

HANOVER TOWNSHIP
BOARD OF COMMISSIONERS

JULY 9, 2018

****MINUTES****

The Hanover Township Board of Commissioners conducted a public meeting on July 9, 2018 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, Albert Bagusky, William Howatt, Ronald Krushnowski, Jeffrey Lewis, Russell Davis.

ABSENT: Commissioner George Bowers.

DEPARTMENT REPORTS

SECRETARY'S REPORT

Motion by Andrejko, secc. Krushnowski that the Secretary's Report for the month of June 2018 be accepted and filed. The report indicated that Executive Sessions of the Board were conducted on June 4, 2018 and June 11, 2018 to discuss personnel and possible litigation. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

MANAGER'S REPORT

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

DEPARTMENT REPORTS

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

TREASURER'S REPORT

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

MINUTES OF MEETING OF JUNE 11, 2018

Motion by Andrejko, secc. Krushnowski that the minutes of the meeting of June 11, 2018 be accepted and filed. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

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LIST OF BILLS

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

PRIOR APPROVAL OF BILLS

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

COMMUNICATIONS

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

HIRING – TEMPORARY LABORERS

Motion by Andrejko, secc. Krushnowski that Marc McEvoy, Patrick Wallace, Thomas Tryba, Jerry Dunn & Mike Welebob be hired as a temporary laborer in the Public Works Department effective July 15, 2018 to August 13, 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, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

HIRING – TEMPORARY FIRE TRUCK DRIVERS

Motion by Andrejko, 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 July 15, 2018 to August 13, 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, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

HIRING – TEMPORARY SUMMER WORKERS

Motion by Andrejko, secc. Krushnowski that Jacob Barber, Anthony Marcincavage, Justin Kwiatkowski, Kyle Windt, Brandon Chafin, Kyle Kowalski, Desmond Cannon and Brett Stevens be hired as Temporary Summer Workers at a rate of \$9.00 for grass cutting or \$11.00 for waste collector AND Marley Mullery hired as an Office Intern at a rate of \$10.00 per hour effective July 15, 2018 to August 13, 2018. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

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AUTHORIZATION - 2018 TAN PAYOFF

Motion by Andrejko, secc. Krushnowski that upon the recommendation of the Township Manager, to approve that the 2018 TAN be paid off in the amount of \$904,207.50 to 1st Keystone Bank. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

INVOICES – BORTON LAWSON ENGINEERING

Motion by Andrejko, secc. Krushnowski to authorize the payment of Township Engineer Borton Lawson Invoices referenced as 2018 – 26 thru 29 for various projects including Knox Street stormwater line project, municipal doors project, LSA grants and other projects in the amount of \$8,251.97. These will be paid through various funds and grants including from the Sewer Fee Account and Special Projects Fund. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

APPROVAL - SALE OF TOWNSHIP VEHICLES

Motion by Andrejko, secc. Krushnowski to approve the sale of two Township vehicles to the highest bids of: 2008 Ford Crown Victoria to Bayridge Motors in the amount of \$305.00. 2012 Dodge Charger to Welcome Motors in the amount of \$2,889.00. And that the Township Manager is authorized to sign any documents to finalize the sale. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

INVOICE – ROBERT DAVISON, ESQUIRE

Motion by Lewis, secc. Krushnowski to approve the invoice from Robert Davison, Esquire in the amount of \$340.00 for professional services rendered. On the motion the following voted yes: Bagusky, Lewis, Davis. Voting No: Andrejko, Howatt, Krushnowski. MOTION FAILED.

APPROVAL OF TAX REFUND

Motion by Lewis, secc. Krushnowski that based on the request of the Tax Collector, to refund \$650.03 to Stephen Turinski, 85 Pine Run Road and \$612.84 to Carl Mangold 70 Allenberry Drive for overpaid municipal taxes. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

PAYMENT APPLICATION – AR POPPLE CONSTRUCTION, INC.

Motion by Andrejko, secc. Krushnowski that based upon the recommendation of the Township Engineer, to approve payment application No. 3 from AR Popple Construction, Inc. in the amount of \$2,490.00 for the Knox Street Storm Pipe Replacement Project from the Special Projects Fund. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

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AUTHORIZATION TO AWARD – RIDGE & REGAL STREET SEWER PROJECT

Motion by Lewis, secc Krushnowski that based upon the recommendation of the Township Engineer, to award the Ridge & Regal Street Sewer Project to Ed Krasavage Construction, in the low bid amount of \$14,350.00. This project will be paid for by the sewer account fee. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

APPROVAL – FIRE HEADQUARTERS EMERGENCY GENERATOR PLANNED MAINTENANCE AGREEMENT

Motion by Lewis, secc Krushnowski that based on the recommendation of the Fire Chief, to approve the Two Year Planned Maintenance Agreement in the amount of \$2,280.00 with Emergency Systems Service Company and that the Chairman is authorized to sign the agreement. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

AUTHORIZATION – FIRE AND POLICE CIVIL SERVICE COMMISSION ELIGIBILITY TESTING

Motion by Lewis, secc. Krushnowski to authorize the Fire and Police Civil Service Commissions to initiate the steps necessary for eligibility testing. This testing is being conducted to provide a list of candidates should a vacancy become available within either department. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

AUTHORIZATION TO ADVERTISE – MUNICIPAL BUILDING HEATING, VENTILATION and AIR CONDITIONING UNIT REPLACEMENT

Motion by Lewis, secc. Krushnowski to authorize the Township Engineer to prepare bid specifications and an advertisement for the replacement of the Municipal Building Heating, Ventilation and Air Conditioning Unit and the Township Secretary to place advertisement for same. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

AUTHORIZATION – MEDICO LSA GRANT EQUIPMENT ADVERTISEMENT

Motion by Lewis, secc. Krushnowski to authorize the Township Engineer to prepare an advertisement for the purchase of equipment for the Medico LSA Grant Project and for the Township Secretary to place advertisement for same. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

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**AUTHORIZATION – MEMORANDUM OF UNDERSTANDING:
PENNSYLVANIA EMERGENCY MANAGEMENT AGENCY TASK FORCE**

Motion by Lewis, secc. Krushnowski to authorize the Chairman to sign the Memorandum of Understanding with the Pennsylvania Emergency Management Agency for employee Michael Yodsnukis to be a member of the agency Task Force. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

APPROVAL – ORDINANCE NO. 002-2018 – ZONING CHANGE

Motion by Lewis, secc. Krushnowski that the Board approve Ordinance No. 002-2018 amending the Zoning Map by changing the zoning district classification of approximately 271.97 acres of land known as Hanover 9 from mixed use to I-1, as more fully set forth in the Ordinance. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

INVOICE – SAGERS SERVICE CENTER

Motion by Lewis, secc. Krushnowski to approve the payment of Invoice #3338 from Sagers Service Center in the amount of \$25,018.68 for the engine replacement in Garbage Packer #3. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

ADD ON MOTION – BHW INVOICE

Motion by Lewis, secc. Krushnowski to approve Invoice No. H18006 from BHW Inspections, LLC in the amount of \$3,418.32. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

ADJOURNMENT

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

Donna M. Makarczyk, Secretary