

**HANOVER TOWNSHIP**  
**BOARD OF COMMISSIONERS**  
**NOVEMBER 13, 2024**  
**\*\*MINUTES\*\***

The Hanover Township Board of Commissioners conducted a public meeting on November 13, 2024 at the Hanover Township Municipal Building, 1267 Sans Souci Parkway, Hanover Township, Luzerne County, Pennsylvania. The Chairman called the meeting to order at 6:26 PM.

**PRESENT:** Commissioners Albert Bagusky, George Bowers, Joeseph Howanitz, Ronald Krushnowski, Jeffrey Lewis.

**ABSENT:** Commissioners George Andrejko.

**MOMENT OF SILENCE – OBSERVANCE OF VETERAN’S DAY**

We will take a moment of silence for all our veteran soldiers; thank you to those who have fought in the past...and to those who are today risking their lives for the sake of freedom. Let us pray for our men and women in uniform. Let us ask for the safe return for those abroad. For those who will never return and those not yet accounted for...grant them peace. And, for those who fall and have fallen, let their efforts not be in vain. Let us pray for the families whose sons and daughters are overseas as well as those who may be called upon to defend our freedoms. God Bless America.

**ANNOUNCEMENT** – An Executive Session of the Board was held prior to this meeting to discuss personnel items.

- The 2025 Budget including all appropriations of funds is proposed and available for inspection in the Office of the Township Secretary during normal business hours. The Board of Commissioners will consider the 2025 Budget, which has no increase in taxes or fees, at their Business Meeting on December 18, 2024.

Dee Parks addressed the Board re: animal control with cats, overgrown bushes, leaves (16 East Newport Street).

Maureen Youreen addressed the Board re: Quality of Life progression in citations.

**SECRETARY’S REPORT**

Motion by Bowers, secc. Krushnowski that the Secretary’s Report for the month of October 2024 be accepted and filed. The report indicated that Executive Session of the Board was conducted on October 9, 2024 to discuss personnel and possible litigation. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

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### **MANAGER’S REPORT**

Motion by Bowers, secc. Krushnowski that the Manager’s Report for the month of October 2024 be accepted and filed. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

### **DEPARTMENT REPORTS**

Motion by Bowers, secc. Krushnowski that the reports from the Police, Road, Sewer, Fire Department, Code Enforcement Office and Health Officer for the month of October 2024 be accepted and filed. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

### **TREASURER’S REPORT**

Motion by Bowers, secc. Krushnowski that the Treasurer’s report for the month of September 2024 be accepted and filed. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

### **MINUTES OF MEETING OF OCTOBER 9, 2024**

Motion by Bowers, secc. Krushnowski that the minutes of the meeting of October 9, 2024 be accepted and filed. On the motion the following voted yes: Bowers, Howanitz, Howatt, Krushnowski, Lewis. Abstain: Bagusky. MOTION CARRIED.

### **LIST OF BILLS**

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

### **COMMUNICATIONS**

Motion by Bowers, secc. Krushnowski that the communications for the month of October 2024 be accepted and filed. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

### **HIRING – TEMPORARY LABORERS**

Motion by Bowers, secc. Krushnowski that Edwin Murphy, Nicholas Havey, Sean Burrige, Daniel Fuller, Dylan Mislivets & Kyle Shamanski be hired as temporary laborers in the Public Works Department effective November 17, 2024 to December 19, 2024 at a rate of \$16.50 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. MOTION CARRIED.

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**HIRING – TEMPORARY FIRE TRUCK DRIVERS**

Motion by Bowers, secc. Krushnowski that Dwayne Taggart, Dan Wegrzynowicz, Robert Williams, John Engleman, Sean Reilly, Bill McDaniels, Dan Harkenreader, Paul Rakowski, Joseph Hudak & Cayden Schiel be hired as temporary as needed drivers in the Hanover Township Fire Department at the North Station, South Station and Headquarters effective November 17, 2024 to December 19, 2024 at a rate of \$16.50 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. MOTION CARRIED.

**ACCEPT LETTER OF RETIREMENT**

Motion by Bowers, secc. Krushnowski to accept the Letter of Retirement from Road Department employee Michael Graziano effective January 24, 2025. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

Commissioner Bagusky lead the Board in thanking Mike for his many years of service and congratulations on his retirement.

**INVOICES – BORTON LAWSON ENGINEERING**

Motion by Bowers, secc. Krushnowski to authorize the payment of Township Engineer Borton Lawson Invoices for various projects in the amount of \$8,101.96. 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. MOTION CARRIED.

**INVOICE – BHW INSPECTIONS, LLC**

Motion by Bowers, secc. Krushnowski to approve Invoice No. H240010 in the amount of \$2,278.99 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. MOTION CARRIED.

**REQUEST FOR TOWNSHIP SERVICES**

Motion by Bowers, secc. Krushnowski to approve the request from the Hanover Township Lions Club for township service for the Annual Tree Lighting on December 8, 2024. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

**AUTHORIZATION TO PURCHASE GIFT CERTIFICATES & CANDY**

Motion by Bowers, secc. Krushnowski to authorize the purchase of:

1. Candy from Sam’s Club for the Police Department Trunk or Treat in an amount not to exceed \$250.00.
2. Gift Cards or small gifts for the Christmas Tree Lighting Community Event in an amount not exceed \$2,000.00
3. An amount not to exceed \$2,500.00 for portable toilets and a tent for the Christmas Tree Lighting Community Event.

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

**INVOICES– JOHN P. HALLIDAY TRUCKING INC.**

Motion by Bowers, secc. Krushnowski to approve invoice number SVCG-24116-18 and 2425, 2426, 2319 from John P. Halliday Trucking Inc. in the amount of \$3,625.00 for equipment hauling for paving. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

**APPROVAL – RESOLUTION NO. 019-2024**

Motion by Bowers, secc. Krushnowski to approve Resolution No. 019-2024 for the approval of accepting dedication of stormwater facilities and easements on Newport Street and private property as presented. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

**APPROVAL – RESOLUTION NO. 020-2024**

Motion by Bowers, secc. Krushnowski to approve Resolution No. 020-2024 for the Township Manager to apply for a Statewide Local Share Account Grant for municipal vehicles in the amount of \$125,000.00 as presented. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

**APPROVAL – RESOLUTION NO. 021-2024**

Motion by Bowers, secc. Krushnowski to approve Resolution No. 021-2024 for the Township Manager to apply for a Statewide Local Share Account Grant on behalf of Luzerne County Community College for health care kiosks in the amount of \$50,000.00 as presented. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

**APPROVAL – TAX REFUNDS**

Motion by Bowers, secc. Krushnowski to approve, upon the request of the Tax Collector, a tax refund for 216 Laurel Street in the amount of \$77.08. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

**APPROVAL LETTER OF ENGAGEMENT**

Motion by Bowers, secc. Krushnowski to approve the letter of engagement from Baker Tilly Virchow Krause, LLP Accountants, to provide financial and audit services. Also to assist preparing the Department of Community and Economic Development Report for the calendar year ending December 31, 2024 and the Vice Chairman is authorized to sign same. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

**APPROVAL – PAY APPLICATION NO. 3 – BLUESTONE ENVIRONMENTAL**

Motion by Bowers, secc. Krushnowski that upon the recommendation of the Township Engineer, to approve Pay Application No. 3 from Bluestone Environmental in the amount of \$137,964.28 for the Municipal Fueling Station. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

**APPROVAL – PAY APPLICATION NO. 7 – BLUESTONE ENVIRONMENTAL**

Motion by Bowers, secc. Krushnowski that upon the recommendation of the Township Engineer, to approve Pay Application No. 7 from Bluestone Environmental in the amount of \$18,067.00 for the Municipal Fueling Station. On the motion the following voted yes: Bagusky, Bowers, Howanitz, Howatt, Krushnowski, Lewis. MOTION CARRIED.

**APPROVAL – PURCHASE POLICE OFFICER BODY WORN CAMERAS,  
DASH BOARD CAMERAS AND LICENSE PLATE READERS**

Motion by Bowers, secc. Krushnowski to approve the following proposals from Axon Enterprises for the Police Department:

1. Body Worn Camera System – includes 20 cameras, docks, training and licenses in the amount of \$201,607.90 with the PA Commission on Crime and Delinquency Grant award.
2. Dash Board Camera and License Plate Reader System – includes 9 cameras, licenses and training in the amount of \$140,467.80 with 5 years no interest financing.

All are purchased under the sole source as approved by the Solicitor.

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

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**APPOINTMENT TO ZONING MAP REVIEW COMMITTEE**

Motion by Bowers, secc. Krushnowski to appoint the following to the Zoning Map Review Committee:

1. Jamie Yurkoski, Zoning Officer
2. Mark Bienias, Code Officer
3. Dave Bienias, Planning Commission
4. Tom Landon, Zoning Hearing Board
5. William Howatt, Commissioner

Consultant Jack Varaly and/or Solicitor as needed.

Once the Committee has concluded their review a letter of their findings will be sent to the Township Manager for the Board of Commissioners review and possible action.

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

**ADJOURN**

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

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Jennifer Dukes, Township Secretary