

HANOVER TOWNSHIP
BOARD OF COMMISSIONERS

JUNE 13, 2016

****MINUTES****

The Hanover Township Board of Commissioners conducted a public meeting on June 13, 2016 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, Russell Davis, William Howatt, Jeffrey Lewis, Michael Mazur, Albert Bagusky.

Moment of silence for Orlando Victims.

Ken Vitale, 219 Lyndwood Avenue addressed the Board regarding harassment by a neighbor.

DEPARTMENT REPORTS

SECRETARY'S REPORT

Motion by Mazur, secc. Lewis that the Secretary's Report for the month of May 2016 be accepted and filed. The report indicated that Executive Sessions of the Board were conducted on May 2, 2016 & May 9, 2016 to discuss personnel and possible litigation. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

MANAGER'S REPORT

Motion by Mazur, secc. Lewis that the Manager's Report for the month of May 2016 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

DEPARTMENT REPORTS

Motion by Mazur, secc. Lewis that the reports from the Police, Road, Sewer, Fire Department, Code Enforcement Office and Health Officer for the month of May 2016 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

TREASURER'S REPORT

Motion by Mazur, secc. Lewis that the Treasurer's report for the month of May 2016 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

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MINUTES OF MEETING OF MAY 9, 2016

Motion by Howatt, secc. Davis that the minutes of the meeting of May 9, 2016 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

LIST OF BILLS

Motion by Howatt, secc. Davis that the list of bills for the month of May 2016 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

PRIOR APPROVAL OF BILLS

Motion by Howatt, secc. Davis 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, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

COMMUNICATIONS

Motion by Howatt, secc. Davis that the communications for the month of May 2016 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

HIRING – TEMPORARY LABORERS

Motion by Howatt, secc. Davis 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 June 16, 2016 to July 19, 2016 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, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

HIRING – TEMPORARY FIRE TRUCK DRIVERS

Motion by Howatt., secc. Davis that Raymond Masher, John Marczak, Dwayne Taggart, Joseph Temerantz, Dan Wegrzynowicz, Robert Williams, John Engleman, Sean Reilly and Bill McDaniels be hired as temporary as needed drivers in the Hanover Township Fire Department at Stations #2, #5 and #6 effective June 16, 2016 to July 19, 2016 at a rate of \$10.00 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, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

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HIRING – SUMMER LABORERS

Motion by Lewis, secc. Mazur that Eric Prozeralik, Anthony Marcincavage, Jacob Barber, Jack Windt, John Yurkoski and Matthew Kuhl be hired as a temporary summer laborer in the Public Works Department effective June 16, 2016 to July 19, 2016 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, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

RESIGNATION – ZONING HEARING BOARD

Motion by Lewis, secc. Mazur to accept the letter of resignation from the Zoning Hearing Board from Richard Hummer effective May 10, 2016. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

APPOINTMENT – ZONING HEARING BOARD

Motion by Lewis, secc. Mazur to appoint Joseph Prato to the Zoning Hearing Board to fill the vacant position effective June 14, 2016 to December 31, 2017. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

APPOINTMENT – ZONING HEARING BOARD

Motion by Lewis, secc. Mazur to appoint Michael Kane to the Zoning Hearing Board to fill the vacant ALTERNATE position effective June 14, 2016 to December 31, 2018. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

RESOLUTION No. 006-2016 - SANITARY SEWER COMPLIANCE OFFICER

Motion by Lewis, secc. Bowers to approve Resolution No. 006-2016 for creation of the Sanitary Sewer Compliance Officer as presented. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Bagusky. Abstain: Mazur. MOTION CARRIED.

FIREHOUSE CONSTRUCTION LOAN BANK ACCOUNT

Motion by Lewis, secc. Mazur to approve the establishing of a bank account at First Keystone Bank, as per the USDA recommendation, for the construction loan for the new firehouse and that the Chairman, Twp. Manager, Township Secretary and Twp. Treasurer are the authorized signatory's. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

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ORDINANCE No. 006-2016 - PETROS LANE STOP SIGN

Motion by Andrejko, secc. Davis to approve Ordinance No. 006-2016 for the enforcement of a stop sign at Petros Lane as presented. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

AUTHORIZATION TO PAY – ENGINEERING INVOICE

Motion by Andrejko, secc. Davis to approve invoice #3 for Reilly & Associates in the amount of \$4642.51 for the 2015 Fellows Avenue road project. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

AUTHORIZATION TO PAY – ENGINEERING INVOICES

Motion by Andrejko, secc. Davis to approve invoices # 2016-2215-016-0000001, 007-0000003, 009-0000001, 005-0000003, 004-0000003 & 010-0000003 for Borton Lawson, Twp. Engineer in the amount of \$14,277.57 for various projects including the Solomon Creek Interceptor, Flow Meter Installation and Road Projects. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

AUTHORIZATION TO PAY – TIM BAYLIFF REMODELING

Motion by Andrejko, secc. Davis that upon the request of the Township Engineer, Change Order #2 in the amount of \$3,469.25 for Tim Bayliff Remodeling for the Garage Roof Replacement Project. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

RATIFYING TOWNSHIP MANAGERS ACTION

Motion by Andrejko, secc. Davis to approve the ratifying of the Township Managers Action to authorize the Wyoming Valley Country Club to hold a fireworks display on June 6, 2016. All required paperwork was submitted prior to the event and the Fire Chief inspected and approved the grounds. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

INVOICE – WYOMING VALLEY SANITARY AUTHORITY

Motion by Andrejko, secc. Davis to authorize the payment of the invoice from the Wyoming Valley Sanitary Authority in the amount of \$15,655.50 from the Sewer Fee Account for billing services related to residential properties. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

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ENACTMENT OF 2016 ZONING ORDINANCE

Motion by Bowers, secc. Mazur to approve the 2016 Zoning Ordinance as presented and advertised. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

INVOICES– UTILITY SERVICES GROUP

Motion by Bowers, secc. Mazur that based upon the recommendation of the Township Engineer, to approve Utility Services Group Invoice #17738 in the amount of \$29,415.00 and Invoice #17750 in the amount of \$16,770.00 for the emergency work on the Solomons Creek Interceptor and that it be paid from the Sewer Fee Account. Also that reimbursement is requested according to the municipal agreements with Wilkes-Barre Township and Ashley Borough. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

INVOICE – STELL ENTERPRISES, INC.

Motion by Bowers, secc. Mazur that based upon the recommendation of the Township Engineer, to approve Stell Enterprises Invoice #16-0568 in the amount of \$2,775.00 for the emergency work on the Solomons Creek Interceptor and that it be paid from the Sewer Fee Account. Also that reimbursement is requested according to the municipal agreements with Wilkes-Barre Township and Ashley Borough. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

INVOICES – XYLEM DEWATERING SOLUTIONS, INC.

Motion by Bowers, secc. Mazur that based upon the recommendation of the Township Engineer, to approve Xylem Dewatering Solutions, Inc. Invoice #400598794 in the amount of \$1,650.00 and Invoice #400603948 in the amount of \$12,559.25 and Invoice #400604488 in the amount of \$1089.00 and Invoice #400607392 in the amount of \$6,277.75 and Invoice #400607702 in the amount of \$998.00 Invoice #400607935 in the amount of \$1,110.00 for the emergency work on the Solomons Creek Interceptor and that it be paid from the Sewer Fee Account. Also that reimbursement is requested according to the municipal agreements with Wilkes-Barre Township and Ashley Borough. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

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**SOLOMON CREEK INTERCEPTOR EMERGENCY WORK
REIMBURSEMENT**

Motion by Bowers, secc. Mazur to authorize the Twp. Manager to proceed with the request for reimbursement for “All” expenses related to the emergency work completed on the Solomon’s Creek Interceptor according to the inter-municipal agreements with Wilkes-Barre Township and Ashley Borough. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

APPROVAL - E-COLLECT AGREEMENT

Motion by Davis, secc. Andrejko to approve the agreement with E- Collect and that the Chairman is authorized to sign the same. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

SEWER REPAIR WORK – PRESTON SANITARY MANHOLE

Motion by Davis, secc. Andrejko that upon the recommendation of the Twp. Engineer, to approve Ed Krasavage Construction in the amount of \$8,500.00 to repair a manhole located on Columbia Court & Main Street. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

AUTHORIZATION TO PAY – STELL ENTERPRISES INC.

Motion by Davis, secc. Andrejko that upon the request of the Township Engineer, Change Order #3 in the amount of \$18,328.00 for Stell Enterprises Inc. for the Oxford Street Resurfacing Project. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

AUTHORIZATION TO PURCHASE – LAPTOP COMPUTER

Motion by Davis, secc. Andrejko to authorize the Twp. Manager to purchase 1 HP ProBook 455 G3 Notebook Computer with Microsoft Office 2016 Home and Business for the Zoning Officer in the not to exceed amount of \$900 from Golden Business Machines. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

AMENDED AGREEMENT FOR 28 KEITH STREET

Motion by Davis, secc. Andrejko to approve the Amended Agreement for 28 Keith Street work pertaining to the emergency sewer repair work. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

ADJOURNMENT

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

Donna Makarczyk, Secretary