

HANOVER TOWNSHIP
BOARD OF COMMISSIONERS
JANUARY 12, 2015
****MINUTES****

The Hanover Township Board of Commissioners conducted a public meeting on January 12, 2015 at the Municipal Building, 1267 Sans Souci Parkway, Hanover Township, Luzerne County, Pennsylvania. The Chairman called the meeting to order at 7:00 PM.

PRESENT: Commissioners George W. Bowers, Frank J. Ciavarella, Russell P. Davis, William L. Howatt, Jeffrey P. Lewis, Michael D. Mazur, Albert J. Bagusky.

ANNOUNCEMENTS

Prior to this evenings meeting and on January 5, 2015 an Executive Session was held to discuss personnel and legal matters.

Hanover Township is seeking individuals that are available for the position of "Fill-In" Crossing Guards. This position would be on an as-needed basis. Anyone that is interested needs to please complete an Employment Application at the Township Administration Office.

John Bierle, St. Mary's Road addressed the Board regarding study from the state regarding speeding on St. Mary's Road.

DEPARTMENT REPORTS

SECRETARY'S REPORT

Motion by Mazur, secc. Lewis that the Secretary's Report for the month of December 2014 be accepted and filed. The report indicated that Executive Sessions of the Board were conducted on December 8, 2014 and December 15, 2014 to discuss personnel and possible litigation. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

MANAGER'S REPORT

Motion by Mazur, secc. Lewis that the Manager's Report for the month of December 2014 be accepted and filed. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

DEPARTMENT REPORTS

Motion by Mazur, secc. Lewis that the reports from the Police, Road, Fire Department, Code Enforcement Office and Health Officer for the month of December 2014 be accepted and filed. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

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TREASURER’S REPORT

Motion by Mazur, secc. Lewis that the Treasurer’s report for the month of December 2014 be accepted and filed. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

MINUTES OF MEETING OF DECEMBER 15, 2014

Motion by Mazur, secc. Lewis that the minutes of the meeting of December 15, 2014 be accepted and filed. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

LIST OF BILLS

Motion by Mazur, secc. Lewis that the list of bills for the month of December 2014 be accepted and filed. On the motion the following voted yes: Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. Voting No: Ciavarella. MOTION CARRIED.

PRIOR APPROVAL OF BILLS

Motion by Mazur, secc. Lewis that the proper officers are authorized to pay payroll and those bills at a discount or that accrue a penalty between meetings. Bills paid by this procedure will be presented at the next meeting. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

COMMUNICATIONS

Motion by Mazur, secc. Lewis that the communications for the month of December 2014 be accepted and filed. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

HIRING – TEMPORARY LABORER

Motion by Davis, secc. Mazur that Mike Graboske be hired as a temporary laborer in the Public Works Department effective January 15, 2015 to February 13, 2015 at a rate of \$10.00 per hour for a maximum of twenty eight (28) hours per week. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

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HIRING – TEMPORARY LABORER

Motion Davis, secc. Mazur that Scott Meeker be hired as a temporary laborer in the Public Works Department effective January 15, 2015 to February 13, 2015 at a rate of \$10.00 per hour for a maximum of twenty eight (28) hours per week. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky.
MOTION CARRIED.

HIRING – TEMPORARY LABORER

Motion by Davis, secc. Mazur that Anthony Glzenski be hired as a temporary laborer in the Public Works Department effective January 15, 2015 to February 13, 2015 at a rate of \$10.00 per hour for a maximum of twenty eight (28) hours per week. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky.
MOTION CARRIED.

HIRING – TEMPORARY LABORER

Motion by Davis, secc. Mazur that Dillon Ropetski be hired as a temporary laborer in the Public Works Department effective January 15, 2015 to February 13, 2015 at a rate of \$10.00 per hour for a maximum of twenty eight (28) hours per week. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky.
MOTION CARRIED.

HIRING – TEMPORARY LABORER

Motion by Davis, secc. Mazur that Ben Hultz be hired as a temporary laborer in the Public Works Department effective January 15, 2015 to February 13, 2015 at a rate of \$10.00 per hour for a maximum of twenty eight (28) hours per week. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky.
MOTION CARRIED.

HIRING – TEMPORARY FIRE TRUCK DRIVERS

Motion by Davis, secc. Mazur that Raymond Masher, John Marczak, Dwayne Taggart, Joseph Temerantz, Jeffrey Sebecky, Chris Weaver, Dan Wegrzynowicz and Robert Williams be hired as temporary as needed drivers in the Hanover Township Fire Department at Stations #2, #5 and #6 effective January 15, 2015 to February 13, 2015 at a rate of \$10.00 per hour for a maximum of twenty (28) hours per week, per individual. Total of all combined temporary as needed drivers shall not exceed ninety (90) hours per week. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

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EMERGENCY MEDICAL LEAVE

Motion by Davis, secc. Mazur that emergency medical leave be approved for Road Department Laborer John Yodsnukis from 11-12-2014 to 12-09-2014. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

ORDINANCE NO. 001-2015 WEIGHT RESTRICTION ON BREAKER ROAD

Motion by Davis, secc. Mazur that ordinance no. 001-2015 establishing a maximum vehicle weight restriction to portions of Breaker Road be adopted as advertised. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

ZONING ORDINANCE UPDATE COMMITTEE

Motion by Bowers, secc. Mazur that the following individuals be appointed to the Zoning Ordinance Update Committee – Commissioner William Howatt, Township Manager Samuel Guesto, Township Solicitor Robert Davison, Planning Commission Member George Antall, Assistant Zoning Officer Mark Bienias, and Community Member Regina Sekol. This Committee will engage with the Consultants to Update the Township Zoning Ordinance. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

Commissioner Howatt stated his voted was yes with the exception of himself.

COMMISSIONER MEETING SCEHDULE FOR 2015 CALENDAR YEAR

Motion by Bowers, secc. Mazur that the meeting schedule for the Hanover Township Board of Commissioners for calendar year 2015 be approved as advertised. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

APPOINTMENT VACANCY BOARD CHAIRMAN

Motion by Bowers, secc. Mazur that John Marut be appointed Vacancy Board Chairman for a term of one (1) year effective January 1, 2015. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

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APPONITMENT OF ZONING HEARING BOARD

Motion by Bowers, secc. Mazur that Tom Landon be appointed to the Hanover Township Zoning Hearing Board for a term of two (2) years effective January 1, 2015 at a salary per the 2015 Salary and Compensation Resolution. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

APPONITMENT OF ZONING HEARING BOARD

Motion by Bower, secc. Mazur that Richard Hummer be appointed to the Hanover Township Zoning Hearing Board for a term of two (2) years effective January 1, 2015 at a salary per the 2015 Salary and Compensation Resolution. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

APPONITMENT OF ZONING HEARING BOARD

Motion by Bowers, secc. Mazur that Frank Rinkevich be appointed to the Hanover Township Zoning Hearing Board for a term of two (2) years effective January 1, 2015 at a salary per the 2015 Salary and Compensation Resolution. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

ACCEPTANCE OF RESIGNATION

Motion by Bowers, secc. Mazur to accept the resignation of Attorney James Pyrah of Pyrah/Stevens Law Firm as Hanover Township Zoning Hearing Board Solicitor, effective 12-31-2014. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

ACCEPTANCE OF RESIGNATION

Motion by Bowers, secc. Mazur to accept the resignation of Attorney John Zelinka of Rosenn Jenkins & Greenwald, Attorneys at Law, as Planning Commission Solicitor, effective 1-09-2015. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

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APPONITMENT OF ZONING HEARING BOARD SOLICITOR

Motion by Bowers, secc. Mazur that John Zelinka be appointed as the Hanover Township Zoning Hearing Board Solicitor for a term of January 13, 2015 to December 31, 2015 at a salary per the 2015 Salary and Compensation Resolution. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

APPONITMENT OF PLANNING COMMISSION SOLICITOR

Motion by Lewis, secc. Mazur that Sam Sanguedolce be appointed as the Hanover Township Planning Commission Solicitor for a term of January 13, 2015 to December 31, 2015 at a salary per the 2015 Salary and Compensation Resolution. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

APPONITMENT OF CIVIL SERVICE COMMISSION SOLICITOR

Motion by Lewis, secc. Mazur that Mike Blazick be appointed as the Hanover Township Civil Service Commission Solicitor for a term of January 13, 2015 to December 31, 2015 at a rate of \$147 per meeting plus costs incurred for legal research. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

HAZARD MITIGATION ADVISORY COMMITTEE

Motion by Lewis, secc. Mazur that George Bowers be appointed to the Hazard Mitigation Advisory Committee for a term of on year effective January 1, 2015. On the motion the following voted yes: Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky. Abstain: Bowers. MOTION CARRIED.

RESOLUTION NO. 001-2015 – A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF HANOVER AUTHORIZING THE ISSUANCE OF A TAX AND REVENUE ANTICIPATION NOTE, SERIES 2015.

Motion by Lewis, secc. Mazur that Resolution No. 001-2015 authorizing the issuance of a \$900,000 Tax and Revenue Anticipation Note from ESSA Bank for the Township of Hanover be approved as submitted. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

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AUTHORIZATION TO SEEK FINANCING QUOTES

Motion by Lewis, secc. Mazur that the Township Secretary be and is hereby authorized to solicit quotes for the financing of the 2015 AWD Police Vehicle at a cost of \$37,476.00 and present the sealed quotes to the Board to be opened at the February 2, 2015, work session. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

REILLY INVOICE NO. 25

Motion by Lewis, secc. Mazur that Reilly Invoice No. 25 in the amount of \$22,273.31 for the Sanitary Sewer Extension Project be approved for payment and submission of this payment to PennVest for reimbursement be processed. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

DELTA DENTAL GROUP

Motion by Lewis, secc. Mazur that the Chairman be and is hereby authorized to sign the Delta Dental Service Contract for the period of January 1, 2015 to December 31, 2015. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

SAFE SCHOOL COMMITTEE

Motion by Lewis, secc. Mazur that the following individuals be appointed to the Safe Schools Committee. Police Chief Albert Walker, Township Manager Samuel Guesto, Community Stakeholder Robert Biscontini, Business Community Stakeholder Frank Sokola, School District Superintendent Andrew Kuhl, High School Principle Daniel Malloy and a Student to be named each month. This Committee will provide the ongoing efforts of the Safe School Initiative including stakeholder involvement and create avenues for sustainability. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

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Motion by Lewis, secc. Mazur that Patricia Gurnari be hired as a substitute crossing guard pending background investigation. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

Commissioner Ciavarella stated he reviewed the reports from the code enforcement office and would like to thank them for doing a wonderful job. The volunteer fire department answered 785 calls and wanted to thank them also.

ADJOURNMENT

Motion by Lewis, secc. Davis to adjourn the meeting. On the motion the following voted yes: Bowers, Ciavarella, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

Donna M. Makarczyk, Secretary