

**HANOVER TOWNSHIP**  
**BOARD OF COMMISSIONERS**  
**JULY 12, 2023**  
**\*\*MINUTES\*\***

The Hanover Township Board of Commissioners conducted a public meeting on July 12, 2023 at the Municipal Building 1267 Sans Souci Parkway, Hanover Township, Luzerne County, Pennsylvania. The Chairman called the meeting to order at 6:49 PM.

**PRESENT:** Commissioners Albert Bagusky, George Bowers, Joe Howanitz, William Howatt, Ron Krushnowski, Jeffrey Lewis, George Andrejko.

**SWEARING IN OF PATROL OFFICERS –**

Honorable District Judge Joseph A. Halesey swore in recently promoted officers:

**Officer Desmond Cannon**

**Officer Jacob Mercandante**

Mr. Ken Vital, 219 Lyndwood Avenue addressed the Board regarding off-street handicap parking.

**SECRETARY’S REPORT**

Motion by Lewis, secc. Bowers that the Secretary’s Report for the month of June 2023 be accepted and filed. The report indicated that Executive Session of the Board was conducted on June 14, 2023 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 June 2023 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 June 2023 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 month of May 2023 be accepted and filed. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

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### **MINUTES OF MEETING OF JUNE 14, 2023**

Motion by Lewis, secc. Bowers that the minutes of the meeting of June 14, 2023 be accepted and filed. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis. Abstain: 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: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

### **COMMUNICATIONS**

Motion by Lewis, secc. Bowers that the communications for the month of June 2023 be accepted and filed. 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 Kyle Kowalski, Edwin Murphy, Joseph Scudder & Nicholas Havey be hired as temporary laborers in the Public Works Department effective July 17, 2023 to August 15, 2023 at a rate of \$14.50 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 John Marczak, Dwayne Taggart, Dan Wegrzynowicz, Robert Williams, John Engleman, Sean Reilly, Bill McDaniels, Dan Harkenreader, Paul Rakowski, Joseph Hudak, Ryan Kairo & Cayden Schiel be hired as temporary as needed drivers in the Hanover Township Fire Department at the North Station, South Station and Headquarters effective July 17, 2023 to August 15, 2023 at a rate of \$14.50 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.

### **HIRING – TEMPORARY SUMMER EMPLOYEES**

Motion by Lewis, secc. Bowers that Dylan Martinez, Connor Hummer, Todd Kolbicka, Sean Burrige and Connor Quaglia be hired as temporary summer employees effective July 17, 2023 to August 15, 2023 at a rate of between \$12-\$14.40 per hour for a maximum of twenty-eight (28) hours per week, per individual. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

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**LETTER OF RESIGNATION – POLICE DEPARTMENT**

Motion by Lewis, secc. Bowers to accept the letter of resignation from Randall Yost of the Police Department effective July 9, 2023. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**HIRING – PROPERTY & MAINTENANCE/ASSISTANT SEWER OFFICER**

Motion by Lewis, secc. Bowers to hire Dan Birozik as a full time Property & Maintenance/Assistant Sewer Officer, effective July 17, 2023, as per the Amended Salary and Compensation Resolution as described in the job description posting. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Andrejko. Abstain: Lewis. MOTION CARRIED.

**INVOICES – BORTON LAWSON ENGINEERING**

Motion by Lewis, secc. Bowers to authorize the payment of Township Engineer Borton Lawson Invoices for the month of July for various projects in the amount of \$13,453.68. These will be paid through various funds and grants including from the Sewer Fee, Liquid Fuels and Capital Fund. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**INVOICE – BHW INSPECTIONS, LLC**

Motion by Lewis, secc. Bowers to approve Invoice No. H23006 in the amount of \$3,736.13 to BHW Inspections, LLC for plan examinations on projects within Hanover Township. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**INVOICE – KUHARCHIK CONSTRUCTION INC.**

Motion by Lewis, secc. Bowers to ratify the payment of an invoice from Kuharchik Construction Inc. in the amount of \$22,861.00 for a traffic signal and mast at Lee Park Avenue and St. Mary's Road. This amount was reimbursed by the township's insurance carrier. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**INVOICES– JOHN P. HALLIDAY TRUCKING INC.**

Motion by Lewis, secc. Bowers to approve invoice number SVCG-2303,2309, 2310 and 2311 from John P. Halliday Trucking Inc. in the amount of \$6,245.00 for asphalt hauling from the capital account. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

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**INVOICES– WILKES-BARRE MATERIALS LLC**

Motion by Lewis, secc. Bowers to approve invoice number 26832 and 27054 from Wilkes-Barre Materials LLC COSTARS Contract # 5610-36 in the amount of \$50,487.28 for asphalt from the capital account. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**APPROVAL – PAY APPLICATION NO. 1 – M&J EXCAVATION**

Motion by Lewis, secc. Bowers that upon the recommendation of the Township Engineer, to approve Pay Application No. 1 from M&J Excavating in the amount of \$274,327.60 for the Liquid Fuels Paving Project from the Liquid Fuels Account. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**APPROVAL – PAY APPLICATION NO. 1 – M&J EXCAVATION**

Motion by Lewis, secc. Bowers that upon the recommendation of the Township Engineer, to approve Pay Application No. 1 from M&J Excavating in the amount of \$63,569.50 for the COG Paving Project from the Capital Account. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**APPROVAL – PAY APPLICATION NO. 1 – NEW ENTERPRISE STONE AND LIME CO., INC.**

Motion by Lewis, secc. Bowers that upon the recommendation of the Township Engineer, to approve Pay Application No. 1 from New Enterprise Stone and Lime Co., Inc. in the amount of \$183,765.00 for the Fellows Avenue Trail Project from the Capital Account and seek reimbursement from the Keystone Communities Grant Award. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**RESOLUTION NO. 018-2023 – AMENDED 2023 SALARY AND COMPENSATION RESOLUTION**

Motion by Lewis, secc. Bowers to approve Resolution No. 018-2023 amending the Salary and Compensation Resolution as presented. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**RESOLUTION NO. 019-2023 – WINTER MAINTENANCE AGREEMENT**

Motion by Lewis, secc. Bowers to approve Resolution No. 019-2023 for the agreement with the Pennsylvania Department of Transportation for the winter maintenance agreement for a portion of South Main Street and St. Mary’s Road and allowing for the Chairmans signature as presented. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**RESOLUTION NO. 020-2023 – INTERGOVERNMENTAL AGREEMENT**

Motion by Lewis, secc. Bowers to approve Resolution No. 020-2023 for an Intergovernmental Agreement with Nanticoke City and Newport Township for the use and administration of a \$500,000 Luzerne County American Rescue Plan Act Grant award for the Act 537 Plan Update Project. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**APPROVAL – TAX REFUNDS**

Motion by Lewis, secc. Bowers that upon request of the Tax Collector, to approve the following tax refunds:

1. 450 New Commerce Boulevard in the amount of \$87.32 and \$80.04
2. Mericle Development Co. in the amount of \$30.32
3. Schiel Development LLC in the amount of \$4.05
4. Mary & Farah Farid in the amount of \$12.22

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

**REQUEST FROM EXALTATION OF THE HOLY CROSS**

Motion by Lewis, secc. Bowers to approve the following requests from the Exaltation of the Holy Cross:

1. Police services, if available, for their annual bazaar July 14, 15 & 16
2. Garbage packer for their annual bazaar July 14, 15 & 16
3. Community Benefit funding for their annual community outreach in the amount of \$5,000.00.

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

**PAY APPLICATION NO.2 – BLUESTONE ENVIRONMENTAL**

Motion by Lewis, secc. Bowers that upon the recommendation of the Township Engineer, to approve Pay Application No. 2 from Bluestone Environmental in the amount of \$104,713.16 for the COG Share Fueling Station. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**RESOLUTION NO. 021-2023 GRANT SIGNATORY 902 RECYCLING GRANT**

Motion by Lewis, secc. Bowers to approve Resolution No. 021-2023 for a 902 Recycling Grant authorizing signatory by the Chairman of the Board George L. Andrejko to sign all documents on behalf of the entire body of the Board of Commissioners. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

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**APPROVAL – PERMIT FEE WAIVER**

Motion by Lewis, secc. Bowers to approve the waiving of permit fees for the following township projects, subject to solicitor review:

1. Fellows Avenue Trail
2. Municipal Fueling Station

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.

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Jennifer Dukes, Township Secretary