



TOWNSHIP OF HOPEWELL
BOARD OF COMMISSIONERS
Beaver County, Pennsylvania
June 9th, 2025
WORKSHOP MEETING MINUTES

6:32 P.M. **Executive Session Beginning**

7:00 P.M. **Executive Session Ending**

Mr. Bufalini stated that there was an Executive session needed to discuss the Police Personnel, Zoning Litigation, Public Works and the Road Department.

7:00 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.

7:01 P.M. **Roll Call**

President Richard Bufalini – In Attendance
Vice President Joe Kusnir – In Attendance
Commissioner Nick DiPietro – Absent
Commissioner Barbara Michna – In Attendance
Commissioner Kara Rubino – In Attendance

Others Present

Jamie Yurcina, Township Manager, Michael Jones, Solicitor and HRG Engineers.

7:34 P.M. **Citizens' Comments on Agenda Items**

None

7:35 P.M. **Business Agenda**

Commissioner Kusnir: Motion to approve the Workshop Meeting Minutes from May 12th, 2025.

Commissioner Rubino: Second the Motion.

Roll Call Vote:

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



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Commissioner Kusnir: *Motion to approve the list of bills dated June 9th, 2025, as presented: General Fund \$42,419.33; Sewer Fund \$11,439.48; State Fund \$23,405.73; General Reserve Fund \$8,820.21; and Development Escrow Fund \$38,294.56.*

Commissioner Michna: *Second the Motion.*

Roll Call Vote:

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

Commissioner Bufalini: *Motion to approve the May 2025 Monthly Financial Report as presented.*

Commissioner Michna: *Second the Motion.*

Roll Call Vote:

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

Commissioner Kusnir: *Motion to approve the May 2025 Monthly Tax Report as presented.*

Commissioner Rubino: *Second the Motion.*

Roll Call Vote:

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



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Commissioner Bufalini: Motion to approve the purchase of parcel 65-001-0506-000-01-1 to John E Hall from the repository, forgiving all taxes prior to and including 2024.

Commissioner Michna: Second the Motion.

Roll Call Vote:

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

Commissioner Kusnir: Motion to approve the agreement with Acrisure Mid-Atlantic Partners Insurance Services, LLC to provide actuarial services to Hopewell Township for the Hopewell Township Police Pension Plan for an annual fee for the Services is six thousand three hundred eighty-five dollars (\$6,385) for the fiscal years 2025 and 2026, payable as set forth in the Terms. These Standard Terms of Engagement add certain provisions to the Engagement Letter by and between Acrisure Mid-Atlantic Partners Insurance Services, LLC ("Acrisure") and Hopewell Township ("Company") (the "Agreement") dates as of the Effective Date and shall incorporate all the terms and of said Agreement by reference herein. The acquisition of Mockenhaupt by Acrisure does not violate Act 44 of the Police Pension Statute.

Commissioner Bufalini: Second the Motion.

Roll Call Vote:

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



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Commissioner Bufalini: *Motion to approve payment to Pro Remodel and Renovation LLC in the amount of \$5,500.00 for the renovation Nature Center Shower/Tub Replacement.*

Commissioner Rubino: *Second the Motion.*

Roll Call Vote:

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

Commissioner Kusnir: *Motion to approve award the Base Bid and Alternates 1-4 of the 2025 Paving Project to Youngblood Paving, Inc. in the amount of \$1,037,009.60 and the award for Alternates 5-6 in the amount of \$222,640.55 being contingent upon Hopewell Area School District agreeing to reimburse Hopewell Township for the cost of Alternates 5-6.*

Commissioner Bufalini: *Second the Motion.*

Roll Call Vote:

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



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Commissioner Michna: Motion to approve Pay Application #2 from E2 Landscape & Construction for the Hopewell Community Park Project. (Tabled)

Commissioner Bufalini: Second the Motion.

Roll Call Vote:

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

Commissioner Kusnir: Motion to approve a proposal from HRG for the Woodlawn and Sharon Grange Parks project.

Commissioner Michna: Second the Motion.

Roll Call Vote:

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

Commissioner Kusnir: Motion to authorize an execution of agreement with TC Energy for utility encroachment within gas right of way.

Commissioner Bufalini: Second the Motion.

Roll Call Vote:

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



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Commissioner Michna: *Motion to approve RESOLUTION NO. 2025-11 A Resolution to authorize the Township Manager to execute authorization for HRG to apply for a Highway Occupancy Permit.*

Commissioner Bufalini: *Second the Motion.*

Roll Call Vote:

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

Commissioner Rubino: *Motion to move Gia Merendo from Seasonal Recreation Staff to Seasonal Office Intern at a rate of \$12/hr.*

Commissioner Kusnir: *Second the Motion.*

Roll Call Vote:

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

Commissioner Bufalini: *Motion to hire Teagan Scully, Lukas Boudros, and Claire Sarkis as Seasonal Park Recreational employees at a rate of \$10/per hour.*

Commissioner Michna: *Second the Motion.*

Roll Call Vote:

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



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Commissioner Bufalini: *Motion to accept changes to sections 4.1 and 4.2 of the Civil Service Rules and Regulations approved by the Hopewell Township Civil Service Commission.*

Commissioner Kusnir: *Second the Motion.*

Roll Call Vote:

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

7:31 P.M. **Engineer's Report**
Engineer's Report was Discussed, Submitted, and is on File.

7:35 P.M. **Items for Discussion**
No Items for Discussion currently.

7:40 P.M. **Citizens Forum**
Isaac Jones – Park Caretaker – Hopewell Community Park
Mr. Jones – Came to ask permission to add an AC unit to the Apartment. He stated that he will pay for it with his own money.

Township Manager – Jamie Yurcina – Responded that Mr. Jones can add the AC unit in the apartment, but they would need to discuss how to proceed on doing so.

Robert Michalko – 1019 Crissman Drive, Aliquippa, Beaver County, PA, 15001
Mr. Michalko – Stated that he was here at the last meeting and he wanted to follow up on the authorization letter.

Township Manager – Jamie Yurcina – I had the engineering team look at it and there are no issues. I will sign it. Jamie Yurcina gave Mr. Michalko a few choices on how to receive the signed document.



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- 7:55 P.M. **New Business**
 Mr. Bufalini stated that B.F Jones Library thanked them for the \$10,000 donation.
- 7:56 P.M. **Old Business**
 No Old Business
- 7:57 P.M. **Executive Session Beginning**
 Solicitor Mike Jones stated that there was an Executive session needed to discuss the Police and Public Works Personnel, Zoning Litigation, Item # 9 because of a dispute with the contractor and A potential lease to use Township property for a cell tower.
- 9:10 P.M. **Executive Session Ending**
 Mr. Bufalini – Stated that they are out of the Executive session and that they need to vote on Agenda #9 that was tabled earlier.
- Commissioner Michna:* *Motion to approve Pay Application #2 from E2 Landscape & Construction for the Hopewell Community Park Project. Adjusted to \$103,147.70 holding back \$16,500 for retaining /Punch list and \$8,500 in potential liquidated damages.*
- Commissioner Bufalini:* *Second the Motion.*
- Roll Call Vote:
Commissioner Rubino Yes
Commissioner Michna Yes
Commissioner DiPietro Absent
Commissioner Kusnir Yes
Commissioner Bufalini Yes
Motion Carried.
- 9:10 P.M. **Adjournment**
 Commissioner Kusnir: *Motion to Adjourn.*
 Commissioner Michna: *Second the Motion.*
- Voice Vote:
All in Favor
Motion Carried

Minutes Recorded by: Jamie Yurcina 06.09.2025
Minutes Prepared by Chrissy Rubino 06.11.2025