

HANOVER TOWNSHIP
BOARD OF COMMISSIONERS
JULY 17, 2017
****MINUTES****

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

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

ABSENT: Russell Davis

Mason Bagusky, Boy Scout Troop 43 addressed the Board regarding requirements to obtain his Communications Merritt Badge.

PROCLAMATION – POLICE K-9 ADO

Chairman Albert Bagusky presented K-9 ADO with a proclamation.

DEPARTMENT REPORTS

SECRETARY’S REPORT

Motion by Andrejko, secc. Lewis that the Secretary’s Report for the month of June 2017 be accepted and filed. The report indicated that Executive Sessions of the Board were conducted on June 5, 2017 & June 12, 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 June 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 June 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 June 2017 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

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MINUTES OF MEETING OF JUNE 12, 2017

Motion by Andrejko, secc. Lewis that the minutes of the meeting of June 12, 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 June 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 June 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 July 18, 2017 to August 16, 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 Andrejko, secc. Lewis 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 July 18, 2017 to August 16, 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.

HIRING – SUMMER LABORERS

Motion by Andrejko, secc. Lewis that Anthony Marcincavage, Jacob Barber, Matthew Kuhl, James Sheridan, John Yurkoski and Justin Kwiatkowski be hired as Summer Laborers in the Public Works Department effective July 18, 2017 to August 16, 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 Andrejko, secc. Lewis that Mark Pointek and Marley Mullery be hired for Internships in the Administration Department effective July 19, 2017 to August 16, 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.

AUTHORIZATION – GARBAGE TRUCK USE

Motion by Andrejko, secc. Lewis that the request from the Hanover Township Fire Department for the use of a garbage packer for a fund raiser on July 16 or July 23 (rain date), 2017 be approved. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

RATIFICATION – ROLLOVER OF 6 MONTH CERTIFICATE OF DEPOSIT

Motion by Andrejko, secc. Lewis to ratify the Chairman's action to authorize the rollover of the 6 Month Certificate of Deposit with Landmark Bank for a period of 90 days. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

RATIFICATION – AUTHORIZATION FOR ELECTRIC CONTRACTOR TO PERFORM WORK AT NEW FIREHOUSE

Motion by Lewis, secc. Krushnowski to ratify the Chairman's action authorizing G.R. Noto to perform the necessary work, in the not to exceed amount of \$7,860.00, to relocate the utility pole so the electricity could be connected at the new firehouse and that the Chairman is authorized to sign any documents pertaining to same. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

APPROVAL – REQUEST FOR REIMBURSEMENT

Motion by Lewis, secc Krushnowski that the request from Medico Industries in the amount of \$125,990.00 be paid from the proceeds received from Payment Request #1 on LSA Grant Contract #C00006211. 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 2017-16, 17 and 18 for various projects including several Street Restoration Projects and LSA Grants in the amount of \$5,123.93. These will be paid through various funds and grants including Liquid Fuels Funds and the Sewer Fee Account. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

INVOICE – BHW INSPECTIONS, LLC

Motion by Lewis, secc. Krushnowski to approve Invoice No. H17004 in the amount of \$19,142.52 from BHW Inspections for plan reviews on 6 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 – THE PEST RANGERS

Motion by Lewis, secc. Krushnowski to approve Invoice No. 7576 in the amount of \$3150.00 from The Pest Rangers for pest control pretreatment on the new firehouse site and that it be submitted to USDA for authorization to be paid from the firehouse construction account. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

INVOICE – PLD ASSOCIATES, INC.

Motion by Lewis, secc. Krushnowski to approve Invoice No. 170623KM in the amount of \$1,603.33 to PLD Associates, Inc. for repair to the municipal building air conditioning unit. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

AUTHORIZATION TO SEND LETTER – SIX COUNTY FIREMEN'S ASSOCIATION CONVENTION

Motion by Lewis, secc. Krushnowski to authorize the Chairman to sign a letter on behalf of Hanover Township to the Six County Firemen's Association approving the Hanover Township Fire Department to host the convention from June 21 to June 23, 2018. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

PAYMENT APPLICATION FOR MEDICO INDUSTRIES – ARC ELECTRIC CONSTRUCTION COMPANY

Motion by Lewis, secc. Krushnowski that based upon the recommendation of the Township Engineer, that Medico Industries is authorized to pay Arc Electric Construction and seek reimbursement from DCED, through the Township Manager, of Pay Application No. 2 for Arc Electric Construction Company in the amount of \$153,001.98. This is for work related to the LSA Grant for Press Line #4. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

PAYMENT APPLICATION FOR MEDICO INDUSTRIES – NJS SYSTEMS AND CONTROLS

Motion by Lewis, secc. Krushnowski based upon the recommendation of the Township Engineer, that Medico Industries is authorized to pay NJS Systems and Controls and seek reimbursement from DCED, through the Township Manager, of Pay Application No. 2 for NJS Systems and Controls in the amount of \$42,300.00. This is for work related to the LSA Grant for Press Line #4. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

PAYMENT APPLICATION FOR MEDICO INDUSTRIES – RG GROUP

Motion by Lewis, secc. Krushnowski that based upon the recommendation of the Township Engineer, that Medico Industries is authorized to pay RG Group and seek reimbursement from DCED, through the Township Manager, of Pay Application No. 2 RG Group in the amount of \$26,060.92. This is for work related to the LSA Grant for Press Line #4. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

PAYMENT APPLICATION – ED KRASAVAGE CONSTRUCTION

Motion by Lewis, secc. Krushnowski that based upon the recommendation of the Township Engineer, to pay partial payment application #2 and final in the amount of \$1,200.00 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 work completed on a sewer manhole near East Liberty Street. 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. 2017-1 in the amount of \$4,089.00 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 sewer manhole behind the Preston Firehouse. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

AUTHORIZATION – AWARD OF PRESTON FIREHOUSE SEWER MANHOLE REPAIR PROJECT

Motion by Lewis, secc. Krushnowski that based upon the recommendation of the Township Engineer, to award the Preston Firehouse Sewer Manhole Repair Project to the low quote of \$9,500.00 from Ed Krasavage Construction. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

AUTHORIZATION TO SIGN – CHANGE ORDER NO.1 FOR MEDICO LSA GRANT

Motion by Howatt, secc. Andrejko that based upon the recommendation of the Township Engineer, to authorize the Chairman to sign Change Order No. 1 for the extension of the contract with Arc Electric construction Co. Inc. in regard to the Medico LSA Grant. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

AUTORIZAZION TO ADVERTISE – REBAR, STEEL PARTS & CONCRETE

Motion by Howatt. secc. Andrejko that based upon the recommendation of the Township Engineer, to authorize the Township Secretary to advertise for bids for #4 Rebar, Steel Parts and Concrete for Medico Industries Press Line #4 LSA Grant. The advertisements consistent with 1st Class Township Code will be submitted to the Solicitor for review by the Township Engineer prior to placement by the Township Secretary. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

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APPROVAL OF SALE – POLICE K9 ADO

Motion by Howatt, secc. Andrejko that the Board of Commissioners authorizes the Township Manager to sell the Police K9 ADO, who is retiring from the Department after eight years of exemplary service, to Mark Stefanowicz for the sum of One (\$1.00) Dollar upon said Mark Stefanowicz executing the appropriate Release. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

AUTHORIZATION TO PROCEED – CONTINUATION OF K-9 UNIT & PURCHASE OF POLICE K-9

Motion by Howatt, secc. Andrejko to authorize the Chief of Police, Albert Walker, to proceed with the continuation of the Hanover Township Police Department K-9 Unit and selection of a Police Officer to provide such duties that are necessary for it and to proceed with the search for a new K-9 Police Dog for this unit. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

AUTHORIZATION - TOWNSHIP SOLICITOR TO EXECUTE STIPULATION ON BEHALF OF TOWNSHIP

Motion by Bowers, secc. Krushnowski that the Township Solicitor be and is hereby authorized to execute the Stipulation settling the Assessment Appeal litigation in *Crossroads Shopping Center, LLC v. Luz. County Board of Assessment Appeals, Hanover Area School District and Hanover Township*, docketed to Numbers 16625 of 2010 and 16864 of 2012 at a stipulated assessment value of \$995,000.00 provided that Luzerne County and the Hanover Area School District agree to the same. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

APPROVAL OF TAX REFUND

Motion by Bowers, secc. Krushnowski that based on the recommendation of the Tax Collector, to refund \$95.23 to Clement Krasa, 66 Goeringer Avenue for overpaid municipal taxes. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

APPROVAL - RESOLUTION NO. 010-2017 – SALE OF 2008 FORD CROWN VICTORIA

Motion by Bowers, secc. Krushnowski to approve Resolution No. 009-2017 to sell 2008 Ford Crown Victoria. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

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APPROVAL - RESOLUTION NO. 011-2017 – SALE OF 2005 FORD CROWN VICTORIA

Motion by Bowers, secc. Krushnowski to approve Resolution No. 009-2017 to sell 2005 Ford Crown Victoria. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

MOTION TO RESCIND – NEW FIREHOUSE OFFICE FURNITURE

Motion by Bowers, secc. Krushnowski that based upon the recommendation of the Fire Chief, to rescind the authorization to purchase office furniture for the new firehouse from Supply Source in the amount of \$26,757.50. On the motion the following voted yes: Andrejko, Bowers, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

MOTION TO APPROVE – PURCHASE OF NEW FIREHOUSE OFFICE FURNITURE

Motion by Bowers, secc. Krushnowski that based upon the recommendation of the Fire Chief, to purchase office furniture in the amount of \$20,234.94 from the Hon Company “in care of” Stone Office Inc. COSTARS Contract No. 35-020 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.

MOTION TO APPROVE – PURCHASE OF NEW FIREHOUSE LOCKERS

Motion by Bowers, secc. Krushnowski that based upon the recommendation of the Fire Chief, to purchase lockers in the amount of \$3,629.00 from Stone Office Inc. 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.

MOTION TO APPROVE – PURCHASE OF NEW FIREHOUSE BEDS & MATTRESSES

Motion by Bowers, secc. Krushnowski that based upon the recommendation of the Fire Chief, to purchase beds & mattresses in the amount of \$3,715.50 from Stone Office Inc. 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.

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**MOTION TO APPROVE – PURCHASE OF NEW FIREHOUSE COUNTER
STOOLS**

Motion by Bowers, secc. Krushnowski that based upon the recommendation of the Fire Chief, to purchase counter stools in the amount of \$472.53 from Stone Office Inc. 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.

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