

7:50 P.M.     **Executive Session Ending**  
Mr. Bufalini stated there are no items to act upon following Executive Session.

7:50 P.M.     **Adjournment**  
*Commissioner DiPietro:           Motion to Adjourn.*  
*Commissioner Rubino:           Second the Motion.*  
Voice Vote:  
All in Favor  
Motion Carried



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