

HANOVER TOWNSHIP
BOARD OF COMMISSIONERS
SEPTEMBER 13, 2023
****MINUTES****

The Hanover Township Board of Commissioners conducted a public meeting on September 13, 2023 at the Municipal Building, 1267 Sans Souci Parkway, Hanover Township, Luzerne County, Pennsylvania. The Chairman called the meeting to order at 6:13 PM.

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

STATEMENT FROM THE BOARD

In commemoration of the anniversary of September 11, 2001 we remember those that lost their lives, those that aided and those heroes who continue to defend our freedoms. God Bless America. Please join us in a moment of silence in memory of September 11, 2001.

PRESENTATION OF THE 2024 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 presents the following MMO(s) for 2024 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 2024 MMO.....\$180,373.00
Non-Uniformed Pension Plan 2024 MMO.....\$88,803.00

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

Kasey O'Donnell, 68 Allenberry Drive addressed the Board requesting assistance from the Hanover Township Board of Commissioners regarding flooding and road deterioration on Spencer Lane and requesting HOA approval on permits prior to approval by Hanover Township.

Robert Burns, 3 Scureman Street addressed the Board regarding Lyndwood Playground access.

SECRETARY'S REPORT

Motion by Lewis, secc. Bowers that the Secretary's Report for the month of August 2023 be accepted and filed. The report indicated that Executive Session of the Board was conducted on August 9, 2023 to discuss personnel and possible litigation. On the motion the following voted yes: Bagusky, 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 August 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 August 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 July 2023 be accepted and filed. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

MINUTES OF MEETING OF AUGUST 9, 2023

Motion by Lewis, secc. Bowers that the minutes of the meeting of August 9, 2023 be accepted and filed. On the motion the following voted yes: Bagusky, 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: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

COMMUNICATIONS

Motion by Lewis, secc. Bowers that the communications for the month of August 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 Edwin Murphy, Joseph Scudder, Nicholas Havey, Daniel Fuller & Sean Burrige be hired as temporary laborers in the Public Works Department effective September 16, 2023 to October 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.

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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 September 16, 2023 to October 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 Todd Kolbicka, and Connor Quaglia be hired as temporary summer employees effective September 16, 2023 to October 15, 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, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

AUTHORIZATION – CONFERENCE ATTENDANCE

Motion by Lewis, secc. Bowers to authorize the Township Manager to attend the Pennsylvania Municipal Authorities Association Conference at Kalahari, Mount Pocono, PA on September 18th and 19th at no cost to the township. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

RATIFICATION – POLICE SERVICES

Motion by Lewis, secc. Bowers to ratify the Township Managers action based upon the recommendation of the Police Chief to provide Police Services at the Hanover Area School District home football games September 8th, 22nd and October 13th, 20th and 27th. All costs will be reimbursed by the Hanover Area School District. On the motion the following voted yes: Bagusky, 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 the month of July for various projects in the amount of \$4,329.35. 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.

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INVOICE – BHW INSPECTIONS, LLC

Motion by Lewis, secc. Bowers to approve Invoice No. H23006 in the amount of \$8,656.60 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 – JAD CORP. OF AMERICA.

Motion by Lewis, secc. Bowers to ratify the payment of an invoice from JAD Corp. of America. in the amount of \$3,470.00 for a floor scrubber from the Capital Fund. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

NVOICES– JOHN P. HALLIDAY TRUCKING INC.

Motion by Lewis, secc. Bowers to approve invoice number SVCG-2303,2317 and 2319 from John P. Halliday Trucking Inc. in the amount of \$5,520.00 for asphalt hauling with a credit on file for a payment on invoice number 2313 which was Nanticoke City's invoice. 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-2312 from John P. Halliday Trucking Inc. in the amount of \$7,446.25 for asphalt hauling from the Capital Fund. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

INVOICES– WILKES-BARRE MATERIALS LLC

Motion by Lewis, secc. Bowers to approve invoice numbers 27630, 27842 and 27947 from Wilkes-Barre Materials LLC COSTARS Contract # 5610-36 in the amount of \$13,450.08 for asphalt from the capital account. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

INVOICE– AMERICAN ASPHALT PAVING CO.

Motion by Lewis, secc. Bowers to approve invoice number 25892 from American Asphalt Paving Co. COSTARS Contract # 5610-36 in the amount of \$1,733.35 for asphalt from the capital account. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

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INVOICE– SKIRO’S LANDSCAPING

Motion by Lewis, secc. Bowers to approve the invoice from Skiro’s Landscaping in the amount of \$9,768.00 for landscaping at the Fire Headquarters from the capital account. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

INVOICES– GEORGE ELY ASSOCIATES LLC

Motion by Lewis, secc. Bowers to approve invoice numbers 41683 and 41684 and 27947 from George Ely Associates, LLC COSTARS Contract # 014- E23-299 in the amount of \$22,995.00 for Fellows Trail equipment from the capital account. This is reimbursable from the Keystone Communities Grant. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – PAY APPLICATION NO. 1 – NATIONAL WATER MAIN CLEANING CO.

Motion by Lewis, secc. Bowers that upon the recommendation of the Township Engineer, to approve Pay Application No. 1 from National Water Main Cleaning Co.in the amount of \$243,989.30 for the Solomon’s Creek Interceptor Rehabilitation Project from the Sewer Fee Account. This is reimbursable from the Sewer Grant. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – QUOTE – T.M. FITZGERALD & ASSOCIATES

Motion by Lewis, secc. Bowers to approve the quote from T.M. Fitzgerald & Associates in the amount of \$44,987.25 for new recycling containers from the Capital Account and seek reimbursement from the Department of Environmental Protection Recycling Grant Award. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

INVOICE– HAILSTONE ECONOMICS

Motion by Lewis, secc. Bowers to approve invoice number 1262 from Hailstone Economics in the amount of \$862.50 for ARPA grant award consulting from the sewer fee account. This is payable to Ashley Borough and represents 50% of the total invoice. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

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RESOLUTION NO. 022-2023 – OPIOID SETTLEMENT AGREEMENT

Motion by Lewis, secc. Bowers to approve Resolution No. 022-2023 for the agreement with the Pennsylvania Attorney General’s Department for the use of the Opioid Fund as described in Exhibit E of the settlement agreement along with any other terms as presented. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

RESOLUTION NO. 023-2023 – LOCAL SHARE GRANT APPLICATION

Motion by Lewis, secc. Bowers to approve Resolution No. 023-2023 authorizing the Township Manager to submit a Local Share Grant Application in the amount of \$500,000 for the purchase of a new Fire Department Ladder Truck as presented. 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 and Luzerne County Tax Claim to approve the following tax refunds:

1. 567 Wilkes-Barre Street in the amount of \$31.13
2. 284 Bunker Drive in the amount of \$76.00
3. 206 Division Street in the amount of \$337.26 for property transfer tax

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

APPROVAL – DIESEL FUEL TANK

Motion by Lewis, secc. Bowers that upon the recommendation of the township engineer, to approve the proposal from Bluestone Environmental for the Diesel Tank for the Municipal Fueling Station in the amount of \$383,375.00. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – RECYCLING SERVICES AGREEMENT

Motion by Lewis, secc. Bowers to approve the agreement with Municipal Recovery, Inc for recycling Services. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – FENCE PROPOSAL

Motion by Lewis, secc. Bowers to approve the proposal from Byra’s Fence Company for fencing at the Lyndwood Playground in the amount of \$2,300.00. This will be paid by the Capital Fund.

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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.

Jennifer Dukes, Secretary