

HANOVER TOWNSHIP
BOARD OF COMMISSIONERS
AUGUST 14, 2017 7:00 pm
****MINUTES****

The Hanover Township Board of Commissioners conducted a public meeting on August 14, 2017 at the Municipal Building, 1267 Sans Souci Parkway, Hanover Township, Luzerne County, Pennsylvania. The Chairman called the meeting to order at 7:00 PM.

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

ABSENT: Commissioner Russell Davis.

PROCLAMATION – EXALTATION OF THE HOLY CROSS CHURCH
100 YEAR ANNIVERSARY

RECOGNITION – 2ND ASSISTANT HANOVER TOWNSHIP FIRE CHIEF –
MICHAEL YODSNUKIS

Bob Burns, 3 Scureman Street addressed the Board regarding Fellows Avenue.

DEPARTMENT REPORTS

SECRETARY’S REPORT

Motion by Andrejko, secc. Lewis that the Secretary’s Report for the month of July 2017 be accepted and filed. The report indicated that Executive Sessions of the Board were conducted on July 10, 2017 & July 17, 2017 to discuss personnel and possible litigation. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

MANAGER’S REPORT

Motion by Andrejko, secc. Lewis that the Manager’s Report for the month of July 2017 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

DEPARTMENT REPORTS

Motion by Andrejko, secc. Lewis that the reports from the Police, Road, Sewer, Fire Department, Code Enforcement Office and Health Officer for the month of July 2017 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

TREASURER’S REPORT

Motion by Andrejko, secc. Lewis that the Treasurer’s report for the month of July 2017 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

MINUTES OF MEETING OF JULY 17, 2017

Motion by Andrejko, secc. Lewis that the minutes of the meeting of July 17, 2017 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

LIST OF BILLS

Motion by Andrejko, secc. Lewis that the list of bills for the month of July 2017 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

PRIOR APPROVAL OF BILLS

Motion by Andrejko, secc Lewis that the proper officers are authorized to pay payroll and those bills at a discount or that accrue a penalty between meetings. Bills paid by this procedure will be presented at the next meeting. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

COMMUNICATIONS

Motion by Andrejko, secc. Lewis that the communications for the month of July 2017 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

HIRING – TEMPORARY LABORERS

Motion by Andrejko, secc. Lewis that Mike Graboske, Ben Hultz, Dillon Ropetski, Marc McEvoy, Richard Colarusso, Patrick Wallace & Thomas Tryba be hired as a temporary laborer in the Public Works Department effective August 17, 2017 to September 15, 2017 at a rate of \$12.00 per hour for a maximum of twenty eight (28) hours per week. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

HIRING – TEMPORARY FIRE TRUCK DRIVERS

Motion by Lewis. secc. Krushnowski that Raymond Masher, John Marczak, Dwayne Taggart, Joseph Temarantz, Dan Wegrzynowicz, Robert Williams, John Engleman, Sean Reilly, Bill McDaniels and Dan Harkenreader be hired as temporary as needed drivers in the Hanover Township Fire Department at Stations #2, #5 and #6 effective August 17, 2017 to September 15, 2017 at a rate of \$12.00 per hour for a maximum of twenty (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: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

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HIRING – SUMMER LABORERS

Motion by Lewis, secc. Krushnowski that Anthony Marcincavage, Jacob Barber, Matthew Kuhl, James Sheridan and Justin Kwiatkowski be hired as Summer Laborers in the Public Works Department effective to August 18, 2017 at a rate of \$8.50 per hour for a maximum of twenty eight (28) hours per week. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

HIRING – INTERNSHIPS

Motion by Lewis, secc. Krushnowski that Mark Pointek and Marley Mullery be hired for Internships in the Administration Department effective to August 18, 2017 at a rate of \$10.00 per hour for a maximum of twenty eight (28) hours per week. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

HIRING – SCHOOL CROSSING GUARDS

Motion by Lewis, secc. Krushnowski that James Chernavage, Tom Shypulefski, Dorothy Zakrzewski, James Clarke, Brenda June, Mary Houston, James Houston, Thomas Romashko, Audrey Davis, Patricia Ropietski and Tammy Marcincavage be hired as full time crossing guards and Patricia Gurnari be hired as a substitute crossing guard for the 2017-2018 school year at a salary as per the 2017 Salary and Compensation Resolution. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

AUTHORITATION – LUZERNE COUNTY OFFICE OF COMMUNITY DEVELOPMENT 2018 APPROPRIATION

Motion by Lewis, secc. Krushnowski to authorize the Township Manager to submit the 2018 Local Needs Questionnaire Application to Luzerne County Office of Community Development with the following items to utilize the funds for: Street Restoration, ADA Upgrades to the Municipal Building and Blighted Property Demolition. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

INVOICES – BORTON LAWSON ENGINEERING

Motion by Lewis, secc. Krushnowski to authorize the payment of Township Engineer Borton Lawson Invoices referenced as 2017-21, 22, 23 and 24 for various projects including several Street Restoration Projects and Grant Projects in the amount of \$6,900.30. These will be paid through various funds and grants including Liquid Fuels Funds. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

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INVOICE – BHW INSPECTIONS, LLC

Motion by Lewis, secc. Krushnowski to approve Invoice No. H17005 in the amount of \$400.00 to BHW Inspections for plan reviews on 3 new projects within Hanover Township. This is a payment on a new revenue item for Hanover Township for plan review fees. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

INVOICE – ED KRASAVAGE CONSTRUCTION

Motion by Lewis, secc. Krushnowski that based upon the recommendation of the Township Engineer, to approve payment of an invoice from Ed Krasavage Construction referenced as No. 2017-2 in the amount of \$4,900.00 from the sewer fee account and that the Township Secretary is authorized to seek reimbursement for this invoice from the Wyoming Valley Sanitary Authority. This is for emergency work completed on a cracked sewer pipe on West Liberty Street. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

INVOICE – WYOMING VALLEY SANITARY AUTHORITY

Motion by Lewis, secc. Krushnowski to approve the payment of the invoice from Wyoming Valley Sanitary Authority in the amount of \$2,225.69 for billing services of the Township 3rd quarter commercial sewer fee. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

INVOICE – LUZERNE COUNTY

Motion by Lewis, secc. Krushnowski to approve the invoice received from Luzerne County in the amount of \$3,562.20 for the printing and mailing of the 2016-2017 tax bills. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

AUTHORIZATION - GREEN LIGHT GO GRANT SUBMISSIONS

Motion by Lewis, secc. Krushnowski to authorize the submission of the Acceptance Letter, Agreement and Funding Match Letter to PennDOT for the award of the Green Light Go Grant awarded to Hanover Township for the replacement and upgrade of two traffic signals. Also that the Chairman and Township Secretary are authorized to sign all documents and Liquid Fuels Funds will be utilized for the matching funds. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

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**APPROVAL – WASTE REDUCTION RECYCLING & TRANSFER, INC.
MULTI-YEAR CONTRACT**

Motion by Lewis, secc. Krushnowski to approve the negotiated multi-year contract with Waste Reduction Recycling & Transfer, Inc. and that the Chairman is authorized to sign any documents related to same. This contract will provide for no increase in 2018 and minimal increase over the remaining 4 years for municipal garbage. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

**AUTHORIZATION – PURCHASE OF A NEW K-9 POLICE DOG AND
OFFICER TRAINING**

Motion by Lewis, secc. Krushnowski to authorize the purchase of a new K-9 Police Dog and Officer Training from North East K-9 Academy, LLC in the amount of \$20,400.00 and that the Chairman is authorized to sign all documents related to same. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

AUTHORIZATION – DUMP TRUCK USE

Motion by Lewis, secc. Krushnowski that the request from the Hanover Township Fire Department for the use of a Dump Truck for a training class on August 26th and 27th, 2017 be approved. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

**APPROVAL – RESOLUTION NO. 015-2017 FOR THE SALE OF A 2010 DODGE
CHARGER POLICE VEHICLE**

Motion by Bowers, secc. Andrejko to approve Resolution No. 015-2017 for the sale of a 2010 Dodge Charger Police Vehicle. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

AUTHORIZATION TO ADVERTISE – KNOX STREET DRAINAGE ISSUE

Motion by Bowers, secc. Andrejko to authorize the Township Secretary to advertise for bids for various services and work on a storm line located on Knox Street. These include televising the line and possible: manhole replacement, lining the pipe and partial storm line replacement. Bids will be presented to the Board for consideration at the September 6th Work Session. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

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**PAY APPLICATION AND CHANGE ORDER – MULTI MODAL GRANT
PAVING PROJECT**

Motion by Bowers, secc. Lewis that based upon the recommendation of the Township Engineer, to approve Pay Application No. 1 (final payment application) and Change Order No. 1 (deduct amount for quantities in the amount of \$27,568.40) for the total amount of \$251,390.60 to American Asphalt Paving Co. for paving completed on Colley and Delaney Streets. Also that the Township Manager is authorized to submit for reimbursement from the grant award. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

**PAY APPLICATION AND CHANGE ORDER – LIQUID FUELS FUND PAVING
PROJECT**

Motion by Bowers, secc. Lewis that based upon the recommendation of the Township Engineer, to approve Pay Application No. 1 (final payment application) and Change Order No. 1 (add amount for quantities in the amount of \$2,424.15) for the total amount of \$104,076.15 to Pennsy Supply Inc. for paving completed on Oaklawn avenue and Regent Street. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

**APPROVAL – RESOLUTION NO. 013-2017 FOR THE SALE OF A 2005 CROWN
VICTORIA CODE ENFORCEMENT VEHICLE**

Motion by Bowers, secc. Lewis to approve Resolution No. 013-2017 for the sale of a 2005 Crown Victoria. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

**APPROVAL – RESOLUTION NO. 014-2017 FOR THE SALE OF A 2008 CROWN
VICTORIA CODE ENFORCEMENT VEHICLE**

Motion by Bowers, secc. Krushnowski to approve Resolution No. 014-2017 for the sale of a 2008 Crown Victoria. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

**APPROVAL - RESOLUTION NO. 012-2017 – AUTHORIZING THE PURCHASE
OF 21 ½ DEXTER STREET**

Motion by Bowers, secc. Lewis to approve Resolution No. 012-2017 Authorizing the purchase of 21 ½ Dexter Street for up to \$1,000.00 at the Luzerne County Free & Clear Tax Sale. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

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AUTHORIZATION TO AWARD – REBAR

Motion by Bowers, secc. Lewis that based upon the recommendation of the Township Engineer, to authorize the award to the lowest bidder Panzitta Enterprises for Rebar in the amount of \$32,360.00 for Medico Industries Press Line #4 LSA Grant. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

AUTHORIZATION TO AWARD – CONCRETE

Motion by Bowers, secc. Lewis that based upon the recommendation of the Township Engineer, to authorize the award to the lowest bidder Panzitta Enterprises for Concrete in the amount of \$77,880.00 for Medico Industries Press Line #4 LSA Grant. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

MOTION TO APPROVE – PURCHASE OF NEW FIREHOUSE RECLINERS

Motion by Bowers, secc. Krushnowski that based upon the recommendation of the Fire Chief, to purchase recliners in the amount of \$2602.25 for the new firehouse and to submit the invoice for approval to the USDA to pay for it from the firehouse construction account. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

APPROVAL – RESOLUTION NO. 017-2017 GREEN LIGHT GO GRANT

Motion by Bowers, secc. Lewis to approve Resolution No. 017-2017 authorizing the Green Light Go Grant for Traffic Light upgrades. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

ADD ON MOTION: AUTHORIZATION – SUBMIT PAYMENT REQUEST TO USDA & PAY APPROVED INVOICES FOR THE NEW FIREHOUSE

Motion by Lewis, secc. Bowers that based on the recommendation of the Project Architect/Engineer Quad III Group, to submit Payment Request No. 10 for General Construction, Electrical Construction, Mechanical and Sitework Construction in the amount of \$94,253.18 to the USDA for review and approval, that the Chairman is authorized to sign the payment request and the Township Manager be and is authorized to pay the USDA approved invoices from the Firehouse Construction Account. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

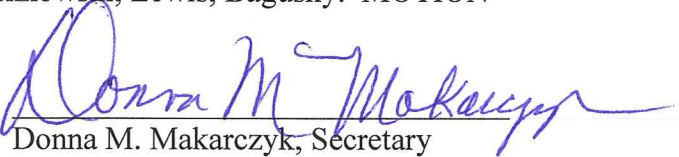
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ADD ON MOTION: AUTHORIZATION TO PAY – AIR CLEANING SYSTEMS, INC.

Motion by Lewis, secc. Bowers that based on the recommendation of the Fire Chief, to authorize the submission of the Air Cleaning Systems, Inc. invoice in the amount of \$36,930.00 to the USDA for review and approval and that the Township Manager be and is hereby authorized to pay the USDA Approved invoices from the Firehouse Construction Account. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

ADJOURNMENT

Motion by Lewis, secc. Andrejko to adjourn the meeting. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.


Donna M. Makarczyk, Secretary