

HANOVER TOWNSHIP
BOARD OF COMMISSIONERS
OCTOBER 13, 2021
****MINUTES****

The Hanover Township Board of Commissioners conducted a public meeting on October 13, 2021 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 Albert Bagusky, Joseph Howanitz, William Howatt, Ronald Krushnowski, Jeffrey Lewis, George Andrejko. **ABSENT:** George Bowers

STATEMENT BY THE CHAIRMAN

We take time tonight to recognize the month of October as First Responders Month and we want to express our gratitude to our emergency services personnel for their devotion to providing the best services to the community. To the Police Department for their dedication and excellent service in utilization of their skills and training to serve and protect the community in general and the residents of Hanover Township in particular. To the devoted Fire Department including the volunteer firefighters, officers, fire truck drivers and auxiliary personnel in appreciation for their dedicated and progressive efforts in protecting the lives and possessions of the residents of the community. To the officers and members of the Hanover Township Community Ambulance Association Inc. in recognition of their dedication by continually providing a high standard of care and compassion in providing life sustaining and lifesaving services to the community. We, the Board of Commissioners hereby acknowledge and proclaim the gratitude of ourselves and the people of Hanover Township to all these fine individuals for a job well done each and every day of the year.

Dawn Davison Monk, 105 Clarks Cross Road addressed the board regarding the road detreating due to bus traffic and would like the double line painted again.

The Township Manager stated that LCTA would not change the route. There are clear concerns and OCD money will be used to pave the road in Spring 2022. We will look at more communication with LCTA.

DEPARTMENT REPORTS

SECRETARY'S REPORT

Motion by Lewis, secc. Krushnowski that the Secretary's Report for the month of September 2021 be accepted and filed. The report indicated that Executive Session of the Board was conducted on September 8, 2021 to discuss personnel and possible litigation. On the motion the following voted yes: Bagusky, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

MANAGER'S REPORT

Motion by that the Manager's Report for the month of September 2021 be accepted and filed. On the motion the following voted yes: Bagusky, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. 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 September 2021 be accepted and filed. On the motion the following voted yes: Bagusky, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

TREASURER'S REPORT

Motion by Lewis, secc. Krushnowski that the Treasurer's report for the months of August and September 2021 be accepted and filed. On the motion the following voted yes: Bagusky, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

MINUTES OF MEETING OF SEPTEMBER 8, 2021

Motion by Lewis, secc. Krushnowski that the minutes of the meeting of September 8, 2021 be accepted and filed. On the motion the following voted yes: Bagusky, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

COMMUNICATIONS

Motion by Lewis, secc. Krushnowski that the communications for the month of September 2021 be accepted and filed. On the motion the following voted yes: Bagusky, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

HIRING – TEMPORARY LABORERS

Motion by Lewis, secc. Krushnowski that Jerry Dunn, Kyle Kowalski, Joseph Scudder & Don Werts be hired as a temporary laborer in the Public Works Department effective October 15, 2021 to November 17, 2021 at a rate of \$14.00 per hour for a maximum of twenty eight (28) hours per week. On the motion the following voted yes: Bagusky, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. 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, Paul Rakowski & Keith Eichler Jr. be hired as temporary as needed drivers in the Hanover Township Fire Department at the North Station, South Station and Headquarters effective October 15, 2021 to November 17, 2021 at a rate of \$14.00 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: Bagusky, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

AUTHORIZATION – ADDITIONAL DAY TO COVID-19 SICK BANK

Motion by Lewis, secc. Krushnowski to authorize the addition of 70 days to the COVID -19 Sick Bank. On the motion the following voted yes: Bagusky, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

AUDITOR GENERAL – 2021 ALLOCATION – VOLUNTEER FIRE RELIEF ASSOCIATION

Motion by Lewis, secc. Krushnowski that in accordance with the statutes of Act 205 of 1984 and in compliance with regulations of the Department of the Auditor General, the 2021 Allocation Supporting the Volunteer Fire Relief Fund in the amount of \$46,120.36 be forwarded to the Volunteer Fire Relief Fund c/o Frank Rinkevich, Treasurer, 547 Wilkes-Barre Street, Hanover Township, PA 18706. On the motion the following voted yes: Bagusky, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

COMMONWEALTH OF PENNSYLVANIA – 2021 ALLOCATION OF GENERAL MUNICIPAL PENSION SYSTEM AID

Motion by Lewis, secc. Krushnowski hat as per the recommendation of the Township Manager that the Township's 2021 Allocation of General Municipal Pension System State Aid in the amount of \$297,431.52 is to be distributed in the following manner:

The entire proceeds of the State Aid towards repayment of the scheduled pension loan payment of \$419,260.84.

And the additional payments as follows are paid out of the Township General Fund:

Non-Uniformed Pension Plan Distribution: \$79,286.00

Police Pension Plan Distribution: \$162,758.00
Pension Loan Payment: \$121,829.32

These distributions are made in accordance with the 2021 Minimum Municipal Obligation (MMO). On the motion the following voted yes: Bagusky, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

LETTER OF ENGAGEMENT FOR 2021/2022 – AUDIT SERVICE

Motion by Lewis, secc. Krushnowski that the Township Manager be and is authorized to request a proposal and letter of engagement from Baker Tilly Virchow Krause, LLP Accountants to provide audit services and prepare the Department of Community and Economic Development Report for the calendar year ending December 31, 2021 and the Township Manager is to present this proposal to the Board of Commissioners at the November 2021 Work Session. On the motion the following voted yes: Bagusky, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

INVOICES – BORTON LAWSON ENGINEERING

Motion by Lewis, secc. Krushnowski to authorize the payment of Township Engineer Borton Lawson Invoices referenced as 2021 – 41 thru 47 for various projects in the amount of \$39,342.71. These will be paid through various funds and grants including from the General Fund and the Capital Projects Fund. On the motion the following voted yes: Bagusky, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

INVOICE – BHW INSPECTIONS, LLC

Motion by Lewis, secc. Krushnowski to approve Invoice No. H21009 in the amount of \$51,959.50 to BHW Inspections, LLC for plan examinations on several projects within Hanover Township. On the motion the following voted yes: Bagusky, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – PERMIT FEE REFUND

Motion by Lewis, secc. Krushnowski to approve a Permit Fee refund to Projects with a Purpose INC. in the amount of \$150.00. On the motion the following voted yes: Bagusky, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL - TAX REFUND

Motion by Lewis, secc. Krushnowski that based on the request of the Tax Collector, to approve a tax refund to Charles and Jane Nash in the amount of \$26.50. On the motion the following voted yes: Bagusky, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – PERMIT FEE WAIVER

Motion by Lewis, secc. Krushnowski to approve waiver of any Township Permit Fees for the Loomis Park Bridge Replacement Project. On the motion the following voted yes: Bagusky, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – MEETING ROOM PROJECTOR AND SCREEN

Motion by Lewis, secc. Krushnowski to approve the proposal from FiberTel, Inc. for installation of a projector and screen for remote meeting capability in the amount of \$8,596.00. On the motion the following voted yes: Bagusky, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – KNOX STREET STORMWATER DAMAGE PROJECT

Motion by Lewis, secc. Krushnowski to approve the proposal from Krasavage Construction Inc. in the amount of \$2,500.00 for damage on Knox Street caused by stormwater and for it to be paid through the Stormwater Municipal Fund. On the motion the following voted yes: Bagusky, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – RATIFICATION OF RESOLUTION NO(s). 020-2021 THROUGH 023-2021

Motion by Lewis, secc. Krushnowski to approve the ratifying of Resolution Numbers 018-2021 through 023-2021 Approving a Declaration of Disaster Emergency for Tropical Depression Ida. On the motion the following voted yes: Bagusky, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – RESOLUTION NO. 026-2021

Motion by Lewis, secc. Krushnowski to approve Resolution Number 026-2021 Approving amendments to the rules and regulations for the Township’s Civil Service Commission regarding applications for entry level police officers. On the motion the following voted yes: Bagusky, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – RESOLUTION NO. 027-2021

Motion by Lewis, secc. Krushnowski to approve Resolution Number 027-2021 Approving amendments to the rules and regulations for the Township’s Civil Service Commission regarding general qualifications for fire apparatus operators. On the motion the following voted yes: Bagusky, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – REZONING APPLICATION TO AMEND THE HANOVER TOWNSHIP ZONING MAP

Motion by Lewis, secc. Krushnowski to table the amendment to the Hanover Township Zoning Map as submitted by Yalick, CCJ until further review. On the motion the following voted yes: Bagusky, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – TEMPORARY CROSSING AT LOOMIS PARK

Motion by Lewis, secc. Krushnowski that based upon the recommendation of the Township Engineer, to approve the bid from Minichi Inc. in the amount of \$122,000.00 for the temporary crossing at Loomis Park for the bridge replacement project. On the motion the following voted yes: Bagusky, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

The next meetings of the Board will be:

Work Session - Wednesday, November 10, 2021 at 6:00 pm
Business Meeting - Wednesday, November 10, 2021 at 7:00 pm

ADJOURNMENT

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

Jennifer Dukes, Secretary