

HANOVER TOWNSHIP
BOARD OF COMMISSIONERS

JUNE 12, 2017

****MINUTES****

The Hanover Township Board of Commissioners conducted a public meeting on June 12, 2017 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 George Andrejko, George Bowers, Russell Davis, William Howatt, Ronald Krushnowski, Jeffrey Lewis, Albert Bagusky.

Bob Burns, 3 Scureman Street addressed the Board regarding Fellows Avenue.

Bill Falls, 46 Kniffen Street addressed the Board regarding curbing across the street from his house.

DEPARTMENT REPORTS

SECRETARY'S REPORT

Motion by Bowers, secc. Lewis that the Secretary's Report for the month of May 2017 be accepted and filed. The report indicated that Executive Sessions of the Board were conducted on May 1, 2017 & May 8, 2017 to discuss personnel and possible litigation. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

MANAGER'S REPORT

Motion by Bowers, secc. Krushnowski that the Manager's Report for the month of May 2017 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky. 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 May 2017 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

TREASURER'S REPORT

Motion by Bowers, secc. Krushnowski that the Treasurer's report for the month of May 2017 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

MINUTES OF MEETING OF MAY 8, 2017

Motion by Bowers, secc. Krushnowski that the minutes of the meeting of May 8, 2017 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

LIST OF BILLS

Motion by Bowers, secc. Krushnowski that the list of bills for the month of May 2017 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

PRIOR APPROVAL OF BILLS

Motion by Bowers, secc. Krushnowski that the proper officers are authorized to pay payroll and those bills at a discount or that accrue a penalty between meetings. Bills paid by this procedure will be presented at the next meeting. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

COMMUNICATIONS

Motion by Bowers, secc. Krushnowski that the communications for the month of May 2017 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

HIRING – TEMPORARY LABORERS

Motion by Bowers, secc. Krushnowski that Mike Graboske, Ben Hultz, Dillon Ropetski, Marc McEvoy, Richard Colarusso, Patrick Wallace & Thomas Tryba be hired as a temporary laborer in the Public Works Department effective June 17, 2017 to July 17, 2017 at a rate of \$12.00 per hour for a maximum of twenty eight (28) hours per week. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

HIRING – TEMPORARY FIRE TRUCK DRIVERS

Motion by Bowers, secc. Krushnowski that Raymond Masher, John Marczak, Dwayne Taggart, Joseph Temarantz, Dan Wegrzynowicz, Robert Williams, John Engleman, Sean Reilly, Bill McDaniels and Dan Harkenreader be hired as temporary as needed drivers in the Hanover Township Fire Department at Stations #2, #5 and #6 effective June 17, 2017 to July 17, 2017 at a rate of \$12.00 per hour for a maximum of twenty (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: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

HIRING – SUMMER LABORERS

Motion by Lewis, secc. Krushnowski that Anthony Marcincavage, Jacob Barber, Matthew Kuhl, James Sheridan and Justin Kwiatkowski be hired as Summer Laborers in the Public Works Department effective June 17, 2017 to July 17, 2017 at a rate of \$8.50 per hour for a maximum of twenty eight (28) hours per week. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

Hanover Township
Board of Commissioners
June 12, 2017
Minutes – Page #3

HIRING – INTERNSHIPS

Motion by Lewis, secc. Krushnowski that Mark Pointek and Marley Mullery be hired for Internships in the Administration Department effective June 17, 2017 to July 17, 2017 at a rate of \$10.00 per hour for a maximum of twenty eight (28) hours per week. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

PAYMENT APPLICATION FOR MEDICO INDUSTRIES – ADVANCED FLUID SYSTEMS, INC.

Motion by Lewis, secc. Krushnowski that based upon the recommendation of the Township Engineer, that Medico Industries is authorized to pay Advanced Fluid Systems, Inc. and seek reimbursement from DCED, through the Township Manager, of Pay Application No. 1 for Advanced Fluid Systems, Inc. in the amount of \$21,626.65. This is for work related to the LSA Grant for Press Line #4. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

PAYMENT APPLICATION FOR MEDICO INDUSTRIES – ROBO CONSTRUCTION LLC.

Motion by Lewis, secc. Krushnowski that based upon the recommendation of the Township Engineer, that Medico Industries is authorized to pay Robo Construction LLC and seek reimbursement from DCED, through the Township Manager, of Pay Application No. 2 for Robo Construction LLC in the amount of \$35,029.00. This is for work related to the LSA Grant for Press Line #4. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

INVOICES – BORTON LAWSON ENGINEERING

Motion by Lewis, secc. Krushnowski to authorize the payment of Township Engineer Borton Lawson Invoices referenced as 2017-16, 17, 18, 19, and 20 for various projects including several Street Restoration Projects and Grant Projects in the amount of \$14,139.77. These will be paid through various funds and grants including Liquid Fuels Funds and the Sewer Fee Account. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED. Commissioner Bowers questioned whether or not these invoices include the firehouse project. The Township Manager replied no.

INVOICE – VARALY ASSOCIATES

Motion by Lewis, secc. Krushnowski to authorize the payment of Invoice 2 in the amount of \$2,500.00 to Varaly Associates for service related to the updating of the Hanover Township Subdivision Land Development Ordinance. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

INVOICE – BHW INSPECTIONS, LLC

Motion by Lewis, secc. Krushnowski to approve Invoice No. H17003 in the amount of \$37,283.50 to BHW Inspections for plan reviews on 3 new projects within Hanover Township. This is a payment on a new revenue item for Hanover Township for plan review fees. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

AUTHORIZATION - 2017 TAN PAYOFF

Motion by Lewis, secc. Krushnowski that upon the recommendation of the Township Manager, to approve that the 2017 TAN be paid off in the amount of \$903,859.50 to Landmark Community Bank. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

AUTHORIZATION - SUBMIT PAYMENT REQUEST TO USDA & PAY APPROVED INVOICES FOR THE NEW FIREHOUSE

Motion by Lewis, secc. Krushnowski that based on the recommendation of the Project Architect/Engineer Quad III Group, to submit Payment Request No.9 for General Construction, Electrical Construction and Sitework Construction in the amount of \$191,425.70 to the USDA for review and approval, that the Chairman is authorized to sign the payment request and the Township Manager be and is hereby authorized to pay the USDA approved invoices from the Firehouse Construction Account. On the motion the following voted yes: Andrejko, Davis, Howatt, Krushnowski, Lewis. Voting No: Bowers, Bagusky. MOTION CARRIED.

APPROVAL OF ORDINANCE NO. 04-2017 – INTERGOVERNMENTAL COOPERATION AGREEMENT IMPLEMENTING THE WYOMING VALLEY REGIONAL STORMWATER MANAGEMENT PROGRAM

Motion by Andrejko, secc. Davis to approve advertised Ordinance No. 04-2017 for the Intergovernmental Cooperation Agreement with the Wyoming Valley Sanitary Authority for the creation and implementation of the Wyoming Valley Regional Stormwater Management Program. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

APPROVAL OF ORDINANCE NO. 05-2017 – WWSA ARTICLES OF INCORPORATION

Motion by Andrejko, secc. Davis to approve advertised Ordinance No. 05-2017 adopting and approving an amendment to the Articles of Incorporation of the Wyoming Valley Sanitary Authority to provide for storm water planning, management and implementation and extending said Authority's term of existence. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

APPROVAL OF ORDINANCE NO. 003 – 2017 – SALE OF DELANEY STREET PROPERTY

Motion by Andrejko, secc. Davis to approve advertised Ordinance No. 003-2017 approving and authorizing the sale of the Township's storage building at the end of Delaney Street near the levee to the Luzerne County Flood Protection Authority for the sum of \$7,500.00. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

RATIFICATION OF CHAIRMAN'S ACTION – PURCHASE OF 2009 GARBAGE PACKER

Motion by Andrejko, secc. Davis to ratify the Chairman's action to purchase a 2009 GMC Garbage Packer from Ashley Borough in the amount of \$25,000.00. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis. Abstain: Bagusky. MOTION CARRIED.

AUTHORIZATION – PA STATE FIRE ACADEMY TRAINING

Motion by Andrejko, secc. Davis to authorize the PA State Fire Academy to conduct Fire Department training with the flashover simulator on August 26 & 27, 2017 and that the Township Manager is hereby authorized to send a letter referencing the same. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

AUTHORIZATION – REQUEST FOR A SAFETY STUDY

Motion by Andrejko, secc. Davis to authorize the Township Engineer to submit a request to PennDOT for a safety study to be performed on the Sans Souci Parkway near the Salvation Army and Slocomb Windows. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

Hanover Township
Board of Commissioners
June 12, 2017
Minutes – Page #6

APPROVAL TO CLOSE ENTRANCE – NEW FIREHOUSE LOT

Motion by Andrejko, secc. Davis to approve the closing of the entrance to the new firehouse lot from Diamond Avenue to thru traffic. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

APPROVAL - ARC ELECTRIC TIME EXTENSION REQUEST

Motion by Andrejko, secc. Davis that based upon the recommendation of the Township Engineer, to approve the 30 day time extension request from ARC Electric for the Medico LSA project. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

APPROVAL – MULTI-MODAL PROJECT CHANGE ORDER

Motion by Andrejko, secc. Davis that upon the recommendation of the Township Engineer, to approve a Change Order in the not to exceed amount of \$7,500 for the Multi-Modal Road Resurfacing Project. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

APPROVAL OF ORDINANCE NO. 06-2017 – HANOVER TOWNSHIP/WARRIOR RUN FIRE PROTECTION AGREEMENT

Motion by Andrejko, secc. Davis to approve advertised Ordinance No.06-2017 accepting and approving an intergovernmental agreement between Hanover Township and Warrior Run Borough for fire protection services within Warrior Run Borough. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

APPROVAL – ACCEPTANCE OF BID FOR MEDICO LSA PROJECT

Motion by Davis, secc. Andrejko that based upon the recommendation of the Township Engineer, to approve accepting Advanced Fluid Systems, Inc. bid of \$95,835.00 for the Medico LSA Project pending final review and authorization from the Township Solicitor. This is due to some language clarification necessary with the bid. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

INVOICE – WYOMING VALLEY SANITARY AUTHORITY (WVSA)

Motion by Lewis, secc. to approve the Invoice from WVSA in the amount of \$15,662.50 for billing services of the Township annual sewer fee. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

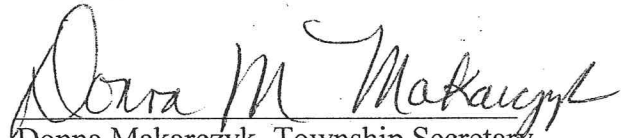
Hanover Township
Board of Commissioners
June 12, 2017
Minutes – Page #7

ADD ON MOTION

Motion by Davis, secc. Lewis that the proposal from Supply Source Costars Vendor #334442 for the purchase of furniture for the new Township fire station for the total sum of \$26,757.50 be approved and accepted condition upon the Township Manager finding the costars status of said vendor. These funds shall be dispersed from the firehouse construction account. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Krushnowski, Lewis, Bagusky. MOTION CARRIED.

ADJOURNMENT

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


Donna Makarczyk, Township Secretary