

HANOVER TOWNSHIP
BOARD OF COMMISSIONERS
MONDAY, APRIL 8, 2019 7:00PM
****MINUTES****

The Hanover Township Board of Commissioners conducted a public meeting on April 8, 2019 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, Ronald Krushnowski, Jeffrey Lewis, Albert Bagusky.

DEPARTMENT REPORTS

SECRETARY'S REPORT

Motion by Andrejko secc. Lewis that the Secretary's Report for the month of March 2019 be accepted and filed. The report indicated that Executive Sessions of the Board were conducted on March 4, 2019 and March 11, 2019 to discuss personnel and possible litigation. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky MOTION CARRIED

MANAGER'S REPORT

Motion by Andrejko, secc. Lewis that the Manager's Report for the month of March 2019 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Davis, 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 March 2019 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky MOTION CARRIED

TREASURER'S REPORT

Motion by Andrejko, secc. Lewis that the Treasurer's report for the month of March 2019 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky MOTION CARRIED

MINUTES OF MEETING OF MARCH 11, 2019

Motion by Andrejko, secc. Lewis that the minutes of the meeting of March 11, 2019 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky MOTION CARRIED

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COMMUNICATIONS

Motion by Andrejko, secc. Lewis that the communications for the month of March 2019 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky MOTION CARRIED

HIRING – TEMPORARY LABORERS

Motion by Andrejko, secc. Lewis that Marc McEvoy, Patrick Wallace, Jerry Dunn & Mike Welebob be hired as a temporary laborer in the Public Works Department effective April 15, 2019 to May 14, 2019 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, Davis, Howatt, Krushnowski, Lewis, Bagusky MOTION CARRIED

HIRING – TEMPORARY FIRE TRUCK DRIVERS

Motion by Andrejko, secc. Lewis that Raymond Masher, John Marczak, Dwayne Taggart, 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 the North Station, South Station and Headquarters effective April 15, 2019 to May 14, 2019 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, Davis, Howatt, Krushnowski, Lewis, Bagusky MOTION CARRIED

HIRING – SUBSTITUTE CROSSING GUARD

Motion by Andrejko, secc. Lewis that Thomas Romashko be hired as a substitute crossing guard as per the 2019 Salary & Compensation Resolution effective April 9, 2019. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky MOTION CARRIED

REQUEST TO ATTEND TRAINING – CHIEFS OF POLICE ASSOCIATION

Motion by Bowers, secc. Krushnowski that the request from Police Chief Albert Walker to attend the Chiefs of Police Association Training Conference in Mount Pocono, PA from July 13th to July 17th. Total cost of training is \$425.00 be approved. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky MOTION CARRIED

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PAYMENT APPLICATION - KUHARCHIK CONSTRUCTION

Motion by Bowers, secc. Krushnowski that based upon the recommendation of the Township Engineer, the payment application request from Kuharchik Construction in the amount of \$61,559.10 be approved and that the Township Manager is authorized to seek grant reimbursement. This is for the Green Light Go Grant for traffic light enhancements. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky MOTION CARRIED

AUTHORIZATION – POLICE SERVICES AND GARBAGE TRUCK USE

Motion by Bowers, secc. Krushnowski that the request from Exaltation of the Holy Cross Church, 420 Main Road, Hanover Township for Police Services and the use of a garbage paker for a fund raisers on May 24 and July 19, 20, and 21, 2019 be approved. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky MOTION CARRIED

AUTHORIZATION – WYOMING VALLEY COUNTRY CLUB FIREWORKS DISPLAY

Motion by Bowers, secc. Krushnowski to authorize the Wyoming Valley Country Club to hold a fireworks display on June 7, 2019. All required paperwork was submitted prior to the event and the Fire Chief has inspected and approved the grounds. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky MOTION CARRIED

INVOICES – BORTON LAWSON ENGINEERING

Motion by Bowers, secc. Krushnowski to approve the payment of Township Engineer Borton Lawson Invoices referenced as 2019 – 09 thru 14 for various projects including the Division Street Bridge Replacement, LSA grants and other projects in the amount of \$26,143.60. These will be paid through various funds and grants including from the Sewer Fee Account and Capital Funds. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky MOTION CARRIED

INVOICE – BHW INSPECTIONS, LLC

Motion by Bowers, secc. Krushnowski to approve Invoice No. H19003 in the amount of \$42,426.00 to BHW Inspections, LLC for plan examinations on several projects within Hanover Township. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky MOTION CARRIED

PROPOSAL – AUDITING SERVICES

Motion by Bowers, secc. Krushnowski to approve the proposal from Snyder & Clemente Accountants in the not to exceed amount of \$4,000.00 for the audit of the DCED Multi-

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Modal Grant. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky MOTION CARRIED

AUTHORIZATION – USE OF MUNICIPAL BUILDING

Motion by Bowers, secc. Krushnowski to approve the following requests to use the Municipal Building for meetings: Townhomes at Allenberry Association on April 9, AND the Mini Hawks on April 18, 2019 at 6:00 pm. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky MOTION CARRIED

AUTHORIZATION – ADVERTISING OF THE RESURFACING OF PATRICK HENRY DRIVE & PRINCE STREET

Motion by Bowers, secc. Krushnowski to authorize the Township Secretary to advertise the acceptance of bids for the resurfacing of Patrick Henry Drive and Prince Street. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky MOTION CARRIED

APPROVAL – REQUEST FOR PAVE CUT FEE WAIVER

Motion by Bowers, secc. Krushnowski to approve the request from PA American Water Company to waive all fees in connection with the water line replacement project for Hanover Township which include curb to curb resurfacing of the streets and that the Township Engineer is authorized to inspect the paving work on behalf of the Township. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky MOTION CARRIED

AUTHORIZATION – DELANEY STREET BUILDING CONVEYANCE

Motion by Bowers, secc. Krushnowski to authorize the Chairman to sign any and all documents necessary for conveyance of the Township building located on Delaney Street to the Luzerne County Flood Protection Authority. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky MOTION CARRIED

AUTHORIZATION – STORMWATER AGREEMENTS

Motion by Lewis, secc. Krushnowski to authorize the Chairman to sign any and all documents necessary for the stormwater agreements with and for the Colours, Inc. AND UGI Substation properties. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky MOTION CARRIED

AUTHORIZATION – ADVERTISING ADA ACCESSIBLE PARK PROJECT

Motion by Lewis, secc. Krushnowski to authorize the Township Secretary to advertise for the acceptance of bids for construction and installation of all items necessary to the ADA

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Accessible Park Project. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky MOTION CARRIED

AUTHORIZATION – PURCHASE ORDER FOR NEW GARBAGE PACKER

Motion by Lewis, secc. Krushnowski to authorize the Township Manager to submit a Purchase Order to Triple Cities Mack, COSTARS Contract #025-036, in the amount of \$134,096.30 for the ordering of a 2020 Mack Garbage Truck. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky MOTION CARRIED

REQUEST TO ATTEND CONFERENCE – 1ST CLASS TOWNSHIP ASSOCIATION

Motion by Lewis, secc. Krushnowski to approve the request from Township Manager Samuel Guesto to attend the 1st Class Township Association Spring Conference in Wilkes- Barre, PA on April 26th & 27th. Total cost of conference is \$80.00. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky MOTION CARRIED

ACCEPTANCE OF RESIGNATION

Motion by Lewis, secc. Krushnowski to accept the letter of resignation from Richard R. Hummer effective March 29, 2019 as Hanover Township Zoning Officer. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky MOTION CARRIED

APPOINTMENT OF ZONING OFFICER

Motion by Lewis, secc. Krushnowski to appoint John R. Varaly as Interim Zoning Officer effective April 9, 2019 per the submitted service cost proposal. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky MOTION CARRIED

APPROVAL – PROPOSAL FOR UGI LIGHTING INCENTIVE

Motion by Lewis, secc. Krushnowski to approve the proposal from Cavanaugh Electric in the amount of \$39,986.00 for work related to the UGI Commercial & Industrial Custom Incentive for lighting upgrades at the Municipal Building and Garage contingent on review by the Township Solicitor. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky MOTION CARRIED

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APPROVAL – PROPOSAL FOR MUNICIPAL BUILDING CLEANING SERVICES

Motion by Lewis, secc. Krushnowski to approve the proposal from Jan-Pro Cleaning Services in the amount of \$799.00 per month for cleaning services at the Municipal Building and Garage contingent on review by the Township Solicitor. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky
MOTION CARRIED

ADD ON MOTION – RIGHT OF WAY BETWEEN HANOVER TWP & UGI UTILITIES

Motion by Lewis, secc. Krushnowski to grant and convey the public utility right of way between Hanover Township and UGI Utilities upon the ten foot (10 ft) strip of land to distribute gas to the Ambulance Association on Center Street in Hanover Township and further move to authorize the Chairman to execute the agreement memorizing the same. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky
MOTION CARRIED

ADD ON MOTION – CIRCULATION ROAD PROJECT

Motion by Lewis, secc. Krushnowski to authorize the advertising of bid packages for the circulation road project in Hanover Industrial Park following approval of technical specifications by the Engineer. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky
MOTION CARRIED

ADD ON MOTION – LOCAL SHARE ACCOUNT GRANT

Motion by Lewis, secc. Krushnowski to authorize the resubmission of the proposed revised budget of one million dollars (\$1,000,000.00) to conform to the Local Share Account Grant. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky
MOTION CARRIED

ADJOURNMENT

Motion by Lewis, secc. Andrejko to adjourn the April 8, 2019 Meeting. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky
MOTION CARRIED

Donna M. Makarczyk, Secretary

