

HANOVER TOWNSHIP
BOARD OF COMMISSIONERS

JULY 13, 2015

****MINUTES****

The Hanover Township Board of Commissioners conducted a public meeting on July 13, 2015 at the Hanover Township 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 Bowers, Frank Ciavarella, William Howatt, Jeffrey Lewis, Michael Mazur, Albert Bagusky.

ABSENT: Commissioner Russell Davis

ANNOUNCEMENTS

There were Executive Sessions held on July 8 and July 13, 2015 to discuss litigation and personnel issues.

DEPARTMENT REPORTS

SECRETARY'S REPORT

Motion by Mazur, secc. Lewis that the Secretary's Report for the month of June 2015 be accepted and filed. The report indicated that Executive Sessions of the Board were conducted on June 1, 2015 & June 8, 2015 to discuss personnel and possible litigation. On the motion the following voted yes: Bowers, Ciavarella, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

MANAGER'S REPORT

Motion by Mazur, secc. Lewis that the Manager's Report for the month of June 2015 be accepted and filed. On the motion the following voted yes: Bowers, Ciavarella, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

DEPARTMENT REPORTS

Motion by Mazur, secc. Lewis that the reports from the Police, Road, Fire Department, Code Enforcement Office and Health Officer for the month of June 2015 be accepted and filed. On the motion the following voted yes: Bowers, Ciavarella, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

TREASURER'S REPORT

Motion by Mazur, secc. Lewis that the Treasurer's report for the month of June 2015 be accepted and filed. On the motion the following voted yes: Bowers, Ciavarella, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

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MINUTES OF MEETING OF JUNE 8, 2015

Motion by Mazur, secc. Lewis that the minutes of the meeting of June 8, 2015 be accepted and filed. On the motion the following voted yes: Bowers, Ciavarella, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

LIST OF BILLS

Motion by Mazur, secc. Lewis that the list of bills for the month of June 2015 be accepted and filed. On the motion the following voted yes: Bowers, Howatt, Lewis, Mazur, Bagusky. Voting No: Ciavarella. MOTION CARRIED.

PRIOR APPROVAL OF BILLS

Motion by Mazur, secc. Lewis 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: Bowers, Ciavarella, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

COMMUNICATIONS

Motion by Mazur, secc. Lewis that the communications for the month of June 2015 be accepted and filed. On the motion the following voted yes: Bowers, Ciavarella, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

HIRING – TEMPORARY LABORERS

Motion by Mazur, secc. Lewis that Mike Graboske, Ben Hultz, Dillon Ropetski, Marc McEvoy, Thomas Bogarowski, Richard Colarusso, and Patrick Wallace be hired as a temporary laborer in the Public Works Department effective July 15, 2015 to August 13, 2015 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: Bowers, Ciavarella, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

HIRING – TEMPORARY FIRE TRUCK DRIVERS

Motion by Lewis, secc. Mazur that Raymond Masher, John Marczak, Dwayne Taggart, Joseph Temerantz, Jeffrey Sebecky, Chris Weaver, Dan Wegrzynowicz, Robert Williams and Sean Reilly be hired as temporary as needed drivers in the Hanover Township Fire Department at Stations #2, #5 and #6 effective July 15, 2015 to August 13, 2015 at a rate of \$10.00 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: Bowers, Ciavarella, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

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HIRING – PART TIME SUMMER LABORERS

Motion by Lewis, secc. Mazur that John Yurkoski, Eric Prozeralik, Anthony Marcincavage, Jacob Barber, Jack Windt, Geoffrey Kehl and Thomas Tryba be hired as temporary part time summer laborers at \$8.50 per hour for a maximum of 28 hours per week effective July 15, 2015 to August 13, 2015. On the motion the following voted yes: Bowers, Ciavarella, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

TAX REFUNDS

Motion by Lewis, secc. Mazur that upon the recommendation of the Hanover Township Tax Collector, that the following refunds for taxes be approved: Frank & D Ciavarella, 326 Lee Park Ave, in the amount of \$59.29; James Pyrah, 51 Claymont Ave in the amount of \$90.20 and Leon & Barbara Tabbitt, 3017 South Main Street in the amount of 68.45. On the motion the following voted yes: Bowers, Howatt, Lewis, Mazur, Bagusky. Abstain: Ciavarella. MOTION CARRIED.

REQUEST FOR GARBAGE PACKER FOR FUND RAISER

Motion by Lewis, secc. Mazur that upon the request of the Hanover Township Fire District, to approve the Garbage Packer to be utilized by the Fire District for their Fund Raiser at Station #5. The Packer will be dropped off Friday July 24th and picked up Monday July 27th. On the motion the following voted yes: Bowers, Ciavarella, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

ALARM RESPONSE TRAINING

Motion by Lewis, secc. Mazur that upon the request of the Chief of Police, to approve Alarm Response Training from September 22nd thru September 24th for the three Uniform Sergeants at the National Security Federal Complex in Oak Ridge, Tennessee. This training is for education and response should there be an event at the American Red Cross where sensitive materials are utilized. On the motion the following voted yes: Bowers, Ciavarella, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

2015 TAN PAYOFF

Motion by Lewis, secc. Mazur that upon the recommendation of the Township Manager, to approve that the 2015 TAN be paid off in the amount of \$904,027.00. This early payoff will result in a savings of \$4,973.00 to the budgeted amount. On the motion the following voted yes: Bowers, Ciavarella, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

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FELLOWS AVE RESURFACING PREPERATION

Motion by Lewis, secc. Mazur that upon the recommendation of the Township Engineer, to approve payment for the following invoices for work related to the resurfacing of Fellows Ave. 1. Stell Enterprises for flushing of the line in the amount of \$3,680.00. 2. Century Security for flagging services in the amount of \$534.00. On the motion the following voted yes: Bowers, Ciavarella, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

CUSTOMER ONLY PARKING ORDINANCE

Motion by Lewis, secc. Mazur to approve the Customer Only Parking Ordinance No.002-2015 for a business located at 742 Hazle Street as advertised. The Ordinance will allow for two parking spaces between the hours of 9 am and 11 pm. On the motion the following voted yes: Bowers, Ciavarella, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

ABRAHAMS ROAD PATCHING/REPAIR - CHANGE ORDER #1

Motion by Bowers, secc. Mazur that based upon the recommendation of the Township Engineer, to approve Pennsy Supply to do surface patching work to Abrahams Road in the amount of \$6,000.00. This work will repair the current dilapidated condition and drainage issues related to the road. On the motion the following voted yes: Bowers, Ciavarella, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

PHILLIPS STREET AND SOUTH MAIN STREET STRUCTURAL INSPECTIONS

Motion by Bowers, secc. Mazur that based upon the request of the Building Inspector, to authorize the Township Engineer to conduct a structural inspection and report for each of the following properties: 13 Phillips Street and 3107 South Main Street. These properties are a potential safety hazard to the community and need and assessment of their structural integrity. On the motion the following voted yes: Bowers, Ciavarella, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

BACKGROUND CHECK REIMBURSEMENT

Motion by Bowers, secc. Mazur that based upon the recommendation of the Township Manager, to approve the reimbursement of \$550.00 to Chief Joseph Temerantz for the cost of background checks for Fire Department Personnel. These checks are State mandated. On the motion the following voted yes: Bowers, Ciavarella, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

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LUZERNE COUNTY OFFICE OF COMMUNITY DEVELOPMENT AGREEMENT

Motion by Bowers, secc. Mazur that the Cooperative Agreement by and between the County of Luzerne and the Township of Hanover relative to Capital (street) Improvements to be completed no later than December 31, 2015 be approved and that the Chairman be and is hereby authorized to sign the Agreement on behalf of the Board of Commissioners of the Township of Hanover. On the motion the following voted yes: Bowers, Ciavarella, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

LETTER OF CREDIT – SUNNY HILLS, LLC

Motion by Bowers, secc. Mazur that based on the recommendation of the Township Engineer, to accept the Irrevocable Standby Letter of Credit in the amount of \$190,422.18 from Luzerne Bank for Phase 1 – Final Subdivision Plans Sunny Hill Subdivision. On the motion the following voted yes: Bowers, Ciavarella, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

Motion by Lewis, secc. Mazur to approve Resolution No. 011-2015 authorizing the application for a multi-modal transportation fund grant in the amount of 650,000.00 from the Commonwealth Financing Authority and authorize the Chairman of the Board and the Township Manager to execute all documents necessary for the same. On the motion the following voted yes: Bowers, Ciavarella, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

Motion by Lewis, secc. Mazur that based upon the recommendation of the Township Engineer, to approve Ordinance No. 003-2015 for the acceptance of the Deed of Dedication from Countrywood Realty, LLC relating to the transfer of the completed roadway on Firwood Drive and a portion of Countrywood Drive, the drainage and sanitary sewer in the Countrywood Development, Phase 2, Section 2 and further move that the Chairman be and is hereby authorized to sign the said Ordinance and Deed accepting the Dedication. On the motion the following voted yes: Bowers, Ciavarella, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

Commissioner Ciavarella questioned what type of business is requesting the parking ordinance. The Chairman stated that it was for a hair salon. Commisisoner Ciavarella stated that he wished to change his vote to “no” because the hours are too late.

ADJOURNMENT

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

Donna Makarczyk, Secretary