

TOWNSHIP OF HOPEWELL
BOARD OF COMMISSIONERS
Beaver County, Pennsylvania
November 28th, 2016
BUSINESS MEETING MINUTES

7:05 P.M. **Call to Order**
Workshop Meeting Called to Order by President Richard Bufalini. President Bufalini indicated that the meeting is being recorded.

7:05 P.M. **Pledge of Allegiance**

Commissioner Bufalini introduced and welcomed Commissioner David Swihart.

7:06 P.M. **Roll Call**
President Richard Bufalini – In Attendance
Vice President Joe Kusnir – Absent
Commissioner David Ciccone – In Attendance
Commissioner Nick DiPietro – In Attendance
Commissioner David Swihart – In Attendance

Others Present
Marie Stratakis Hartman, P.E., Engineer/Assistant Manager
Michael B. Jones (McMillen, Urick, Tocci & Jones), Township Solicitor

7:06 P.M. **Public Comments**
No Public Comments regarding the proposed Business Agenda.

7:06 P.M. **Business Agenda**
President Bufalini announced that the Tax Collector and Treasurer's Reports are available for public inspection at the Municipal Building.

Commissioner DiPietro: Motion to approve the Business Meeting Minutes of October 24th, 2016.

Commissioner Bufalini: Second the Motion.

Roll Call Vote:
Commissioner Swihart Abstain
Commissioner Ciccone Yes
Commissioner DiPietro Yes
Commissioner Kusnir Absent
Commissioner Bufalini Yes
Motion Carried

Commissioner Ciccone: Motion to approve the List of Bills dated November 28th, 2016 as presented: General Fund \$18,794.99; Sewer Fund \$214,811.31; and State Fund \$20,644.72.

Commissioner DiPietro: Second the Motion.

Roll Call Vote:
Commissioner Swihart Yes
Commissioner Ciccone Yes
Commissioner DiPietro Yes
Commissioner Kusnir Absent
Commissioner Bufalini Yes
Motion Carried

Commissioner Bufalini: Motion to approve Resolution No. 2016-25 – A Resolution of the Township of Hopewell, Beaver County, Pennsylvania, authorizing the disposal of 2007 and 2008 accounting and general records.

Commissioner Ciccone: Second the Motion.

Roll Call Vote:

Commissioner Swihart	Yes
Commissioner Ciccone	Yes
Commissioner DiPietro	Yes
Commissioner Kusnir	Absent
Commissioner Bufalini	Yes
Motion Carried	

7:08 P.M.

Commissioner's Reports

No Commissioner's Reports.

7:08 P.M.

Department Reports

The various Department Reports were given and are on file at the Hopewell Township Municipal Building.

7:11 P.M.

Old Business

No Old Business.

7:11 P.M.

New Business

No New Business.

7:12 P.M.

Public Forum

Cindy Murphy, B. F. Jones Memorial Library, Aliquippa, P.A.

Cindy distributed Library calendars and informed of the upcoming "Polar Express" event to be held at the Library on Monday, December 5th, 2016 from 5:45 P.M. until 7:00 P.M. Santa will be present! Cindy also informed that the Library has a train display that is open during regular Library hours. The "Food for Fines" program will be occurring from Monday, December 5th, 2016 through Saturday, December 17th, 2016 whereby a patrons can bring in nonperishable food donations and the Library will forgive his/her current library fines.

Sandy Giordano, Washington Street Apartments, Aliquippa, P.A.

Sandy Giordano expressed her liking of Hopewell Township's new Recreation Director Victoria Gill and previous Recreation Director Trisha Hannah.

Henry Bufalini, 4304 Beverly Drive Aliquippa, P.A.

Henry Bufalini spoke to say that he was honored to play Taps at several local cemeteries on Veteran's Day (November 11th, 2016) along with his son David Bufalini. Accompanying Henry and David was Chief Brian Uhrmacher, a Hopewell Township resident that is retired from the Air Force, and a Hopewell Township resident that is retired from the Marine Corps.

7:15 P.M.

Announcements

A reminder that Hopewell Township's Visit With Santa in Holidayland will take place from 11:00 A.M. until 2:00 P.M. at Hopewell Community Park on Saturday, December 3rd, 2016.

Please check our website at www.hopewelltwp.com, our Facebook page, and Twitter, for updates on Township news and events.

7:17 P.M. **Executive Session In**
The purpose of the executive session is to discuss pending litigation and the Collective Bargaining Agreement with the union.

9:13 P.M. **Executive Session Out**

9:13 P.M. **Adjournment**
Commissioner Ciccone: Motion to Adjourn.
Commissioner DiPietro: Second the Motion.
Voice Vote:
All in Favor
Motion Carried

Minutes Recorded By: Marie S. Hartman 11/28/2016
Minutes Prepared By: Marie S. Hartman 11/29/2016

RESOLUTION 2016-25

RESOLUTION FOR DISPOSAL OF 2007-2008 PUBLIC RECORDS HOPEWELL TOWNSHIP, BEAVER COUNTY, PENNSYLVANIA

RESOLVED by the Board of Commissioners of the Township of Hopewell, Beaver County, Pennsylvania, that

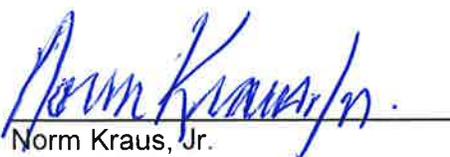
WHEREAS, by virtue of Resolution No. 2016-25 adopted November 28th, 2016, the Township of Hopewell declared its intent to follow the schedules and procedures for the disposition of records as set forth in the Municipal Records Manual approved on July 16th, 1993, and

WHEREAS, in accordance with Act 428 of 1968, each individual act of disposition shall be approved by Resolution of the governing body of the Municipality.

NOW, THEREFORE, be it resolved that the Board of Commissioners of Hopewell Township, in accordance with the above cited Municipal Records Manual, hereby authorizes the disposition of the 2007-2008 public records listed in Appendix A (attached).

PASSED AND ADOPTED this 28th day of November, 2016, by the Board of Commissioners of Hopewell Township, Beaver County, Pennsylvania.

ATTEST:


Norm Kraus, Jr.
Hopewell Township Manager

TOWNSHIP OF HOPEWELL
BOARD OF COMMISSIONERS


Richard Bufalini, President
Hopewell Township Board of Commissioners

(Seal)

Appendix A

2007-2008 Records for Destruction

Box #	Contents
1	2008 Sewer Lien Files A-L
2	2008 Month End Closing 1/2008-4/2008
3	2007 Cash Receipts/Cons Report/Certs 8/2007-12-2007
4	2007 Billing Journals 1/2007-12/2007
5	2007 Sewer Lien Files M-Z
6	2008 Sharp Shutoff Updates/Logs
7	2007 Bill Copies 12/2006-11/2007 Box 1of 2
8	2008 Cash Receipts 10/2008-12/2008
9	2007 Month End Closing 7/2007-9/2007
10	2007 Month End Closing 4/2007-6/2007
11	2008 Cash Receipts 1/2008-9/2008
12	2008 Consumption Reports/Bulk Mail/Assorted Misc Files
13	2008 Month End Closing 8/2008-10/2008
14	2008 Month End Closing 5/2008-7/2008
15	2008 Sewer Lien Files M-Z
16	2008 Bill Summary/Adjustments 1/2008-12/2008
17	2007 Bill Copies 12/2006-11/2007 Box 2of 2
18	2007 Sharp Collections/Closing Co. information/NSF/Payment planst/2006 audit
19	2007 Month End Closing 1/2007-3/2007
20	2007 Sewer Lien Files A-L
21	2007 Cash Receipts 1/2007-7/2007
22	2008 Credit Card Clearing 3/2008-12/2008
23	2007 Tax Claim Liens/Sherriff Sale//B/R Correspondence/Dye Tests/Certs
24	2008 Sharp Paid Log/Job Logs/Dye Tests/Certs/Fails/Judicial Sale
25	2007 Month End Closing 10/2007-12/2007
26	2008 Month End Closing 10/2008-12/2008

2007

- 2007 Bill Copies 12/2006-11/2007 Box 1of 2
- 2007 Bill Copies 12/2006-11/2007 Box 2of 2
- 2007 Billing Journals 1/2007-12/2007
- 2007 Cash Receipts 1/2007-7/2007
- 2007 Cash Receipts/Cons Report/Certs 8/2007-12-2007
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- 2008 Bill Summary/Adjustments 1/2008-12/2008

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