

HANOVER TOWNSHIP
BOARD OF COMMISSIONERS
OCTOBER 11, 2023
****MINUTES****

The Hanover Township Board of Commissioners conducted a public meeting on October 11, 2023 at the Municipal Building, 1267 Sans Souci Parkway, Hanover Township, Luzerne County, Pennsylvania. The Chairman called the meeting to order at 6:30 PM.

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

STATEMENT BY THE CHAIRMAN

We take time tonight to recognize the month of October as First Responders Month and we want to express our gratitude to our emergency services personnel for their devotion to providing the best services to the community. To the Police Department for their dedication and excellent service in utilization of their skills and training to serve and protect the community in general and the residents of Hanover Township in particular. To the devoted Fire Department including the volunteer firefighters, officers, fire truck drivers and auxiliary personnel in appreciation for their dedicated and progressive efforts in protecting the lives and possessions of the residents of the community. To the officers and members of the Hanover Township Community Ambulance Association Inc. in recognition of their dedication by continually providing a high standard of care and compassion in providing life sustaining and lifesaving services to the community. We, the Board of Commissioners hereby acknowledge and proclaim the gratitude of ourselves and the people of Hanover Township to all these fine individuals for a job well done each and every day of the year.

Bob Burns, 3 Scureman Street, addressed the Board regarding access to the Lyndwood playground.

Mario Fiorucci, 893 Main Street, Sugar Notch, addressed the Board regarding property tax split between Sugar Notch and Hanover Township.

Thomas Paciqa, 18-22 Garman Street, addressed the Board regarding 16 Garman Street demolition.

DEPARTMENT REPORTS

SECRETARY'S REPORT

Motion by Lewis, secc. Bowers that the Secretary's Report for the month of September 2023 be accepted and filed. The report indicated that Executive Session of the Board was conducted on September 13, 2023 to discuss personnel and possible litigation. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

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MANAGER’S REPORT

Motion by Lewis, secc. Bowers that the Manager’s Report for the month of September 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 September 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 August 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 SEPTEMBER 13, 2023

Motion by Lewis, secc. Bowers that the minutes of the meeting of September 13, 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 September 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 Edwin Murphy, Joseph Scudder, Nicholas Havey, Sean Burr ridge & Daniel Fuller be hired as temporary laborers in the Public Works Department effective October 16, 2023 to November 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 John Marczak, Dwayne Taggart, Dan Wegrzynowicz, Robert Williams, John Engleman, Sean Reilly, Bill McDaniels, Dan Harkenreader, Paul Rakowski, Joseph Hudak, Ryan Kairo & Cayden Schiel be hired as temporary as needed drivers in the Hanover Township Fire Department at the North Station, South Station and Headquarters effective October 16, 2023 to November 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.

HIRING – TEMPORARY SUMMER EMPLOYEES

Motion by Lewis, secc. Bowers that Todd Kolbicka and Connor Quaglia be hired as temporary summer employees effective October 16, 2023 to November 14, 2023 at a rate of between \$12-\$14.50 per hour for a maximum of twenty-eight (28) hours per week, per individual. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPOINTMENT – PLANNING COMMISSION

Motion by Lewis, secc. Bowers to appoint Daniel Birosik to the Planning Commission as an Alternate Member as per the Salary and Compensation Resolution. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPOINTMENT – SAFETY COMMITTEE

Motion by Lewis, secc. Bowers to appoint Daniel Birosik, Eric Van Fossen and Assistant Police Chief Eric Richardson to the Workers Compensation Safety Committee as Alternates. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

AUDITOR GENERAL – 2023 ALLOCATION – VOLUNTEER FIRE RELIEF ASSOCIATION

Motion by Lewis, secc. Bowers that in accordance with the statutes of Act 205 of 1984 and in compliance with regulations of the Department of the Auditor General, the 2021 Allocation Supporting the Volunteer Fire Relief Fund in the amount of \$59,945.26 be forwarded to the Volunteer Fire Relief Fund 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.

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**COMMONWEALTH OF PENNSYLVANIA – 2023 ALLOCATION OF
GENERAL MUNICIPAL PENSION SYSTEM AID**

Motion by Lewis, secc. Bowers that as per the recommendation of the Township Manager that the Township’s 2023 Allocation of General Municipal Pension System State Aid in the amount of \$338,017.51 is to be distributed in the following manner:

The entire proceeds of the State Aid towards repayment of the scheduled pension loan payment of \$419,260.84.

And the additional payments as follows are paid out of the Township General Fund:

Non-Uniformed Pension Plan Distribution: \$83,854.00

Police Pension Plan Distribution: \$193,394.00

Pension Loan Payment: \$81,243.33

These distributions are made in accordance with the 2023 Minimum Municipal Obligation (MMO). On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis. Abstain: 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 \$17,587.09. These will be paid through various funds and grants including from the General Fund and the Capital Projects 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. H23009 in the amount of \$987.06 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.

INVOICE – M&J EXCAVATING, INC.

Motion by Lewis, secc. Bowers to approve Invoice No. 1724 in the amount of \$12,161.50 to M&J Excavating, Inc. for asphalt tack spraying plan on several paving projects within Hanover Township. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL - TAX REFUND

Motion by Lewis, secc. Bowers that based on the request of the Tax Collector, to approve the following tax refunds:

1. 4 Prince Street in the amount of \$15.81
2. NP BGO Tradeport Building 9 in the amount of \$28,755.78

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

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APPROVAL – SEWER CAPACITY PLANNING REQUEST

Motion by Lewis, secc. Bowers that upon the recommendation of the Township Engineer, to approve the sewer capacity planning request from NorthPoint Development for building 10. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – TOWNSHIP SERVICES

Motion by Lewis, secc, Bowers to approve Township Services for the following requests:

1. Hanover Boy Scouts for litter pick up on October 15th
2. Exaltation of the Holy Cross for their 1st Annual Cancer Walk October 22nd

These services would include Road, Fire and Police Departments.

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

APPROVAL – PERMANENT STATUS

Motion by Lewis, secc. Bowers that based upon the recommendation of Police Chief David Lewis, to confer permanent status to Benjamin Kreuzer for successful completion of the field training program. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

PLACEMENT OF “TOYS FOR TOTS” DONATION BARREL

Motion by Lewis, secc. Bowers that the request from John L.VanWhy on behalf of the Hanover Township Lions Club and the United States Marine Corps Reserve to place a “Toys for Tots” donation barrel in the interior front entrance of the Municipal Building for acceptance of donations and to place an awareness sign on the front lawn of the municipal building be approved. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

APPROVAL – PAY APPLICATION NO. 2 – AMERICAN ASPHALT

Motion by Lewis, secc. Bowers that upon the recommendation of the Township Engineer, to approve Pay Application No. 2 from American Asphalt in the amount of \$194,170.90 for the Clark’s Cross Road Paving Project from the Capital Account. This is reimbursable from the Community Development Grant. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis, Andrejko. MOTION CARRIED.

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APPROVAL – PAY APPLICATION NO. 3 – BLUESTONE ENVIRONMENTAL

Motion by Lewis, secc. Bowers that upon the recommendation of the Township Engineer, to approve Pay Application No. 3 from Bluestone Environmental in the amount of \$133,876.08 for the Municipal Fueling Station Project from the Capital Account. This is reimbursable from the Local Share Account 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