

HANOVER TOWNSHIP
BOARD OF COMMISSIONERS
FEBRUARY 14, 2024
****MINUTES****

The Hanover Township Board of Commissioners conducted a public meeting on February 14, 2024 at the Municipal Building, 1267 Sans Souci Parkway, Hanover Township, Luzerne County, Pennsylvania. The Chairman called the meeting to order at 6:39 PM.

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

Bob Minnick and Jason Styczen, Hanover Area Little League addressed the Board regarding Little League funding for field renovations.
George Albert, Earth Conservancy addressed the Board regarding Nanticoke Creek Project.

SECRETARY'S REPORT

Motion by Lewis, secc. Bowers that the Secretary's Report for the month of January 2024 be accepted and filed. The report indicated that Executive Session of the Board was conducted on January 10, 2024 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 January 2024 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 Officer for the month of January 2024 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 December 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 RE-ORGANIZATION JANUARY 2, 2024

Motion by Lewis, secc. Bowers that the minutes of the meeting of January 2, 2024 be accepted and filed. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

MINUTES OF MEETING OF JANUARY 10, 2024

Motion by Lewis, secc. Bowers that the minutes of the meeting of January 10, 2024 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 January 2024 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, Nicholas Havey, Sean BurrIDGE, Daniel Fuller & Kyle Shamaski be hired as temporary laborers in the Public Works Department effective February 16, 2024 to March 16, 2024 at a rate of \$16.50 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 & Josh Hooper be hired as temporary as needed drivers in the Hanover Township Fire Department at the North Station, South Station and Headquarters effective February 16, 2024 to March 16, 2024 at a rate of \$16.50 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.

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APPROVAL – ZONING LEGAL CONSULTING

Motion by Lewis, secc. Bowers that based upon the request of Zoning Officer Jamie Yurkoski, to hire Attorney Donald Karpovich at a rate of \$125.00 per hour for legal consulting on zoning items. 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 various projects in the amount of \$1,064.61 These will be paid through various funds and grants including from the Liquid Fuels Account, Sewer Fee Account 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. H23012 in the amount of \$5,162.20 to BHW Inspections, LLC for plan examinations on several projects within Hanover Township. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

INVOICE – LOWER SOUTH VALLEY COUNCIL OF GOVERNMENTS/HAILSTONE ECONOMIC CONSULTING

Motion by Lewis, secc. Bowers to approve payment in the amount of \$933.00 from the Sewer Fee Account to the Lower South Valley Council of Governments for 33% of the Hailstone Economic Invoice No. 1291 for the Luzerne County ARPA Grant – Act 537 update project within Hanover Township, Newport Township and Nanticoke City. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – POLLING PLACE AGREEMENT

Motion by Lewis, secc. Bowers to approve the polling place agreement for the use of the municipal building with Luzerne County and the Township Manager is authorized to sign the agreement. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – FLOOR MAT AGREEMENT

Motion by Lewis, secc. Bowers to approve the agreement with Unifirst in the amount of \$113.70 per month for floor mats at the Municipal Building and the Chairman is authorized to sign the agreement. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – FIRE DISTRICT REQUEST

Motion by Lewis, secc. Bowers to approve the request from the Hanover Township Fire District in the amount of \$3,105.55 for the installation of a 200 amp service by Sleboda Electric for fund raising efforts. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

RESOLUTION NO. 003– 2024 – FINANCING OF VEHICLES

Motion by Lewis, secc. Bowers to approve the ratification of Resolution No.003-2024 for the financing of vehicles in the amount of \$396,240.92 from M&T Bank. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

RESOLUTION NO. 004– 2024 – AMENDING THE 2024 BUDGET

Motion by Lewis, secc. Bowers to approve Resolution No.004-2024 for amending the 2024 budget for the correction of a tabulation error. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

RESOLUTION NO. 005– 2024 – PA E-PERMITTING SYSTEM

Motion by Lewis, secc. Bowers to approve Resolution No.005-2024 for access to the PA E-Permitting System. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

RESOLUTION NO. 006– 2024 – SALE OF REAL ESTATE

Motion by Lewis, secc. Bowers to approve Resolution No.006-2024 for the sale of real estate to the Luzerne County Flood Protection Authority. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – SEWER PLANNING EXEMPTION

Motion by Lewis, secc. Bowers to approve, upon the recommendation of the Township Engineer, the sewer exemption request from NorthPoint Development for Building 7. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – ELECTRICITY SUPPLY

Motion by Lewis, secc. Bowers to approve the agreement with Key Energy Supply for the electricity supply for Hanover Township for 2024/2025. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

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APPROVAL – HIGHWAY OCCUPANCY PERMIT APPLICATION

Motion by Lewis, secc. Bowers to approve, upon request of the Earth Conservancy, the application of Highway Occupancy Permits for their Nanticoke Creek Project. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

AUTHORIZATION – VEHICLE PURCHASE

Motion by Lewis, secc. Bowers to authorize the Township Manager to purchase 1 (one) Chevrolet Silverado Pick-up and 2 (two) Chevrolet Blazers from a COSTARS vendor with the Economic Development and Community Development Initiatives Grant Award for the police department. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

AUTHORIZATION – ADVERTISING OF MILLING & PAVING

Motion by Lewis, secc. Bowers to authorize the Township Secretary to advertise for the 2024 milling and paving projects as finalized by the Board of Commissioners. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

AUTHORIZATION – SCOPE OF PROJECT CHANGE REQUEST

Motion by Lewis, secc. Bowers to authorize the Township Manager to submit a change of project scope request for Local Share Account C000083216 grant award contract from the Solomon’s Creek Interceptor to the South Main Street Sewer Extension Project to the Department of Community and Economic Development. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – COMMUNITY BENEFIT AGREEMENT

Motion by Lewis, secc. Bowers to approve the Community Benefit Agreement with NorthPoint Development. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – PAY APPLICATION NO. 2 & CHANGE ORDER NO.1 – MINICHI INC.

Motion by Lewis, secc. Bowers that upon the recommendation of the Township Engineer, to approve Pay Application No. 2 and Change Order No. 1 from Minichi Inc. in the amount of \$172,762.55 for the Loomis Park Bridge Project. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

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APPROVAL – POLICE DEPARTMENT RENOVATIONS

Motion by Lewis, secc. Bowers to approve the proposal from Malecki Construction Services, LLC., in the amount of \$20,950.00, for police department renovations. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – BUILDING PERMIT REFUND

Motion by Lewis, secc. Bowers to approve the request from Stephen Citsay for the refund of a building permit in the amount of \$124.50. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

HANOVER TOWNSHIP LITTLE LEAGUE DONATION

Motion by Lewis, secc. Bowers to approve the request from the Hanover Area Little League in the amount of \$10,000.00 from the Community Benefit Fund. 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.

Jennifer Dukes, Township Secretary