

HANOVER TOWNSHIP
BOARD OF COMMISSIONERS
JANUARY 11, 2016
****MINUTES****

The Hanover Township Board of Commissioners conducted a meeting on January 11, 2016 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 L. Andrejko, Gorge W. Bowers, Russell P. Davis, William L. Howatt, Jeffrey P. Lewis, Michael D. Mazur, Albert J. Bagusky.

RECOGNITION – JOHN MORGAN

In recognition of John Morgan for his project to purchase a bullet proof vest for the Township K-9 Unit – Ado

DEPARTMENT REPORTS

SECRETARY’S REPORT

Motion by Mazur, secc. Lewis that the Secretary’s Report for the month of December 2015 be accepted and filed. The report indicated that Executive Sessions of the Board were conducted on December 7, 2015 and December 14, 2015 to discuss personnel and possible litigation. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

MANAGER’S REPORT

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

TREASURER’S REPORT

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

MINUTES OF MEETING OF DECEMBER 14, 2015

Motion by Andrejko, secc. Mazur that the minutes of the meeting of December 14, 2015 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

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LIST OF BILLS

Motion by Andrejko, secc. Mazur that the list of bills for the month of December 2015 be accepted and filed. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

PRIOR APPROVAL OF BILLS

Motion by Andrejko, secc. Mazur 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, Lewis, Mazur, Bagusky. MOTION CARRIED.

COMMUNICATIONS

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

HIRING – TEMPORARY LABORERS

Motion by Andrejko, secc. Mazur 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 January 15, 2016 to February 13, 2016 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, Lewis, Mazur, Bagusky. MOTION CARRIED.

HIRING – TEMPORARY FIRE TRUCK DRIVERS

Motion by Lewis, secc. Mazur that Raymond Masher, John Marczak, Dwayne Taggart, Joseph Temerantz, Chris Weaver, Dan Wegrzynowicz, Robert Williams, John Engleman and Sean Reilly be hired as temporary as needed drivers in the Hanover Township Fire Department at Stations #2, #5 and #6 effective January 15, 2016 to February 13, 2016 at a rate of \$10.00 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, Lewis, Mazur, Bagusky. MOTION CARRIED.

INVOICE – KRASAVAGE CONSTRUCTION

Motion by Lewis, secc. Mazur to approve the invoice from Krasavage Construction in the amount of \$4321.00 for sewer repair work located on Mary Street. This amount is to be paid from the Sewer Fee Account. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

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ROOT REMOVAL – KRASAVAGE CONSTRUCTION

Motion by Lewis, secc. Mazur upon recommendation of the Township Engineer, to authorize Krasavage Construction to remove the tree roots located in and blocking the flow from the manhole on Sunset Drive at a cost of \$1,000.00. The removal will also include the application of root preventer from the Wyoming Valley Sanitary Authority to keep this from reoccurring. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

COMPUTER PURCHASE

Motion by Lewis, secc. Mazur to approve the purchase of 2 HP Elite computers with display and software at a cost of \$2,046.00 from Golden Business Machines. The computers are for the Code Office as part of the continued technology upgrade project. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

FIRE DISTRICT PARTICIPATING DEPARTMENT RECOGNITION/MEMBER ROSTER

Motion by Lewis, secc. Mazur to authorize the Chairman and Township Manager to sign the roster for the Hanover Area Fire District to submit to the State Fire Board. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

DESIGNATION OF AUTHORIZED SIGNER'S CERTIFICATE FOR PLAN TRUSTEES – UNIFORMED GROUP

Motion by Davis, secc. Mazur that for the ASCO Financial Group Inc. / AFG Pension Administration the following individuals are authorized to execute on behalf of the Hanover Township Police Pension Plan any certificate or other written direction pertaining to the pension plan, its trust and its investment accounts in accordance with the plan document/ordinance adopted by the governing body of the Township of Hanover:

Chief Albert Walker, Trustee

Sgt. Dean Stair, Trustee

Donna M. Makarczyk, Township Secretary

Albert J. Bagusky, Chairman, Board of Commissioners

Samuel Guesto, Jr., Township Manager, Chief Administrative Officer

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

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DESIGNATION OF AUTHORIZED SIGNER'S CERTIFICATE FOR PLAN TRUSTEES – NON UNIFORMED GROUP

Motion by Davis. secc. Mazur that for the ASCO Financial Group Inc. / AFG Pension Administration the following individuals are authorized to execute on behalf of the Hanover Township Non uniformed Pension Plan any certificate or other written direction pertaining to the pension plan, its trust and its investment accounts in accordance with the plan document/ordinance adopted by the governing body of the Township of Hanover:

Edward Zwiebel, Trustee

Donna M. Makarczyk, Township Secretary

Albert J. Bagusky, Chairman, Board of Commissioners

Samuel Guesto, Jr., Township Manager, Chief Administrative Officer

On the motion the following voted yes: Bowers, Davis, Howatt, Lewis, Mazur, Bagusky.

Abstain: Andrejko. MOTION CARRIED.

AUTHORIZATION TO SEEK FINANCING QUOTES

Motion by Davis. secc. Mazur that the Township Secretary be and is hereby authorized to solicit quotes for the financing of the 2016 AWD Police Vehicle at a cost of \$37,451.00 and present the sealed quotes to the Board to be opened at the February 1, 2016, work session. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

WATER TERMINATION SERVICES FOR DELINQUENT SEWER FEES

Motion by Howatt. secc. Mazur that the Solicitor be and is hereby authorized to draft an Ordinance amending the Township's Annual Residential and Non-Residential Annual Sewer Fee Ordinances authorizing collection of delinquent annual sanitary sewer charges including the termination of water services for delinquent sewer fee accounts and the Township Secretary be and is hereby authorized to advertise the same. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky.

MOTION CARRIED.

HAZARD MITIGATION ADVISORY COMMITTEE

Motion by Howatt, secc. Mazur that George Bowers be appointed to the Hazard Mitigation Advisory Committee for a term of one year effective January 11, 2016. On the motion the following voted yes: Andrejko, Davis, Howatt, Lewis, Mazur, Bagusky. Abstain: Bowers. MOTION CARRIED.

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HAZARD MITIGATION ADVISORY COMMITTEE

Motion by Howatt, secc. Davis that Mark Williams be appointed to the Hazard Mitigation Advisory Committee for a term of one year effective January 11, 2016. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

APPOINTMENT OF FIRE CHIEF

Motion by Howatt, secc. Mazur that Joe Temerantz be appointed Fire Chief as per the 2016 Salary and Compensation Resolution, effective January 11, 2016. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

APPOINTMENT OF DEPUTY FIRE CHIEF

Motion by Howatt, secc. Mazur that Dwayne Taggart be appointed Deputy Fire Chief as per the 2016 Salary and Compensation Resolution, effective January 11, 2016. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

APPOINTMENT OF 1ST ASSISTANT CHIEF

Motion by Bowers, secc. Mazur that Dan Wegrzynowicz be appointed 1st Assistant Fire Chief as per the 2016 Salary and Compensation Resolution, effective January 11, 2016. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

APPOINTMENT OF 2ND ASSISTANT CHIEF

Motion by Bowers, secc. Mazur that Mike Yodsnukis be appointed 2nd Assistant Fire Chief as per the 2016 Salary and Compensation Resolution, effective January 11, 2016. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

REJECTION OF ALL BIDS FOR GARAGE DOOR REPLACEMENT

Motion by Bowers, secc. Mazur upon the recommendation of the Township Solicitor, that all bids received by the Township pursuant to the Township's advertised Request for Bids for the Garage Door Replacement Project be rejected and the same are hereby rejected & furthermore the Township Secretary be and is authorized to advertise. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

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APPOINTMENT OF TOWNSHIP ENGINEER

Motion by Bowers, secc. Davis that Borton-Lawson be designated as the Township Engineer on a negotiated fee basis effective January 12, 2016 to December 31, 2017. On the motion the following voted yes: Andrejko, Bowers, Davis, Howatt, Lewis, Mazur, Bagusky. MOTION CARRIED.

ADJOURNMENT

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

Donna Makarczyk, Secretary