

HANOVER TOWNSHIP
BOARD OF COMMISSIONERS

JULY 13, 2022

****MINUTES****

The Hanover Township Board of Commissioners conducted a public meeting on July 13, 2022 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.

ANNOUNCEMENT: An executive session of the Board was held prior to this meeting to discuss personnel items. There will be a total of four (4) add on motions for the record. 1. Resolution 0110-22 Multi-Modal Grant Application, 2. Award Police Department Work, 3. Solicitor to resolve dilapidated 505-507 Chestnut Street, 4. Authorize the Township Manager to sign the proposal to place order for new MAC garbage packer.

DEPARTMENT REPORTS

SECRETARY'S REPORT

Motion by Lewis, secc. Bowers that the Secretary's Report for the month of June 2022 be accepted and filed. The report indicated that Executive Sessions of the Board were conducted on June 8, 2022 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 June 2022 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 June 2022 be accepted and filed. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

TREASURER'S REPORT

Motion by Lewis, secc. Bowers that the Treasurer's report for the month of May 2022 be accepted and filed. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

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MINUTES OF MEETING OF JUNE 8, 2022

Motion by Lewis, secc. Bowers that the minutes of the meeting of June 8, 2022 be accepted and filed. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis. Abstain: Andrejko. MOTION CARRIED.

LIST OF BILLS

Motion by Lewis, secc. Bowers that the list of bills be approved for payment. 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 June 2022 be accepted and filed. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

HIRING – TEMPORARY LABORERS

Motion by Lewis, secc. Bowers that Kyle Kowalski, Edwin Murphy, Joseph Scudder & Nicholas Havey be hired as a temporary laborer in the Public Works Department effective July 15, 2022 to August 14, 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. & Joseph Hudak be hired as temporary as needed drivers in the Hanover Township Fire Department at the North Station, South Station and Headquarters effective July 15, 2022 to August 14, 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.

APPROVAL – SUSPENSION FROM WORK

Motion by Lewis, secc. Bowers to approve the suspension from work effective June 16, 2022 and the suspension from work without pay effective June 21, 2022 of Kevin Davis. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

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APPROVAL – REQUEST FOR MODIFIED WORK SCHEDULE

Motion by Lewis, secc. Bowers to approve the modified work schedule for Jillian VanFossen as requested. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPOINTMENT – POLICE DEPARTMENT RIGHT TO KNOW OFFICER

Motion by Lewis, secc. Bowers to appoint Police Chief David Lewis as the Police Department Right to Know Request Officer. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

AUTHORIZATION – CIVIL SERVICE COMMISSION

Motion by Lewis, secc. Bowers to authorize the Civil Service Commission to convene for Police Department actions for the hiring of Officers. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

AUTHORIZATION – CIVIL SERVICE COMMISSION

Motion by Lewis, secc. Bowers to authorize the Civil Service Commission to convene for consideration of the extension of one year of the current Sergeants promotional list. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – REQUEST FOR TOWNSHIP SERVICES & DONATION

Motion by Lewis, secc. Bowers to approve the following request from The Exhaltation of the Holy Cross for their community bazaar:

1. Police Service: July 15, 16 & 17 from 8:00 pm to 12:00 am
2. Garbage removal July 16, 17 & 18 as needed

Also, the donation of \$ 5,000.00 toward community-wide assistance provided through their various committees. This donation will be paid from the community benefit grant fund. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

AUTHORIZATION – ADVERTISE FOR PART TIME FIRE APPARATUS DRIVERS

Motion by Lewis, secc. Bowers that based upon the request of Fire Chief Tamarantz, to authorize the Township Secretary to advertise for the position of Part Time Fire Apparatus Drivers. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

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AUTHORIZATION – FIRE DEPARTMENT GRANT FUNDS

Motion by Lewis, secc. Bowers to authorize the payment of \$15,000.00 to the Fire Department with the receipt of Fire Department, Fire Company and Emergency Medical Services Grant Program Funds. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – SEWAGE PLANNING MODULE

Motion by Lewis, secc. Bowers that based upon the recommendation of the Township Engineer, to approve the Sewage Planning Module submitted by NorthPoint for Buildings 1,2,3 &4 and that the Chairman is authorized to sign same. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – CONTINGENCY LETTER OF CREDIT RELEASE

Motion by Lewis, secc. Bowers that based upon the recommendation of the Township Engineer, to release the contingency Letter of Credit for The Villas at Hidden Acres Phase I Land Development. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

AUTHORIZATION – FIRE ESCROW ACCOUNT

Motion by Lewis, secc. Bowers to authorize the opening of a Fire Escrow Account for 120 East St. Mary’s Road. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – REQUEST FOR PAYMENT DONATION

Motion by Lewis, secc. Bowers to approve the request from the Hanover Area Recreation Association to donate the payment of \$ 436.00 to Bloomsburg Metal Company LLC for the gate replacement at the Hanover Area Soccer Fields. This will be paid from the community benefit grant fund. 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 \$15,700.16. These will be paid through various funds and grants. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – PAY APPLICATION NO. 1 AND CHANGE ORDER NO. 1

Motion by Lewis, secc. Bowers to approve, based upon the recommendation of the Township Engineer, Final Pay Application and Change Order No. 1 in the total amount of \$41,000.00 to AR Popple for Solomon Creek Debris and Sediment Removal Project and it be paid from the Capital Fund. The Township Manager is authorized to submit for reimbursement from the Ida Disaster declaration from FEMA. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

RESOLUTION NO. 008-2022

Motion by Lewis, secc. Bowers to approve Resolution No. 008-2022 Approving amendments to the rules and regulations for the township Civil Service Commission regarding residency requirements. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

RESOLUTION NO. 009-2022

Motion by Lewis, secc. Bowers to approve Resolution No. 009-2022 for emergency demolition of 68 South Regent Street. This will be paid from the Capital Fund. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

ORDINANCE NO. 003-2022

Motion by Lewis, secc. Bowers to approve Ordinance No. 003-2022 authorizing the Township to enter into an intergovernmental agreement with other participating municipalities for the purpose of forming, establishing and joining a land bank as advertised. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

ORDINANCE NO. 004-2022

Motion by Lewis, secc. Bowers to approve Ordinance No. 004-2022 adopting the stormwater management ordinance as advertised. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – AGREEMENT WITH WARRIOR RUN BOROUGH

Motion by Lewis, secc. Bowers to approve the agreement with Warrior Run Borough to use a building located in the Borough for fire department services. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

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APPROVAL OF AWARD FOR PAVING PROJECT

Motion by Lewis, secc. Bowers to approve the award of the Clarks Cross Road Paving Project to the low bidder American Asphalt in the amount of \$288,472.35. This will be paid through grant funds and the Capital Account. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – PROPOSAL FOR DEMOLITION

Motion by Lewis, sess. Bowers to approve the proposal from SRI Inc. in the amount of \$10,000.00 for demolition of 3132 South Main Street. 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 – PROPOSAL FOR SEAL COATING

Motion by Lewis, secc. Bowers to approve the proposal from BME Sealcoating & Striping LLC in the amount of \$6,225.40 for sealcoating of the Fire Headquarters parking lot. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – PROPOSAL FOR NEW COMPUTERS

Motion by Lewis, secc. Bowers to approve the proposal from GBM Inc. in the amount of \$3070.00 for the purchase of two new computers and one printer for the code and payroll offices. This will be paid from the Capital Fund. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

AUTHORIZATION TO ADVERTISE

Motion by Lewis, secc. Bowers to authorize the Township Secretary to advertise the site work for the Lower South Valley Council of Government Municipal Fueling Station. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

AUTHORIZATION – APPLICATION OF LOCAL SHARE ACCOUNT GRANT APPLICATION

Motion by Lewis, secc. Bowers to authorize the request from the Hanover Township Lions Club for the application of a Local Share Account grant in the amount of \$120,000.000 for the West End Road Bridge Beautification Project. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

AUTHORIZATION TO SEEK EASEMENT TO ACCESS

Motion by Lewis, secc. Bowers to authorize the solicitor to enter into negotiations with the owner of 2 E. Germania Street for the purpose of acquiring an easement to access the gate and walkway located on the property. The Chairman shall have the authority to approve and expend any and all funds necessary to obtain the easement without further authorization of the Board. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

ADD ON MOTION – ADDED AGENDA ITEMS

Motion by Lewis, secc. Bowers to add the following items to the July 13, 2022 meeting agenda:

1. Resolution 010-2022 Multi Modal Grant Application.
2. Award Police Department Work.
3. Solicitor to resolve dilapidated 505-507 Chestnut Street.
4. To sign the proposal to order a new MACK garbage packer.

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

ADD ON MOTION – RESOLUTION NO. 010-2022

Motion by Lewis, secc. Bowers to approve Resolution No. 010-2022 for the Township Manager to submit an application to the Pennsylvania Department of Community and Economic Development for a Multimodal Grant in the amount of \$800,000.00 for the Hanover Green School and Ambulance Safe Travel Project to include Downing Street, Center Street, Steve Street and Main Road resurfacing. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

ADD ON MOTION – POLICE DEPARTMENT WORK

Motion by Lewis, secc. Bowers to accept and award the Police Department work consisting of flooring and storage to MCS LLC in the amount of \$13,585.00. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

ADD ON MOTION – 505-506 CHESTNUT STREET

Motion by Lewis, secc. Bowers to authorize the Solicitor to take any and all steps to resolve the dilapidated building/property at 505-507 Chestnut Street. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

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ADD ON MOTION – MACK GARBAGE TRUCK

Motion by Lewis, secc. Bowers to authorize the Township Manager to sign the proposal for the order of a new Mack garbage truck. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

MOTION TO ADJOURN

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

Jennifer Dukes, Township Secretary