

**MINUTES**  
 ▪ **Pittston Township**  
 ▪ **Board of Supervisors Meeting**  
 ▪ **December 21, 2020**  
 ▪ **Pittston Township Municipal Building**

VIRTUAL MEETING CONDUCTED DUE TO COVID-19 RESTRICTIONS

Call Meeting To Order            7:00 PM

- Pledge of Allegiance
- Roll Call            Slezak \_\_P\_\_    Hawk P\_\_    Steve Rinaldi \_\_AB\_\_

**Minutes:** minutes of the Supervisors regularly scheduled November 16, 2020 were distributed to Supervisors for their review, comments and/or corrections.

Any Questions/Corrections

- **Motion:** To ACCEPT minutes of November 16, 2020 as presented to the Supervisors for their review, comments and/or corrections.
  - Slezak \_\_S\_\_    Hawk \_\_M\_\_    Rinaldi \_\_\_\_\_
  - Roll Call: Slezak \_\_Y\_\_    Hawk \_\_Y\_\_    Rinaldi \_\_\_\_\_

**New Business**

**Supervisor Compensation**

Mr. Bonita prepared a COVID-19 Grant with Luzerne County under CARES ACT for reimbursing expenditures incurred as a result of the pandemic. The grant was approved in the amount of \$53,300 and funds were received 12-15-2020 and deposited in the general fund.

Supervisors request for a traffic study on Pittston Bypass to enact a Jake Brake restriction was granted. Based on the study, PDOT agreed that an Engine Brake Retarder prohibition can be implemented on SR2021 between Oak Street and William Street intersections, a total distance of 0.7 miles. Solicitor forwarded copy of Ordinance for publication

- **Motion:** To advertise Engine Brake Retarder Ordinance which provides for prohibition which can be implemented on SR2021 between Oak Street and William Street intersections, a total distance of 0.7 miles
  - Slezak \_\_M\_\_    Hawk \_\_S\_\_    Rinaldi \_\_\_\_\_
  - Roll Call: Slezak \_\_Y\_\_    Hawk \_\_Y\_\_    Rinaldi \_\_\_\_\_

November 30, 2020 Solicitor sent certified mail to Pittston Crossings PA, LLC concerning property located at Rt. 315 Pittston Township regarding Abatement of Nuisances. This was in direct response to a petition which was filed by taxpayers whose properties have been adversely affected.

**Refuse Bags** - Mr. Bonita has advertised for bids on the purchase of refuse bags for 2021 in the Citizens Voice and via e-mail. Bids were due on December 17, 2020. Bids were opened and a bid tabulation is listed below. Present at bid opening was John Bonita and Terry Best

**Bid Tabulation:**

**Bid Due                            12-17-2020 at 10:00 AM**

**Bid Opened                        12-18-2020 at 1:30 PM**

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	Price Per Bag	Number of Cartons	Bags Per Carton	Total Bags	Total Cost
DynaPak	\$ 0.1046	1500	208	312000	\$ 32,635.20
Interboro	\$ 0.0905	1500	208	312000	\$ 28,236.00
Central Poly	\$ 0.1006	1500	208	312000	\$ 31,387.20
Unipak	\$ 0.1090	1500	208	312000	\$ 34,008.00

Supervisors reviewed the bid documents which had sample bags attached and expressed concern about the quality of the bag submitted by Interboro. Based on comparison with the existing bag and the other bags in the bid submission it was decided to reject the bid of Interboro in accordance with Section H of the bid document and award the bid to Central Poly. Solicitor was in agreement with the decision.

- Motion to award contract for purchase of 2021 garbage bags to Central Poly

Slezak\_\_M\_\_ Hawk \_S\_\_\_ Rinaldi \_\_  
 Roll Call: Slezak\_\_Y\_\_\_ Hawk \_\_\_Y\_\_ Rinaldi \_\_\_\_\_

### **Stauffer Point/Grandview Drive**

Requests have been made by residents of Stauffer Pointe/Grandview Drive to have the road known as Grandview Drive dedicated to and accepted by the Township. Supervisor Slezak has been in contact with the developer and our engineer and feels that the road is in a condition that it can be turned over to the township. Solicitor Sanguedolce has reviewed the documents presented which include DEVELOPMENT AGREEMENT, STATEMENT OF CLAIM, DEED OF DEDICATION AND A SITE MAP. Supervisor, Road Master and Engineer recommend that the Twp. adopt the road known as Grandview Drive. Supervisor Slezak stated that as long as the documents clearly state that the 200' section in question was brought up to specification at a later date he was in agreement to take Grandview Drive.

#### Questions/Comments

- **Motion:** To accept the Deed of Dedication and other documents relating to Grandview Drive/Stauffer Point.
  - Slezak \_M\_\_\_ Hawk \_\_S\_\_\_ Rinaldi \_\_\_\_\_
  - Roll Call: Slezak \_Y\_\_\_ Hawk \_\_Y\_\_ Rinaldi \_\_\_\_\_
  -

Attorney Teranna discussed with Solicitor Sanguedolce the enlargement of the Tax Incremental Financing District of Grandview Drive. Other taxing agencies approved the enlargement and Pittston Township has to adopt a Resolution granting the enlargement. A resolution was presented to the Supervisors for their approval

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- **Motion:** To adopt Resolution 12-24 of 2020 approving the enlargement of Grandview Drive Tax Incremental Financing District

- Slezak \_M\_\_\_ Hawk \_S\_\_\_ Rinaldi \_\_\_\_\_
- Roll Call: Slezak \_Y\_\_\_ Hawk \_\_Y\_\_ Rinaldi \_\_\_\_\_

- **Motion:** To ratify November-December pre-paid bills in the amount \$ 180663.55 and bills payable in the amount of \$ 34858.78 and
- payroll and related expenses for payroll period ending

11-17-2020	51,155.14
12-09-2020	59,243.74

Harford EFT      \$1227.66  
 Principal EFT      609.83  
 Hassler EFT      125.00  
 AFLAC      66.86

Transfer \$147,307.70 from Liquid Fuels Account to General Fund reimbursing the General Fund for eligible Liquid Fuels expenses

BHW Building Inspector \$ 1236.56

Slezak \_\_S\_\_ Hawk \_M\_\_\_ Rinaldi \_\_\_\_  
 Roll Call: Slezak \_\_Y\_\_\_ Hawk \_\_Y\_\_\_ Rinaldi \_\_\_\_\_

**Police**

**POLICE REPORT**

Mr. Bonita read into the minutes the police report as filed by Chief Angelella.

- Motion ACCEPT police report as submitted.

• Slezak \_\_S\_\_\_ Hawk \_\_M\_\_\_ Rinaldi \_\_\_\_  
 Roll Call: Slezak \_\_Y\_\_\_ Hawk \_\_Y\_\_\_ Rinaldi \_\_\_\_\_

**Fire Dept.**

**Financial**

- Motion to waive Compensation of Supervisors at \$25 per meeting for 2021 as authorized by Second Class Township.

TABLED

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Mr. Bonita read into the minutes the following motions relating to 2021 which must be reaffirmed

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
12-22	Budget Resolution

- Motion to reaffirm **Resolutions 12-01 to 12-22 of 2020** to be effective for calendar year 2021.

Slezak\_\_S\_\_ Hawk\_\_M\_\_ Rinaldi \_\_  
 Roll Call: Slezak\_\_Y\_\_ Hawk \_\_Y\_\_ Rinaldi \_\_

Mr. Bonita read into the minutes the following Summary of tax rates to be in effect for 2021

**2021 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

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Sign Tax	\$50
Zoning & Permit Fees	As Per Schedule
Accident Report Fees	\$15
Refuse Collection Permit	\$0
Pave Cut Fees	\$500
Itinerant Merchant Permit Fee	\$500

Mr. Bonita then presented a condensed final version of the 2021 Budget

**PITTSTON TOWNSHIP**  
**2021 Budget**

	<b>General Fund</b>	<b>Emergency Service Tax</b>	<b>Liquid Fuels</b>	<b>Capital Reserve</b>	<b>(memo)</b>
Beginning Fund Balance	\$ 328,145			\$ 394,305	\$ 722,450
Operating Revenue	<u>2,716,100</u>	<u>\$ 169,000</u>	<u>\$ 128,200</u>	<u>834,050</u>	<u>3,847,350</u>
Available For Expenditure	<u>\$ 3,044,245</u>	<u>\$ 169,000</u>	<u>\$ 128,200</u>	<u>\$ 1,228,355</u>	<u>\$ 4,569,800</u>
Administration	\$ 260,855				\$ 260,855
Tax Collector	44,300				44,300
Legal & Professional	35,500				35,500
Building	22,320			75,000	97,320
Police	764,240	4,000		79,245	847,485
Fire	448,770	93,000		9,000	550,770
Ambulance	30,000	72,000		15,000	117,000
Zoning	238,200				238,200
EMA Services	40,395			58,950	99,345
Sewer	115,000				115,000
Recycling	86,175				86,175
Refuse	277,475				277,475
Streets & Roads	402,055		\$ 128,200	991,160	1,521,415
Storm Water Management	45,110				45,110
Recreation	41,040				41,040
Retirement Expense	16,410				16,410
Insurances & Other	<u>176,400</u>				<u>176,400</u>
Total Expenditures	<u>\$ 3,044,245</u>	<u>\$ 169,000</u>	<u>\$ 128,200</u>	<u>\$ 1,228,355</u>	<u>\$ 4,569,800</u>

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Tax General Operation .375 Mill (3/4 of 1 Mill)

Tax Emergency Services .375 Mill (3/4 of 1 Mill)

3.5% Salary Increase -

Ptvfd - Annual Contribution - Specific Use

Ptv Ambulance - Annual Contribution - Specific Use

Reimbursement - 2 Qtrs. WWSA & LLSA, \$10 Ptn Twp.

Ambulance Membership - \$35.

No Charge For Garbage Bags

\$0 Sticker Cost And Bulk \$ 0 for 6 stickers, Max 12 Stickers

Supervisors were asked if there were any questions relating to the 2021 budget. Supervisor Slezak asked that the sticker cost and bulk fee be eliminated due to the pandemic and Supervisor Hawk was in agreement. As stated previously, the preliminary budget was advertised in accordance with requirements and was posted on *[pittstontownship.org](http://pittstontownship.org)* web page and posted in the municipal business office. Mr. Bonita will post the final budget on the *[pittstontownship.org](http://pittstontownship.org)* web page and in the business office.

Slezak\_\_S\_\_ Hawk \_\_M\_\_ Rinaldi \_\_  
 Roll Call: Slezak\_\_Y\_\_ Hawk \_\_Y\_\_ Rinaldi \_\_

**Public Comment**      VIRTUAL MEETING CONDUCTED DUE TO COVID-19 RESTRICTIONS

Advertisement contained instructions as to how to provide input or questions via e mail. No e-mails were received.

**Adjournment:**      Motion to Adjourn

• Slezak\_\_S\_\_ Hawk \_\_\_\_\_ Rinaldi \_\_M\_  
 Roll Call: Slezak\_\_Y\_\_ Hawk \_\_Y\_\_ Rinaldi \_\_Y\_\_