



**TOWNSHIP OF HOPEWELL**  
**BOARD OF COMMISSIONERS**  
**Beaver County, Pennsylvania**  
**December 8<sup>th</sup>, 2025**  
**WORKSHOP MEETING MINUTES**

6:32 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.

6:32 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

6:32 P.M. **Citizens' Comments on Agenda Items**

6:33 P.M. **Business Agenda**

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

*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 list of bills dated December 8th, 2025, as presented: General Fund; \$104,540.96, Sewer Fund \$33,781.01, General Reserve Fund \$17,880.42, Sewer Construction Fund \$13,085.00, Development Escrow \$322.50 and Equipment Fund \$1,269.05.*

*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 approve the November 2025 Monthly Tax 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 Bufalini:* *Motion to approve the November 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 Kusnir:* *Motion to approve 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 FOR THE YEAR ENDING DECEMBER 31ST, 2026.*

*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 Bufalini:* *Motion to approve ORDINANCE 2024-03. 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 DiPietro:* *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 appoint Diane Palsa, Delinquent Tax Collector, for the 2025 Township Taxes for the period of December 31st, 2025, to April 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 Michna:*      *Motion to approve the highest bid through Municibid for the 2009 Chevy Silverado 2500 in the amount of \$3,100.00.*

*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.	

*Commissioner Kusnir:*      *Motion to award the Woodlawn/Sharon Grange Parks contract to the apparent low bidder, Grit Industries, for a unit price bid amount of \$261,018.00, subject to receipt of acceptable Performance and Payment Bonds.*

*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:*      *Motion to authorize the purchase of playground equipment and related items for the Woodlawn and Sharon Grange Parks project from Jeffrey Recreation Inc. (No Action)*

*Commissioner:*      *Second the Motion.*

Roll Call Vote:

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



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*Commissioner Kusnir: Motion to approve an agreement with Hineman's Complete Auto Service and Towing Inc. for the Township of Hopewell, Beaver County.*

*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.	

*Commissioner Bufalini: Motion approve Resolution 2025-25 A RESOLUTION OF THE TOWNSHIP OF HOPEWELL, BEAVER COUNTY, PENNSYLVANIA APPROVING THE PLAN OF LOT LINE REVISIONS FOR THE NORTH MILL SUBDIVISION OF TAX PARCELS #65-174-0300.000, #65-174-0300.001 & #65-174-0301.00Z IN ACCORDANCE WITH SECTION 601 OF THE HOPEWELL TOWNSHIP SUBDIVISION AND LAND DEVELOPMENT ORDINANCE.*

*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.	



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- 6:39 P.M.      **Solicitor's Report**  
No solicitor's report
- 6:40 P.M.      **Jamie Yurcina, Township Manager-** thanked Mr. Bufalini for his years of hard work and dedication, noting his service not only as a commissioner but also as a respected role model to him and others throughout the Township.
- 6:45 P.M.      **Engineer's Report**  
Engineer's Report was Discussed, Submitted, and is on File.
- 6:53 P.M.      **Items for Discussion**  
**Don Wright – 3002 Park Ave** - thanked Mr. Bufalini for his service at Hopewell Township as a Commissioner.
- 7:05 P.M.      **Citizens Forum**  
No Citizen's Comments
- 7:05 P.M.      **New Business**  
No New Business
- 7:06 P.M.      **Old Business**  
No Old Business
- 7:07 P.M.      **Executive Session Beginning**  
Executive Session Needed at this time
- 7:27 P.M.      **Executive Session Ended**  
No Action Needed at this time
- 7:09 P.M.      **Adjournment**  
*Commissioner Kusnir:                      Motion to Adjourn.*  
*Commissioner Rubino:                  Second the Motion.*
- Voice Vote:**  
All in Favor  
Motion Carried

Minutes Recorded by: Jamie Yurcina 12.08.2025  
Minutes Prepared by Chrissy Rubino 12.11.2025