

- MINUTES
- Pittston Township
- Board of Supervisors Meeting
- May 16, 2022
- Pittston Township Municipal Building

Call Meeting To Order                      7:00 PM

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

**Minutes:** minutes of the Supervisors regularly scheduled April 18, 2022 and Special meeting of April 27, 2022 concerning Independence Drive was presented to Supervisors for their review comments and/or corrections.

### QUESTIONS/CONCERNS

- **Motion:**    To ACCEPT minutes of April 18 , 2022 and Special meeting of April 27, 2022 concerning Independence Drive

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

**Audit Report** - Mr. Bonita introduced Thomas Rainey, CPA from Rainey and Rainey, CPA's the accounting firm hired to conduct the annual audit of the books and records of Pittston Township.

- **Motion:**    To ADD to the agenda the presentation of the Annual Audit of the books and records of Pittston Twp.

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

Mr. Rainey presented a brief summary of the financial data of the Twp. for 2021. He stated that his firm has determined that the.... "financial statements as presented in their audit present fairly, in all material respects, the respective cash basis financial position of the governmental activities, each major fund and the aggregate remaining fund information of Pittston Township as of December 31, 2021". Mr. Bonita added that the "opinion" of the firm is the highest level of assurance that the statements properly reflect the financial position of the Twp. at December 31, 2021. A condensed version of the statements will be advertised in the Citizens Voice, will be made available to the general public after May 23, 2022 and will be posted on the Web-site after May 23, 2022.

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- **Motion:** To ACCEPT annual audit as prepared by Rainey and Rainey, CPA'S for the year ended December 31, 2022.
- 
- Slezak \_S\_\_ Hawk \_M\_\_ Rinaldi \_\_\_\_\_  
Roll Call: Slezak \_\_Y\_\_ Hawk Y\_\_\_\_ Rinaldi \_ Y\_\_\_\_\_

## **Supervisors Comments and correspondence**

### **Announcements**

**Yard Waste** - yard waste will be picked up beginning May 3, 2022. Flyers were distributed at the bag distribution and available on the web-site.

**Electronics Event** - August 20, 2022 information distributed at the annual bag distribution and also on our web site.

**Annual Bag Distribution** - Held May 12-13 9:00 AM to 5:00 PM both days. Deadline for reimbursements will be September 30, 2022. Returns after that date will not be eligible for reimbursements. Approximately 600 residents picked up bags on May12 and 300 on May 13. Permit and Bags will be available for pickup at the business office between the hours of 9:00 AM to 3:00 PM.

Letter from the Ptn Twp. Volunteer Fire Dept. requesting three full time firefighters be added to their roster. Supervisors will hold this in abeyance pending contract negotiations with the paid fire truck drivers.

**Labor Law Lawyer** - received letter from Louis Sciandra, Esq. notifying the Twp that he will be terminating service to the Twp. as of May 31, 2022. Since professional services do not have to be bid Mr. Bonita consulted with the Solicitor and the Supervisors and two firms were asked for proposals.

Joyce Carmody & Moran, PC - Matt Carmody, Esq.

Dougherty Leventhal & Price, LLC - John Finnerty, Esq.

Both firms state that they have extensive knowledge of the Labor Law and their rates are the same.

### **QUESTIONS/CONCERNS**

Mr. Bonita discussed the urgency in appointing a Labor Law Lawyer but the Supervisors are hesitant to appoint a lawyer. Supervisors will meet to discuss.

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Mr. Bonita questioned as to the appointment at next meeting which will be after the resignation of Atty. Sciandra,. Solicitor felt that the appointed lawyer can be appointed at a meeting with supervisors but formally appointed at the next meeting. Mr. Bonita questioned a possible Sunshine Act Violation but the Solicitor felt we can discuss but take no official action but we can select someone and put it on the agenda in June but have the attorney begin working prior to the June meeting.

- **Motion:** To appoint John Finnerty
- Slezak \_ \_ Hawk \_ \_ Rinaldi \_ M \_  
 Roll Call: Slezak \_ \_ Hawk \_ \_ Rinaldi \_ \_

**Motion FAILED due to lack of second.**

**Liquor Control Board** - received correspondence concerning one new Liquor License in the Twp. for a Hotel at the WB-Scranton Airport and a transfer of a license within the Twp. No action needs to be taken on the new license since it is for a hotel (Holiday Inn Express) and no action needs to be taken on a transfer of a license within the Twp.

**Quail Hill** - Twp. jointly filed a grant with Dupont Borough in the amount of \$716,379 for Quail Hill Development Road Enhancement Project and was awarded the grant. Certain engineering, survey, etc. is necessary as part of the project. Twp. received a joint bill from CNA Engineering in the amount of \$8950 of which 40% is the responsibility of the Twp.

### QUESTIONS/CONCERNS

- **Motion:** To APPROVE 60% Dupont and 40% for Twp. on this bill and future allocations regarding Quail Hill.
- Slezak \_ M \_ Hawk \_ S \_ Rinaldi \_ \_  
 Roll Call: Slezak \_ Y \_ Hawk \_ Y \_ Rinaldi \_ \_ Y \_

**Handicapped Signs** - medical approval was forwarded to the Twp. Office along with the proper request for handicapped signs by Susan Timonte, 12 E. Oak St. and Joseph Donato, 177 E. Railroad St.

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- **Motion:** To add to the agenda requests for handicapped signs for Susan Timonte and Joseph Donato.

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

- **Motion:** To APPROVE handicapped signs for Susan Timonte and Joseph Donato.

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

### Financial

- **Motion:** To ratify April-May pre-paid bills in the amount \$ 124,919.68 , and bills payable in the amount of \$ 4,185.00 and payroll and related expenses for payroll period ending

4-27-22	62460.52
5-11-22	61378.27

Uniform Construction	135.00
PLSIC Insurance	884.93
UPS	30.22
Hartford	994.17
Splash top	99.00
Pr Transfer	61,117.37
Neopost	100.00
Stones & Bricks	902.50
AFLAC	66.86
Pr Transfer	62,460.52
Lowes	74.16
Stones & Bricks	126.00

### QUESTIONS/CONCERNS

Supervisor Slezak questioned Splash Top bill and was told this was a yearly fee for remote access into the Twp. computer system.

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Motion to approve payment of bills and unpaid bills.

Slezak\_M\_\_\_ Hawk \_\_S\_\_\_ Rinaldi \_\_\_  
 Slezak \_Y\_\_\_ Hawk \_\_Y\_ Rinaldi \_\_Y\_\_\_

**Emergency Management Report** - recognized fire department and ambulance for their efforts regarding the recent brush fire at the airport. Flags were set at half mast in recognition of Fire Firefighters Day and also for Law Enforcement Day. Supervisor Hawk publically recognized the Ambulance Association for 45 years of service to the Twp.

## **Fire Department**

Incident Report - March read into minutes by Mr. Bonita.- Supervisor Slezak questioned the need to respond to out of town calls. Mutual Aid agreement exists which make it mandatory the Dept. responds.

- Motion to approve incident report

Slezak\_\_\_\_\_ Hawk \_\_M\_\_\_ Rinaldi \_S\_\_\_  
 Slezak \_ Y\_\_\_ Hawk \_\_Y\_ Rinaldi \_Y\_\_\_

## **QUESTIONS/CONCERNS**

Letter was sent to IAFF Local 5109 of the Pittston Twp. paid fire truck drivers asking for listing of demands which they suggest for the contract beginning January 1, 2023.

## **QUESTIONS/CONCERNS**

## **Road Department -**

**Paving contract** - Supervisor Slezak presented an estimate from Howell, LLC for blacktopping portions of Market & Poole Sts. which are in need of repair. The estimate is below the bidding threshold of \$11,800 and therefore does not have to be bid. Supervisor Slezak addressed the condition of Market and Pool Sts. where this paving project is to be done and stated that this is the first time using Howell and if his work is satisfactory there are other areas in the Twp. which need to be addressed.

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### QUESTIONS/CONCERNS

- **Motion** - To AWARD paving contract to Howell, LLC for blacktopping portions of Market & Poole St

Slezak \_\_M\_\_ Hawk \_\_S\_\_ Rinaldi \_\_  
 Slezak \_\_Y\_\_ Hawk \_\_Y\_\_ Rinaldi \_\_Y\_\_

**Grant Application - Lincoln St.** - Mr. Bonita has searched DCED website and located a Flood Mitigation Program and reviewed the eligibility requirements and has advised the Supervisors the he feels the Lincoln St. flooding problem would qualify as a project for possible DCED funding. CNA engineering in conjunction with Supervisor Slezak has prepared cost estimates which they feel would significantly reduce or eliminate the problem. Two alternate proposals were reviewed, one requiring easements from residents and one requiring easements from the Diocese of Scranton. The Grant application is due May 31, 2022 and will be timely filed. Mr. Bonita cautioned that this is a grant application and there is no time line for awarding, if at all.

### QUESTIONS/CONCERNS

- **Motion - SUMBIT** grant application and submit to Pa DCED Flood Mitigation program and to prepare resolution 5-02 of 2022 requesting funds in the amount of \$236,725 with a Twp. match of \$41755.

Slezak \_\_M\_\_ Hawk \_\_S\_\_ Rinaldi \_\_  
 Slezak \_\_Y\_\_ Hawk \_\_Y\_\_ Rinaldi \_\_Y\_\_

### Ordinance 5-01 of 2022

AN ORDINANCE OF THE TOWNSHIP OF PITTSTON, LUZERNE COUNTY PENNSYLVANIA, ESTABLISHING ADDITIONAL STOP INTERSECTIONS ON TOWNSHIP ROADS WITHIN THE STAUFFER POINTE DEVELOPMENT AND PROVIDING FOR PENALTIES FOR THE VIOLATION THEREOF

Ordinance was duly advertised in the Citizens voice on April 22, 2022 and there were no comments .

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## QUESTIONS/CONCERNS

- **Motion - To ADOPT Ordinance 5-01 of 2022**

Slezak\_\_M\_\_ Hawk \_\_S\_\_ Rinaldi \_\_  
 Slezak \_Y\_ Hawk \_\_Y\_ Rinaldi \_\_Y\_\_

Supervisor Slezak was given copies of the CNA drawings as to the placement of the signs and will have them erected.

**PDOT Multimodal Grant** - received confirmation that the Twp. was awarded a PDOT Multimodal Grant in the amount of \$537,037 for its Chapel and Ridge Road Infrastructure Improvement Project. Letter accepting the grant was forwarded to PDOT.

Phase I - Mr. Bonita gave an update as to Phase I of Baker, Chapel and Ridge Road project. According to emails from PDOT and CNA Engineering the project is near the review before bid documents are formally advertised.

Supervisor Slezak commented that with the Phase II, now the project has received approximately \$1,290,000

### **Recreation - Parks**

### **Police**

**POLICE REPORT** - submitted by Chief Angelella -

- Motion ACCEPT police report as submitted

Slezak\_\_\_\_ Hawk \_\_S\_\_ Rinaldi \_M\_\_  
 Slezak \_Y\_ Hawk \_\_Y\_\_ Rinaldi \_\_Y\_\_

**Letter of Resignation** - George Spotts effective 4-24-2022 Officer Spotts has resigned as full time officer and wishes to be considered for part time employment in the Twp. in accordance with terms of the CBA.

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- Motion Accept letter of resignation - George Spotts as submitted and to retain him as part time officer

Slezak\_\_\_\_ Hawk \_\_S\_\_ Rinaldi \_\_M\_  
 Slezak \_ Y\_\_ Hawk \_Y\_\_ Rinaldi \_\_Y\_\_

New Hire -Based on the recommendation of Chief Angelella, Supervisors interviewed John Tamburello for part time work in the Twp. Police Department. Mr. Tamburello has extensive work experience.

- Motion HIRE John Tamburello as part time officer in Pittston Twp. with terms in accordance with the CBA

Slezak\_\_\_\_ Hawk \_\_S\_\_ Rinaldi \_\_M\_  
 Slezak \_ Y\_\_ Hawk \_Y\_\_ Rinaldi \_\_Y\_\_

#### **Ambulance Association -**

**Monthly Report** read into the minutes by Mr. Bonita.. Supervisor Slezak once again commented on the out of town responses of the Association. Don Hudzinski stated that it is mandatory that they respond. Mr. Hudzinski commented on the cot lift which is now place in both vehicles and invited the public to view it in operation. He thanked the Supervisors for their 3 year commitment to fund the purchase of approximately \$93,000/

- Motion ACCEPT Monthly Report

Slezak\_\_S\_\_ Hawk \_\_M\_\_ Rinaldi \_\_\_\_  
 Slezak \_ Y\_\_ Hawk \_Y\_\_ Rinaldi \_\_Y\_\_

#### **Meeting was held with representatives of Ambulance Association**

(a)requesting additional funds for operations. Presented was the proposal to have the Twp. assume their paid volunteer drivers similar to the Fire Dept.

(b) an increase in their monthly supplement from \$6000 per month to \$9000 per month.

#### **QUESTIONS/CONCERNS**



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- Motion - INCREASE the monthly supplement of the Ambulance Association from \$6000 per month to \$9000 per month effective June, 2022

Slezak\_\_\_S\_\_\_ Hawk \_\_\_M\_\_\_ Rinaldi \_\_\_  
 Slezak \_Y\_\_\_ Hawk \_Y\_\_\_ Rinaldi \_\_\_Y\_\_\_

#### **Planning/Zoning/Code Enforcement -**

**Report of Zoning Officer-** T. Best submitted a zoning report for the month of April, 2022 which is attached to the minutes.

**Engineering Report** - submitted by CNA Engineering outlining the various projects which they assisted the Twp. Report is attached to the minutes.

#### **MS-4**

Received several letters from WVSA concerning employees of the Twp. trained via web on MS-4. This is mandatory for all employees. T. Best is monitoring this and has to prepare a listing of all employees who participated in this training.

#### **Stormwater Ordinance 5-02 of 2022**

##### **2022 Model Stormwater Management Ordinance National Pollutant Discharge Elimination System (NPDES) Stormwater Discharge From Small Municipal Separate Storm Sewer Systems (MS4)**

Ordinance was forwarded to the Solicitor for his review and comments. Ordinance was duly advertised in the Citizens Voice and on the Twp. Web Page on 5-2-2022.

Solicitor stated that based on his review he had several questions which at this time have not been addressed by WVSA and his suggestion is that the ordinance be tabled until the June Meeting. Mr. Bonita stated that the WVSA would like it adopted prior to September, 2022.

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- Motion to TABLED                      **2022 Model Stormwater Management Ordinance**

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 Roll Call: Slezak\_\_\_\_ Hawk \_\_\_\_ Rinaldi \_\_\_\_

### **Public Comment**

#### **Don Sklanka - Parnell St.**

Complimented the Supervisors for the grant application for Lincoln St. but was also concerned about the effect this will have on Parnell St. Is there any action planned for Parnell St. He has water flowing in front of his residence and it has caused pave erosion. Supervisor Slezak will check into the matter.

**Joan and Sal Montagna** - Homes on E. Oak St are in deplorable condition. One is vacant, another is run down and will effect their property valuation. What is being done. Cars have tarps. flammable material and garbage exists. T. Best will review issuing a notice of violation which gives property owner 15 to 30 days to correct situation and then a citation can be issued before the magistrate. T. Best to contact CNA Engineering to have them look at the structural integrity of the vacant structure. Also questioned who is responsible for garbage accumulating the owner or tenant. The response was that the Owner is responsible.

Also questioned a sex offender in the area. According to the police an arrest warrant was issued and the individual was arrested. Solicitor was asked to look into adopting an ordinance stronger than the Megan Law.

**Gayle Gromala** - Complained about the rear of the Thai restaurant located on the By-Pass. From Bryden St. the rear is in need paint or siding. She was advised that this is a problem which should be taken up with the owner of the property.

#### **Adjournment:** Motion to Adjourn

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