

**HANOVER TOWNSHIP**  
**BOARD OF COMMISSIONERS**  
**AUGUST 13, 2018**  
**\*\*MINUTES\*\***

The Hanover Township Board of Commissioners conducted a public meeting on August 13, 2018 at the Municipal Building, 1267 Sans Souci Parkway, Hanover Township, Luzerne County, Pennsylvania. The meeting was called to order at 7:00 PM.

**PRESENT:** Commissioners George Andrejko, George Bowers, William Howatt, Ronald Krushnowski, Jeffrey Lewis, Russell Davis.

**ABSENT:** Commissioner Albert Bagusky.

Alan Nice, 293 Lyndwood Avenue addressed the board regarding stop signs on Lyndwood Ave & Delaney, Lyndwood Ave & Colley.

**DEPARTMENT REPORTS**

**SECRETARY'S REPORT**

Motion by Andrejko, secc. Lewis that the Secretary's Report for the month of July 2018 be accepted and filed. The report indicated that Executive Sessions of the Board were conducted on July 2, 2018 and July 9, 2018 to discuss personnel and possible litigation. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**MANAGER'S REPORT**

Motion by Andrejko, secc. Lewis that the Manager's Report for the month of July 2018 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**DEPARTMENT REPORTS**

Motion by Andrejko, secc. Lewis that the reports from the Police, Road, Sewer, Fire Department, Code Enforcement Office and Health Officer for the month of July 2018 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**TREASURER'S REPORT**

Motion by Andrejko, secc. Lewis that the Treasurer's report for the month of July 2018 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

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**MINUTES OF MEETING OF JULY 9, 2018**

Motion by Andrejko, secc. Lewis that the minutes of the meeting of July 9, 2018 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**LIST OF BILLS**

Motion by Andrejko, secc. Lewis that the list of bills for the month of July 2018 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**PRIOR APPROVAL OF BILLS**

Motion by Andrejko, 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, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**COMMUNICATIONS**

Motion by Andrejko, secc. Lewis that the communications for the month of July 2018 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**HIRING – TEMPORARY LABORERS**

Motion by Andrejko, secc. Lewis that Marc McEvoy, Patrick Wallace, Thomas Tryba, Jerry Dunn & Mike Welebob be hired as a temporary laborer in the Public Works Department effective August 14, 2018 to September 12, 2018 at a rate of \$12.00 per hour for a maximum of twenty eight (28) hours per week. On the motion the following voted yes: Andrejko, Howatt, Krushnowski, Lewis, Davis. Abstain: Bowers. MOTION CARRIED.

**HIRING – TEMPORARY FIRE TRUCK DRIVERS**

Motion by Bowers, secc. Krushnowski that Raymond Masher, John Marczak, Dwayne Taggart, Dan Wegrzynowicz, Robert Williams, John Engleman, Sean Reilly, Bill McDaniels and Dan Harkenreader be hired as temporary as needed drivers in the Hanover Township Fire Department at the North Station, South Station and Headquarters effective August 14, 2018 to September 12, 2018 at a rate of \$12.00 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, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

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**HIRING – TEMPORARY SUMMER WORKERS**

Motion by Bowers, secc. Krushnowski that Jacob Barber, Justin Kwiatkowski, Brandon Chafin be hired as Temporary Summer Workers at a rate of \$9.00 for grass cutting or \$11.00 for waste collector per hour effective August 14, 2018 to August 31, 2018. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**HIRING – SCHOOL CROSSING GUARDS**

Motion by Bowers, secc. Krushnowski that James Chernavage, Tom Shypulefski, Dorothy Zakrzewski, James Clarke, Brenda June, Mary Houston, James Houston, Audrey Davis, Tammy Marcincavage, MaryLou Lanning and Craig Roberts, Patricia Gurnari and Anthony Monico be hired as a crossing guards for the 2018-2019 school year at a salary as per the 2018 Salary and Compensation Resolution. Training and scheduling will be provided by Chief Walker. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**APPROVAL -ABATEMENT OF PENALTY & 50% INTEREST**

Motion by Bowers, secc. Krushnowski that based on the recommendation of the Township Business Privilege Tax Collector, e-Collect Plus LLC, to abate the penalty and 50% of the interest in the total amount of \$2,494.94 for Latona Trucking Inc. for the years 2014, 2015 and 2016. Hanover Township will collect the payments and interest in the amount of \$9,176.43. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**INVOICES – BORTON LAWSON ENGINEERING**

Motion by Bowers, secc. Krushnowski to authorize the payment of Township Engineer Borton Lawson Invoices referenced as 2018 – 30 thru 36 for various projects in the amount of \$11,533.47. These will be paid through various funds and grants including from the Sewer Fee Account, Liquid Fuels and the Special Projects Fund. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**INVOICE – ROBERT DAVISON, ESQUIRE**

Motion by Bowers, secc. Krushnowski to approve the invoice from Robert Davison, Esquire in the amount of \$600.00 for professional services rendered. On the motion the following voted yes: Bowers, Howatt, Krushnowski, Lewis, Davis. Abstain: Andrejko. MOTION CARRIED.

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**INVOICE – BHW INSPECTIONS, LLC**

Motion by Bowers, secc. Krushnowski to approve Invoice No. H18007 in the amount of \$8,781.88 to BHW Inspections, LLC for plan examinations on several projects within Hanover Township. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**INVOICE – SNYDER & CLEMENTE**

Motion by Bowers, secc. Krushnowski to approve Invoice No. 42130 in the amount of \$3,750.00 to Snyder & Clemente for auditing of Local Share Account Grant Contract No. C000062011. This is for the Medico Industries Inc. Press Line #4 and will be reimbursed by Medico Industries Inc. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**APPROVAL OF TAX REFUND**

Motion by Bowers, secc. Krushnowski that based on the request of the Tax Collector, to refund \$119.57 to Local 163 International Electrical Workers, 1269 Sans Souci Parkway for overpaid municipal taxes. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**AUTHORIZATION TO ADVERTISE**

Motion by Bowers, secc. Krushnowski to authorize the Township Secretary to advertise for proposals for the UGI Commercial & Industrial Custom Incentive Program for energy efficient improvements. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**AUTHORIZATION TO PAY – SOLOMON CREEK EMERGENCY SEWER REPAIRS**

Motion by Lewis, secc. Krushnowski that based on the recommendation of the Township Engineer, to pay the invoice from Ed Krasavage Construction, Inc. in the amount of \$59,522.00 for emergency sewer repairs on the Solomon's Creek Interceptor and it be paid from the Sewer Fee Account. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**REIMBURSEMENT FOR EMERGENCY SEWER REPAIRS**

Motion by Lewis, secc. Krushnowski to authorize the Twp. Manager to proceed with the request for reimbursement for "All" expenses related to the emergency work completed on the Solomon's Creek Interceptor according to the inter-municipal agreements with Wilkes-Barre Township and Ashley Borough and the Township Secretary to request reimbursement from the WWSA for same. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

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**PAYMENT APPLICATION – AMERICAN ASPHALT PAVING CO.**

Motion by Lewis, secc. Krushnowski that based upon the recommendation of the Township Engineer, to approve the final payment application from American Asphalt Paving Co. in the amount of \$2,608.55 for the Spring Street Paving Project and it to be paid from the Liquid Fuels Fund. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**INVOICE – B. REDMOND ENTERPRISES, LLC.**

Motion by Lewis, secc. Krushnowski to approve Invoice in the amount of \$8,000.00 to B Redmond Enterprises, LLC for demolition of 13 Phillips Street and it be paid from the Special Projects Fund. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**APPOINTMENT OF CIVIL SERVICE COMMISSION**

Motion by Lewis, secc. Krushnowski that Russell P. Davis be appointed to the Hanover Township Civil Service Commission for a term of six (6) years effective January 1, 2018. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis. Abstain: Davis. MOTION CARRIED.

**APPOINTMENT OF CIVIL SERVICE COMMISSION**

Motion by Lewis, secc. Krushnowski that Peter Korba be appointed to the Hanover Township Civil Service Commission for a term of six (6) years effective January 1, 2018. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**APPOINTMENT OF CIVIL SERVICE COMMISSION**

Motion by Lewis, secc. Krushnowski that Frank Semanski be appointed to the Hanover Township Civil Service Commission for a term of six (6) years effective January 1, 2018. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**APPROVAL – AMENDED FIRE HEADQUARTERS LOAN AGREEMENT**

Motion by Lewis, secc. Krushnowski to amend the agreement of May 12, 2015, between the Hanover Township Fire District and Hanover Township for contribution to the loan payments of the new fire station to require payment in the amount 2/7, that is, 28.57% of the monthly payment due on the loan relative thereto together with the other terms set forth in the agreement, and that the Chairman of the Board be authorized to sign on behalf of the Township of Hanover. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

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**AUTHORIZATION – LUZERNE COUNTY OFFICE OF COMMUNITY DEVELOPMENT 2018 APPROPRIATION**

Motion by Lewis, secc. Krushnowski to authorize the Township Manager to submit the 2018 Cooperation Agreement to Luzerne County Office of Community Development with the following item to utilize the funds for: Street Restoration. Also, that the Chairman is authorized to sign any documents related to same. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**AUTHORIZATION TO REJECT ALL BIDS AND READVERTISE**

Motion by Lewis, secc. Krushnowski that based upon the recommendation of the Township Solicitor, to reject all bids for the Medico Industries Air Handler and to authorize the Township Secretary to re-advertise the same. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**ADD ON MOTION – HEALTHCARE BENEFITS**

Motion by Lewis, secc. Krushnowski to approve extended Healthcare Benefits effective immediately to Patrolman Michael Ralston as a result of the August 8, 2018 request from the Police Benevolent Association. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**ADD ON MOTION – HEART & LUNG BENEFITS**

Motion by Lewis, secc. Krushnowski to approve Heart & Lung Benefits for Patrolman Michael Ralston contingent upon labor counsel review and recommendation of medical records and independent medical exam. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**ADD ON MOTION – REDCOAT LANE**

Motion by Lewis, secc. Krushnowski to authorize advertisement of bids for Redcoat Lane Stormwater Project repair for review and consideration at September's meeting. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**ADJOURNMENT**

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

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Donna Makarczyk, Secretary