

HANOVER TOWNSHIP
BOARD OF COMMISSIONERS

APRIL 12, 2023

****MINUTES****

The Hanover Township Board of Commissioners conducted a public meeting on April 12, 2023 at the Municipal Building, 1267 Sans Souci Parkway, Hanover Township, Luzerne County, Pennsylvania. The Chairman called the meeting to order at 6:56 PM.

PRESENT: Commissioners Albert Bagusky, George Bowers, Joseph Howanitz, William Howatt, Ronald Krushnowski, Jeffrey Lewis, George Andrejko,

Ann Williams, 501 Chestnut Street addressed the Board inquiring about 505-507 Chestnut Street lot sale.

Kimberly Sepko, 518 Main Road & Judi Passetti, 588 Main Road addressed the Board regarding activity at 3&5 Adams Street.

Tom Rusak, 87 East Newport Street addressed the Board regarding the stop sign located at Newport & Charles Street.

Cori Kennedy, 87 East Newport Street addressed the Board regarding dogs barking and dog waste in neighbor's yard.

Andrew Richards, addressed the Board regarding Hanover Area Youth Soccer request Community Funds for soccer field lighting.

DEPARTMENT REPORTS

SECRETARY'S REPORT

Motion by Lewis, secc. Bowers that the Secretary's Report for the month of March 2023 be accepted and filed. The report indicated that Executive Session of the Board was conducted on March 8, 2023 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 March 2023 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 March 2023 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
April 12, 2023
Minutes – Page #2

TREASURER’S REPORT

Motion by Lewis, secc. Bowers that the Treasurer’s report for the month of February 2023 be accepted and filed. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

MINUTES OF MEETING OF MARCH 8, 2023

Motion by Lewis, secc. Bowers that the minutes of the meeting of March 8, 2023 be accepted and filed. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. Abstain: Bagusky. 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 March 2023 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 April 15, 2023 to May 14, 2023 at a rate of \$14.50 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 April 15, 2023 to May 14, 2023 at a rate of \$14.50 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.

Hanover Township
Board of Commissioners
April 12, 2023
Minutes – Page #3

APPROVAL – MODIFIED WORK SCHEDULE

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

2023 PA EMERGENCY GRANT PASS THRU TO HANOVER AREA FIRE DISTRICT

Motion by Lewis, secc. Bowers that the 2023 PA Emergency Grant in the amount of \$15,000.00 be forwarded to the Hanover Fire District c/o Frank Rinkevich, Treasurer, 547 Wilkes-Barre Street, Hanover Township, PA 18706. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

SURPLUS EQUIPMENT

Motion by Lewis, secc. Bowers to authorize the Township Manager to approve the disposition of the following surplus equipment: As recommended by the Chief of Police the sale of two (2) guns. One 1.5 caliber gas gun and one .223 caliber rifle. Any interested individual or business shall submit a letter of interest with a purchase amount offer and final approval of the sale will be to the highest offer and approved by the Township Manager and Chief of Police. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

AUTHORIZING THE RELEASE OF FIRE ESCROW ACCOUNT

Motion by Lewis, secc. Bowers that upon recommendation of the Code Enforcement Officer, to release the Fire Escrow Account for 120 East St. Mary's Road in the amount of \$46,658.00. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

INVOICE – BHW INSPECTIONS, LLC

Motion by Lewis, secc. Bowers to approve Invoice No. H23002 & H23003 in the amount of \$7,383.51 to BHW Inspections, LLC for plan examinations on projects within Hanover Township. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

PAY APPLICATION NO.2 AR POPPLE

Motion by Lewis, secc. Bowers that based upon the recommendation of the Township Engineer, to approve Payment Application No.2 to AR Popple in the amount of \$3,000.00 for the Warrior Creek Debris Removal Project and that this be paid out of the Capital Fund and request reimbursement from the Stormwater Municipal Fund. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

Hanover Township
Board of Commissioners
April 12, 2023
Minutes – Page #4

APPROVAL – RESOLUTION NO. 012-2023

Motion by Lewis, secc. Bowers to approve Resolution No. 012-2023 designating the Township Manager as the point of contact and authorization to execute any Wave 2 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.

AUTHORIZATION – PURCHASE OF HOT TACK SPRAYER

Motion by Lewis, secc. Bowers to authorize the Township Manager to purchase a Hot Tack Sprayer from Bradco Supply company, COSTARS Contract No. 025-e22-434 in the amount of \$29,200.00 from the Liquid Fuels Fund. The sprayer will be transferred to the Lower South Valley Council of Governments upon reimbursement by their members of \$25,000.00. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

AUTHORIZATION – PURCHASE OF TWO (2) SHIPPING CONTAINERS

Motion by Lewis, secc. Bowers to authorize the Township Manager to purchase two shipping containers for storage from Conex Depot in the amount of \$8,500.00 plus \$1,200.00 from the Capital Fund. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

AUTHORIZATION – PURCHASE OF TWO (2) CANNON COPIERS

Motion by Lewis, secc. Bowers to authorize the Township Manager to purchase two Cannon copiers from Golden Business Machines, COSTARS Contract No. 001-e22-073 for the Police Department and Code Office in the amount of \$10,647.00 from the Capital Fund. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – POLLING PLACE AGREEMENT

Motion by Lewis, secc. Bowers to approve the agreement between Luzerne County and Hanover Township for use of the municipal building as a polling place for the May 16, 2023 election and that the Township Manager is authorized to sign the agreement. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – LETTER OF MAP REVISION AGREEMENT

Motion by Lewis, secc. Bowers to approve the agreement between Borton Lawson, Hanover Township and Wilkes-Barre City for the services related to a Solomons Creek Letter of Map Revision floodplain analysis in the amount of \$15,300.00 from the Capital Fund and that the Chairman is authorized to sign the agreement. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

Hanover Township
Board of Commissioners
April 12, 2023
Minutes – Page #5

APPROVAL – CHAPTER 102 LAND DEVELOPMENT PERMIT

Motion by Lewis, secc. Bowers to approve the Chapter 102 Land Development Permit for NorthPoint Development and the Chairman is authorized to sign same. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL OF DONATION

Motion by Howatt, secc. Bowers to approve the donation of \$11,393.00 to the Hanover Area Youth Soccer field lighting project. The project is for lights on the fields that host hundreds of children to play soccer from the Community Benefit Grant. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

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