



**TOWNSHIP OF HOPEWELL**  
**BOARD OF COMMISSIONERS**  
Beaver County, Pennsylvania  
**March 10<sup>th</sup>, 2025**  
**WORKSHOP MEETING MINUTES**

6:31 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.

6:31 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 Engineers.

6:32 P.M. **Citizens' Comments on Agenda Items**  
None

6:32 P.M. **Business Agenda**

*Commissioner Kusnir: Motion to approve the Workshop Meeting Minutes from February 10th, 2025.*

*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 DiPietro: Motion to approve the list of bills dated March 10<sup>th</sup>, 2025, as presented: General Fund \$44,831.47; Sewer Fund \$19,541.91; State Fund \$17,906.13 and the Sewer Construction Fund for \$30,980.00.*

*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 approve the February 2025 Monthly Financial Report as presented.*

*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 Michna: Motion to approve the February 2025 Tax 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 Kusnir: Motion to hire Shelby Glatz as a full-time Accounts Receivable for Hopewell Township, pending the completion of all pre-employment screening.*

*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 hire Brandon Newsome as a full-time Public Works Laborer for Hopewell Township, pending the completion of all pre-employment screening.*

*Commissioner Michna: Second the Motion. (Tabled)*

Roll Call Vote:

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

*Commissioner Rubino: Motion to approve the Township GIS implementation Proposal for Professional Services for HRG in the amount of \$28,500.00.*

*Commissioner DiPietro: Second the Motion.*

Roll Call Vote:

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

6:47 P.M. **Solicitor's Report**

6:47 P.M. **Engineer's Report**  
 Engineer's Report was Discussed, Submitted, and is on File.

7:05 P.M. **Items for Discussion**  
 Discussed the Garbage contract and will reach out to Haulers.

7:10 P.M. **Citizens Forum**



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7:11 P.M.      **New Business**

7:11 P.M.      **Old Business**

Commissioner Kara Rubino – Updated everyone on the 5K Race for the Hopewell Fire Department.

7:15 P.M.      **Executive Session Beginning**

8:22 P.M.      **Executive Session Ending**

Mr. Bufalini stated there are no items to act upon following the Executive Session.

*Commissioner Kusnir:      Motion to hire Brandon Newsome as a Public Works Laborer at the rate of \$19.91/hr. per wage scale based upon him holding class B and E water distribution license from the PA Department of Environmental protection with Subclasses 7,8,9,12.*

*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	

8:24 P.M.      **Adjournment**

*Commissioner DiPietro:      Motion to Adjourn.*

*Commissioner Michna:      Second the Motion*

**Voice Vote:**

All in Favor  
 Motion Carried

Minutes Recorded by: Jamie Yurcina 03.10.2025  
 Minutes Prepared by Chrissy Rubino 03.11.2025