

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

6:03pm **Department supervisor budget presentations for 2015 to the Board of Commissioners**

8:05pm

ROLL CALL

President

Rich Bufalini

Vice President

Joe Kusnir

Commissioners

Dave Ciccone/ Absent

Nick DiPietro

Gary Tranelli

Others Present

Norm Kraus, Jr., Township Manager

Marie Stratakis-Hartman, Township Engineer

Michael Jones/McMillen,Urick,Tocci,Fouse&Jones, Township Solicitor

8:06pm **ENGINEER’S REPORT Marie Stratakis Hartman REPORT ON FILE**

8:43pm **CITIZEN’S COMMENTS PERTAINING TO THE AGENDA:**

Angela Stevens, 2965 Kane Rd. Ms. Stevens commented on how she is amazed at all the Board of Commissioners , the engineer and township manager get accomplished at the meeting. She stated she was impressed with the preparation and information that everyone was able to digest and act on at the meeting.

8:44pm **BUSINESS AGENDA**

Mr. Kusnir Motion to approve the Workshop Minutes for September 8, 2014

Mr. Tranelli Second the motion

Roll Call Vote:

Mr. Tranelli Yes

Mr. Ciccone Absent

Mr. DiPietro Yes

Mr. Kusnir Yes

Mr. Bufalini Yes

Motion Carried

Mr. Bufalini Motion to approve the list of bills dated 10/13/14 as presented. State Fund; \$13,992.30; General Fund; \$132,235.44; Sewer Fund; \$68,906.23

Mr. DiPietro Second the motion

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Roll Call Vote:

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

Motion Carried

Mr. Kusnir Motion to hire Edward Kozel as a School Crossing Guard at a rate of \$8.00 per hour the first 30 days while on probation, then at a rate of \$13.50 per hour once his 30 day probationary period ends.

Mr. Tranelli Second the motion

Roll Call Vote:

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

Motion Carried

Mr. Kusnir Motion to hire Ron Morris as a Depository Guard at an hourly rate of \$10.25 an hour.

Mr. DiPietro Second the motion

Roll Call Vote:

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

Motion Carried

Mr. DiPietro Motion to issue a check as compensation in the amount of \$11,992.26 to Acting Chief of Police Vince Cipolla for his six (6) months duty as Acting Chief, running from April 1st, 2014 thru September 30th, 2014.

Mr. Tranelli Second the motion

Roll Call Vote:

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

Motion Carried

Mr. Kusnir Motion to approve the budgeted transfer of \$146,000 from the Sewer Fund to the General Fund for repayment of professional salaries per budget line item 08-492-001.

Mr. Bufalini Second the motion

Roll Call Vote:

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

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Mr. Bufalini Yes
Motion Carried

Mr. DiPietro Motion to approve the budgeted transfer of fund balance of \$200,000 from the General Fund to the General Reserve Fund, per budget line item 01-492-018.
Mr. Tranelli Second the motion

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

Mr. Kusnir Motion to approve the budgeted transfer of fund balance of \$200,000 from the Sewer Fund to the Sewer Fund Construction Fund per budget line item 08-492-019.
Mr. Bufalini Second the Motion

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

8:50pm **ITEMS FOR DISCUSSION**

Commissioner Rich Bufalini and Manager Norm Kraus made a presentation on the “Communities Of Distinction” TV Program that the township is being considered for by the producers of the series. They explained the benefits of the program and the impact it could have on the community. The cost to the township is \$19,800. The BOC will take the opportunity under consideration in the next few weeks. The BOC and Solicitor Mike Jones discussed Ordinance 2003-02 which addresses residency requirements as an employee of the township. Formal action will be taken on this issue. The BOC agreed to have a flu shot clinic set up at the township building by HR Manager Peggy Santia. Employees with medical insurance will use their insurance coverage while employees without medical coverage will pay \$25.00 for the shot. The BOC was asked by Norm Kraus to address the credit limit on Pam Fiejdasz’ credit card due to bumps in expenditures with her events at the park. The BOC addressed the Chain of Command flow chart for the township and the changes that were being made. Norm Kraus and Engineer Marie Hartman answered board questions with regards to the chain of command chart. Norm Kraus asked Mike Jones to address township issues with regards to our liability with the volunteer fire department at the next workshop meeting.

9:25pm **ADDITIONAL BUSINESS MOTIONS MADE AFTER ITEMS FOR DISCUSSION**

Mr. DiPietro Motion to approve Resolution R2014-18 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, rescinding in part, Ordinance NO. 2003-02 requiring residency for full time township employees where a management level employee has been expressly determined by the township to be an exempt employee.
Mr. Tranelli Second the motion

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

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

Mr. Tranelli Motion to declare Marie Hartman and Pamela Konstantakis as exempt employees pursuant to Resolution R 2014-18.
Mr. Bufalini Second the motion

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

Mr. Kusnir Motion to approve Resolution R 2014-19, Hopewell Township, Beaver County, Pennsylvania, A Resolution of the township of Hopewell, Beaver County, Pennsylvania, re-approving the Olivia Estates Plan- 1st Amendment Re-Subdivision Lot 2, known as Olivia Estates Subdivision plan being a resubdivision of Lot 2 into 4 lots located on Joseph Drive, Hopewell Township, in accordance with the zoning ordinance and the subdivision & land development ordinance (Nos 2004-1 and 91-02 respectively) previously approved as Resolution No. R2014-10.
Mr. Bufalini Second the motion

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

Mr. DiPietro Motion to raise the credit limit on Recreation Director Pam Fiejdasz' ESB Charge Card from \$3,000.00 to \$5,000.00.
Mr. Bufalini Second the motion

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

Mr. Kusnir Motion to adopt the newly revised Chain of Command flow chart, as reviewed and approved by The Board of Commissioners to include adding the title and associated duties of Assistant Manager to the Township Engineer.
Mr. Tranelli Second the Motion

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

Motion Carried

9:40pm **CITIZEN'S FORUM – No Comments**

9:44pm **OLD BUSINESS None**

9:44pm **NEW BUSINESS None**

9:45pm **EXECUTIVE SESSION IN**

10:05pm **EXECUTIVE SESSION OUT**

ADDITIONAL BUSINESS MOTIONS MADE AFTER EXECUTIVE SESSION

Mr. Tranelli Motion to initiate the process for the promotion to fill the position of Police Lieutenant in Accordance with the Hopewell Township Civil Service Rules and Regulations.

Mr. Kusnir Second the Motion

Roll Call Vote:

Mr. Tranelli Yes

Mr. Ciccone Absent

Mr. DiPietro Yes

Mr. Kusnir Yes

Mr. Bufalini Yes

Motion Carried

10:06pm **ADJOURNMENT**

Mr. Kusnir Motion to adjourn

Mr. Tranelli Second the motion

Voice Vote: All in favor

Motion Carried

Minutes Recorded by: Norm Kraus, Jr. 10/13/14
Minutes prepared by Norm Kraus, Jr. 10/14/14