



**TOWNSHIP OF HOPEWELL**  
**BOARD OF COMMISSIONERS**  
**Beaver County, Pennsylvania**  
**November 10<sup>th</sup>, 2025**  
**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 and HRG Engineers

6:33 P.M. **Citizens' Comments on Agenda Items**

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

*Commissioner Bufalini: Motion to approve the Workshop Meeting Minutes from October 13th, 2025.*

*Commissioner Rubino: Second the Motion.*

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



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*Commissioner Kusnir:* *Motion to approve the list of bills November 10th, 2025, as presented: General Fund; \$ 41,693.70; Sewer Fund \$142,485.01 and the State Fund \$365.54.*

*Commissioner Michna:* *Second the Motion.*

Roll Call Vote:

Commissioner Rubino	Yes
Commissioner Michna	Yes
Commissioner DiPietro	Yes
Commissioner Kusnir	Yes
Commissioner Bufalini	Yes – (Abstained to Line number 211675)
Motion Carried.	

*Commissioner DiPietro:* *Motion to approve the October 2025 Monthly Tax Report 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 Kusnir:* *Motion to approve the October 2025 Financial Reports 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 DiPietro:* Motion to advertise Ordinance 2025-02 AN ORDINANCE OF THE TOWNSHIP OF HOPEWELL, BEAVER COUNTY, PENNSYLVANIA APPROPRIATING MONIES FROM MUNICIPAL TAX AND REVENUES TO DEFRAY EXPENSES AND LIABILITIES OF HOPEWELL TOWNSHIP FOR THE YEAR ENDING DECEMBER 31ST, 2026.

*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 Bufalini* Motion to advertise Ordinance 2025-03 AN ORDINANCE OF THE TOWNSHIP OF HOPEWELL, BEAVER COUNTY, PENNSYLVANIA, FIXING THE TAX RATE REQUIRED TO DEFRAY SPECIFIC EXPENDITURES AND LIABILITIES FOR OPERATING HOPEWELL TOWNSHIP GOVERNMENT FOR THE YEAR ENDING DECEMBER 31ST, 2026.

*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 Kusnir:* Motion to approve Resolution NO. 2025-21, A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF HOPEWELL, BEAVER COUNTY, PENNSYLVANIA, REAPPROVING FOR RECORDING PURPOSES RESOLUTION 2025 - 15 FOR FINAL APPROVAL OF THE BECHAK-STEUER SUBDIVISION PLAN CONSISTING OF A FIVE LOT LINE REVISION/CONSOLIDATION OF PARCELS 65-041-0300.000, 65-041-0302.000, 65-041-0301.000, 65-041-0221.000 AND 65-041-0221.001 OWNED BY MICHAEL & KIM BECHAK INTO FOUR LOTS LOCATED ON STEUER LANE IN HOPEWELL TOWNSHIP IN ACCORDANCE WITH THE TERMS AND PROVISIONS OF THE HOPEWELL TOWNSHIP SUBDIVISION ORDINANCE NO. 91-2.

*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 hire Dillon Cunnard as a Full-time Police Officer effective 11/ 12/ 2025. Payrate is 75% of applicable base rate per FOP Agreement.

*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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6:39 P.M.      **Solicitor's Report**  
**No solicitor's report**

6:39 P.M.      **Engineer's Report**  
Engineer's Report was Discussed, Submitted, and is on File.

6:57 P.M.      **Items for Discussion**  
**Vice President Joe Kusnir** - wanted to discuss road projects, including Forge Drive and the material used beneath the surface. He asked HRG to elaborate on the type of material and the reasoning behind the 2.5-inch road depth.

**HRG Response:**

The material in question is a fabric layer used to bridge the old and new sections of the road. It is crack-resistant and helps stabilize the base, minimizing road movement. One of the main concerns in a Steel Town is the issue of "slag." "Slag" refers to waste material from the steel industry—some of which performs well, while other types expand and contract when wet, leading to cracking.

Hopewell Township's goal is to address many years of deferred road paving. This is why projects now include overlays, tar, chip, and seal methods. The road fabric helps prevent cracking and improves long-term durability.

Milling is performed based on the condition of each road—whether it's flat, concave, or needs directional adjustment. Typically, the milling depth averages around 2½ inches. After milling, a minimum of 1 inch of leveling material is applied to smooth and even the surface, which also improves drainage.

Yes, the fabric is used in conjunction with the 2½-inch to 1-inch scratch and leveling course. HRG noted they can measure and verify the tonnage applied but clarified that the township's contract specifies HRG's oversight is on an as-needed basis. Rather than paying engineers to watch the milling process, the township prefers to allocate funds directly to road repairs. The focus is on addressing real infrastructure issues rather than tracking milling quantities.

**Commissioner, Barb Michna** - asked if road opening permits are required, and who monitors or approves them.

**Vice President, Joe Kusnir** - responded that utilities such as Duquesne Light, Columbia Gas, and local water companies must coordinate those permits.



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**Township Manager, Jamie Yurcina** - added that these companies must complete the required paperwork and pay linear fees based on the length of their excavation and the age of the road. He noted that sometimes water companies dig up recently paved roads without prior notice.

**Commissioner, Barb Michna** - then asked whether the township has contracts or bids documentation available if someone requests them.

**Solicitor – Mike Jones** Responded that anyone could have access to the bids if they have a Right to know request.

**HRG** confirmed that all such information is public record.

7:05 P.M.     **Citizens Forum**  
No Citizen's Comments

7:05 P.M.     **New Business**  
**Township Manager - Jamie Yurcina** – Brought up buying a new Photo booth for the Recreational Director, Brad Batchelor for his events moving forward.

7:06 P.M.     **Old Business**

7:07 P.M.     **Executive Session Beginning**  
No Executive Session Needed at this time

7:09 P.M.     **Adjournment**  
*Commissioner Michna:                      Motion to Adjourn.*  
*Commissioner Rubino:                      Second the Motion.*

**Voice Vote:**  
All in Favor  
Motion Carried

Minutes Recorded by: Jamie Yurcina 11.10.2025  
Minutes Prepared by Chrissy Rubino 11.13.2025