

HANOVER TOWNSHIP
BOARD OF COMMISSIONERS
DECEMBER 15, 2021
****MINUTES****

The Hanover Township Board of Commissioners conducted a public meeting on December 15, 2021 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 Albert Bagusky, George Bowers, Joseph Howanitz, William Howatt, Ronald Krushnowski, Jeffrey Lewis, George Andrejko.

Bill Kunec Jr., 35 Clarks Crossroads addressed the board regarding Clarks Crossroads and LCTA bus traffic.

DEPARTMENT REPORTS

SECRETARY'S REPORT

Motion by Lewis, secc Bowers that the Secretary's Report for the month of November 2021 be accepted and filed. The report indicated that Executive Session of the Board was conducted on November 10, 2021 to discuss personnel and possible litigation. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

MANAGER'S REPORT

Motion by Lewis, secc. Bowers that the Manager's Report for the month of November 2021 be accepted and filed. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

DEPARTMENT REPORTS

Motion by Lewis, secc. Bowers that the reports from the Police, Road, Sewer, Fire Department, Code Enforcement Office and Health Officer for the month of November 2021 be accepted and filed. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

MINUTES OF MEETING OF NOVEMBER 10, 2021

Motion by Lewis, secc. Bowers that the minutes of the meeting of November 10, 2021 be accepted and filed. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

COMMUNICATIONS

Motion by Lewis, secc. Bowers that the communications for the month of November 2021 be accepted and filed. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

Hanover Township
Board of Commissioners
December 15, 2021
Minutes – Page #2

HIRING – TEMPORARY LABORERS

Motion by Lewis, secc. Bowers that Jerry Dunn, Nicholas Havey, Kyle Kowalski, Joseph Scudder & Edwin Murphy be hired as a temporary laborer in the Public Works Department effective December 13, 2021 to January 13, 2022 at a rate of \$14.00 per hour for a maximum of twenty eight (28) hours per week. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

HIRING – TEMPORARY FIRE TRUCK DRIVERS

Motion by Lewis, secc. Bowers that Raymond Masher, John Marczak, Dwayne Taggart, Dan Wegrzynowicz, Robert Williams, John Engleman, Sean Reilly, Bill McDaniels, Dan Harkenreader, Paul Rakowski & Keith Eichler Jr. be hired as temporary as needed drivers in the Hanover Township Fire Department at the North Station, South Station and Headquarters effective December 13, 2021 to January 13, 2022 at a rate of \$14.00 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: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

ACCEPT LETTER OF RETIREMENT

Motion by Lewis, secc. Bowers to accept the Letter of Retirement from Police Officer Mark Stefanowicz effective January 7, 2022. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – RECOMMENDATION OF STATUS CHANGE

Motion by Lewis, secc. Bowers that based upon the recommendation of the Chief of Police, to move Officer Kevin Davis from probation status to permanent status. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

INVOICES – BORTON LAWSON ENGINEERING

Motion by Lewis, secc. Bowers to authorize the payment of Township Engineer Borton Lawson Invoices for various projects in the amount of \$21,560.60. These will be paid through various funds and grants including from the Stormwater Municipal Account and Capital Fund. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

Hanover Township
Board of Commissioners
December 15, 2021
Minutes – Page #3

INVOICE – BHW INSPECTIONS, LLC

Motion by Lewis, secc Bowers to approve Invoice No. H21011 in the amount of \$5,266.00 to BHW Inspections, LLC for plan examinations on several projects within Hanover Township. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL - PAY APPLICATION: INDEPENDENCE BOULEVARD PAVING PROJECT

Motion by Lewis, secc. Bowers to approve, based upon the recommendation of the Township Engineer, Pay Application No. 1 in the amount of \$239,192.93 to American Asphalt Paving Co., for paving on Independence Boulevard. This will be paid from the Capital Fund. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL - PAY APPLICATION: OFFICE OF COMMUNITY DEVELOPMENT PAVING PROJECT

Motion by Lewis, secc. Bowers to approve, based upon the recommendation of the Township Engineer, Pay Application No. 1 in the amount of \$174,380.27 to American Asphalt Paving Co., for paving on Lee Park Avenue and Elk Street. This will be paid from the Capital Fund with reimbursement from Luzerne County Office of Community Development. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL - PAY APPLICATION: WOODVIEW AND COUNTRYWOOD PAVING PROJECT

Motion by Lewis, secc. Bowers to approve, based upon the recommendation of the Township Engineer, Pay Application No. 1 in the amount of \$114,318.25 to New Enterprise Stone and Lime Co., for paving on Woodview and Countrywood Drive. This will be paid from the Capital Fund. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL - PAY APPLICATION: EAST NEWPORT STREET DRAINAGE IMPROVEMENTS PROJECT

Motion by Lewis, secc. Bowers to approve, based upon the recommendation of the Township Engineer, Pay Application No. 1 in the amount of \$35,485.92 to Krasavage Construction, for work on East Newport Street. This will be paid from the Capital Fund and reimbursed through the Stormwater Municipal Account. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

Hanover Township
Board of Commisisoners
December 15, 2021
Minutes – Page #4

APPROVAL – RESOLUTION NO. 032-2021

Motion by Lewis, secc. Bowers to approve, Resolution No. 032-2021 acknowledging sewage generation from Hanover Township, Newport Township and Nanticoke City within the Bliss 4 project site. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – RESOLUTION NO. 033-2021

Motion by Lewis, secc. Bowers to approve, Resolution No. 033-2021 designating the Township Manager as the point of contact and authorization to execute any Settlement Participation agreements related to the National Opioid Settlements on behalf of Hanover Township. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – RESOLUTION NO. 034-2021

Motion by Lewis, secc. Bowers to approve, Resolution No. 034-2021 for the acceptance of the proposal from M&T Bank for the 2022 Tax Anticipation Note for Hanover Township. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. Abstain: Bagusky. MOTION CARRIED.

ORDINANCE NO. 007-2021 - APPROPRIATION ORDINANCE

Motion by Lewis, secc. Bowers to approve Hanover Township Appropriation Ordinance No. 007-2021 the Budget Summary for All Budget Funds allocating revenues and expenses for fiscal year 2022 appropriating specific sums from the fund equities, revenues and other financing services be adopted as advertised. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

RATIFICATION – DUNDEE ROAD PIPE REPLACEMENT PROJECT PROPOSAL

Motion by Lewis, secc. Bowers to ratify the Township Manager’s Action, based upon the recommendation of the Township Engineer and review of the Solicitor, to approve the Dundee Road Pipe Replacement Project bid of \$21,299.20 from Stell Enterprises. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – PROPOSAL: BORTON LAWSON FOR THE SOLOMONS CREEK DEBRIS REMOVAL AND STREAM IMPROVEMENT PROJECT

Motion by Lewis, secc. Bowers to approve, based upon the recommendation of the Township Manager, the proposal from Borton Lawson in the amount of \$22,930.00 for the Solomons Creek Debris Removal and Stream Improvement Project Engineering Services. This is related to the remnants of Tropical Depression Ida. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – CHANGE ORDER NO. 1: MUNICIPAL BUILDING UTILITY SERVICE UPGRADE PROJECT

Motion by Lewis, secc. Bowers to approve, based upon the recommendation of the Township Engineer, Change Order No. 1 in the amount of \$8,231.00 to Bognet Inc., for the Municipal Building Utility Service Upgrade Project. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – PUBLIC OFFICIALS AND POLICE LIABILITY INSURANCE

Motion by Lewis, secc. Bowers that as per recommendation of the Joyce Insurance, to approve the Public Officials Liability Insurance with Greenwich Insurance Company in the amount of \$20,080.00 and the Police Professional Liability Insurance with Berkley Assurance in the amount of \$12,027.00 effective December 31, 2021 and that the Chairman is authorized to sign all documents. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED

AUTHORIZATION-GROUNDWATER MONITORING WELL

Motion by Lewis, secc. Bowers to table this agenda item upon further review. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED

AUTHORIZATION – ARGO VEHICLE

Motion by Lewis, secc. Bowers to authorize the Township Manager to order the ARGO Vehicle for the Fire Department from the low bidder ARGO North at a cost of \$36,327.70 and pay for it from the Capital Fund. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – SYSTEMS SUPPORT MAINTENANCE AGREEMENT

Motion by Lewis, secc. Bowers to approve the Systems Support Maintenance Agreement with Golden Business Machines in the amount of \$7,800.00. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

Hanover Township
Board of Commissioners
December 15, 2021
Page #6

APPROVAL – TAX REFUNDS

Motion by Lewis, secc. Bowers that upon the request of the Tax Collector, to approve the following tax refund:

\$78.16 to Joseph and Carol Goyne : \$1.36 to Schiel Development LLC. : \$347.79 to Heritage Hills Estates. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

AUTHORIZATION – ADVERTISE FLOORING REPLACEMENT/REPAIR IN THE POLICE DEPARTMENT

Motion by Lewis, secc. Bowers to authorize the Township Manager to advertise for the replacement/repair of approximately 1,320 square feet of flooring in the Municipal Building Police Department. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

JANUARY MEETING DATES

The January Board Re-Organizational Meeting will be held on January 3, 2021 at 7:15 pm. The January Board of Commissioners Work Session and Business Meeting will be held on January 19, 2021. The Township Secretary is authorized to advertise all public meetings of the Board for 2022.

STATEMENT FROM THE CHAIRMAN

On behalf of the Board of Commissioners I want to wish all employees their families and the entire community a very Merry Christmas and a Happy, Healthy New Year.

ADJOURNMENT

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

Jennifer Dukes, Township Secretary