

▪ MINUTES
 ▪ Pittston Township
 ▪ Board of Supervisors Meeting
 ▪ November 19, 2018
 ▪ Pittston Township Municipal Building

Call Meeting To Order 7:00 PM

- Pledge of Allegiance
- Roll Call Slezak __P__ Yanora _P__ Steve Rinaldi __P__

Minutes: minutes of the Supervisors regularly scheduled October 15, 2018 were distributed to Supervisors for their review, comments and/or corrections.

Any Questions/Corrections

- **Motion:** To ACCEPT minutes of October 15, 2018 as presented to the Supervisors for their review, comments and/or corrections.
 - Slezak _S__ Yanora _M__ Rinaldi _____
 - Roll Call: Slezak __Y__ Yanora __Y__ Rinaldi __Y__

Supervisors Comments -

Ralph Yanora was appointed to the Sewer Board by the Sewer Authority at its Monthly meeting held on November 7, 2018

New Business

Compensation of Supervisors

- Motion to waive Compensation of Supervisors at \$25 per meeting for 2019 as authorized by Second Class Township.
-

Slezak____ Yanora _S__ Rinaldi _M__
 Roll Call: Slezak__Y__ Yanora __Y__ Rinaldi __Y__

Refuse Bags - Mr. Bonita has advertised for bids on the purchase of refuse bags for 2019 in the Citizens Voice and via e-mail. Bids were due on November 19, 2018 . Bids were opened on November 19, 2018 and a bid tabulation is listed below. Present at bid opening was Terry Best, Slezak and John Bonita.

Bid Tabulation:

TABLED

- Motion to TABLE award contract for purchase of 2019 garbage bags to

Slezak__S__ Yanora _____ Rinaldi _M__
 Roll Call: Slezak__Y__ Yanora __Y__ Rinaldi __Y__

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Auditor - Recommendation of Mr. Bonita, Financial Administrator to have an audit done on the books and records of the Township. If approved by the Supervisors this will be in addition to the work performed by the elected auditors.

Motion to advertise Notice of Intent to Appoint Independent Auditor for 2018

Slezak S Yanora __M__ Rinaldi __
 Roll Call: Slezak_Y__ Yanora __Y__ Rinaldi Y

Building Inspector

- Motion to appoint BHW Construction Consultation Services, Inc. as third party building inspector for a two year period January 1, 2019 to December 31, 2020

Slezak__S__ Yanora _____ Rinaldi __M__
 Roll Call: Slezak__Y__ Yanora __Y__ Rinaldi __Y__

Traffic Light Maintenance

- Motion to appoint Kuharchik Construction, Inc. as third party traffic light maintenance contractor in accordance with RFP submitted on November 13, 108 for a two year period January 1, 2019 to December 31, 2020

Slezak__S__ Yanora _____ Rinaldi __M__
 Roll Call: Slezak__Y__ Yanora __Y__ Rinaldi __Y__

Grant Applications

Community Development Block Grant- Twp has awarded contract for road work on East Railroad St. and Coal St. to be scheduled for 2019. A Community Development Block Grant was awarded for East Railroad St. Coal St. will be paid with General Fund revenue.

LSA Grant - Pittston Township Board of Supervisors have agreed to prepare and submit on behalf of the Pittston Township Sewer Authority a grant **for Debt Repayment..... Local Share Account in the amount of \$1,300,000.**

PDOT and Commonwealth Financing Authority Grant(s) - the Supervisors agree to submit on behalf of the Sewer Authority a grant for **RESTORATION AND DRAINAGE IMPROVEMENTS on Baker Road, Chapel Road and Ridge Road.** Grant applications will be submitted to both PDOT Department of Transportation under its Multi Modal Grant and Commonwealth Financing Authority for the same project.

Sewer Authority agrees that any costs incurred in preparing and administering the grants listed above will be the responsibility of the SEWER AUTHORITY and will be so noted in the minutes of the PITTSTON TOWNSHIP SEWER AUTHORITY and that no liability whatsoever for any expense under this grant will be the responsibility of PITTSTON TOWNSHIP.

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LSA Grant - - Pittston Township Board of Supervisors have agreed to prepare and behalf of the Pittston Township a grant for the purchase of equipment for the road department

Resolutions were approved at a special meeting held at 10:00 AM on November 9, 2018.:

- 11-01 LSA Application - Road Equipment
- 11-02 PDOT Multi Modal Grant - Baker, Chapel and Ridge Road
- 11-03 Commonwealth Financing Authority - Baker, Chapel & Ridge Road
- 11-04 LSA - Sewer Authority Debt Retirement

- **Motion:** To ratify October - November pre-paid bills in the amount \$98939.10 and bills payable in the amount of \$ 134559.14.
- payroll and related expenses for payroll period ending

10-17-18	37350.99
10-31-18	38075.82
11-10-18	37428.68

Harford EFT 625.92
 Principal EFT 775.15
 Hassler EFT 125.00
 AFLAC 95.38
 BHW Building Inspector \$ 14009.06

Slezak __M__ Yanora _____ Rinaldi _S__
 Roll Call: Slezak __Y__ Yanora __Y__ Rinaldi __Y__

Police

POLICE REPORT.

- Motion To ACCEPT police report as submitted.

• Slezak __S__ Yanora _____ Rinaldi _M__
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Fire Dept.

Application received from the PTVFD for part time driver Joseph Chiumento.
 Kevin O'Brien

- Motion To TABLED as part time fire truck driver with salary in accordance with the current CBA.

• Slezak _____ Yanora _____ Rinaldi ____
 Roll Call: Slezak _____ Yanora _____ Rinaldi _____

Zoning Board

Planning Commission Board

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Financial

2019 Tax Summary

Emergency Service Tax		.375 mills
Real Estate Tax		.375 mills
Realty Transfer Tax	Percent	0.50%
Resident Earned Income Tax	Percent	0.50%
Non Resident Earned Income Tax	Percent	1%
Mechanical Devices	Dollars	As Per Schedule
Mercantile Tax		
Wholesale	Mills	1
Retail	Mills	1.5
Local Service Tax (EMS)	Dollars	\$47
Sign Tax		\$50
Zoning & Permit Fees		As Per Schedule
Accident Report Fees		\$15
Refuse Collection Permit		\$25
Pave Cut Fees		\$500

- **Motion to Re-affirm the following Resolutions for 2019**

- 12-01 Non Uniformed Pension Plan
- 12-02 Uniformed Pension Plan
- 12-03 Real Estate Tax Collector
- 12-04 Re-Enactment of Real Estate Tax
- 12-04 (a) Enactment of Emergency Service Tax
- 12-05 Appointment of Financial Administrator
- 12-07 Re-Enactment of Real Estate Transfer Tax
- 12-08 Re-Enactment of Earned Income Tax
- 12-09 Re-Enactment of Mechanical Device Tax
- 12-10 Re-Enactment of Mercantile Tax
- 12-11 Re-Enactment of Emergency Municipal Svs. Tax
- 12-12 Re-Enactment of Sign Tax
- 12-13 Re-Enactment of Zoning Fees
- 12-14 Resolution to allow Mgr. to Prepay Bills
- 12-15 Resolution Establishing Compensation for Boards
- 12-16 Appointment of HA Berkheimer - EIT and LST Collector
- 12-16(a) Appointment of e-Collect - Mercantile Tax Collector
- 12-17 Banking Resolution
- 12-18 Re-Enactment of Longevity Resolution
- 12-19 Re-Enact all previously passed ordinances -not addressed
- 12-20 Ambulance Rebate
- 12-21 Sewer Reimbursement

- Motion to ratify **Resolutions 12-01 of 2018 to 12-20 of 2018** to be effective for calendar year 2019

Slezak_____ Yanora __S___ Rinaldi M___
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Mr. Bonita passed out a condensed summary of the Budget and then read the complete budget, highlighting certain areas.

PITTSTON TOWNSHIP
PRELIMINARY 2019 BUDGET

	General Fund	Emergency Service Tax	Liquid Fuels	Capital Reserve	Total (memo)
Beginning Fund Balance	\$ 150,000			\$ 341,000	\$ 491,000
Operating Revenue	<u>2,288,700</u>	<u>\$ 154,960</u>	<u>\$ 142,400</u>	<u>\$ 1,538,000</u>	<u>4,124,060</u>
Available For Expenditure	<u>\$ 2,438,700</u>	<u>\$ 154,960</u>	<u>\$ 142,400</u>	<u>\$ 1,879,000</u>	<u>\$ 4,615,060</u>
Administration	\$ 186,070				\$ 186,070
Tax Collector	41,955				41,955
Legal & Professional	34,400				34,400
Building	19,035			8,000	27,035
Police	395,285	47,575			442,860
Fire	373,590	50,770			424,360
Ambulance	52,000	55,000			107,000
Zoning	190,410				190,410
Ems Services		1,615			1,615
Sewer	128,900				128,900
Recycling	52,540				52,540
Refuse	234,415				234,415
Streets & Roads	408,105				408,105
Storm Water Management	63,335				63,335
Recreation	38,505				38,505
Retirement Expense	21,715				21,715
Insurances & Other	<u>198,440</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>198,440</u>
Total Expenditures	<u>\$ 2,438,700</u>	<u>\$ 154,960</u>	<u>\$ 142,400</u>	<u>\$ 1,879,000</u>	<u>\$ 4,615,060</u>
	\$ -	\$ -	\$ -	\$ -	\$ -

Tax increase General Operation from .25 Mill to .375 Mill (3/4 of 1 Mill) ---Increase of .125 mill
 Tax increase Emergency Services from .25 Mill to .375 Mill (3/4 of 1 Mill) ---Increase of .125 mill
 3.5% Salary Increase - Not Including Supervisors
 Ptvfd - Annual Contribution - Specific Use
 Ptv Ambulance - Annual Contribution - Specific Use
 Reimbursement - 2 Qtrs. WVSA & LLSA, \$10 Ptn Twp.
 Ambulance Membership - \$35.
 No Charge For Garbage Bags
 \$25 Sticker Cost And Bulk \$ 1 for 6 stickers, Max 12 Stickers

- **Motion to ADVERTISE** the 2019 preliminary budget in accordance with Second Class Township regulations. A detailed budget will be on display at the municipal building and on the Township website, <http://pittstontownship.org/> beginning November 21, 2018 and is scheduled

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for adoption at the monthly meeting to be held on December 17, 2018 at 7:00 PM at the municipal building.

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Public Comment Speakers are reminded of the 10 minute time allotment

Nancy Karpowich - Lower Frothingham Street - complained about parking on side of street. Steve stated that signs will be placed prohibiting parking on one side of the street. He had pictures showing parking on both sides which prevented an emergency vehicle to pass.

Piera Marotto - first, complimented the road crew for the prompt removal of snow from the roads of the Twp. Second, stated her mother had an attempted burglary and the response from the Police was thwarted due to wrong numbering on the street. Terry Best was to contact 911 and have the street numbers corrected.

Don Hudzinski - inquired as to whether the Twp. had an amusement tax. Mr. Bonita said it was repealed several years ago. He also complained about pave cuts not done correctly in his development. Discussion took place about pave cuts in general and it was the decision of the supervisors to at least raise the fee for pave cuts to \$500. Supervisor Slezak suggested that the fee should be based on lineal feet of the cut. Supervisors will review the entire process of pave cuts.

Curt Muffley - Complained about the poor job PDOT did on Rt. 502 Steve stated that this was a State Road and we have no control over.

Complained that his 911 calls initially go the Lackawanna Avenue then to Luzerne County delaying response times.

Questioned the fireworks problem. Steve stated that the State Police is revamping their current fireworks ordinance.

Ron Keilb - asked on behalf of Bryan Giamber the status of Baker Road. Steve mentioned that the grant for Baker, Ridge and Chapel was filed.

when is the Twp. going to move the line - no response

when is the Twp. going to do something about "Koons Swamp" - no response

Megan Galonis - wanted to know if her fathers property problems will be corrected - no response.

Adjournment: Motion to Adjourn

• Slezak__S__ Yanora____ Rinaldi __M__
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