

RESOLUTION NO. 2018-01

A RESOLUTION BY THE GOVERNING BODY OF THE

(NAME OF MUNICIPALITY)

Beaver County, PA

Beaver County Tax Collection Committee (BCTCC)
Voting Delegate Appointment Resolution

Background. PA Act 32 of 2008 § 505(b) requires the governing bodies of school districts, townships, boroughs, and cities that impose an earned income tax to appoint one voting delegate and one or more alternate delegates to be their representatives on a county tax collection committee. The purpose of this resolution is to appoint the required delegates to the Beaver County Tax Collection Committee (BCTCC).

The BCTCC is a large 68 member committee (14 schools and 54 municipalities) that must have a quorum to conduct business. Delegates should be available for quarterly daytime meetings and be able to communicate by email. For municipalities, the officers of the BCTCC recommends that your municipal manager - administrator/secretary be appointed (by title) as the primary delegate and that your local school district business manager be appointed (by title) as a first or second alternate delegate. Appointing by title only will avoid the need to adopt a new resolution if the person holding a position changes. Appointing a first or second alternate delegate who attends from another organization helps to insure that a quorum is always present to conduct committee business.

Delegates are allowed to be appointed to serve more than one school district/municipality (this is encouraged to reduce the overall size of the committee). Several municipalities have found it more convenient to name an existing delegate from a nearby community who routinely attends the meetings as their primary or alternate delegate. Delegates do not need to be a resident of the school district/municipality. Due to the large size of the committee, communication to delegates and municipalities is by email only.

RESOLVED, by the governing body of the HOPEWELL TOWNSHIP
(NAME OF MUNICIPALITY),

that the following individuals/officials are appointed as BCTCC delegates for the municipality:

- 1. Primary voting delegate: (Title or Name) Norman Kraus, Jr. Manager
- 2. First alternate voting delegate: (Title or Name) Nick Di Pietro, Commissioner
- 3. Second alternate voting delegate: Local School District Business Manager

4. If the primary voting delegate cannot be present for a BCTCC meeting, the first alternate voting delegate shall be the municipal representative at the BCTCC meeting. If both the primary voting delegate and the first alternate voting delegate cannot be present for a BCTCC meeting, the second alternate voting delegate shall be the municipal representative at the BCTCC meeting.

5. These appointments are effective immediately and shall continue until successors are appointed.

Certification of adoption. The undersigned certifies that the above Resolution was adopted at a public meeting held

on 1-2-2018

Date: 1-3-2018

Norman Kraus Jr.
Secretary

Delegate Contact Information for Hopewell Township Municipality

Date: Jan 20 2018

Municipal Office Contact: Name Norman Kraus, Jr. / Manager
Email manager@hopewell-twp.com

Primary Voting Delegate: Name Norman Kraus, Jr.
Email manager@hopewell-twp.com

1st Alternate: Name Nick Di Pietro / Commissioner
Email ndipietro@hopewell-twp.com

2nd Alternate: Name _____
Email _____

**HOPEWELL TOWNSHIP
BOARD OF COMMISSIONERS REORGANIZATION MEETING**

The reorganization meeting of the Hopewell Township Board of Commissioners was held on Monday, January 2nd, 2018, at 7:00 P.M. at the Hopewell Township Municipal Building, Clark Boulevard, Aliquippa, PA 15001.

At 7:03PM District Magistrate Janet Swihart swore in the newly elected Township Commissioners Rich Bufalini, Joe Kusnir, Dave Ciccone, Dave Swihart, as well as newly re-elected Township Tax Collector Diane Palsa.

7:07 PM The meeting was called to order by Norm Kraus, Jr., Township Manager, who asked everyone to rise for the Pledge of Allegiance.

7:08 PM **ROLL CALL - COMMISSIONERS**

Mr. Swihart – Present
Mr. Ciccone - Present
Mr. DiPietro - Present
Mr. Kusnir - Present
Mr. Bufalini - Present

7:09 PM Manager: In accordance with the First Class Township Code, the township commissioners shall organize each even numbered year, at which time the Manager shall chair the meeting until such time as a President of the Board of Commissioners is nominated.

Manager: Is there a motion to appoint the President of the Board of Commissioners?

Mr. Kusnir: Motion to appoint Rich Bufalini as President.

Mr. Ciccone: Second the Motion

Roll Call Vote: Mr. Swihart - Yes
 Mr. Ciccone - Yes
 Mr. DiPietro - Yes
 Mr. Kusnir - Yes
 Mr. Bufalini– Abstained

Let the record reflect that Rich Bufalini is President of the Hopewell Township Board of Commissioners

The chair will now be turned over to the President of the Board of Commissioners Rich Bufalini.

President Bufalini thanked the Board for the opportunity to serve as President again with this Board of Commissioners.

Mr. Bufalini: Is there a motion to appoint the Vice President of the Board of Commissioners?

Mr. Ciccone: Motion to appoint Joe Kusnir as Vice President.

Mr. Swihart: Second the motion.

Roll Call Vote: Mr. Swihart - Yes
 Mr. Ciccone - Yes
 Mr. DiPietro - Yes
 Mr. Kusnir - Abstained
 Mr. Bufalini - Yes

Let the record reflect that Joe Kusnir is Vice President of the Board of Commissioners.

PUBLIC COMMENTS (Regarding the following proposed Reorganization Agenda to be acted upon). NONE

7:11PM REORGANIZATION MEETING AGENDA

Mr. Ciccone: Motion to designate WesBanco as primary bank depository.

Mr. Kusnir: Second the motion.

Roll Call Vote: Mr. Swihart - Yes
 Mr. Ciccone - Yes
 Mr. DiPietro - Yes
 Mr. Kusnir - Yes
 Mr. Bufalini - Yes

Motion Carried

Mr. DiPietro: Motion to designate the Beaver County Times as the official primary newspaper for advertisements and notifications.

Mr. Swihart: Second the motion.

Roll Call Vote: Mr. Swihart- Yes
 Mr. Ciccone - Yes
 Mr. DiPietro - Yes
 Mr. Kusnir - Yes
 Mr. Bufalini - Yes

Motion Carried

Mr. Ciccone: Motion to re-appoint McMillen, Urick, Tocci & Jones as Township Solicitor.

Mr. Kusnir: Second the motion.

Roll Call Vote: Mr. Tranelli - Yes
Mr. Ciccone - Yes
Mr. DiPietro - Yes
Mr. Kusnir - Yes
Mr. Bufalini – Yes

Motion Carried

Mr. Bufalini: Motion to re-appoint Cottrill Arbutina to serve as Township independent Auditor for 2018.

Mr. Ciccone: Second the motion.

Roll Call Vote: Mr. Swihart - Yes
Mr. Ciccone - Yes
Mr. DiPietro - Yes
Mr. Kusnir - Yes
Mr. Bufalini – Yes

Motion Carried

Mr. Kusnir: Motion to re-appoint AG Squared LLC, as the Hopewell Township Septic Enforcement Officer for 2018. Let it be noted there is no fee increase for 2018.

Mr. DiPietro: Second the motion.

Roll Call Vote: Mr. Swihart - Yes
Mr. Ciccone - Yes
Mr. DiPietro - Yes
Mr. Kusnir - Yes
Mr. Bufalini – Yes

Motion Carried

Mr. Ciccone: Motion to designate Commissioner Rich Bufalini as Hopewell Township's COG delegate and Commissioner Joe Kusnir as Alternate COG Delegate.

Mr. DiPietro: Second the motion.

Roll Call Vote: Mr. Swihart - Yes
Mr. Ciccone - Yes
Mr. DiPietro - Yes
Mr. Kusnir - Abstain
Mr. Bufalini – Abstain

Motion Carried

Mr. Swihart : Motion to approve Resolution 2018-0, a Resolution by the governing body of Hopewell Township, Beaver County, PA., with regards to the Beaver County Tax Collection Committee (BCTCC) Voting Delegate Appointment Resolution. President Bufalini added that Township Manager Norm Kraus would be the primary voting

delegate for the township and Commissioner Nick DiPietro would be the First Alternate voting delegate.

Mr. Kusnir: Second the motion.

Roll Call Vote: Mr. Swihart - Yes
 Mr. Ciccone - Yes
 Mr. DiPietro - Yes
 Mr. Kusnir - Yes
 Mr. Bufalini – Yes

Motion Carried

7:16 PM PUBLIC FORUM NONE

President Bufalini announced there would be sandwiches, snacks, cookies and refreshments served after the meeting.

7:16 PM ADJOURNMENT:

Mr. DiPietro: Motion to adjourn.

Mr. Swihart: Second the motion.

All voice voted in favor to adjourn the meeting.

Minutes Recorded by Norm Kraus: 1/2/2018

Minutes Prepared by Norm Kraus: 1/3/2018