

**HANOVER TOWNSHIP**  
**BOARD OF COMMISSIONERS**  
**MARCH 16, 2022**  
**\*\*MINUTES\*\***

The Hanover Township Board of Commissioners conducted a public meeting on March 16, 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 George Bowers, Joe Howanitz, William Howatt, Ronald Krushnowski, Jeffrey Lewis, George Andrejko.

**ABSENT:** Commissioner Albert Bagusky.

**ANNOUNCEMENT** - Prior to tonight's meeting the Board held an Executive Session to discuss personnel items.

**SWEARING IN OF THE CHIEF OF POLICE - DAVID M. LEWIS**

**SECRETARY'S REPORT**

Motion by Lewis, secc. Bowers that the Secretary's Report for the month of February 2022 be accepted and filed. The report indicated that Executive Sessions of the Board were conducted on February 16, 2022 to discuss personnel and possible litigation. On the motion the following voted yes: 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 February 2022 be accepted and filed. On the motion the following voted yes: 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 February 2022 be accepted and filed. On the motion the following voted yes: 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 January 2022 be accepted and filed. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**MINUTES OF MEETING OF FEBRUARY 16, 2022**

Motion by Lewis, secc. Bowers that the minutes of the meeting of February 16, 2022 be accepted and filed. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**LIST OF BILLS**

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

**COMMUNICATIONS**

Motion by Lewis, secc. Bowers that the communications for the month of February 2022 be accepted and filed. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**HIRING – TEMPORARY LABORERS**

Motion by Lewis, secc. Bowers that Kyle Kowalski, Edwin Murphy, Joseph Scudder & Nicholas Havey be hired as a temporary laborer in the Public Works Department effective March 18, 2022 to April 16, 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: 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 March 18, 2022 to April 16, 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: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**HIRING - LABORER POSITION**

Motion by Lewis, secc. Bowers that Jerry Dunn be hired to a Laborer position, to fill a vacancy, as per the AFSCME Contract in the Road Department effective March 21, 2022 upon the successful completion of any pre-employment screenings. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**HIRING – PART TIME CLERK**

Motion by Lewis, secc. Bowers that Stephanie Webby be hired as a part time clerk at a rate of \$20 per hour for a maximum of 25 hours per week. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**APPROVAL – SUPPLEMENTAL ESSENTIAL PAY**

Motion by Lewis, secc. Bowers to approve the supplemental essential pay for Patrick Wallace in the amount of \$1,797.50 and Marc McEvoy in the amount of \$963.75. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**APPOINTMENT – LAND BANK COMMITTEE**

Motion by Lewis, secc. Bowers that Township Manager Samuel Guesto be appointed to the Interim Land Bank Committee effective March 16, 2022 and that the \$3,000.00 fee associated with startup of the Land Bank be approved. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**APPROVAL – HEALTH CARE SEMINAR**

Motion by Lewis, secc. Bowers to approve the attendance by Township Manager Samuel Guesto to the Benecon Health Care Seminar on March 31-April 1, 2022 at a cost not to exceed \$350.00 including fuel reimbursement. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**APPROVAL – PA STATE FIRE OFFICIALS AT THE NATIONAL FIRE ACADEMY**

Motion by Lewis, secc. Bowers to approve the attendance of Fire Chief Joseph Temarantz to the National Fire Academy on July 30-31, 2022. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**APPROVAL – SIGNATURES TO THE ORGANIZATION MEMBER ROSTER**

Motion by Lewis, secc. Bowers that the Chairman, Secretary and Township Manager are authorized to sign the Fire Department Organization Member Roster for submission to PA State Fire Academy. On the motion the following voted yes: 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 \$12,655.18. These will be paid through various funds and grants including from the Capital Fund. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**INVOICE – BHW INSPECTIONS, LLC**

Motion by Lewis, secc. Bowers to approve Invoice No. H22002 in the amount of \$4,846.75 to BHW Inspections, LLC for plan examinations on projects within Hanover Township. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**INVOICES – KRASAVAGE CONSTRUCTION**

Motion by Lewis, secc. Bowers to approve the following Invoices from Krasavage Construction:

- No. 01 in the amount of \$8,000.00 for manhole replacement on Haefele Street
- No. 02 in the amount of \$5,500.00 for manhole replacement on Oak Street
- No. 03 in the amount of \$7,500.00 for manhole replacement on Martin Street

That these be paid from the Sewer Fee Account and that the Township Secretary is authorized to seek reimbursement from the Wyoming Valley Sanitary Authority. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**APPROVAL - AWARDING OF SOLOMON'S CREEK INTERCEPTOR REHABILITATION PROJECT**

Motion by Lewis, secc. Bowers that upon the recommendation of the Township Engineer, to award the Solomon's Creek Interceptor Rehabilitation Project to National Water Main Cleaning Co. in the low bid amount of \$264,440.40. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**AUTHORIZATION TO ADVERTISE**

Motion by Lewis, secc. Bowers to authorize the Township Secretary to advertise for the Shared Municipal Fueling Station Project. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**ORDINANCE NO. 001 – 2022 – FIRE DEPARTMENT PERSONNEL AND OPERATIONS GOVERNANCE**

Motion by Lewis, secc. Bowers to approve Ordinance No.001-2022 for the revision to the rules and regulations governing personnel and operations in the Fire Department as advertised. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**APPROVAL - TRAFFIC LIGHT MAINTENANCE AGREEMENT**

Motion by Lewis, secc. Bowers to approve to the Traffic Light Preventative Maintenance Agreement and the Response Maintenance Agreement with Kuharchik Construction Inc. at the rates and costs provided in the proposals and that the Chairman is authorized to sign them. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**APPROVAL - CODIFICATION PROJECT CHANGE ORDER NO. 1**

Motion by Lewis, secc. Bowers to approve Change Order No. 1 in the amount of \$6,883.00 to General Code to add the Editorial and Legal Analysis to the codification of the township ordinances project and that the Chairman is authorized to sign same. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**HANOVER TOWNSHIP INSURANCE POLICY RENEWALS**

Motion by Lewis, secc. Bowers that the following quotes received from Joseph J. Joyce Associates, Insurance Agent, for the following 2022/2023 insurance policies be approved. Policies are effective March 24, 2022 to March 24, 2023.

1. Property, Inland Marine & Equipment Breakdown	\$25,319.00
2. General Liability	\$50,049.00
3. Automobile	\$65,899.00
4. Crime	\$950.00
5. Workers Compensation	\$274,721.00
<b>TOTAL</b>	<b>\$424,025.00</b>

The Terrorism Insurance Provision is rejected.

On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**APPROVAL-INDEMNIFICATION AGREEMENT**

Motion by Lewis, secc. Bowers to approve the Indemnification Agreement with NP BGO Tradeport Industrial, LLC for work located at Bliss IV site and that the Chairman is authorized to sign same. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**ADJOURNMENT**

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

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Jennifer Dukes, Township Secretary