

**HANOVER TOWNSHIP**  
**BOARD OF COMMISSIONERS**  
**FEBRUARY 8, 2023**  
**\*\*MINUTES\*\***

The Hanover Township Board of Commissioners conducted a public meeting on February 8, 2023 at the Municipal Building, 1267 Sans Souci Parkway, Hanover Township, Luzerne County, Pennsylvania. The Chairman called the meeting to order at 6:22 PM.

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

The Chairman announced that an executive session of the Board was held prior to this meeting to discuss personnel items.

**SECRETARY'S REPORT**

Motion by Lewis, secc. Bowers that the Secretary's Report for the month of January 2023 be accepted and filed. The report indicated that Executive Session of the Board was conducted on January 11, 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 January 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. Bower that the reports from the Police, Road, Sewer, Fire Department, Code Enforcement Office and Health Officer for the month of January 2023 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 December 2022 be accepted and filed. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**MINUTES OF MEETING OF JANUARY 11, 2023**

Motion by Lewis, secc. Bowers that the minutes of the meeting of January 11, 2023 be accepted and filed. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, 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 January 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 February 14, 2023 to March 15, 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 February 14, 2023 to March 15, 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.

### **EMPLOYEE REQUEST FOR LEAVE WITHOUT PAY**

Motion by Lewis, secc. Bowers to approve leave without pay for Jeiko Rodriguez effective January 31 to February 3, 2023 for Military Training. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

### **REQUEST TO ATTEND TRAINING – ACCREDITATION COMMISSION**

Motion by Lewis, secc. Bowers that the request of Police Chief David Lewis for authorization of Officer Ryan Cywinski to attend the Annual Training Conference, of the Pennsylvania Chiefs of Police Association Law Enforcement Accreditation Commission from March 20, 2023 to March 23, 2023 in Harrisburg PA for a total cost of \$376.44 be approved. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

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**FILLING OF VACANCY**

Motion by Lewis, secc. Bowers that Eric VanFossen be appointed to the position of Mechanic effective February 13, 2023, at a salary as per the AFSCME Collective Bargaining Agreement. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**PAY APPLICATION AND CHANGE ORDER FOR CLARKS CROSS ROAD PAVING**

Motion by Lewis, secc. Bowers that upon recommendation of the Township Engineer, to approve Pay Application No. 1 in the amount of \$38,552.80 and Change Order No. 1 in the amount of \$6,650.00 to American Asphalt Paving Company. This is for the Clarks Cross Road paving project and will be reimbursed by the Luzerne County Community Development grant. 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 \$13,288.47. These will be paid through various funds and grants including from the Capital Fund. 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. H23001 in the amount of \$300.00 to BHW Inspections, LLC for a plan examination on a project within Hanover Township. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**EMPLOYEE LIFE INSURANCE POLICY PROPOSAL**

Motion by Lewis, secc. Bowers that based upon the recommendation of Township Insurance Agent Joyce Insurance, to approve the employee life insurance proposal covering current and retired employees with Mutual of Omaha in the amount of \$36,507.72. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**MEMORANDUM OF UNDERSTANDING WITH HANOVER AREA SCHOOL DISTRICT**

Motion by Lewis, secc. Bowers that based upon the recommendation of Police Chief David Lewis, to approve the Memorandum of Understanding with the Hanover Area School District for the School Resource Officer. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

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**TAX REFUND REQUEST**

Motion by Lewis, secc. Bowers that based upon the request of the Tax Collector, tax refunds in the amount of \$185.96 to Anthony Kuprionas and Sam Samsalski, \$311.95 to David J. Ressler and \$38.72 to DRAE Properties. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**STORMWATER CONTROLS PERMIT AND SEWAGE CAPACITY REQUEST – YALICK LLC**

Motion by Lewis, secc. Bowers that based on the recommendation of the Township Engineer, to approve the request from Yalick LLC., for the Department of Environmental Protection the stormwater controls Chapter 102 permit notification and the sewage capacity request and that the Chairman is authorized to sign. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**SEWAGE CAPACITY REQUEST – PENNSYLVANIA AMERICAN WATER COMPANY**

Motion by Lewis, secc. Bowers that based on the recommendation of the Township Engineer, to approve the sewage capacity request from Pennsylvania American Water Company and that the Chairman is authorized to sign. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**ADVERTISING OF THE LIQUID FUELS/CAPITAL FUND PAVING PROJECT**

Motion by Lewis, secc. Bowers to authorize the advertising of the Liquid Fuels/Capital Fund paving project including Red Coat Lane, Constitutional Drive, Charles Street and Leopold Street. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

**ADJOURN**

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.

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Jennifer Dukes, Township Secretary