RESOLUTION 2013 - 05

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF HOPEWELL, BEAVER COUNTY, A FIRST CLASS TOWNSHIP UNDER THE LAWS OF THE COMMONWEALTH OF PENNSYLVANIA, ADOPTING AND SETTING FORTH A THRESHOLD FOR CAPITALIZATION OF ASSETS

WHEREAS, The Township of Hopewell ("Township") currently maintains a threshold for capitalization of assets of five thousand ($5,000.00) Dollars; and

WHEREAS, the Township Auditors have recommended and advised that the Township increase this threshold to Ten Thousand ($10,000.00) Dollars and the Township desires to adopt that recommendation.

NOW, THEREFORE, the Township of Hopewell, in accordance with the recommendation of the Township Auditors, hereby resolves that the following policy for the capitalization of assets is adopted.

CAPITALIZATION POLICY FOR CAPITAL ASSETS

A capital asset is a piece of property that meets all of the following requirements:

1. The asset is tangible and complete.
2. The asset is used in the operation of the Municipality.
3. The asset has a useful life of longer than the current fiscal year.
4. The asset is of significant value.

Capital assets may be acquired through donation, purchase or may be self-constructed. The asset value for donations will be the fair market value at the time of the donation. The asset value, when purchased, will be the initial cost plus the trade-in value of any old asset given up, plus all costs related to placing the asset into operation. The cost of self-constructed assets will include all costs of construction.

The following threshold values will be used for the designated classes of assets:

Class of Capital Asset	Significant Value
Machinery & Equipment	$10,000 or more
Buildings & Building Improvements	$15,000 or more
Infrastructure & Land Improvements	$20,000 or more
Land	Any amount

- If a department has a grant with a contractual capitalization threshold then any such requirement shall supplant and override the Township's threshold.

This Resolution is effective and adopted this MAY 6th 2013 day of 2013.

Date: 5/6/13

ATTEST:

Andy Brunette, Manager

Board of Commissioners
Hopewell Township

Norm Kraus, President

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

May 6, 2013
Meeting in Session at 7:15 p.m.

6:00pm Police Administrative Assistant Interviews

7:15pm: Workshop Meeting Called to Order by Mr. Kraus and that the meeting will be recorded

ROLL CALL
President
Norm Kraus Jr.
Vice President
Rich Bufalini
Commissioners
Nick DiPietro
Joe Kusnir
Brian Rohm

Others Present
Andy Brunette, Township Manager/Controller
Marie Stratakis-Hartman, Township Engineer
Mike Jones Township Solicitor

7:16pm **ITEMS FOR DISCUSSION**

Mike Jones stated that a letter to James Manganello is being sent out in response to the storm sewer system and the catch basin that is causing damage to the public roadway. Mike also completed a letter to be sent to Chuck Betters in regards to his KOZ zone status and a list of employees that are currently working at his properties so that the Township can verify earned income tax is being withheld and paid by those employees. Mike updated the Board on the magistrate hearing with Mr. Raines and Mr. Leone. Mike and Marie discussed setting up a meeting with Aliquippa Water Authority so that the Township and the Water Authority can come to some sort of mutual agreement in regards to working together. Marie will call the Aliquippa Water Authority engineer to try and set up a meeting. The Bet-Tech land development plan was discussed. Mike stated that he will be sending out a letter in regards to Lamar Advantage Company not complying with the Township Billboard ordinance. Mike updated the Board on the Patient Protection and Affordable Care Act. Mike will meet with the Chief of Police in regards to updating the Township's Civil Service rules and regulations. Mike updated the Board that the new grading ordinance is still in the process of being completed. Mr. Jones advised the Board that he is finalizing the property maintenance ordinance. Mike and Marie have not heard anything from Westfield Towers in regards to their maintenance bond, they will continue to try and contact them. A lengthy discussion was held with a representative with Sietel in regards to seismic testing within the Township with the Board. At this time the Board decided that no changes are to be made to our current resolution regulating seismic testing within Hopewell Township.

8:11pm **ENGINEERS REPORT** Marie Stratakis-Hartman (Report on File)

8:50pm **CITIZEN COMMENTS PERTAINING TO THE BUSINESS AGENDA** **NONE**

8:52pm **BUSINESS AGENDA**

Mr. Kusnir Motion to approve the Workshop Minutes of April 8, 2013
Mr. Rohm Second the motion

Roll Call Vote:
Mr. DiPietro Yes
Mr. Kusnir Yes
Mr. Rohm Yes
Mr. Bufalini Yes
Mr. Kraus Yes
Motion Carried

Mr. Kusnir Motion to approve the list of bills dated May 6, 2013
Mr. Bufalini Second the motion

Roll Call Vote:
Mr. DiPietro Yes
Mr. Kusnir Yes
Mr. Rohm Yes
Mr. Bufalini Yes
Mr. Kraus Yes
Motion Carried

Mr. Kusnir Motion to approve Brodhead Beer as the Park Fest 2013 Beer, Smirnoff and soda vendor in the amount of $2,754.00 as recommended by the Park Board per budget line item 1-454-470
Mr. Bufalini Second the motion

Roll Call Vote:
Mr. DiPietro Yes
Mr. Kusnir Yes
Mr. Rohm Yes
Mr. Bufalini Yes
Mr. Kraus Yes
Motion Carried

Mr. Rohm Motion to approve Satin Sound System for Park Fest 2013 in the amount of $2,200 as recommended by the Park Board per budget line item 1-454-470
Mr. Bufalini Second the motion

Roll Call Vote:
Mr. DiPietro Yes
Mr. Kusnir Yes
Mr. Rohm Yes
Mr. Bufalini Yes
Mr. Kraus Yes
Motion Carried

Mr. DiPietro Motion to approve the rental of a six passenger golf cart from Golf Carts Unlimited for Park Fest 2013 in the amount of $300.00 as recommended by the Park Board per budget line item 1-454-470
Mr. Bufalini Second the motion

Roll Call Vote:
Mr. DiPietro Yes
Mr. Kusnir Yes
Mr. Rohm Yes
Mr. Bufalini Yes
Mr. Kraus Yes
Motion Carried

Mr. Kusnir Motion to approve the rental of draft horses and carriage from Friendship Hill Equine Stable for Park Fest 2013 in the amount of $450.00 as recommended by the Park Board per budget line item 1-454-470
Mr. Rohm Second the motion

Roll Call Vote:
Mr. DiPietro Yes
Mr. Kusnir Yes
Mr. Rohm Yes
Mr. Bufalini Yes
Mr. Kraus Yes
Motion Carried

Mr. Rohm Motion to recognize and honor Hopewell Township resident Bob Steigerwald for his exemplary volunteer service and selfless generosity to help make Hopewell Township a better community to live in as recommended by the Park Board
Mr. Kusnir Second the motion

Roll Call Vote:
Mr. DiPietro Yes
Mr. Kusnir Yes
Mr. Rohm Yes
Mr. Bufalini Yes
Mr. Kraus Yes
Motion Carried

Mr. Rohm Motion to approve Resolution R-2013-04 amending Resolution R-2012-21, establishing annual licensing application fees for mechanical amusement devices in accordance with Ordinance 2012-10
Mr. Kusnir Second the motion

Roll Call Vote:
Mr. DiPietro Yes
Mr. Kusnir Yes
Mr. Rohm Yes
Mr. Bufalini Yes
Mr. Kraus Yes
Motion Carried

Mr. Kusnir Motion to approve Resolution R-2013-05 adopting and setting forth a threshold for capitalization of assets
Mr. DiPietro Second the motion

Roll Call Vote:
Mr. DiPietro Yes
Mr. Kusnir Yes
Mr. Rohm Yes
Mr. Bufalini Yes
Mr. Kraus Yes
Motion Carried

Mr. Kusnir Motion to approve the final adjusting change order with Lone Pine Construction Inc. in the amount of $12,111.44 in conjunction with the Raccoon Plant Aeration Project
Mr. Rohm Second the motion

Roll Call Vote:
Mr. DiPietro Yes
Mr. Kusnir Yes
Mr. Rohm Yes
Mr. Bufalini Yes
Mr. Kraus Yes
Motion Carried

9:01pm **CITIZENS FORUM** **NONE**

9:01pm **NEW BUSINESS**

9:01pm **OLD BUSINESS**

Commissioner Rohm
Mr. Rohm asked the Manager if we had contacted PennDot in regards to Kane Road washing away between Kane Road Elementary School and Laird Drive. The Manager responded and advised Mr. Rohm that it had been reported to Jeff Lancas at PennDot, but will follow-up in the upcoming week to check on the progress of repair with the Township Engineer and PennDot.

9:02pm **EXECUTVE SESSION** **IN**

9:59pm **EXECUTIVE SESSION** **OUT**

Mr. Bufalini Motion to hire Amber Mineard as Hopewell Township's Police Administrative Assistant at an annual salary of $27,000 plus benefits affective May 6, 2013. Amber Mineard has first right of refusal, followed by Christine Komen. Christine Komen has second right of refusal followed by Patricia Forrest.
Mr. DiPietro Second the motion

Roll Call Vote:
Mr. DiPietro Yes
Mr. Kusnir Yes
Mr. Rohm Yes
Mr. Bufalini Yes
Mr. Kraus Yes
Motion Carried

10:01pm **ADJOURNMENT**

Mr. DiPietro Motion to adjourn
Mr. Kraus Second the motion
Voice Vote: All in favor
Motion Carried

Minutes Recorded by: Andy J. Brunette 05/06/13
Minutes Prepared by: Andy J. Brunette 05/08/13