

HANOVER TOWNSHIP
BOARD OF COMMISSIONERS
JANUARY 19, 2022
****MINUTES****

The Hanover Township Board of Commissioners conducted a public meeting on January 19, 2022 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, George Bowers, Joseph Howanitz, William Howatt, Ronald Krushnowski, Jeffrey Lewis, George Andrejko.

SECRETARY'S REPORT

Motion by Lewis, secc. Bowers that the Secretary's Report for the month of December 2021 be accepted and filed. The report indicated that Executive Session of the Board was conducted on December 15, 2021 to discuss personnel and possible litigation. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

MANAGER'S REPORT

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

DEPARTMENT REPORTS

Motion by Lewis, secc. Bowers that the reports from the Police, Road, Sewer, Fire Department, Code Enforcement Office and Health Officer for the month of December 2021 be accepted and filed. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

TREASURER'S REPORT

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

MINUTES OF MEETING OF DECEMBER 15, 2021

Motion by Lewis, secc. Bowers that the minutes of the meeting of December 15, 2021 be accepted and filed. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

MINUTES OF MEETING OF JANUARY 3, 2022

Motion by Lewis, secc. Bowers that the minutes of the meeting of January 3, 2022 be accepted and filed. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. Abstain: Bagusky. MOTION CARRIED.

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COMMUNICATIONS

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

LIST OF BILLS

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

ACCREDITATION TRAINING

Motion by Lewis, secc. Bowers that Sergeant Ryan Cywinski be approved to attend the 17th Annual Training Conference for Accreditation, March 21, 2022 to March 23, 2022 in Harrisburg, Pennsylvania. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED

HIRING – TEMPORARY LABORERS

Motion by Lewis, secc. Bowers that Jerry Dunn, Kyle Kowalski, Joseph Scudder & Edwin Murphy be hired as a temporary laborer in the Public Works Department effective January 14, 2022 to February 17, 2022 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, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

HIRING – TEMPORARY FIRE TRUCK DRIVERS

Motion by Lewis, secc. Bowers 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 January 14, 2022 to February 17, 2022 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, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

ACCEPT LETTER OF RETIREMENT

Motion by Lewis, secc. Bowers to accept the Letter of Retirement from Police Chief Albert Walker effective March 4, 2022. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

ACCEPT LETTER OF RETIREMENT

Motion by Lewis, secc. Bowers to accept the Letter of Retirement from Road Supervisor Ned Zwiebel effective April 1, 2022. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPOINTMENT – HEALTH OFFICER

Motion by Lewis, secc. Bowers to appoint Michael Galaida as the Hanover Township Health Officer for a term of two years effective January 1, 2022 to 12-31-2023 at a rate set by the Salary and Compensation Resolution. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPOINTMENT - ZONING HEARING BOARD

Motion by Lewis, secc. Bowers to appoint Brian McDermott to the Zoning Hearing Board for a term effective January 1, 2022 to 12-31-2024 at a rate set by the Salary and Compensation Resolution. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPOINTMENT - ZONING HEARING BOARD

Motion by Lewis, secc. Bowers to appoint Michael Kane to the Zoning Hearing Board for a term effective January 1, 2022 to 12-31-2024 at a rate set by the Salary and Compensation Resolution. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPOINTMENT - PLANNING COMMISSION

Motion by Lewis, secc. Bowers to appoint Vilas Shook to the Planning Commission for a term effective January 1, 2022 to 12-31-2024 at a rate set by the Salary and Compensation Resolution. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPOINTMENT - VACANCY CHAIRMAN

Motion by Lewis, secc. Lewis, secc. Bowers to appoint David Brown to the position of Vacancy Chairman for a term effective January 1, 2022 to 12-31-2022 at a rate set by the Salary and Compensation Resolution. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

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APPOINTMENT – APPLICANT FOR CHIEF OF POLICE

Motion by Bowers, secc. Krushnowski to nominate David Lewis as the Governing Body’s choice for screening through the Civil Service Commission noncompetitive process. The Civil Service Commission is to report their findings to the Board of Commissioners no later than February 4, 2022. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Andrejko. Abstain: Lewis. MOTION CARRIED.

AUTHORIZATION – ADDITIONAL DAY TO COVID-19 SICK BANK

Motion by Lewis, secc. Bowers to authorize the addition of 100 days to the COVID -19 Sick Bank. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

INVOICES – BORTON LAWSON ENGINEERING

Motion by Lewis, secc. Bowers to authorize the payment of Township Engineer Borton Lawson Invoices for various projects in the amount of \$13,818.62. These will be paid through various funds and grants including from the Stormwater Municipal Account and Capital Fund. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL - LIBERTY HILLS PAVING PROJECT PAYMENT APPLICATION

Motion by Lewis, secc. Bowers that upon the recommendation of the Township Engineer, to approve the Payment Application to American Asphalt Inc. in the amount of \$12,589.12 for the Liberty Hills Paving Project from the Capital Fund. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL - PAVING PROJECT PAYMENT APPLICATION

Motion by Lewis, secc. Bowers that upon the recommendation of the Township Engineer, to approve the Payment Application to New Enterprises Stone & Lime Co., Inc. in the amount of \$6,016.75 for the paving of Woodview and Countrywood Drive from the Capital Fund. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL - DUNDEE ROAD PIPE REPLACEMENT PROJECT

Motion by Lewis, secc. Bowers that upon the recommendation of the Township Engineer, to approve the payment to Stell Inc. in the amount of \$21,299.20 for the Dundee Road Pipe Replacement Project from the Capital Fund. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL - COMMUNITY DEVELOPMENT PAVING PROJECT PAYMENT APPLICATION

Motion by Lewis, secc. Bowers that upon the recommendation of the Township Engineer, to approve the Payment Application to American Asphalt Paving Company in the amount of \$9,177.91 for the Community Development Paving Project for Lee Park Avenue & Elk Street. This will be paid by Capital Funds with reimbursement from a Luzerne County Community Development Grant. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL - LOOMIS PARK BRIDGE REPLACEMENT PROJECT PAYMENT APPLICATION

Motion by Lewis, secc. Bowers that upon the recommendation of the Township Engineer, to approve the Payment Application to Minich Inc. in the amount of \$121,338.00 for the Loomis Bridge Replacement Project – temporary stream crossing. This will be paid by Capital Funds with reimbursement from a PennDot Multi Modal Grant. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

AUTHORIZATION – SEEK INSURANCE POLICY QUOTES

Motion by Lewis, secc. Bowers to authorize Joyce Insurance Agency to seek quotes for all insurance policies expiring in 2022 for Hanover Township. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

RESOLUTION NO. 002– 2022 – PAYMENT OF BILLS

Motion by Lewis, secc. Bowers to approve Resolution No.002-2022 for the payment of bills. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

RESOLUTION NO. 003– 2022 – SEWER FUND REIMBURSEMENT

Motion by Lewis, secc. Bowers to approve Resolution No.003-2022 for reimbursement to the General Fund for expenses related to the Sewer Fund as provided in Hanover Township Ordinance No. 012-2018. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

RESOLUTION NO. 004– 2022 – DONATION OF LAND

Motion by Lewis, secc. Bowers to approve Resolution No.004-2022 for the donation of land from the Earth Conservancy for the placement of a Shared Municipal Fueling Station. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

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AUTHORIZING THE ACQUISITION OF 3132 SOUTH MAIN STREET

Motion by Lewis, secc. Bowers to authorize the purchase of 3132 South Main Street located in Hanover Township in an amount not to exceed free and clear tax sale price. I further move to authorize and direct the Solicitor to take all reasonable and necessary steps to complete the transaction. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

AUTHORIZATION TO SIGN

Motion by Lewis, secc. Bowers to authorize the Chairman to sign any and all documents related to the receipt or reimbursement of Community Development Block Grant Funds received from the Luzerne County Office of Community Development. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL - POLICE DEPARTMENT FLOOR REPLACEMENT PROJECT

Motion by Lewis, secc. Bowers to award the Police Department Floor Replacement Project to Malecki Construction Services LLC. in the low bid amount of \$16,846.00. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

AUTHORIZATION TO ADVERTISE

Motion by Lewis, secc Bowers to authorize the Township Secretary to advertise the Solomon's Creek Debris Removal Project. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL - ELECTRIC UTILITY - KEY ENERGY CONSULTING

Motion by Lewis, secc. Bowers to approve to the agreement with Key Energy Consulting for electrical utility service and that the Township Manager is authorized to sign the agreement with the lowest provider. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL - COMCAST CABLE TV/INTERNET SERVICES

Motion by Lewis. secc. Bowers to approve to the agreement with Comcast Cable TV and Internet Services and that the Chairman is authorized to sign the agreement. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

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APPROVAL - INDEMNIFICATION AGREEMENT

Motion by Lewis, secc. Bowers to approve to the Indemnification Agreement with MEA Environmental Services Inc. for a right-of-way and that the Chairman is authorized to sign the agreement. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

ADJOURN

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

Jennifer Dukes, Township Secretary