

HANOVER TOWNSHIP
BOARD OF COMMISSIONERS
MAY 14, 2018
****MINUTES****

The Hanover Township Board of Commissioners conducted a public meeting on May 14, 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, George Boers, William Howatt, Ronald Krushnowski, Jeffrey Lewis, Russell Davis.

DEPARTMENT REPORTS

SECRETARY'S REPORT

Motion by Andrejko, secc. Lewis that the Secretary's Report for the month of April 2018 be accepted and filed. The report indicated that Executive Sessions of the Board were conducted on April 4, 2018 and April 9, 2018 to discuss personnel and possible litigation. On the motion the following voted yes: Andrejko, Bagusky, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

MANAGER'S REPORT

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

TREASURER'S REPORT

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

MINUTES OF MEETING OF APRIL 9, 2018

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

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LIST OF BILLS

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

COMMUNICATIONS

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

HIRING – TEMPORARY LABORERS

Motion by Andrejko, secc. Lewis that Marc McEvoy, Patrick Wallace & Thomas Tryba be hired as a temporary laborer in the Public Works Department effective May 16, 2018 to June 14, 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, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

HIRING – TEMPORARY FIRE TRUCK DRIVERS

Motion by Lewis, 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 May 16, 2018 to June 14, 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, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

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HIRING – TEMPORARY SUMMER WORKERS

Motion by Lewis, 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 May 21, 2018 to June 14, 2018. On the motion the following voted yes: Andrejko, Bagusky, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

AUTHORIZATION – USE OF MUNICIPAL BUILDING

Motion by Lewis, secc. Krushnowski to authorize Allenberry Townhomes Association to use the municipal building on May 16, 2018 for an association meeting. On the motion the following voted yes: Andrejko, Bagusky, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

APPROVAL – LEASE OF A COPIER & DOCUMENT SCAN TO FILE SYSTEM

Motion by Lewis, secc. Krushnowski to approve the proposal from Golden Business Machines from COSTARS State Contract in the amount of \$85.00 plus \$330.89 per month for a Cannon C5550 printer and a Laser Fische Avant Content Management System and that the Chairman is authorized to sign for acceptance. On the motion the following voted yes: Andrejko, Bagusky, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

AUTHORIZATION – TERMINATION OF LEASE

Motion by Lewis, secc. Krushnowski to authorize the termination of the lease for the Kyocera TASKalfa 420i copier from Unified Office Systems. On the motion the following voted yes: Andrejko, Bagusky, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

INVOICES – BORTON LAWSON ENGINEERING

Motion by Lewis, secc. Krushnowski to authorize the payment of Township Engineer Borton Lawson Invoices referenced as 2018 – 19 thru 25 for various projects including Knox Street stormwater line project, municipal doors project, LSA grants and other projects in the amount of \$28,835.89. 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, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

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INVOICE – BHW INSPECTIONS, LLC

Motion by Lewis, secc. Krushnowski to approve Invoice No. H18004 in the amount of \$9,364.00 to BHW Inspections, LLC for plan examinations on several projects within Hanover Township. On the motion the following voted yes: Andrejko, Bagusky, Bowers, 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 \$1,560.00 for professional services rendered. On the motion the following voted yes: Andrejko, Bagusky, Bowers, Krushnowski, Lewis, Davis. Voting No: Howatt. MOTION CARRIED.

AUTHORIZATION – GRANT APPLICATIONS

Motion by Lewis, secc. Krushnowski to authorize the Township Manager to prepare and submit Luzerne County Grant Applications for the following: Replacement of the Division Street Bridge in the amount of \$1,800,000; Paving of Division Street in the amount of \$279,000; Handicap Accessible Playground at the former Lee Park Firehouse site \$136,000; Repairs to the Oxford Street Bridge in the amount of \$500,000, a Marquee Sign at the Fire Headquarters in the amount \$40,000 at and upon request by the Hanover Area School District for Safety and HVAC upgrades \$257,000. On the motion the following voted yes: Andrejko, Bagusky, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

AUTHORIZATION TO SEEK QUOTES – FIRE HEADQUARTERS LOAN ESCROW ACCOUNT

Motion by Lewis, secc. Krushnowski to authorize the Township Secretary to seek bank quotes for the Hanover Township Fire Headquarters USDA Mortgage Escrow Account. On the motion the following voted yes: Andrejko, Bagusky, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

APPROVAL - FINAL PAYMENT APPLICATION

Motion by Bowers, secc. Krushnowski that based upon the recommendation of the Township Engineer, to approve the Final Pay Application for Ed Krasavage Construction in the amount of \$2,812.00 for Loomis Park Manhole Installation Project and that it be paid from the Sewer Fee Account. On the motion the following voted yes: Andrejko, Bagusky, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

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AUTHORIZATION TO REJECT ALL BIDS AND READVERTISE

Motion by Bowers, secc. Krushnowski that based upon the recommendation of the Township Engineer, to reject all bids for the Municipal Building Entrance Project and to authorize the Township Secretary to re-advertise the same. On the motion the following voted yes: Andrejko, Bagusky, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

AUTHORIZATION TO PAY

Motion by Bowers, secc. Krushnowski to authorize the Township Manager to submit remittance in the amount of \$13,139.32 to TD Ameritrade Institutional for reimbursement of funds from the Special Project Account. On the motion the following voted yes: Andrejko, Bagusky, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

APPROVAL – DEMOLITION CONTRACT

Motion by Bowers, secc. Krushnowski that based upon the recommendation of the Code Enforcement Officer, to approve the contract with Redmond Enterprises LLC for demolition of 13 Phillips Street in the amount of \$8,000.00. On the motion the following voted yes: Andrejko, Bagusky, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

AUTHORIZATION – POLICE SERVICES & GARBAGE TRUCK USE

Motion by Bowers, secc. Krushnowski to authorize the use of Hanover Township Police Services and the use of a garbage packer at the request by Exaltation of Holy Cross Church, 420 Main Road, Hanover Township for a fund raisers on May 25, July 20, July 21 and July 22, 2018. On the motion the following voted yes: Andrejko, Bagusky, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

AUTHORIZATION – WYOMING VALLEY COUNTRY CLUB FIREWORKS

Motion by Bowers, secc. Krushnowski to authorize the Wyoming Valley Country Club to hold a fireworks display on June 2, 2018. All required paperwork has been submitted prior to the event and the Fire Chief has inspected and approved the grounds. On the motion the following voted yes: Andrejko, Bagusky, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

ADD ON MOTION – HIRING LABORERS

Motion by Krushnowski, secc. Davis to hire Jerry Dunn and Michael Welebob as temporary road department laborers for \$12.00 per hour. On the motion the following voted yes: Andrejko, Howatt, Krushnowski, Davis. Voting No: Bagusky, Bowers, Lewis. MOTION CARRIED.

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Prior to voting Commissioner Bowers asked if the motion can split the names up. The Solicitor stated no, you have to vote on the motion made and if you want, make a new motion and split the names.

ADD ON MOTION – HIRING LABORERS

Motion by Krushnowski, secc. Davis to hire Jerry Dunn and Michael Welebob as temporary road department laborers for \$12.00 per hour effective May 16 to June 14 for a maximum of twenty eight (28) hours per week. On the motion the following voted yes: Andrejko, Howatt, Krushnowski, Davis. Voting No: Bagusky, Bowers, Lewis. MOTION CARRIED.

ADD ON MOTION – SPCA

Motion by Lewis, secc. Davis to enter into a municipal services partnership agreement with the SPCA. On the motion the following voted yes: Andrejko, Bagusky, Bowers, Krushnowski, Lewis, Davis. Voting No: Howatt. MOTION CARRIED.

ADD ON MOTION – AGREEMENT

Motion by Lewis, secc. Bowers to enter into an agreement with Wetzel, Phillips, Rodgers & Falcone PC; Brindisi, Murad, Brindisi & Pearlman LLP; and Petrone & Petrone PC for representation to commence action to recover cost incurred by Hanover Township resulting from the use of opiates. On the motion the following voted yes: Andrejko, Bagusky, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

ADJOURNMENT

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

Donna M. Makarczyk, Secretary