

HANOVER TOWNSHIP
BOARD OF COMMISSIONERS

MARCH 8, 2023

****MINUTES****

The Hanover Township Board of Commissioners conducted a public meeting on March 8, 2023 at the Municipal Building, 1267 Sans Souci Parkway, Hanover Township, Luzerne County, Pennsylvania. The Chairman called the meeting to order at 6:17 PM.

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

ABSENT: Commissioner Albert Bagusky.

Elizabeth Hartman, 589 Fellows Avenue addressed the Board regarding Fellows Avenue Construction, fencing at Air Products, ARPA money.

Ronald Jarzenbovicz, S Main Street, Preston addressed the Board regarding the alley behind School Lane.

DEPARTMENT REPORTS

SECRETARY'S REPORT

Motion by Lewis, secc. Bowers that the Secretary's Report for the month of February 2023 be accepted and filed. The report indicated that Executive Session of the Board was conducted on February 8, 2023 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 8, 2023 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 2023 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 month of January 2023 be accepted and filed. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

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MINUTES OF MEETING OF FEBRUARY 8, 2023

Motion by Lewis, secc. Bowers that the minutes of the meeting of February 8, 2023 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 2023 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 16, 2023 to April 14, 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: 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. & Joseph Hudak be hired as temporary as needed drivers in the Hanover Township Fire Department at the North Station, South Station and Headquarters effective March 16, 2023 to April 14, 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: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

HIRING – POLICE INTERNS

Motion by Lewis, secc. Bowers to hire Desmond Cannon and Jacob Mercadante as interns in the Police Department effective March 13, 2023 at a rate of \$14.50 per hour for a maximum of twenty (20) hours per week per individual. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

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AUTHORIZATION – MILITARY LEAVE

Motion by Lewis, secc. Bowers to authorize the Township Manager to approve all unpaid military leave requests. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

AUTHORIZATION TO ATTEND CONFERENCE

Motion by Lewis, secc. Bowers to authorize Chief David Lewis and Assistant Police Chief Eric Richardson to attend the 2023 Chiefs of Police Education and Training Conference at Kalahari Resort in Mt. Pocono from July 23 through July 26th. Cost is registration \$400.00 and \$199.00 per night for each individual. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – EMPLOYMENT AGREEMENT ADDENDUMS

Motion by Lewis, secc. Bowers to approve the Employment Agreement Addendums to correct the Life Insurance coverage for the Township Manager, Police Chief, and assistant Police Chief. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Andrejko. Abstain: Lewis. MOTION CARRIED.

APPROVAL – CLOTHING PURCHASE

Motion by Lewis, secc. Bowers to approve the purchase of clothing for the Road Department and Code Office from Blasi Printing in the amount of \$5,154.75. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – SPRING CLEAN UP; E-CYCLING & PAPER SHREDDING EVENTS

Motion by Lewis, secc. Bowers to approve the Spring Cleanup drop off/pickup for June 3, 10 & 17 and the E-cycling/paper shredding event for June 17. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL OF INVOICES – BORTON LAWSON

Motion by Lewis, secc. Bowers to approve the invoices from Township Engineer Borton Lawson in the amount of \$18,419.55 and that they be paid from the capital account, sewer fee account and liquid fuels fund. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

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APPROVAL OF PAY APPLICATION & CHANGE ORDER – AR POPPLE

Motion by Lewis, secc. Bowers to approve the Pay Application from AR Popple in the amount of \$18,800.00 and Change Order No. 1 in the amount of \$3,000.00 and that they be paid from the capital account and the Township Secretary is authorized to seek reimbursement from the Municipal Stormwater Account held by the Wyoming Valley Sanitary Authority. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – KEY ENERGY CONSULTING AGREEMENT

Motion by Lewis, secc. Bowers to approve the agreement with Key Energy Consulting for electrical service for 12 months. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – AWARD OF LIQUID FUELS PAVING PROJECT

Motion by Lewis, secc. Bowers to approve the award of the Liquid Fuels Paving Project to M&J Excavating in the amount of \$353,259.90. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – AWARD OF STREET MILLING PROJECT

Motion by Lewis, secc. Bowers to approve the award of the Street Milling Project to M&J Excavating in the amount of \$73,202.50. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – OPERATIONS & MAINTENANCE AGREEMENT

Motion by Lewis, secc. Bowers to approve the Operations & Maintenance Agreement with Pennsylvania American Water Company for their Sugar Notch pump station. 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 Joyce Insurance Group, Township Insurance Agent, for the following 2023/2024 insurance policies be approved. Policies are effective March 24, 2023 to March 24, 2024.

1. Property, Inland Marine & Equipment Breakdown	\$31,688.00
2. General Liability	\$52,519.00
3. Automobile	\$66,975.00
4. Crime	\$998.00
5. Workers Compensation	\$214,763.00
6. Cyber Liability	\$6,020.00
TOTAL	\$372,963.00

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The Terrorism Insurance Provision is rejected at a cost of \$479.00.

Workers Compensation Experience Modification is down to 1.133 resulting in a \$60,000.00 savings.

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

APPROVAL – WINTER MAINTENANCE AGREEMENT

Motion by Lewis, secc. Bowers to approve the agreement with PennDOT for winter maintenance of a portion of South Main Street in Askam and St. Mary’s Road. On the motion the following voted yes: 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: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

Jennifer Dukes, Township Secretary