

**HANOVER TOWNSHIP**  
**BOARD OF COMMISSIONERS**

**JUNE 14, 2023**

**\*\*MINUTES\*\***

The Hanover Township Board of Board of Commissioners conducted a public meeting on June 14, 2023 at the Municipal Building, 1267 Sans Souci Parkway, Hanover Township, Luzerne County, Pennsylvania. The Chairman called the meeting to order at 6:43 PM.

**PRESENT:** Commissioners Albert Bagusky, George Bowers, Joseph Howanitz, William Howatt, Ronald Krushnowski, Jeffrey Lewis.

**ABSENT:** Commissioner George Andrejko.

Township Manager Guesto read aloud a letter from the Exaltation of the Holy Cross Church thanking Hanover Township for last year's community benefit donation and listed the many items that were accomplished with this donation.

Stephen Dule, South Main Street, Lee Park addressed the Board regarding a petition to enforce speeding on South Main Street, requesting a traffic calming study.

Deborah Jordan, addressed the Board to request an election integrity resolution adoption by Hanover Township.

Kenneth Vital, 219 Lyndwood Avenue, addressed the Board requesting off street handicap parking.

**DEPARTMENT REPORTS**

**SECRETARY'S REPORT**

Motion by Bagusky, secc. Bowers that the Secretary's Report for the month of May 2023 be accepted and filed. The report indicated that Executive Session of the Board was conducted on May 10, 2023 to discuss personnel and possible litigation. On the motion the following voted yes: Bagusky, Bower, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

**MANAGER'S REPORT**

Motion by Bagusky, secc. Bowers that the Manager's Report for the month of May 2023 be accepted and filed. On the motion the following voted yes: Bagusky, Bower, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

**DEPARTMENT REPORTS**

Motion by Bagusky, secc. Bowers that the reports from the Police, Road, Sewer, Fire Department, Code Enforcement Office and Health Officer for the month of May 2023 be accepted and filed. On the motion the following voted yes: Bagusky, Bower, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

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### **TREASURER’S REPORT**

Motion by Bagusky, secc. Bowers that the Treasurer’s report for the month of April 2023 be accepted and filed. On the motion the following voted yes: Bagusky, Bower, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

### **MINUTES OF MEETING OF MAY 10, 2023**

Motion by Bagusky, secc. Bowers that the minutes of the meeting of May 10, 2023 be accepted and filed. On the motion the following voted yes: Bower, Howanitz, Howatt, Krushnowski, Lewis. Abstain: Bagusky. MOTION CARRIED.

### **LIST OF BILLS**

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

### **COMMUNICATIONS**

Motion by Bagusky, secc. Bowers that the communications for the month of May 2023 be accepted and filed. On the motion the following voted yes: Bagusky, Bower, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

### **HIRING – TEMPORARY LABORERS**

Motion by Bagusky, secc. Bowers that Kyle Kowalski, Edwin Murphy, Joseph Scudder & Nicholas Havey be hired as temporary laborers in the Public Works Department effective June 16, 2023 to July 16, 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, Bower, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

### **HIRING – TEMPORARY FIRE TRUCK DRIVERS**

Motion by Bagusky, secc. Bowers that John Marczak, Dwayne Taggart, Dan Wegrzynowicz, Robert Williams, John Engleman, Sean Reilly, Bill McDaniels, Dan Harkenreader, Paul Rakowski & Joseph Hudak be hired as temporary as needed drivers in the Hanover Township Fire Department at the North Station, South Station and Headquarters effective June 16, 2023 to July 16, 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, Bower, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

**HIRING – TEMPORARY SUMMER EMPLOYEES**

Motion by Bagusky, secc. Bowers that Dylan Martinez, Connor Hummer, Todd Kolbicka and Sean Burrige be hired as temporary summer employees effective June 16, 2023 to July 16, 2023 at a rate of between \$12-\$14.50 per hour for a maximum of twenty-eight (28) hours per week, per individual. On the motion the following voted yes: Bagusky, Bower, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

**ACCEPTANCE – NOTICE OF RETIREMENT**

Motion by Bagusky, secc. Bowers to accept the Notice of Retirement from Thomas Bogarowski effective July 5, 2023. On the motion the following voted yes: Bagusky, Bower, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

**AUTHORIZATION TO ADVERTISE**

Motion by Bagusky, secc. Bowers to authorize the advertising of the Property & Maintenance Building Code Officer/Assistant Sewer Officer position. On the motion the following voted yes: Bagusky, Bower, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

**INVOICES – BORTON LAWSON ENGINEERING**

Motion by Bagusky, secc. Bowers to authorize the payment of Township Engineer Borton Lawson Invoices for various projects in the amount of \$5,920.50. These will be paid through various funds and grants. On the motion the following voted yes: Bagusky, Bower, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

**INVOICES– BHW INSPECTIONS, LLC**

Motion by Bagusky, secc. Bowers to approve Invoice No. H22004 in the amount of \$6,918.50 to BHW Inspections, LLC for plan examinations on several projects within Hanover Township. On the motion the following voted yes: Bagusky, Bower, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

**INVOICES – WILKES-BARRE MATERIALS LLC**

Motion by Bagusky, secc. Bowers to authorize the payment of Invoices from Wilkes Barre Materials LLC, COSTARS Contract #5610-36, for street paving asphalt in the amount of \$76,273.65. These will be paid through the capital fund. On the motion the following voted yes: Bagusky, Bower, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

**INVOICES – JOHN HALLIDAY TRUCKING INC.**

Motion by Bagusky, secc. Bowers to authorize the payment of Invoices from John Halliday Trucking LLC, for hauling street paving asphalt in the amount of \$27,497.50. These will be paid through the capital fund. On the motion the following voted yes: Bagusky, Bower, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

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**RESOLUTION NO. 016 – 2023 – MULTIMODAL GRANT APPLICATION**

Motion by Bagusky, secc. Bowers to approve Resolution No.016-2023 for authorization to make application to the Pennsylvania Department of Transportation for a Multimodal Grant for the Hanover Youth & Ambulance Safe Travel Project in the amount of \$500,000.00. On the motion the following voted yes: Bagusky, Bower, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

**RESOLUTION NO. 017 – 2023 – MULTIMODAL GRANT APPLICATION**

Motion by Bagusky, secc. Bowers to approve Resolution No.017-2023 for authorization to make application to the Commonwealth Financing Authority for a Multimodal Grant for the Hanover Youth & Ambulance Safe Travel Project in the amount of \$500,000.00. On the motion the following voted yes: Bagusky, Bower, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

**ORDINANCE NO. 002 – 2023 – REQUIRING KNOX BOXES**

Motion by Bagusky, secc. Bowers to approve Ordinance No.002-2023 establishing a requirement of the installation of Knox Boxes at certain structures as advertised. On the motion the following voted yes: Bagusky, Bower, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

**ORDINANCE NO. 003 – 2023 – REGULATING THE USE OF FIREWORKS**

Motion by Bagusky, secc. Bowers to table Ordinance No.002-2023 establishing the regulation of the use of fireworks and similar items and providing penalties for violations as advertised. On the motion the following voted yes: Bagusky, Bower, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

**ASKAM PLAYGROUND EQUIPMENT PROJECT**

Motion by Bagusky, secc. Bowers to approve the Stell Enterprises Inc. proposal to remove playground equipment in the amount of \$3,900.00 and to authorize the Township Manager to purchase up to \$10,000.00 of new equipment from George Ely and Associates a COSTARS participating vendor for the Askam playground. On the motion the following voted yes: Bagusky, Bower, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

**MUNICIPAL BUILDING CLEANING AGREEMENT**

Motion by Bagusky, secc. Bowers to approve the proposal from Jan-Pro Cleaning & Disinfecting for the cleaning of the Municipal Building in the amount of \$822.97 per month and that the Vice Chairman is authorized to sign the agreement. On the motion the following voted yes: Bagusky, Bower, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

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**CODE OFFICE VEHICLE**

Motion by Bagusky, secc. Bowers to approve the proposal from Valley Chevrolet, COSTARS Contract #124987, for a 2023 Silverado 1500 for the Code Office in the amount of \$52,845.00 and it be paid for by the capital fund. On the motion the following voted yes: Bagusky, Bower, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

**CHANGE ORDER FOR CLARKS CROSSROAD PAVING PROJECT**

Motion by Bagusky secc. Bowers to approve Change Order No. 1 from American Asphalt for stormwater drainage improvements at the Clarks Crossroad Paving Project in the amount of \$67,695.00. On the motion the following voted yes: Bagusky, Bower, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

**CHANGE ORDER FOR FELLOWS AVE. TRAIL PROJECT**

Motion by Bagusky, secc. Bowers to approve Change Order No. 1 from New Enterprises Lime & Stone Inc. for sidewalk removal at the Fellows Ave Trail Project in the amount of \$35,700.00. On the motion the following voted yes: Bagusky, Bower, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

**HANOVER GREEN PLAYGROUND PAVILION PROJECT**

Motion by Bagusky, secc. Bowers to approve the proposal from Gilroy Construction in the amount of \$7,850.00 for the new roof and repairs to the Hanover Green Playground Pavilion. On the motion the following voted yes: Bagusky, Bower, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

**COOPERATIVE AGREEMENT**

Motion by Bagusky, secc. Bowers to ratify the cooperative agreement with the Hanover Area School District for application of a \$500,000.00 Keystone Communities Grant for the Hanover Area Recreation Project. The project includes the construction of the Fellows Ave Trail and the rehabilitation of Hanover Area Memorial Stadium. On the motion the following voted yes: Bagusky, Bower, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

**PERMIT FEE WAIVER**

Motion by Bagusky, secc. Bowers to approve the waiver of the permit fee for the following projects:

- 1. Hanover Area Youth Soccer Field Lighting Project**
- 2. Hanover Green Playground Pavilion Project**

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

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**ADVERTISING FOR THE FUELING STATION DIESEL TANK**

Motion by Bagusky, secc. Bowers to approve the advertising for the diesel tank for the fueling station project. On the motion the following voted yes: Bagusky, Bower, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

**ADD ON MOTION – HIRING TEMPORARY FIRE TRUCK DRIVERS**

Motion by Bagusky, secc. Bowers to add on the following motion, that Ryan Kairo and Cayden Schiel be hired as temporary as needed drivers in the Hanover Township Fire Department at the North Station, South Station and Head Quarters at a rate of \$14.50 per hour for a maximum of 28 hours per week per individual pending pro board certification. On the motion the following voted yes: Bagusky, Bower, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

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Jennifer Dukes, Township Secretary