

TOWNSHIP OF HOPEWELL
BOARD OF COMMISSIONERS
Beaver County, Pennsylvania
January 12th, 2015
WORKSHOP MEETING MINUTES

- 6:32 PM **Call to Order**
Workshop Meeting Called to Order by President Richard Bufalini. President Bufalini indicated that the meeting is being recorded.
- 6:32 PM **Roll Call**
President Richard Bufalini – In Attendance
Vice President Joe Kusnir – In Attendance
Commissioner David Ciccone – In Attendance
Commissioner Nick DiPietro – In Attendance
Commissioner Gary Tranelli – In Attendance
- Others Present**
Marie Stratakis Hartman, P.E., Engineer/Assistant Manager
Michael B. Jones (McMillen, Urick, Tocci, Fouse & Jones, P.C.), Township Solicitor
(Arrived at 7:08 PM)
- 6:33 PM **Engineer’s Report**
Marie Stratakis Hartman, P.E., Engineer’s Report Submitted and On File.
- 6:52 P.M. **Citizen’s Comments**
No Citizen Comments Pertaining to the Workshop Agenda.
- 6:52 PM **Business Agenda**
- Commissioner Kusnir: Motion to approve the Workshop Meeting Minutes from the December 8th, 2014 Workshop Meeting.
- Commissioner DiPietro: Second the Motion.
- Roll Call Vote:**
- Commissioner Bufalini Yes
 Commissioner Kusnir Yes
 Commissioner DiPietro Yes
 Commissioner Ciccone Yes
 Commissioner Tranelli Yes
 Motion Carried
- Commissioner Ciccone: Motion to approve the List of Bills dated January 12th, 2015 as presented. State Fund-\$252.99; General Fund-\$63,315.72; Sewer Fund-\$26,304.85.
- Commissioner Tranelli: Second the Motion.
- Roll Call Vote:**
- Commissioner Bufalini Yes-Abstain from Check No. 43753
 Commissioner Kusnir Yes
 Commissioner DiPietro Yes
 Commissioner Ciccone Yes
 Commissioner Tranelli Yes
 Motion Carried

Commissioner Kusnir: Motion to renumber the Resolution Number for Resolution R-2014-20 to R-2014-21. Resolution R-2014-20 regards the Credit Card for Police Chief Uhrmacher. Resolution R-2014-21 regards the 2015 Committed Fund Balance.

Commissioner Tranelli: Second the Motion.

Roll Call Vote:

Commissioner Bufalini Yes
Commissioner Kusnir Yes
Commissioner DiPietro Yes
Commissioner Ciccone Yes
Commissioner Tranelli Yes
Motion Carried

Commissioner Kusnir: Motion to approve payment of \$100.00 to Lenzer Tour and Travel/A Coach USA Company for the Christmas Spectacular Bus Tour on December 8th, 2015 per budget line item 1-454-473.

Commissioner Ciccone: Second the Motion.

Roll Call Vote:

Commissioner Bufalini Yes
Commissioner Kusnir Yes
Commissioner DiPietro Yes
Commissioner Ciccone Yes
Commissioner Tranelli Yes
Motion Carried

Commissioner Tranelli: Motion to approve payment of \$165.00 to the National Recreation and Park Association for membership dues for Pam Fiejasz per budget line item 1-454-190.

Commissioner Bufalini: Second the Motion.

Roll Call Vote:

Commissioner Bufalini Yes
Commissioner Kusnir Yes
Commissioner DiPietro Yes
Commissioner Ciccone Yes
Commissioner Tranelli Yes
Motion Carried

Commissioner Ciccone: Motion to approve payment of \$255.00 to Kahuna Balloona & Co. for the Easter Egg Hunt on March 28th, 2015 per budget line item 1-454-472.

Commissioner DiPietro: Second the Motion.

Roll Call Vote:

Commissioner Bufalini Yes
Commissioner Kusnir Yes
Commissioner DiPietro Yes
Commissioner Ciccone Yes
Commissioner Tranelli Yes
Motion Carried

7:01 PM

Items for Discussion

The Board of Commissioners discussed the request submitted by Attorney Mark. A. Ciccarelli on behalf of the Independence Square Community Services Association, Inc. dated December 23rd, 2014 requesting a formal hearing before the Board of Commissioners to consider a variance request to reduce the required right-of-way width along certain roadways from 50' as required by Hopewell Township Ordinance to 30'. Attorney Mike Jones informed that the Board of Commissioners is the proper venue for this request, as this request involves a variance to the Subdivision and Land Development Ordinance. At the variance hearing, Attorney Mark A. Ciccarelli will present his information as to why a variance is being requested. The Board of Commissioners will hear the information, discuss it, and issue a decision at a later date. Attorney Mike Jones will schedule the variance hearing for the February 9th, 2015 Workshop Meeting.

The Board of Commissioners discussed the information submitted by Park Superintendent Carl Wagner concerning Park Maintenance Summer Workers and Park Maintenance Overtime. Carl Wager indicated that the workload for the summer maintenance workers was increased for 2015; the number of Recreation events requiring maintenance workers has increased; but the budget amounts have decreased. The number of summer workers was reduced from six (6) in 2013 to four (4) in 2014. Carl Wagner would like six (6) summer workers for 2015 due to the increased work load and the projects that he would like to undertake in-house. The Board of Commissioners asked Marie Hartman to evaluate the figures and report back to the Board of Commissioners.

7:08 PM

Citizen's Forum

No Comments.

7:09 PM

Additional Business Agenda Motions

Commissioner Kusnir: Motion to approve Resolution 2015-01, a Resolution of the Township of Hopewell, Beaver County, Pennsylvania, approving the McDonalds, USA, LLC Land Development Plan. This Land Development Plan involves the following revisions to the existing approved site plan for Tax Parcel No. 65-020-0119.000: relocation of the Trash Enclosure; 966 SF Building Addition; 27 SF Cash Booth Addition; 67 SF Freezer Cooler Addition; Parking reconfiguration; Drive Thru reconfiguration including the installation of two (2) ordering stations and two (2) Drive Thru lanes. No Subdivision activities are being proposed. All proposed improvements are in accordance with Hopewell Township's *Zoning Ordinance* and *Subdivision and Land Development Ordinance* (2004-1 and 91-2, respectively).

Commissioner Tranelli: Second the Motion.

Roll Call Vote:

Commissioner Bufalini	Yes
Commissioner Kusnir	Yes
Commissioner DiPietro	Yes
Commissioner Ciccone	Yes
Commissioner Tranelli	Yes
Motion Carried	

Commissioner Ciccone: Motion to approve Resolution 2015-02, a Resolution of the Township of Hopewell, Beaver County, Pennsylvania, approving the Bhakti H. Yadav Subdivision Plan. This Subdivision Plan involves the combination of three (3) lots into one (1) lot. Tax Parcel #65-007-0500 (Lot #105) and Tax Parcel #65-007-0501 (Lot #106 and Lot #107) will be combined and owned by Bhakti H. Yadav, 105 Cherry Alley, Aliquippa, PA 15001. No Land Development activities are being proposed. All proposed revisions are in accordance with Hopewell Township's *Zoning Ordinance* and *Subdivision and Land Development Ordinance* (2004-1 and 91-2, respectively).

Commissioner DiPietro: Second the Motion.

Roll Call Vote:

Commissioner Bufalini	Yes
Commissioner Kusnir	Yes
Commissioner DiPietro	Yes
Commissioner Ciccone	Yes
Commissioner Tranelli	Yes

Motion Carried

7:12 PM

Additional Items for Discussion

The Board of Commissioners discussed the invoice in the amount of \$217.08 from SESAC, Inc. for music copyright fees. The Board of Commissioners believe that it is the performer's obligation to pay the music copyright fee, not the responsibility of Hopewell Township. The solicitor agrees. Commissioner Kusnir has some knowledge of this matter, as he has dealt with this subject at his place of employment. The solicitor will investigate this matter and report back to the Board of Commissioners. Action on this matter has been tabled.

7:20 PM

New Business

The Board of Commissioners discussed the maintenance of private alleys and private roadways. Presently, executed Maintenance Agreements have been received and approved by the Board of Commissioners for Second Alley (Between Croxall and Ridgeway) on 12/22/2008; First Street (Morrow Way to Paula Iacobucci's driveway) on 10/22/2012; and Robin Street (Brodhead Road to End) on 06/12/2012. First Street and Robin Street are the primary and only access to the homes on those roads. Also, executed Maintenance Agreements have been submitted for Orchard Avenue (End of Emerson Avenue); Smith Alley (Behind Brodhead Road); and the Alley between West Main Street and West Irwin Street (2400 Block). These Maintenance Agreements have not been accepted by the Board of Commissioners.

The Board of Commissioners discussed having different language in the Maintenance Agreements for a private road that is the primary and only access to resident's property; and an alley that serves the rear garage of properties that have a primary access on a public roadway. The Board of Commissioners acknowledged that the three (3) pending Maintenance Agreements have been executed without the prior direction and approval of the Board of Commissioners.

The Board of Commissioners discussed the procedure to be followed in that residents must first approach the Board of Commissioners. The Board of Commissioners will direct the Engineer to investigate the road and prepare the Maintenance Agreement. Commissioner Kusnir indicated that sometime in the past, the process was changed and the requests were not being brought before the Board of Commissioners for evaluation. Engineer Hartman indicated that former Manager Andy Brunette directed her to prepare the Maintenance Agreement for incoming requests.

The Board of Commissioners discussed having two (2) different Maintenance Agreements with different language for primary and only access to the homes, and secondary access to rear property garages. Solicitor Mike Jones and Engineer Marie Hartman will review the three (3) executed agreement to confirm that the language is acceptable; and prepare tow (2) different prototype agreements. The primary and only access Maintenance Agreement will provide different municipal commitments than secondary access Maintenance Agreements.

Commissioner DiPietro: Motion to approve Resolution 2015-03, a Resolution of the Township of Hopewell, Beaver County, Pennsylvania, recognizing Daniel James Palmer, who successfully completed his BSA Eagle Scout ranking and conveying our appreciation to him for his service to the community by organizing an Electronic Waste Recycling Drive, which was held on Saturday, October 25th, 2014. This project was very well received by the residents of Hopewell Township, who brought items to fill thirty-one pallets. Also, we are grateful for his support of the "Rec-on-the-Run" program of the Hopewell Township Parks and Recreation Department, which he supported with a generous financial gift from the remaining funds collected through his Eagle Scout electronic recycling project.

Commissioner Bufalini: Second the Motion.

Roll Call Vote:

Commissioner Bufalini Yes
Commissioner Kusnir Yes
Commissioner DiPietro Yes
Commissioner Ciccone Yes
Commissioner Tranelli Yes
Motion Carried

Commissioner DiPietro: Motion to approve Resolution 2015-04, a Resolution of the Township of Hopewell, Beaver County, Pennsylvania, recognizing Adam William Davenport, who successfully completed his BSA Eagle Scout ranking, for which he designed and constructed a gazebo at Hopewell Community Park for the use and pleasure of the residents of Hopewell Township and all others who enjoy the Park. Also, we are grateful for his financial gift from the remaining funds raised through his Eagle Scout gazebo project which will be used to enhance recreation programming in the year 2015.

Commissioner Kusnir: Second the Motion.

Roll Call Vote:

Commissioner Bufalini Yes
Commissioner Kusnir Yes
Commissioner DiPietro Yes
Commissioner Ciccone Yes
Commissioner Tranelli Yes
Motion Carried

Commissioner Ciccone: Motion to approve Resolution 2015-05, a Resolution of the Township of Hopewell, Beaver County, Pennsylvania, recognizing and paying special tribute to Lois Davie and to convey our overwhelming appreciation and gratitude for her humanitarian efforts provided to the beautification and improvement of Hopewell Community Park. Mrs. Davie's numerous volunteer hours at Hopewell Community Park events have brought smiles to the faces and joy to the hearts of thousands of children and adults. Her concern and love for Hopewell Township is evidenced through her visits and regular cookie deliveries to the Municipal Offices and other community businesses. It is through her generosity that Lois has earned the distinction of our "Robert Steigerwald Volunteer of the Year Award" for the year 2014. This honor is presented yearly by the Hopewell Township Board of Parks and Recreation to a worthy citizen of Hopewell Township who volunteers self-sacrificing hours and conveys the same high morals and convictions of our friend, Bob Steigerwald.

Commissioner Tranelli: Second the Motion.

Roll Call Vote:

Commissioner Bufalini	Yes
Commissioner Kusnir	Yes
Commissioner DiPietro	Yes
Commissioner Ciccone	Yes
Commissioner Tranelli	Yes

Motion Carried

Commissioner DiPietro presented the following as New Business:

- Arrangements for the Volunteer Brunch at The Fez are being finalized.
- At the next meeting, a motion will be needed to place a half-page advertisement in the Musical. The Park Board will place a full-page advertisement in the Musical.
- Normally, the fireworks contractor that is used for Parkfest is either Zambelli or Pyrotechnics. We typically choose the lower proposal. Last year we used Pyrotechnics and everyone seemed pleased. The Board of Commissioners has been satisfied with both contractors. Selection will continue to be based upon proposal price.
- The Park Board is considering having a Monte Carlo Night or Night at the Races or a Small Games of Chance ticket. Attorney Mike Jones is looking into requirements and legalities of these fundraisers.
- Applications for summer employees are being received.
- Commissioner DiPietro suggested that the advertisements on the web site be separated by department within their specific header. Recently, the Fire Department advertising for their Breakfast with Santa and the Park Board advertising for their Visit with Santa were a bit confusing as portrayed on the web site.
- A request was made to Commissioner DiPietro for porta-john placement at the new tennis court, blue booth across the street from the new tennis court, public tennis courts, and Sharon Grange Playground. Discussion ensued regarding whether the Township or School schedules the delivery of the porta-johns and payment of the cost of the porta-johns. Engineer Marie Hartman will research this information.

- The YMCA provides a free lunch program to the Rec-on-the-Run.
- Chillin' in the Park will be Saturday, January 24th, 2015.
- Pavilion Rentals will be held on Monday, February 16th, 2015.
- San Rocco Committee has elected not to hold their functions at Hopewell Community Park, after evaluating a spreadsheet of data. They will hold their functions at Taddio Park.

7:52 PM

Old Business

No Old Business to discuss.

7:55 PM

Executive Session In

An Executive Session was held to discuss Office Personnel issues.

8:29 PM

Executive Session Out

8:29 PM

Adjournment

Commissioner Ciccone: Motion to Adjourn.

Commissioner Tranelli: Second the Motion.

Voice Vote:

All in Favor

Motion Carried

Minutes Recorded By: Marie S. Hartman 01/12/2015
 Minutes Prepared By: Marie S. Hartman 01/14/2015