

HANOVER TOWNSHIP
BOARD OF COMMISSIONERS

JULY 15, 2020

****MINUTES****

The Hanover Township Board of Commissioners conducted a public meeting on July 15, 2020 at the Municipal Building, 1267 Sans Souci Parkway, Hanover Township, Luzerne County, Pennsylvania. The Chairman called the meeting to order at 7PM.

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

DEPARTMENT REPORTS

SECRETARY'S REPORT

Motion by Andrejko, secc. Lewis that the Secretary's Report for the month of June be accepted and filed. The report indicated that Executive Session of the Board were conducted on June 17, 2020 to discuss personnel and possible litigation. On the motion the following voted yes: Andrejko, Bagusky, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

MANAGER'S REPORT

Motion by Andrejko, secc. Lewis that the Manager's Report for the month of June 2020 be accepted and filed. On the motion the following voted yes: Andrejko, Bagusky, Bowers, 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 June 2020 be accepted and filed. On the motion the following voted yes: Andrejko, Bagusky, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

TREASURER'S REPORT

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

MINUTES OF MEETING OF JUNE 17, 2020

Motion by Andrejko, secc. Lewis that the minutes of the meeting of June 17, 2020 be accepted and filed. On the motion the following voted yes: Andrejko, Bagusky, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

COMMUNICATIONS

Motion by Andrejko, secc. Lewis that the communications for the month of June 2020 be accepted and filed. On the motion the following voted yes: Andrejko, Bagusky, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

HIRING – TEMPORARY LABORERS

Motion by Andrejko, secc. Lewis that Marc McEvoy, Patrick Wallace, Jerry Dunn & Brandon Chafin be hired as a temporary laborer in the Public Works Department effective July 16, 2020 to August 15, 2020 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, Bowers, 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, Jeff Sebecky and Tyler Gavlick be hired as temporary as needed drivers in the Hanover Township Fire Department at the North Station, South Station and Headquarters effective July 16, 2020 to August 15, 2020 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, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

HIRING – SUMMER LABORERS

Motion by Andrejko, secc. Lewis that Kyle Kowalski, Edwin Murphy, Connor Quaglia, and Kyle Windt be hired as summer laborers in the Public Works Department effective July 16, 2020 to August 15, 2020 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, Bagusky, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

PERMANENT STATUS REQUEST

Motion by Andrejko, secc. Lewis that upon the recommendation of Police Chief Albert Walker, to confer permanent status to Officer David McDermott for successfully completing the Field Training Program. On the motion the following voted yes: Andrejko, Bagusky, Bowers, 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 6M thru 6R for various projects including the Division Street Bridge Replacement, LSA grants in the amount of \$18,102.90. These will be paid through various funds and grants including from the Sewer Fee Account and Capital Fund. On the motion the following voted yes: Andrejko, Bagusky, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

INVOICES – BHW INSPECTIONS, LLC

Motion by Lewis, secc. Krushnowski to authorize the payment of BHW Inspections LLC Invoice 20006 for plan review of various projects in the amount of \$15,740.74. On the motion the following voted yes: Andrejko, Bagusky, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**APPROVAL – DIVISION STREET BRIDGE REPLACEMENT PROJECT:
CHANGE ORDER NO. 1**

Motion by Lewis, secc. Krushnowski that upon the recommendation of the Township Engineer, to approve Change Order No. 1 to Fabcor Inc. in the amount of \$28,673.10 from the Capital Fund for the Division Street Bridge Replacement Project and that the Township Manager is authorized the seek reimbursement from the Community Development Grant. On the motion the following voted yes: Andrejko, Bagusky, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

APPROVAL – BUSINESS ASSOCIATE AGREEMENT

Motion by Lewis, secc. Krushnowski to approve the Business Associate Agreement between Hanover Township’s Group Health Plan and Koff, Mangan, Vullo & Gartley, P.C. for privacy act compliance and that the Township Manager is authorized to sign the agreement. On the motion the following voted yes: Andrejko, Bagusky, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**RESOLUTION NO. 010-2020 - AUTHORIZING THE TOWNSHIP MANAGER
TO SUBMIT AN APPLICATION FOR THE FELLOWS AVENUE
RECREATION GRANT PROJECT**

Motion by Lewis, secc. Krushnowski to approve Resolution No. 010-2020 to authorize the Township Manager to submit a Greenways, Trails & Recreation Grant Application to the Department of Community and Economic Development and that the Chairman and Township Manager are authorized to sign any and all grant documents. This application is for improvements and recreation equipment along Fellows Avenue leading to the levee walking path. On the motion the following voted yes: Andrejko, Bagusky, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

**RESOLUTION NO. 011-2020 - AUTHORIZING THE TOWNSHIP MANAGER
TO SUBMIT AN APPLICATION FOR THE GRANT PROJECT**

Motion by Lewis, secc. Krushnowski to approve Resolution No. 011-2020 to authorize the Township Manager to submit a Blight Remediation Grant Application to the Department of Community and Economic Development on behalf of the Lower South Valley Council of Governments and that the Chairman and Township Manager are authorized to sign any and all grant documents. This application is for the formation of a Land Bank. On the motion the following voted yes: Andrejko, Bagusky, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

APPROVAL – EMPLOYEE TRAVEL POLICY

Motion by Lewis, secc. Krushnowski to approve the Employee Travel Policy effective July 15, 2020, and the Township Manager and Township Solicitor has the authority to modify it as needed. On the motion the following voted yes: Andrejko, Bagusky, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

APPROVAL – MAINTENANCE SERVICE CONTRACT

Motion by Lewis, secc. Krushnowski that upon the recommendation of the Township Engineer, to approve the maintenance service contract with Power Engineering Service Corporation for the heating, ventilation and air conditioning units in the amount of \$1465.00. On the motion the following voted yes: Andrejko, Bagusky, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

CONDITIONAL USE APPLICATION – CELL TOWER VARIANCE

Motion by Lewis, secc. Krushnowski to approve the conditional use application submitted by Northeast PA SMSA Limited Partnership d/b/a Verizon Wireless, Bedminster, New Jersey to erect a 130 foot monopole wireless communication facility and associated equipment on 63 Keith Street. On the motion the following voted yes: Andrejko, Bagusky, Bowers, Howatt, Krushnowski, Lewis, Davis. MOTION CARRIED.

ADJOURNMENT

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

Donna M. Makarczyk, Secretary