

HANOVER TOWNSHIP
BOARD OF COMMISSIONERS
SEPTEMBER 10, 2018
AGENDA

The Hanover Township Board of Commissioners conducted a public meeting on September 10, 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, Jeffrey Lewis, Russell Davis.

ABSENT: Commissioners George Bowers, Ronald Krushnowski.

STATEMENT FROM THE BOARD

In commemoration on the anniversary of September 11, 2001 we remember those that lost their lives, those that aided and those heroes who continue to defend our freedoms. God Bless America. Please join us in a moment of silence in memory of September 11, 2001.

Alan Nice, 293 Lyndwood Avenue addressed the Board regarding stop signs in Lyndwood.

John Gabla, Newtown addressed the Board regarding feral cats.

PRESENTATION OF THE 2018 MINIMUM MUNICIPAL OBLIGATION (MMO) FOR THE POLICE AND NON-UNIFORMED PENSION PLANS

As the Chief Administrator of both the Hanover Township Police Pension Plan and the Non-Uniformed Pension Plan, the Township Manager presents the following MMO(s) for 2019 to the Board of Commissioners as required under the provisions of Act 205.

Based on actuarial valuation reports received and prepared by AFG Pension Administration the values are:

Police Pension Plan 2019 MMO.....	\$689,843.00
Non-Uniformed Pension Plan 2019 MMO.....	\$294,747.00

This satisfies informing the governing body of the municipality of the plans expected financial obligations for the coming year.

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DEPARTMENT REPORTS

SECRETARY'S REPORT

Motion by Andrejko, secc. Lewis that the Secretary's Report for the month of August 2018 be accepted and filed. The report indicated that Executive Sessions of the Board were conducted on August 6, 2018 and August 13, 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. Lewis that the Manager's Report for the month of August 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. Lewis that the reports from the Police, Road, Sewer, Fire Department, Code Enforcement Office and Health Officer for the month of August 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. Lewis that the Treasurer's report for the month of August 2018 be accepted and filed. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

MINUTES OF MEETING OF AUGUST 13, 2018

Motion by Andrejko, secc. Lewis that the minutes of the meeting of August 13, 2018 be accepted and filed. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

LIST OF BILLS

Motion by Andrejko, secc. Lewis that the list of bills for the month of August 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. 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, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

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COMMUNICATIONS

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

HIRING – TEMPORARY FIRE TRUCK DRIVERS

Motion by Andrejko, secc. Lewis 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 September 13, 2018 to October 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, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

AUTHORIZATION TO ADVERTISE - MEETINGS

Motion by Andrejko, secc. Lewis to authorize the Township Secretary to advertise the following meeting schedule: 2018 Budget Meetings – Wednesday, October 17 & Wednesday, October 24, 2018 at 6:00pm at the Municipal Building. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

INVOICES – BORTON LAWSON ENGINEERING

Motion by Howatt, secc. Andrejko to authorize the payment of Township Engineer Borton Lawson Invoices referenced as 2018 – 37 thru 40 for various projects in the amount of \$16,973.89. 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, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

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INVOICE – ROBERT DAVISON, ESQUIRE

Motion by Howatt, secc. Lewis to approve the invoice from Robert Davison, Esquire in the amount of \$387.50 for professional services rendered. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

INVOICE – BHW INSPECTIONS, LLC

Motion by Howatt, secc. Andrejko to approve Invoice No. H18007 in the amount of \$600.00 to BHW Inspections, LLC for plan examinations on several projects within Hanover Township. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

AUTHORIZATION – USE OF GARBAGE PACKER

Motion by Howatt, secc. Andrejko to authorize the use of the garbage packer for the UFCW Credit Union Community Day to be held on October 7, 2018 at the Breslau Firehouse. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

AUTHORIZATION – SALE OF FIRE DEPARTMENT VEHICLE

Motion by Howatt, secc. Andrejko that the Township Secretary to advertise the sale of the Township Fire Department Vehicle – 2002 4WD GMC Envoy SLE and that sealed bids will be received by October 3, 2018 at 10:00 am. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

APPROVAL - AWARD OF MUNICIPAL BUILDING HVAC PROJECT

Motion by Howatt, secc. Andrejko that based upon the recommendation of the Township Engineer, to award the Municipal Building HVAC Project to Robert P. Harrington, Inc. in the amount of \$242,000.00. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

APPROVAL – AWARD OF MEDICO INDUSTRIES, INC. AIR HANDLER RE-BID

Motion by Lewis, secc. Andrejko that based upon the recommendation of the Township Engineer, to award the Medico Industries, Inc. Air Handler Re-Bid to Mechanical Services Company in the amount of \$103,195.00. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

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APPROVAL - AWARD OF COMMUNITY DEVELOPMENT FUNDING STREET PAVING PROJECT

Motion by Lewis, secc. Andrejko that based upon the recommendation of the Township Engineer, to award the Community Development Funding Street Paving Project to Barletta Materials and Construction in the amount of \$207,005.00. The project includes Regal and Spring Streets in Korn Krest. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

AUTHORIZATION – FINAL PAYMENT APPLICATION LIQUID FUELS PAVING PROJECT & Change Order No. 1.

Motion by Lewis, secc. Andrejko that based upon the recommendation of the Township Engineer, to authorize the Final Payment Application including Change Order No. 1 to Pennsy Supply, Inc. in the amount of \$158,571.60 for the Liquid Fuels Paving Project which included Shawnee Street and David Road. The Change Order was a decrease in cost of \$47,005.04 due to less materials used than anticipated. This will be paid by the Liquid Fuels Fund. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

AUTHORIZATION – FINAL PAYMENT APPLICATION MULTI MODAL GRANT PAVING PROJECT & Change Order No. 1.

Motion by Lewis, secc. Andrejko that based upon the recommendation of the Township Engineer, to authorize the Final Payment Application including Change Order No. 1 to Pennsy Supply, Inc. in the amount of \$248,643.75 for the Multi Modal Grant Paving Project which included Garrahan and Scureman Streets. The Change Order was an increase in cost of \$20,560.75 due to more materials used than anticipated. This will be paid by the Multi Modal Grant. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

AUTHORIZATION – USE OF MUNICIPAL BUILDING

Motion by Lewis, secc. Andrejko to authorize the following requests to use the Municipal Building for meetings: Townhomes at Allenberry Association on September 20, 2018 at 7:00 pm AND Countrywood Townhomes on October 15, 2018 at 6:30 pm. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

AUTHORIZATION – PERMIT FEE WAIVER

Motion by Lewis, secc. Andrejko to authorize the request from the Hanover Township Lions Club to waive permit fees related to the replacement of their utility pole for electricity to their Christmas display. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

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AUTHORIZATION – RE-BID RED COAT LANE STORM DRAIN PROJECT

Motion by Lewis, secc. Andrejko to authorize the Township Secretary to re-advertise a re-bid of the Redcoat Lane Storm Drain Project. There were no bids received for the first advertised date. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

AUTHORIZATION – REIMBURSEMENT REQUESTS FOR GRANT FUNDING

Motion by Lewis, secc. Andrejko to authorize the Township Manager to prepare grant reimbursement requests AND along with The Chairman and Township Secretary sign any documents necessary to submit requests for all Township Grant Funding. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

APPROVAL – PURCHASE OF ONE SPEED ALERT MESSAGE SIGN TRAILER

Motion by Lewis, secc. Andrejko to approve the purchase of one Speed Alert Message Sign Trailer from All Traffic Solutions in the amount of \$9,918.00 From COSTARS Contract No. 012-133 from the Special Projects Fund. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

ADD ON MOTION – ZONING ORDINANCE AMENDMENT

Motion by Lewis, secc. Andrejko to amend section 503of the Hanover Township Zoning Ordinance as duly advertised to allow warehouse and distribution facilities as a use permitted by right in a mixed use district. 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