

**HANOVER TOWNSHIP  
BOARD OF COMMISSIONERS  
APRIL 11, 2016  
\*\*MEETING\*\***

The Hanover Township Board of Commissioners conducted a public meeting on April 11, 2016 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 Andrejko, George Bowers, Russell Davis, William Howatt, Jeffrey Lewis, Michael Mazur, Albert Bagusky.

**ANNOUNCEMENTS**

The Board of Commissioners are pleased to announce that the Federal Emergency Management Agency has informed Hanover Township that it will retain the current rating for floodplain management activities. This will enable qualified flood insurance policy holders to receive a 5% discount in premium costs. This is a tangible result of the flood mitigation activities Hanover Township implements to protect lives and reduce property damage. The Board would also like to thank Emergency Management Coordinator Dave Lewis for his efforts with this application.

**SWEARING IN OF POLICE OFFICER – Officer Connor Duffy**

John McLaughlin, 631 Fellows Avenue addressed the Board regarding the zoning ordinance.

Sam Falcone, addressed the Board regarding the zoning ordinance.

Jeff Balardi, addressed the Board regarding the zoning ordinance.

**DEPARTMENT REPORTS**

**SECRETARY’S REPORT**

Motion by Mazur, secc. Lewis that the Secretary’s Report for the month of March 2016 be accepted and filed. The report indicated that Executive Sessions of the Board were conducted on March 7, 2016 and March 14, 2016 to discuss personnel and possible litigation. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

**MANAGER’S REPORT**

Motion by Mazur, secc. Lewis that the Manager’s Report for the month of March 2016 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

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### **DEPARTMENT REPORTS**

Motion by Mazur, secc. Lewis that the reports from the Police, Road, Sewer, Fire Department, Code Enforcement Office and Health Officer for the month of March 2016 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

### **MINUTES OF MEETING OF MARCH 14, 2016**

Motion by Mazur, secc. Lewis that the minutes of the meeting of March 14, 2016 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

### **LIST OF BILLS**

Motion by Mazur, secc. Lewis that the list of bills for the month of March 2016 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. 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: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

### **COMMUNICATIONS**

Motion by Mazur, secc. Lewis that the communications for the month of March 2016 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

### **HIRING – TEMPORARY LABORERS**

Motion by Mazur, secc. Lewis that Mike Graboske, Ben Hultz, Dillon Ropetski, Marc McEvoy, Richard Colarusso, Patrick Wallace & Thomas Tryba be hired as a temporary laborer in the Public Works Department effective April 14, 2016 to May 14, 2016 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: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

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**HIRING – TEMPORARY FIRE TRUCK DRIVERS**

Motion by Davis, secc. Mazur that Raymond Masher, John Marczak, Dwayne Taggart, Joseph Temerantz, Chris Weaver, Dan Wegrzynowicz, Robert Williams, John Engleman and Sean Reilly be hired as temporary as needed drivers in the Hanover Township Fire Department at Stations #2, #5 and #6 effective April 14, 2016 to May 14, 2016 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: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

**MUNICIPAL SALT SHED PROJECT**

Motion by Davis, secc. Mazur that based upon the recommendation of the Township Engineer, to award the Municipal Salt Shed Project to Hanover Nursery at a total cost of \$39,900.00 and that the Township Engineer will send the specifications out to Penn DOT for authorization to utilize liquid fuels funds for the project. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

**MUNICIPAL GARAGE DOORS REPLACEMENT PROJECT**

Motion by Davis, secc. Mazur that based upon the recommendation of the Township Engineer, to award the Municipal Garage Doors Replacement Project to All Door Sales Inc. at a total cost of \$68,600.00. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

**EMERGENCY SEWER LINE WORK – SOLOMON CREEK INTERCEPTOR REPAIR**

Motion by Davis, secc. Mazur that based upon the recommendation of the Township Engineer that the emergency work on the Solomon Creek Interceptor for cleaning of the line be awarded to Utility Services Group at a cost of \$56,400.00. This work will be conducted and paid for according to the Cost-Sharing Agreements with both Ashley Borough and Wilkes-Barre Township. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

**EMERGENCY SEWER LINE BYPASS PUMPING– SOLOMON CREEK INTERCEPTOR**

Motion by Davis, secc. Mazur that based upon the recommendation of the Township Engineer that the emergency bypass pumping for work on the Solomon's Creek Interceptor be awarded to Godwin Company at a cost of \$25,735.50.00 and also include a manhole plug rental of \$888.00. This work will be conducted and paid for according to the Cost-Sharing Agreements with both Ashley Borough and Wilkes-Barre Township. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

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**ACCEPTANCE OF FINAL PLANS AND SPECIFICATIONS – NEW FIREHOUSE**

Motion by Andrejko, secc. Davis that the final plans and specifications for the new firehouse prepared by Quad III on February 15, 2016 be accepted and submitted to the USDA for review. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

**REQUEST TO ATTEND TRAINING – CHIEFS OF POLICE ASSOCIATION**

Motion by Andrejko, secc. Davis to approve the request from Police Chief Albert Walker to attend the Chiefs of Police Association Training Conference. Total cost of training is \$809.35 and will be expensed from budget line 410.420. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

**REQUEST TO ATTEND TRAINING - GLOBAL THREAT REDUCTION INITIATIVE TRAINING  
ON PERSONAL RADIATION DEVICES**

Motion by Andrejko, secc. Davis that upon the recommendation of Police Chief Albert Walker that Officer Donald Mantush be authorized to attend Global Threat Reduction Initiative training on Personal Radiation Devices in Oak Ridge, Tenn. May 23 and 24th, 2016 in Cooperation with the American Red Cross. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

**MUNICIPAL GARAGE ROOF REPLACEMENT PROJECT – CHANGE ORDER #1**

Motion by Andrejko, secc. Davis that upon the recommendation of the Township Engineer, to approve Change Order #1 for Tim Bayless Remodeling in the amount of \$3,235.00. This additional amount is for 1,294 square feet of additional replacement decking. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

**MUNICIPAL GARAGE ROOF REPLACEMENT PROJECT – PAYMENT APPLICATION #2 &  
WARRANTY**

Motion by Andrejko, secc. Davis that upon the recommendation of the Township Engineer, to approve Payment Application #2 to Tim Bayless Remodeling in the amount of \$31,585.75 for the Municipal Garage Roof Replacement and that the Township Manager be and is hereby authorized to sign the warranty for the same. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

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**WEST LIBERTY STREET STOP SIGN REPORT**

Motion by Bowers, secc. Mazur based upon the recommendation of the Township Engineer, that in accordance with the final report for West Liberty Street a Double Yellow line be painted on West Liberty Street for vehicle travel control and that the Solicitor be and is hereby authorized to draft an Ordinance establishing and authorizing the placement of a stop sign at the intersection of Petros Lane and West Liberty Street. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

**SOUTH VALLEY PARKWAY PROJECT – SEWER LINE REPLACEMENT**

Motion by Bowers, secc. Mazur that based upon the recommendation of the Township Manager, to authorize the replacement of approximately 350 feet of an 18” terracotta sewer line and manholes with a 21” new SDR-35 sewer line and manholes through and by the Pennsylvania Department of Transportation near the South Valley Parkway Project and to provide authorization for Alternate Township Engineer Reilly & Associates to provide survey and design services at a cost not to exceed \$4,000.00. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

**HANOVER TOWNSHIP GENERAL OBLIGATION NOTES - Series A, B and C of 2016**

Motion by Bowers, secc. Mazur that upon the recommendation of Bond Counsel Stevens & Lee, the authorization of the enactment by the Board of Commissioners of the Township of Hanover of Ordinance No. 006-2016 authorizing certain actions to be taken and approving the execution of documentation in connection with the issuance of the Township’s \$2,277,933 aggregate principal amount General Obligation Notes, Series A, B, and C of 2016 and the incurrence of the debt associated therewith for the purposes of funding a project consisting of the following: (1) planning, designing, acquiring, constructing, installing, furnishing and equipping of a new fire station of the Township; (2) purchasing two new vehicles; and (3) paying the costs and expenses of issuing the Notes, all as more fully described in the complete text of the Ordinance and that the Chairman is authorized to sign any and all documents. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

**UNPAID LEAVE OF ABSENCE – ROAD DEPARTMENT EMPLOYEE**

Motion by Lewis, secc. Mazur that based upon the recommendation of labor counsel, that the Board of Commissioners authorize (a) an unpaid leave of absence to John Yodsnuikis, of up to 90 days, starting March 29, 2016, as permitted under Articles XIII and XIV of the Union Contract, and contingent upon the Township receiving by April 29, 2016, appropriate documentation supporting the need for leave; (b) that COBRA paperwork be sent in connection with Mr. Yodsnuikis’ absence from work; (c) that any return to work by Mr. Yodsnuikis be in accordance

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with Township requirements and applicable law; and (d) that if Mr. Yodsnukis or his representative fails to provide the supporting documentation referenced in (a) above by April 29, 2016, Mr. Yodsnukis' employment with Hanover Township will end effective April 30, 2016. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

**HEALTH CARE LETTER OF REQUEST – ROAD DEPARTMENT EMPLOYEE**

Motion by Lewis, secc. Mazur that based upon the recommendation of Labor Counsel, to authorize the sending of COBRA paperwork in response to the request for extended health care coverage from James Wickkiser. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

**APPROVAL OF WILKES-BARRE CITY/HANOVER TOWNSHIP INDEMNITY AGREEMENT-DIVERSION OF FLOW INTO THE CITY'S SANITARY LINE**

Motion by Lewis, secc. Mazur that the Chairman be and is hereby authorized to sign, on behalf of the Township of Hanover, the Wilkes-Barre City/Hanover Township Indemnity Agreement providing for the Township's diversion of flow from the Township sanitary sewer line along Division Street into the city's sanitary sewer line to enable the repair of the Keith Street Siphon section of the said Township sanitary line and obligating the Township to indemnify the City of Wilkes-Barre in connection with the same. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

**AUTHORIZATION TO COMMENCE LEGAL ACTION**

Motion by Lewis, secc. Mazur that the Solicitor be and is hereby authorized to commence all legal action necessary to obtain access to the Township's Sanitary Sewer Line Easement to enable emergency repair of said line located at 28 Keith Street, Hanover Township. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

**ZONING HEARING BOARD**

Motion by Lewis, secc. Mazur to accept the letter of resignation from Frank Rinkevich, Sr. from the Zoning Hearing Board effective April 11, 2016. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

Motion by Lewis, secc. Mazur to authorize the Township Engineer to prepare specifications for First Street and that the Township Secretary be and is hereby authorized to advertise the same. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

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Motion by Lewis, secc. Mazur to authorize Linde Construction to resurface a portion of Mary Street and Everhart Street in cooperation with their water line replacement project for a total of \$12,818.00. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

Motion by Davis, secc. Mazur that Brian McDermott be and is hereby appointed as a member of the Hanover Township Zoning Hearing Board. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

Motion by Davis, secc. Mazur that the Township manager is hereby authorized to generate a formal job description for a Hanover Township Sanitary Sewer Compliance Officer. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

#### **ADJOURNMENT**

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

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Donna M. Makarczyk, Secretary