



TOWNSHIP OF HOPEWELL
BOARD OF COMMISSIONERS
Beaver County, Pennsylvania
September 8th, 2025
WORKSHOP MEETING MINUTES

6:39 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.

6:39 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 and HRG Engineers.

6:39 P.M. **Citizens' Comments on Agenda Items**

None

6:39 P.M. **Business Agenda**

Commissioner Kusnir: Motion to approve the Workshop Meeting Minutes from August 11th, 2025.

Commissioner DiPietro: Second the Motion.

Roll Call Vote:

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

Commissioner Bufalini: Motion to approve the list of bills September 8th, 2025, as presented: General Fund; \$12,658.94; Sewer Fund \$8,279.53; State Fund \$369.59

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.	



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Commissioner Kusnir: Motion to approve the August 2025 Monthly 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 DiPietro: Motion to approve the August 2025 Financial Reports as presented.

Commissioner Kusnir: 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 Minimum Municipal Obligation Worksheet (MMO) Hopewell Township, Beaver County, Pension Plan (04-090 – N) 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.	



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Commissioner Kusnir:

Motion to approve the Hopewell Township Police Pension Plan Financial Requirement and Minimum Municipal Obligation for the 2026 Municipal Budget 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 Kusnir:

Motion to approve Resolution NO. 2025-17, A RESOLUTION OF HOPEWELL TOWNSHIP, BEAVER COUNTY, COMMONWEALTH OF PENNSYLVANIA FOR THE YEAR ENDING DECEMBER 31ST, 2026, ELECTING TO AMEND ITS NON-UNIFORM PENSION PLAN ADMINISTERED BY THE PENNSYLVANIA MUNICIPAL RETIREMENT LAW: AGREEING TO BE BOUND BY ALL PROVISIONS OF THE PENNSYLVANIA MUNICIPAL RETIREMENT LAW AS AMENDED AND APPLICABLE TO MEMBER MUNICIPALITIES.

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.	



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Commissioner DiPietro: Motion to renew a 60-month lease contract with Canon USA, Inc. for the police station copier.

Commissioner Kusnir: 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 approve a proposal from HRG for the Wickham Village NPDES Permit Renewal Application.

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 DiPietro: Motion to approve proposal from HRG for PENNVEST Services for the Upper Raccoon Creek Interceptor Improvements Project.

Commissioner Kusnir: 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 Bufalini: Motion to hire Kathleen Vargon as a fill in Crossing Guard for Hopewell Township, pending the completion of all pre-employment screening.

Commissioner Kusnir: Second the Motion.

Roll Call Vote:

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

6:45 P.M.

Solicitor's Report

No solicitor's report

6:45 P.M.

Engineer's Report

Engineer's Report was Discussed, Submitted, and is on File.

7:05 P.M.

Items for Discussion

No Items for Discussion

7:08 P.M.

Citizens Forum

7:08 P.M.

New Business

7:08 P.M.

Old Business

Commissioner, Barb Michna – Brought up cleaning up the goose poop at the park. The Township Manager - Jamie Yurcina – Responded that the Park Supervisor is currently working on a plan to clean the park.

7:10 P.M.

Executive Session Beginning

No Executive Session Needed at this time

7:10 P.M.

Adjournment

Commissioner Michna: Motion to Adjourn.

Commissioner Kusnir: Second the Motion.

Voice Vote:

All in Favor
Motion Carried

Minutes Recorded by: Jamie Yurcina 09.08.2025
Minutes Prepared by Chrissy Rubino 09.09.2025