

HANOVER TOWNSHIP
BOARD OF COMMISSIONERS
SEPTEMBER 14, 2022
****MINUTES****

The Hanover Township Board of Commissioners conducted a public meeting on September 14, 2022 at the Municipal Building, 1267 Sans Souci Parkway, 1267 Sans Souci Parkway, Hanover Township, Luzerne County, Pennsylvania. The Chairman called the meeting to order at 7:00 PM.

The Chairman stated that an executive session of the Board was held prior to this meeting to discuss personnel items.

PRESENT: Commissioners Joseph Howanitz, William Howatt, Ronald Krushnowski, Jeffrey Lewis, George Andrejko.

ABSENT: Commissioners Albert Bagusky, George Bowers.

PRESENTATION OF THE 2023 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 presented the following revised MMO(s) for 2023 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 2023 MMO.....\$193,394.00
Non-Uniformed Pension Plan 2023 MMO.....\$83,854.00

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

Ann Williams, 501 Chestnut Street addressed the Board regarding 505-507 Chestnut Street.

Caitlin Truschel Eigenbrod, 251 South Main Street addressed the Board regarding tractor trailers in Preston.

Sharon Armando, 4 East Germana Street addressed the Board regarding parking on East Germana Street.

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SECRETARY’S REPORT

Motion by Lewis, secc. Krushnowski that the Secretary’s Report for the month of August 2022 be accepted and filed. The report indicated that Executive Sessions of the Board were conducted on August 10, 2022 to discuss personnel and possible litigation. On the motion the following voted yes: Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

MANAGER’S REPORT

Motion by Lewis, secc. Krushnowski that the Manager’s Report for the month of August 2022 be accepted and filed. On the motion the following voted yes: 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 August 2022 be accepted and filed. On the motion the following voted yes: Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

TREASURER’S REPORT

Motion by Lewis, secc. Krushnowski that the Treasurer’s report for the month of July 2022 be accepted and filed. On the motion the following voted yes: Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

MINUTES OF MEETING OF AUGUST 10, 2022 & SPECIAL MEETING OF AUGUST 29, 2022

Motion by Lewis, secc. Krushnowski that the minutes of the meeting of August 10, 2022 and Special Meeting of August 29, 2022 be accepted and filed. On the motion the following voted yes: Howanitz, Howatt, Krushnowski, Lewis. Abstain: Andrejko. MOTION CARRIED.

LIST OF BILLS

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

COMMUNICATIONS

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

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HIRING – TEMPORARY LABORERS

Motion by Lewis, secc. Krushnowski that Kyle Kowalski, Edwin Murphy, Joseph Scudder & Nicholas Havey be hired as a temporary laborer in the Public Works Department effective September 16, 2022 to October 15, 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: 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. & Joseph Hudak be hired as temporary as needed drivers in the Hanover Township Fire Department at the North Station, South Station and Headquarters effective September 16, 2022 to October 15, 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: Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

RESIGNATION, SEPARATION AGREEMENT & RELEASE

Motion by Lewis, secc. Krushnowski to approve the resignation, separation agreement and release of Kevin Davis from employment with Hanover Township effective August 30, 2022. On the motion the following voted yes: Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

HANOVER TOWNSHIP POLICE DEPARTMENT UNION CONTRACT

Motion by Lewis, secc. Krushnowski to approve the terms and conditions for the Police Department Collective Bargaining Agreement between Hanover Township and the Police Benevolent Association for the time period of January 1, 2023 through December 31, 2025. On the motion the following voted yes: Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

RATIFICATION TO PROVIDE POLICE OFFICER

Motion by Lewis, secc. Krushnowski to ratify the Township Managers action to provide the Hanover Area School District with a Police Officer at all home football games (August 26, September 2, 16, 30 and October 7) for safety measures and that the school district will reimburse for all costs. On the motion the following voted yes: Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

AUTHORIZATION FOR SALT CONTRACT

Motion by Lewis, secc. Krushnowski to authorize the Township Manager to submit the Department of General Services Salt Contract Participation Agreement to provide Hanover Township 1000 tons of road salt under state Contract for the August 2022 thru July 2023 Season. On the motion the following voted yes: Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

AUTHORIZATION – PERMIT FEE WAIVER

Motion by Lewis, secc. Krushnowski to authorize the waiving of permit fees related to the Fueling Station Project. On the motion the following voted yes: 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 for various projects in the amount of \$4,107.72. These will be paid through various funds and grants. On the motion the following voted yes: Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

INVOICES– BHW INSPECTIONS, LLC

Motion by Lewis, secc. Krushnowski to approve Invoice No. H22008 in the amount of \$4,847.20 to BHW Inspections, LLC for plan examinations on several projects within Hanover Township. On the motion the following voted yes: Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

INVOICES – KRASAVAGE CONSTRUCTION

Motion by Lewis, secc. Krushnowski to approve the invoice from Krasavage Construction for work completed on the East Newport Street stormwater pipe in the amount of \$5,678.00. This will be paid from the Capital Account and that the Township Secretary is authorized to seek reimbursement from the Wyoming Valley Sanitary Authority from the Stormwater Fee Account. On the motion the following voted yes: Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

PAY APPLICATION NO. 1 STAFURSKY, INC

Motion by Lewis, secc. Krushnowski that based upon the recommendation of the Township Engineer, to approve Payment Application No. 1 to Stafursky Paving Company in the amount of \$36,311.00 for work completed on the Inman Ave stormwater pipe. This will be paid from the Capital Account and that the Township Secretary is authorized to seek reimbursement from the Wyoming Valley Sanitary Authority from the Stormwater Fee Account. On the motion the following voted yes: Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – RESOLUTION NO. 012-2022

Motion by Lewis, secc. Krushnowski to approve Resolution No. 012-2022 for the Township Manager to submit a Local Share Account Grant Application in the amount of \$1,000,000.00 on behalf of Upward Farms for building fit-out expenses as presented. On the motion the following voted yes: Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – RESOLUTION NO. 013-2022

Motion by Lewis, secc. Krushnowski to approve Resolution No. 013-2022 for the Township Manager to submit a Local Share Account Grant Application in the amount of \$250,000.00 for Municipal Vehicles as presented. On the motion the following voted yes: Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – RESOLUTION NO. 014-2022

Motion by Lewis, secc. Krushnowski to approve Resolution No. 014-2022 for the Township Manager to submit a Local Share Account Grant Application in the amount of \$125,000.00 for the West End Bridge Painting Project with the Hanover Township Lions Club as presented. On the motion the following voted yes: Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – RESOLUTION NO. 015-2022

Motion by Lewis, secc. Krushnowski to approve Resolution No. 015-2022 for the Township Manager to submit a Local Share Account Grant Application in the amount of \$250,000.00 for the Fueling Station Diesel Tank as presented. On the motion the following voted yes: Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – RESOLUTION NO. 016-2022

Motion by Lewis, secc. Krushnowski to approve Resolution No. 016-2022 for the Township Manager to submit a Luzerne County Grant Application for the South Valley Recreational Facility, the Solomon's Creek Sewer Interceptor and the ACT 537 Sewer Plan as presented. On the motion the following voted yes: Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – DENTAL BENEFIT AGREEMENT

Motion by Lewis, secc. Krushnowski to approve the Dental Benefit Agreement with Delta Dental. There is no increase in the plan rate. On the motion the following voted yes: Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

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APPROVAL – LUZERNE COUNTY AGREEMENT

Motion by Lewis, secc. Krushnowski to approve the Agreement with Luzerne County Office of Community Development for the paving of Clarks Crossroad. On the motion the following voted yes: Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – GOLDEN BUSINESS MACHINES PROPOSAL

Motion by Lewis, secc. Krushnowski to approve the proposal with Golden Business Machines in the amount of \$3,100.00 for cloud-based storage, added Laserfiche licenses and enhanced online capabilities for the code office. On the motion the following voted yes: Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

MOTION FOR ADD ON

Motion by Lewis, secc. Krushnowski to add the below motion onto the September 14, 2022 meeting agenda. On the motion the following voted yes: Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

ADD ON MOTION – RECOMMENDATION

Motion by Lewis, secc. Krushnowski that based on the recommendation of the Chief of Police to move the following Officers off of probationary status: Sgt. John VanWhy and Sgt. Ryan Cywinski. On the motion the following voted yes: Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

ADJOURN

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

Jennifer Dukes, Secretary

