

HANOVER TOWNSHIP
BOARD OF COMMISSIONERS
OCTOBER 16, 2019
****MINUTES****

The Hanover Township Board of Commissioners conducted a public meeting on October 16, 2019 at the Municipal Building, 1267 Sans Souci Parkway, Hanover Township, Luzerne County, Pennsylvania. The chairman called the meeting to order at 7:00PM.

PRESENT: Commissioners George Andrejko, Albert Bagusky, William Howatt, Krushnowski, Jeffrey Lewis, Russell Davis.

ABSENT: Commissioner George Bowers

STATEMENT BY THE CHAIRMAN

We take time tonight to recognize and express our gratitude to our emergency services personnel for their devotion to providing the best services to the community. To the Police Department for their dedication and excellent service in utilization of their skills and training to serve and protect the community in general and the residents of Hanover Township in particular. To the devoted volunteer firefighters, officers, fire truck drivers and auxiliary personnel in appreciation for their dedicated and progressive efforts in protecting the lives and possessions of the residents of the community. To the officers and members of the Hanover Township Community Ambulance Association Inc. in recognition of their dedication by continually providing a high standard of care and compassion in providing life sustaining and lifesaving services to the community. We, the Board of Commissioners hereby acknowledge and proclaim the gratitude of ourselves and the people of Hanover Township to all these fine individuals for a job well done each and every day of the year.

DEPARTMENT REPORTS

SECRETARY'S REPORT

Motion by Andrejko, secc. Lewis that the Secretary's Report for the month of September 2019 be accepted and filed. The report indicated that Executive Sessions of the Board were conducted on September 4, 2019 and September 9, 2019 to discuss personnel and possible litigation. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

MANAGER'S REPORT

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

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TREASURER’S REPORT

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

MINUTES OF MEETING OF SEPTEMBER 9, 2019

Motion by Andrejko, secc. Lewis that the minutes of the meeting of September 9, 2019 be accepted and filed. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

COMMUNICATIONS

Motion by Andrejko, secc. Lewis that the communications for the month of September 2019 be accepted and filed. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. 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 October 16, 2019 to November 15, 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, Bagusky, Howatt, Krushnowski, Lewis, Davis. 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, Dan Harkenreader and Jeff Sebecky be hired as temporary as needed drivers in the Hanover Township Fire Department at the North Station, South Station and Headquarters effective October 16, 2019 to November 15, 2019 at a rate of \$12.00 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: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

RESOLUTION NO 007-2019 – 2020 PROPOSED BUDGET

Motion by Andrejko, secc. Lewis that the following Resolution be approved:

Whereas, the proposed budget for the Township of Hanover has been prepared of all funds, NOW, THEREFORE, BE IT RESOLVED:

1. That the proposed budget as submitted is hereby approved for the fiscal year 2020.
2. That the same be and is placed and made available for public inspection at the Office of the Township Secretary, Municipal Building, 1267 Sans Souci Parkway, Hanover Township, Luzerne County, Pennsylvania.

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3. That the Township Secretary is hereby authorized to give public notice in a newspaper of general circulation as provided by law.
4. That the Township Commissioners after making such revisions and changes therein as advisable, adopt the final budget at a meeting to be held on December 9, 2019 at 7:00 pm, prevailing time.
5. The Millage rate shall be established with no increase at five point five (5.5) mills general taxation.

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

RESOLUTION NO. 008-2019– AGREEMENT WITH NORTHPOINT DEVELOPMENT FOR PERMIT APPLICATION, PUMPING STATION PILOT PROJECT AND FORCED MAIN SEWER LINE ACCEPTANCE

Motion by Andrejko, secc. Lewis to approve Resolution No.008-2019 with NorthPoint Development for the submission of application of permits for construction of a sewer line to the Department of Environmental Protection with acceptance of the line according to the agreement and a Pilot Project for the construction and maintenance of a pumping station with pass-through of this to the Wyoming Valley Sanitary Authority. On the motion the following voted yes: Andrejko, Howatt, Krushnowski, Lewis, Davis. Voting no: Bagusky. MOTION CARRIED.

AUTHORIZATION TO REQUEST QUOTES – 2020 TAX & REVENUE ANTICIPATION NOTE

Motion by Lewis, secc. Krushnowski that the Township Secretary be and is authorized to solicit quotes for a Tax and Revenue Anticipation Note for the year 2020 in the amount of \$900,000.00 for cash flow purposes and present the sealed quotes to the Board to be opened at the November 13, 2019 Work Session. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

INVOICES – BORTON LAWSON ENGINEERING

Motion by Lewis, secc. Krushnowski to authorize the payment of Township Engineer Borton Lawson Invoices referenced as 2019 – 48 - 53 for various projects including LSA grants and other projects in the amount of \$5,512.64. 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, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

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INVOICE – BHW INSPECTIONS, LLC

Motion by Lewis, secc. Krushnowski to approve Invoice No. H19009 in the amount of \$2,131.25 to BHW Inspections, LLC for plan examinations on several projects within Hanover Township. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

AUTHORIZATION – ROOFTOP EASEMENT RIGHTS PURCHASE - LETTER OF INTENT

Motion by Lewis, secc. Krushnowski to authorize the Chairman to sign the Letter of Intent from Vertical Bridge Acquisitions III, LLC for proposed transaction for the purchase the lease agreement and rooftop easement rights for township property located at McGovern Hill. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

APPROVAL – OPERATION AND MAINTENANCE AGREEMENT WITH CLIFTON COURT, LLC AND DEED OF DEDICATION WITH MICHAEL FORT FOR ACCEPTANCE OF CLIFTON COURT

Motion by Lewis, secc. Krushnowski to approve to the agreement with Clifton Court, LLC for the operations and maintenance agreement located at Clifton Court and the Deed of Dedication with Michael Fort for Clifton Court for the consideration amount of \$10,000.00 payable to Hanover Township and that the Chairman is authorized to sign all related documents. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

PLACEMENT OF “TOYS FOR TOTS” DONATION BARREL

Motion by Lewis, secc. Krushnowski that the request from John L. VanWhy on behalf of the Hanover Township Lions Club and the United States Marine Corps Reserve to place a “Toys for Tots” donation barrel in the interior front entrance of the Municipal Building for acceptance of donations from 8:00AM to 4:00 PM Monday thru Friday from November 3, 2019 to December 12, 2019 and to place an awareness sign on the front lawn of the municipal building be approved. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

AUDITOR GENERAL – 2019 ALLOCATION – VOLUNTEER FIRE RELIEF ASSOCIATION

Motion by Lewis, secc. Krushnowski that in accordance with the statutes of Act 205 of 1984 and in compliance with regulations of the Department of the Auditor General, the 2019 Allocation Supporting the Volunteer Fire Relief Fund in the amount of \$?????? be forwarded to the Volunteer Fire Relief Fund c/o Frank Rinkevich, Treasurer, 547 Wilkes-Barre Street, Hanover Township, PA 18706. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

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**COMMONWEALTH OF PENNSYLVANIA – 2019 ALLOCATION OF
GENERAL MUNICIPAL PENSION SYSTEM AID**

Motion by Lewis, secc. Krushnowski that as per the recommendation of the Pension Administrator the Township's 2019 Allocation of General Municipal Pension System State Aid in the amount of \$291,868.44 to be distributed in the following manner:

Non-Uniformed Pension Plan Distribution: \$138,253.47

Police Pension Plan Distribution: \$153,614.97

And the additional payments as follows are paid out of the Township General Fund:

Police Pension Plan: \$536,228.03

Non-Uniformed Plan: \$153,493.53

These distributions are made in accordance with the 2019 Minimum Municipal Obligation (MMO).

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

**LOCAL SHARE ACCOUNT – COOPERATIVE GRANT APPLICATION
SPONSOR**

Motion by Lewis, secc. Krushnowski to approve the request from the Hanover Area School District to sponsor a Local Share Account Grant Application. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

AUTHORIZATION – STOP SIGN WARRANT STUDY

Motion by Lewis, secc. Krushnowski to authorize the Township Engineer to forward the stop sign warrant study results to PennDOT for review. This study pertains to the area of Liberty and Hazle Streets. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

APPROVAL – BOND INSURANCE

Motion by Lewis, secc. Krushnowski to approve the Bond Insurance for employee dishonesty with Travelers Insurance as requested from Joyce Associates, Inc. in the amount of \$3,780.00. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**APPROVAL – COLLECTIVE BARGAINING AGREEMENT WITH HANOVER
TOWNSHIP POLICE OFFICERS**

Motion by Andrejko, secc. Krushnowski to approve the Collective Bargaining Agreement between Hanover Township and the Hanover Township Police Officers for a term of 3 years commencing January 1, 2020 and ending on December 31, 2022. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Davis. Abstain: Lewis. MOTION CARRIED.

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ADD ON MOTION – LEAVE OF ABSENCE

Motion by Lewis, secc. Krushnowski to authorize the request for a 90 day leave of absence for Stanley Browksi. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Davis, Lewis. MOTIN CARRIED.

ADD ON MOTION – LOCAL SHARE GRANT

Motion by Lewis, secc. Krushnowski to authorize the Chairman to sign all documents related to Local Share Grant Contract #C000072650 in the amount of \$207,444.00. On the motion the following voted yes: Andrejko, Bagusky, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

ADJOURNMENT

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

Donna M. Makarczyk, Secretary