TOWNSHIP OF HOPEWELL
Beaver County, Pennsylvania
BOARD OF COMMISSIONERS
WORKSHOP MINUTES

6:30PM **The following department heads presented their 2017 budget requests for their departments to the commissioners:**

Sandy Kisucky/ Crossing Guards
Chas Srafin/ Road Department
Carl Wagner/ The Park
Rich Boguszewski/ Sewage Department
Chief Brian Uhrmacher/ Police Department
Norm Kraus/ Recreation, Building Maintenance Administrative, CivicPlus, Marketing
Marie Hartman/ Engineering, GIS, MS 4.

8:51pm **Meeting was called to order by Mr. Bufalini and the meeting was being recorded.**

6:38pm
ROLL CALL
President
Rich Bufalini- present
Vice President
Joe Kusnir – absent
Commissioners
Dave Ciccone- absent
Nick DiPietro- present
Gary Tranelli – present

Others Present
Norm Kraus, Jr., Township Manager
Marie Stratakis-Hartman, Township Engineer
Michael Jones/McMillen, Urick, Tocci &Jones, Township Solicitor (8:30PM)

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8:52pm **Engineer's Report/ Marie Stratakis Hartman- (No Formal Report)**
Ms. Hartman touched upon an agreement with the Shadow Lakes Homeowners' Association for the BOC to consider with regards to doing an upgrade on the roads after work is done on sewage lines. The BOC instructed Ms. Hartman to proceed with the letter approval back to the association.

9:07pm **CITIZEN'S COMMENTS PERTAINING TO THE AGENDA: NONE**

9:08pm **BUSINESS AGENDA**

Mr. Bufalini Motion to approve the Workshop Minutes for September 12th, 2016.
Mr. Tranelli Second the motion

Roll Call Vote:
Mr. Tranelli Yes
Mr. Ciccone Absent

Mr. DiPietro Yes
Mr. Kusnir Absent
Mr. Bufalini Yes
Motion Carried

Mr. Tranelli Motion to approve the list of bills dated 10-10-2016, as presented; General Fund; $341,266.21; and the Sewer Fund; $72,784.93.
Mr. DiPietro Second the motion

Roll Call Vote:
Mr. Tranelli Yes
Mr. Ciccone Absent
Mr. DiPietro Yes
Mr. Kusnir Absent
Mr. Bufalini Yes
Motion Carried

Mr. DiPietro Motion to hire Nora Janicki as a part-time Administrative Assistant, working up to 25 hours per week at an hourly wage of $12.00 per hour. Her position is part-time and carries no benefits and N Nora's first day of work will be Tuesday, October 11th, 2016.
Mr. Bufalini Second the motion

Roll Call Vote:
Mr. Tranelli Yes
Mr. Ciccone Absent
Mr. DiPietro Yes
Mr. Kusnir Absent
Mr. Bufalini Yes
Motion Carried

Mr. Tranelli Motion to hire Deborah Murray as a Crossing Guard, effective Tuesday, October 11th, 2016. Ms. Murray will start at an hourly rate of $8.00 per hour for the first 30 days, while being trained. She will then be paid $14.00 per after those 30 days. Full-time or part-time status is still to be determined.
Mr. DiPietro Second the motion

Roll Call Vote
Mr. Tranelli Yes
Mr. Ciccone Absent
Mr. DiPietro Yes
Mr. Kusnir Absent
Mr. Bufalini Yes
Motion Carried

Mr. Bufalini Motion to hire James Rock as a Crossing Guard, effective Tuesday, October 11th, 2016. Mr. Rock will start at an hourly rate of $8.00 per hour for the first 30 days, while being trained. He will then be paid $14.00 per after those 30 days. Full-time or part-time status is still to be determined.
Mr. DiPietro Second the motion

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

Motion Carried

Mr. DiPietro Morion to appoint Janet Meyers to the Hopewell Township Park Board. She will fulfill the term of Scott Neville, who resigned from the Board this past spring. Neville's term runs from 1/1/2015 through 12/31/2018.

Mr. Tranelli Second the motion

Roll Call Vote:

Mr. Tranelli	Yes
Mr. Ciccone	Absent
Mr. DiPietro	Yes
Mr. Kusnir	Absent
Mr. Bufalini	Yes

Motion Carried

9:19pm **ITEMS FOR DISCUSSION**

Manager Norm Kraus told the BOC that Mike Harich, Executive Director of the Beaver County YMCA, still has a keen interest in Hopewell and may well look at a few other sites in the township with regards to the possibility of a YMCA here in the township. Kraus also informed the BOC that he, Marie Hartman and John Bates will be meeting this Friday with developer Larry Dorsch on the next "project" Larry would like to start here in the township. Stay tuned!

Solicitor Mike Jones briefed the BOC on the ongoing talks with the Beaver County DA David Lozier, as well as Sherry Hurst, Beaver County Chiefs Solicitor and Andrea Cantelmi, Beaver County Solicitor on the Anti-Drug Task Force for Beaver County and the Emergency Services Unit Intergovernmental Agreement he reviewing on behalf of the Chief and the township. Mr. Jones had met with these County people to try and work out a better agreement that would have the county sharing more liability with the township, not putting all the financial and liability burden on the township, not to mention the payment to the officers from the township working in the task force. Although some progress was made, it was not enough as far as the BOC was concerned. The commissioners decided at this point not to have Mr. Jones pursue this venture further ,stating it was not worth the overall cost to be involved. Unless the terms and responsibility would change to go more towards the county, the commissioners expressed no further interest.

Mike Jones stated he took the Maronda subdivision plans to the County Recorder of Deeds office and they were rejected. The reason was due to the printing on the mylar being illegible, especially where the notary seal was placed. Mike said he would be "forcing it" through at this department at the county for final approval when he presents it again.

Engineer Hartman discussed the request the Village on the Green Homeowner's Association has asked the township to consider, concerning the waterline replacement along properties on Fairway Drive and Golfway Drive. If the HOA were to clean, inspect and make necessary repairs to the stormwater collection and conveyance system, Hopewell Township would then clean, internally inspect and make any necessary repairs to the Sanitary Sewer System prior to undertaking any roadway improvements. The commissioners agreed to let Ms. Hartman send the approved letter signed by her to the HOA according to the stipulations set forth in the letter.

Solicitor Jones reminded the BOC of the hearing on October 27th regarding the Widmer litigation, as well as the Lopata property tax relief hearing taking place on October 25th.

Lastly, Mr. Jones informed the Board of Commissioners that he had the completed resolution for The land development plan for Esmark Realty. With that in mind, he asked the Board of Commissioners to please act on the resolution he had prepared.

9:38pm

Mr. DiPietro	Motion to approve Resolution 2016-22, a Resolution of the Township of Hopewell, Beaver County Pennsylvania, approving the Commercial Land Development Plan of Lot Parcel 65-050-0100.000, situate at Industrial Boulevard and Gringo Road, Hopewell Township, known as Esmark Realty, LLC Office Building preliminary and final land development plan.
Mr. Tranelli	Second the motion

Roll Call Vote:

Mr. Tranelli	Yes
Mr. Ciccone	Absent
Mr. DiPietro	Yes
Mr. Kusnir	Absent
Mr. Bufalini	Yes

Motion carried

9:43pm **CITIZEN FORUM/ NONE**

9:45pm **NEW BUSINESS**

President Bufalini announced he had a letter to read that was turned into him tonight. It was a letter from Commissioner Gary Tranelli announcing his resignation from the Board of Commissioners due to the fact that he had relocated to a neighboring community. The letter/message is as follows:

To President Richard Bufalini and the Hopewell Township Board of Commissioners:

My fellow Commissioners:
Please be informed, due to my relocation to a neighboring community, I must resign my position from the Board. I want to extend a heartfelt thank you. It has been an honor and pleasure to serve alongside each of you. This is truly a bittersweet decision, as I have served Hopewell Township for 43 years as a member of the Police Department and the Township Board of Commissioners. I wish you all the very best and continued success!

Regards,

Gary V. Tranelli

President Bufalini accepted the resignation grudgingly, as he and Mr. DiPietro, along with Solicitor Jones, Mr. Kraus and Ms. Hartman wished Gary well and thanked him for his dedication and service. As Mr. Bufalini said "He will be sorely missed."

9:46pm **OLD BUSINESS/ NONE**

9:46pm **EXECUTIVE SESSION/ None**

9:47pm **ADJOURNMENT**

Commissioner DiPietro	Motion to adjourn
Commissioner Tranelli	Second the Motion

Voice Vote
All in favor
Motion Carried

Minutes Recorded by: Norm Kraus, Jr. 10/10/2016
Minutes prepared by Norm Kraus, Jr. 10/11//2016

RESOLUTION 2016-22

Hopewell Township, Beaver County, Pennsylvania

A RESOLUTION OF THE TOWNSHIP OF HOPEWELL, BEAVER COUNTY, PENNSYLVANIA APPROVING THE COMMERCIAL LAND DEVELOPMENT PLAN OF LOT PARCEL 65-050-0100.000, SITUATE AT INDUSTRIAL BOULEVARD AND GRINGO ROAD, HOPEWELL TOWNSHIP, KNOWN AS THE ESMARK REALTY, LLC OFFICE BUILDING PRELIMINARY AND FINAL LAND DEVELOPMENT PLAN

WHEREAS, on January 29, 2016 an application was submitted to the Hopewell Township Planning Commission by Esmark Realty, LLC (hereinafter the "Applicant") to consider a proposed land development plan, known as the Esmark Realty, LLC Office Building Preliminary and Final Land Development Plan (hereinafter the "Plan");

WHEREAS, the Plan seeks approval for the construction of a 12,000 square foot Professional Office on 6.48 acres located in the IP District at Industrial Boulevard and Gringo Road (S.R.151) in Hopewell Township, Pennsylvania;

WHEREAS, the Beaver County Planning Commission rendered review comments in correspondence dated March 16, 2016; and

WHEREAS, the Hopewell Township Planning Commission recommended approval of the Plan in correspondence dated April 22, 2016 with said approval being conditioned upon compliance with the comments contained in Hopewell Township Engineer review letters dated April 7, 2016, July 6, 2016, September 1, 2016 and October 4, 2016 as well as the comments contained in the Beaver County Planning Commission review letter dated March 16, 2016.

NOW, THEREFORE, BE IT RESOLVED that the Hopewell Township Board of Commissioners hereby approves the Esmark Realty, LLC Office Building Preliminary and Final Land Development Plan conditioned upon the following:

1. The Applicant must fully comply with the comments contained in the Hopewell Township Engineer review letters (April 7, 2016, July 6, 2016, September 1, 2016 and October 4, 2016), the recommendations of both the Beaver County and Hopewell Township Planning Commissions identified above and, in particular:

    a. Provide verification of Final Plans in the specified format following approval;

    b. Apply for and obtain a sign permit from Hopewell Township, pursuant to Article XX of the Hopewell Township Zoning Ordinance, relative to the proposed signage on the subject lot;

    c. Apply for and obtain a Highway Occupancy Permit relative to SR 0151;

d. Apply for and obtain from the PADEP a Sewage Facilities Planning Module exemption;

e. Apply for an obtain Erosion and Sedimentation Plan approval and a stormwater NEPDES permit;

f. Apply for and obtain a Building Permit for the structure; and

g. Applicant must provide a Grading Permit Application and associated Performance Bond for review along with the applicable Application Fee.

2. Hopewell Township will prepare the Stormwater Management Agreement and Stormwater Best Management Practices Operation and Maintenance Agreement to be executed by the Applicant to ensure conformity with the Hopewell Township Stormwater Management Ordinance.

3. Hopewell Township will prepare a Development Improvement Agreement to be executed by the Applicant to ensure conformity with the provisions of this Resolution and the Engineer review letters.

4. The Applicant will comply with all requirements/permits of Hopewell Township and/or Beaver County and/or the Commonwealth of Pennsylvania and its agencies relative to sanitary sewer service, connections and construction standards, utility easements, stormwater management, grading and filling, signage, parking (including ADA accessible parking), erosion and sedimentation control, water service and zoning.

5. All conditions of this Resolution must be fully satisfied prior to recording the Plan with the Beaver County Recorder of Deeds.

RESOLVED AND ENACTED this 10th day of October, 2016

Attest:

Hopewell Township Board of Commissioners

By: _____ By: _____

Norm Kraus, Township Manager Richard Bufalini, President