

**HANOVER TOWNSHIP**  
**BOARD OF COMMISSIONERS**  
**MARCH 13, 2024**  
**\*\*MINUTES\*\***

The Hanover Township Board of Commissioners conducted a public meeting on March 13, 2024 at the Hanover Township Municipal Building, 1267 Sans Souci Parkway, Hanover Township, Luzerne County, Pennsylvania. The Chairman called the meeting to order at 6:16 PM.

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

**HONORABLE DISTRICT JUDGE KYLE HALESEY PERFORMED THE SWEARING IN OF JOSEPH SCUDDER TO THE HANOVER TOWNSHIP FIRE DEPARTMENT**

Greg Cromer, Virginia, Ariel Photographer, soliciting ariel photos of Hanover Township.

**SECRETARY'S REPORT**

Motion by Lewis, secc. Bowers that the Secretary's Report for the month of February 2024 be accepted and filed. The report indicated that Executive Session of the Board was conducted on February 14, 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 February 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 Office and Health Officer for the month of February 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 January 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 SPECIAL HEARING FEBRUARY 14, 2024**

Motion by Lewis, secc. Bowers that the minutes of the meeting of February 14, 2024 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 FEBRUARY 14, 2024**

Motion by Lewis, secc. Bowers that the minutes of the meeting of February 14, 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 February 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 March 17, 2024 to April 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 be hired as temporary as needed drivers in the Hanover Township Fire Department at the North Station, South Station and Headquarters effective March 17, 2024 to April 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.

### **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 \$10,630.11. 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.

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**INVOICE – BHW INSPECTIONS, LLC**

Motion by Lewis, secc. Bowers to approve Invoice No. H24002 in the amount of \$1,205.32 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.

**APPROVAL – PAY APPLICATION NO. 3 – GEORGE ELY ASSOCIATES**

Motion by Lewis, secc. Bowers that upon the recommendation of the Township Engineer, to approve Pay Application No. 3 from George Ely Associates in the amount of \$10,145.00 for the Fellows Avenue Trail Project. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**AWARD OF MILLING PROJECT**

Motion by Lewis, secc Bowers to award the 2024 Milling project to M&J Excavation in the amount of \$50,975.00. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**AWARD OF LIQUID FUELS PAVING PROJECT**

Motion by Lewis, secc. Bowers to award the 2024 Liquid Fuels Paving project to M&J Excavation for the base bid and ad alternate in the amount of \$148,671.00. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**AWARD OF GARAGE LIFT PROJECT**

Motion by Lewis, secc. Bowers to award the Garage Lift Project, project to Panzitta Enterprises in the amount of \$43,100.00. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**AUTHORIZATION – ADVERTISING OF REQUEST FOR PROPOSALS**

Motion by Lewis, secc, Bowers to authorize the Township Secretary to advertise for the American Rescue Plan Act - Small Water and Sewer Grant – Engineering Professional Services. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**APPROVAL – CONSULTING AGREEMENT**

Motion by Lewis, secc. Bowers to approve the proposal from Hailstone Economic for the American Rescue Plan Act - Small Water and Sewer Grant – Consulting Services. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**HANOVER TOWNSHIP INSURANCE POLICY RENEWALS**

Motion by Lewis, secc. Bowers that the following quotes received from Joseph J. Joyce Associates, Insurance Agent, for the following 2024/2025 insurance policies be approved. Policies are effective March 24, 2024 to March 24, 2025.

1. Property, Inland Marine & Equipment Breakdown	\$34,780.00
2. General Liability	\$58,000.00
3. Automobile	\$79,556.00
4. Crime	\$1,050.00
5. Workers Compensation	\$187,084.00
	<b>TOTAL \$367,765.00</b>

The Terrorism Insurance Provision is rejected. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**APPROVAL – FERRIS 60-INCH MOWER PURCHASE**

Motion by Lewis, secc. Bowers to approve the proposal from Barry’s Services, Inc., in the amount of \$14,433.00 for purchase of a Ferris 60-inch mower. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**AUTHORIZATION – SPRING CLEAN UP PROJECTS**

Motion by Lewis, secc, Bowers to authorize the Spring Clean Up dates of: June 8<sup>th</sup>, June 15<sup>th</sup> to include the e-cycling & paper shredding and June 22<sup>nd</sup> from 9am to Noon and litter pick up for Saturdays in March and April 2024. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**AUTHORIZATION – GRANT FUNDS PASS THROUGH**

Motion by Lewis, secc. Bowers to authorize the pass through of the Local Share Grant award of \$15,371.00 to the Earth Conservancy for the Compost Screener. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**AUTHORIZATION – ACCREDITATION CONFERENCE**

Motion by Lewis, secc. Bowers to authorize the request from Police Chief Lewis for attendance at the Accreditation Conference in Harrisburg, PA in the amount of \$236.32 on March 18 to 20, 2024 for Officers Cywinski and Andress. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

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**HAWKS UNIFIED CLUB REQUEST**

Motion by Lewis, secc. Bowers to approve the request from the Hawks Unified Inclusion Club for promoting their mission the amount of \$3,000.00 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.

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Jennifer Dukes, Township Secretary