

**HANOVER TOWNSHIP**  
**BOARD OF COMMISSIONERS**

**MARCH 9, 2020**

**\*\*MINUTES\*\***

The Hanover Township Board of Commissioners conducted a public meeting on March 9, 2020 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.

**RECOGNITION**

Anthony Truskoski – Served on the Hanover Township Planning Commission for over 30 years.

Dean Stair – Served on the Hanover Township Police Department for over 30 years.

Janice Schmidt, 22 Loomis Park addressed the Board regarding work on the Loomis Park Bridge.

**SECRETARY'S REPORT**

Motion by Lewis, secc. Krushnowski that the Secretary's Report for the month of February 2020 be accepted and filed. The report indicated that Executive Sessions of the Board were conducted on February 3, 2020 and February 10, 2020 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 Lewis, secc. Krushnowski that the Manager's Report for the month of February 2020 be accepted and filed. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**DEPARTMENT REPORTS**

Motion by Lewis, secc. Krushnowski that the reports from the Police, Road, Sewer, Fire Department, Code Enforcement Office and Health Officer for the month of February 2020 be accepted and filed. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**TREASURER'S REPORT**

Motion by Lewis, secc. Krushnowski that the Treasurer's report for the month of January 2020 be accepted and filed. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

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**MINUTES OF MEETING OF FEBRUARY 10, 2020**

Motion by Lewis, secc. Krushnowski that the minutes of the meeting of February 10, 2020 be accepted and filed. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**COMMUNICATIONS**

Motion by Lewis, secc. Krushnowski that the communications for the month of February 2020 be accepted and filed. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**HIRING – TEMPORARY LABORERS**

Motion by Lewis, secc. Krushnowski that Marc McEvoy, Patrick Wallace, Jerry Dunn & Brandon Chafin be hired as a temporary laborer in the Public Works Department effective March 16, 2020 to April 15, 2020 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 Lewis, secc. Krushnowski that Raymond Masher, John Marczak, Dwayne Taggart, Dan Wegrzynowicz, Robert Williams, John Engleman, Sean Reilly, Bill McDaniels, Dan Harkenreader and Jeff Sebecky be hired as temporary as needed drivers in the Hanover Township Fire Department at the North Station, South Station and Headquarters effective March 16, 2020 to April 15, 2020 at a rate of \$12.00 per hour for a maximum of twenty eight (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.

**RETIREMENT NOTICE**

Motion by Lewis, secc. Krushnowski to accept the notice of retirement from the Police Department from Michael Ralston effective March 13, 2020. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**RETIREMENT NOTICE**

Motion by Lewis, secc. Krushnowski to accept the notice of retirement from the Road Department from Anthony Mushalla effective April 17, 2020. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

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**AUTHORIZATION – SPRING CLEAN UP & DROP OFF**

Motion by Lewis, secc. Krushnowski to authorize the advertising of the Hanover Township 2020 Spring Clean Up & Drop Off event set for May 9, 16 and 23, 2020. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**AUTHORIZATION – E-CYCLING/PAPER SHREDDING/EDUCATIONAL ADVERTISEMENT**

Motion by Lewis, secc. Krushnowski to authorize the advertising of the following events in coordination with the Luzerne County Recycling Office for reimbursement of expenses: E-Cycling with Responsible Recycling - August 1st, Paper Shredding with Solomon Container – May 16th and submittal of Educational Recycling Advertisement to the local newspaper. On the motion the following voted yes: Andrejko, Bagusky, 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 2020 – 9 through 12 for various projects in the amount of \$16,805.79. These will be paid through various funds and grants. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**INVOICES – BHW INSPECTIONS, LLC.**

Motion by Lewis, secc. Krushnowski to authorize the payment of plan examination invoices H2001 and H2002 for various projects in the amount of \$5,597.75 to BHW Inspections, LLC. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**AUTHORIZATION – PURCHASE OF COMPUTER**

Motion by Andrejko, secc. Lewis to authorize the purchase of a Hewlett Packard Computer from Golden Business Machines for the Township Manager's Office in the amount of \$2,186.00 from the Capital Fund. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**AUTHORIZATION – PURCHASE OF PORTABLE RADIOS**

Motion by Andrejko, secc. Lewis to authorize the purchase of 2 portable radios with extended warranty as recommended by the Chief of Police in the amount not to exceed \$7,500.00 from the Capital Fund. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

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**APPROVAL – DIVISION STREET BRIDGE REPLACEMENT PROJECT:  
PAYMENT APPLICATION NO. 3**

Motion by Andrejko, secc. Lewis that upon the recommendation of the Township Engineer, to approve Payment Application No. 3 to Fabcor Inc. in the amount of \$101,206.13 from the Capital Fund for the Division Street Bridge Replacement Project and that the Township Manager is authorized to seek reimbursement from the Community Development Grant. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**AUTHORIZATION TO SIGN**

Motion by Andrejko, secc. Lewis to authorize the Township Manager to sign and submit the Chapter 94 Municipal Wasteload Management Annual Report for 2019. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**APPROVAL – STEEL BEAM INSPECTION AGREEMENT**

Motion by Andrejko, secc. Lewis to authorize the approval of the agreement with TRC Company for inspection of the steel beams for the Division Street Bridge Replacement Project in the not to exceed amount of \$2,500.00 paid from the Capital Fund. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**HANOVER TOWNSHIP INSURANCE POLICY RENEWALS**

Motion by Andrejko, secc. Lewis that the following quotes received from Joseph J. Joyce Associates, Insurance Agent, for the following 2020/2021 insurance policies be approved. Policies are effective March 24, 2020 to March 24, 2021.

1. Property, Inland Marine & Equipment Breakdown	\$ 22,310.00
2. General Liability	\$ 47,049.00
3. Automobile	\$ 53,267.00
4. Crime	\$ 856.00
5. Workers Compensation	<u>\$251,603.00</u>
<b>TOTAL</b>	<b>\$375,085.00</b>

The Terrorism Insurance Provision is rejected.

On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

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**APPROVAL – SOLOMONS CREEK INTERCEPTOR PHASE 2A & 2B**

Motion by Andrejko, secc. Lewis that based on the recommendation of the Township Engineer, that the bid for Phase 2A and 2B of the Solomon’s Creek Interceptor Project be awarded to Insituform Technologies, LLC. in the amount of \$431,036.00 the aggregate lowest responsible bid as determined by the Township Engineer and Township Solicitor. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**APPROVAL – FINANCING FOR 2020 GARBAGE PACKER**

Motion by Andrejko, secc. Lewis to approve the financing for the 2020 Garbage Packer from M&T Bank for 3 years at 2.528% interest rate. On the motion the following voted yes: Andrejko, Howatt, Krushnowski, Lewis, Davis. Abstain: Bagusky. MOTION CARRIED.

**APPROVAL – SEWAGE CAPACITY**

Motion by Andrejko, secc. Lewis that as recommended by the Township Engineer, to approve the sewage capacity module and that the Chairman is authorized to sign on behalf of the Township. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**ADD ON MOTION – NORFOLK SOUTHERN**

Motion by Lewis, secc. Krushnowski that as per the recommendation of the Township Solicitor to approve the settlement and mutual release between Hanover Township and Norfolk Southern Railway Company for overpayment of local realty transfer tax and that the Chairman is authorized to sign on behalf of the Township. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**ADD ON MOTION – HIRING SCHOOL CROSSING GUARD**

Motion by Lewis, secc. Krushnowski that Karen Alber be hired as a crossing guard as per the 2020 Salary and Compensation Resolution effective March 9, 2020 pending Solicitor review. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**ADJOURNMENT**

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

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Donna M. Makarczyk, Secretary