

HANOVER TOWNSHIP
BOARD OF COMMISSIONERS
NOVEMBER 8, 2023
****MINUTES****

The Hanover Township Board of Commissioners conducted a public meeting on November 8, 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 George Bowers, Joseph Howanitz, William Howatt, Ronald Krushnowski, Jeffrey Lewis, George Andrejko.

ABSENT: Albert Bagusky

The Township Manager stated:

- The 2024 Budget including all appropriations of funds is proposed and available for inspection in the Office of the Township Secretary during normal business hours. The Board of Commissioners will consider the 2024 Budget, which has no increase in taxes or fees, at their Business Meeting on December 13, 2023.

MOMENT OF SILENCE – OBSERVANCE OF VETERAN’S DAY

We will take a moment of silence for all our veteran soldiers; thank you to those who have fought in the past...and to those who are today risking their lives for the sake of freedom. Let us pray for our men and women in uniform. Let us ask for the safe return for those abroad. For those who will never return and those not yet accounted for...grant them peace. And, for those who fall and have fallen, let their efforts not be in vein. Let us pray for the families whose sons and daughters are overseas as well as those who may be called upon to defend our freedoms. God Bless America.

Bob Burns, 3 Scureman Street addressed the board regarding the Lyndwood playground hours of availability to the public & access.

Mario Fiorucci, 893 Main Street addressed the board regarding resolution and deed distribution regarding Sugar Notch & Hanover Township property tax split.

Jennifer Dukes, 88 Allenberry Drive addressed the board regarding Spencer Lane and expressed her gratitude for the Township’s participation in getting the road work completed on Spencer Lane.

SECRETARY’S REPORT

Motion by Lewis, secc. Bowers that the Secretary’s Report for the month of October 2023 be accepted and filed. The report indicated that Executive Session of the Board was conducted on October 11, 2023 to discuss personnel and possible litigation. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

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MANAGER’S REPORT

Motion by Lewis, secc. Bowers that the Manager’s Report for the month of October 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 and Code Enforcement Office for the month of October 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 September 2023 be accepted and filed. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

MINUTES OF MEETING OF OCTOBER 11, 2023

Motion by Lewis, secc. Bowers that the minutes of the meeting of October 11, 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 October 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 Edwin Murphy, Joseph Scudder, Nicholas Havey, Sean Burrigge, Daniel Fuller & Kyle Shermanski be hired as temporary laborers in the Public Works Department effective November 15, 2023 to December 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: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED. 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 John Marczak, Dwayne Taggart, Dan Wegrzynowicz, Robert Williams, John Engleman, Sean Reilly, Bill McDaniels, Dan Harkenreader, Paul Rakowski, Joseph Hudak, Ryan Kairo, Cayden Schiel & Josh Hooper be hired as temporary as needed drivers in the Hanover Township Fire Department at the North Station, South Station and Headquarters effective November 15, 2023 to December 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: 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 \$2,238.63 These will be paid through various funds and grants including from the General Fund and the Capital Projects 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. H220010 in the amount of \$4,414.84 to BHW Inspections, LLC for plan examinations on several projects within Hanover Township. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

REQUEST FOR TOWNSHIP SERVICES

Motion by Lewis, secc. Bowers to approve the request from the Hanover Township Lions Club for township service for the Annual Tree Lighting on December 3, 2023. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

AUTHORIZATION TO PURCHASE GIFT CERTIFICATES

Motion by Lewis, secc. Bowers to authorize the purchase of \$20.00 gift certificates from Gerrity Supermarkets in the amount of \$2,800.00 from the Community Benefit Fund. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

RATIFYING THE REQUEST FOR WAIVER OF FEES

Motion by Lewis, secc. Bowers to ratify the approval of the request from the Hanover Fire District for the waiving of permit fees for solicitation by Firehouse Subs food truck for fund raising purposes. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

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INVOICE – BRADCO SUPPLY COMPANY

Motion by Lewis, secc. Bowers to approve the payment of an invoice from Bradco Supply Company in the amount of \$71,188.43 for a 2024 Ford F-600 Dump Truck from the Liquid Fuels Account. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

INVOICE – HUNTER TRUCK COMPANY

Motion by Lewis, secc. Bowers to approve the payment of an invoice from Hunter Truck Company in the amount of \$126,898.00 for a 2024 Peterbilt Garbage Truck from the Capital Account. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – RESOLUTION NO. 024-2023

Motion by Lewis, secc. Bowers to approve Resolution No. 024-2023 for the Township Manager to dispose of inoperable vehicles and equipment as presented. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – RESOLUTION NO. 025-2023

Motion by Lewis, secc. Bowers to approve Resolution No. 025-2023 for the Township Manager to sign the Automated Red Light Enforcement (ARLE) Grant Agreement Extension as presented. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – RESOLUTION NO. 026-2023

Motion by Lewis, secc. Bowers to approve Resolution No. 026-2023 for the Township Manager to apply for a statewide Local Share Account Grant for municipal vehicles in the amount of \$150,000.00 as presented. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – TAX REFUNDS

Motion by Lewis, secc. Bowers to approve, upon the request of the Tax Collector, a tax refund for 3096 south Main Street in the amount of \$272.19. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

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APPROVAL LETTER OF ENGAGEMENT

Motion by Lewis, secc. Bowers to approve the letter of engagement from Baker Tilly Virchow Krause, LLP Accountants to provide financial and audit services. Also to assist preparing the Department of Community and Economic Development Report for the calendar year ending December 31, 2023 and the Chairman is authorized to sign same. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

AUTHORIZATION TO REQUEST PROPOSALS FOR LEASE FINANCING

Motion by Lewis, secc. Bowers to authorize the Township Manager to request proposals for lease financing for municipal vehicles in the amount of \$380,000.00. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – PAY APPLICATION NO. 3 – BELLES PROPERTY MANAGEMENT, LLC.

Motion by Lewis, secc. Bowers that upon the recommendation of the Township Engineer, to approve Pay Application No. 3 from Belles Property Management, LLC. in the amount of \$42,762.00 for the Municipal Fueling Station Project from the Capital Account and seek reimbursement from the Local Share Account Grant Award. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – PAY APPLICATION NO. 2 – NATIONAL WATER MAIN CLEANING CO.

Motion by Lewis, secc. Bowers that upon the recommendation of the Township Engineer, to approve Pay Application No. 2 from National Water Main Cleaning Co. in the amount of \$27,499.00 for the Solomon’s Creek Sanitary Interceptor Rehabilitation Project from the Sewer Fee Account and seek reimbursement from the Local Share Account Grant Award. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

AUTHORIZATION TO PROVIDE FUNDS TO HANOVER HELPFUL HEARTS FUND

Motion by Lewis, secc. Bowers to authorize the commitment of \$5,000.00 to Hanover Helpful Hearts Fund for Community Outreach offered through the Hanover Area School District from the Community Benefit Fund. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – TRANSFER OF TOWNSHIP PROPERTY

Motion by Lewis, secc. Bowers to approve the transfer of the following township properties to the Lower South Valley Land Bank for disposition:

1. 3-5 Loxley Street
2. 68 Regent Street
3. 74 Graham Avenue
4. 3132 South Main Street
5. 302 ½ Main Street (Preston section)
6. New Commerce Boulevard Parcel
7. Tradeport Road Parcel

The township Solicitor is authorized to work on the transfers of these properties. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

INVOICE – KRASAVAGE CONSTRUCTION

Motion by Lewis, secc. Bowers to approve the payment of an invoice from Krasavage Construction in the amount of \$8,500.00 for a manhole replacement from the Sewer Account and the Township Secretary seek reimbursement from the Wyoming Valley Sanitary Authority. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – RESOLUTION NO. 027-2023

Motion by Lewis, secc. Bowers to approve Resolution No. 027-2023 to support the SPCA of Luzerne County's application for a statewide Local Share Account Grant for their new facility project in the amount of \$1,000,000.00 as presented. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis. Voting No: 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.

Jennifer Dukes, Township Secretary