

▪ **MINUTES**
 ▪ **Pittston Township**
 ▪ **Board of Supervisors Meeting**
 ▪ **November 21, 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 October 17, 2022 was presented to Supervisors for their review comments and/or corrections.

QUESTIONS/CONCERNS

- **Motion:** To ACCEPT minutes of October 17, 2022
 - Slezak _S___ Hawk _M___ Rinaldi _____
 - Roll Call: Slezak _Y___ Hawk _Y___ Rinaldi Y

Supervisors Comments and correspondence

Resolution 11-01 of 2022 Implementing Act 57 of 2022 Property Tax Penalty Waiver Provisions in accordance with Commonwealth of PA, DCED guidelines.

Waiver of penalty, interest for fee for tax years beginning on or after January 1, 2023 if the taxpayer provides a waiver, attests that the tax notice was not received and provides the tax collector a copy of a deed showing the date of real estate transfer.

- **Motion:** To ADOPT Resolution 11-01 of 2022
 - Slezak _S___ Hawk _M___ Rinaldi _____
 - Roll Call: Slezak _Y___ Hawk _Y___ Rinaldi _Y___

Grant PPL of Right of Way - Part of the project will entail upgrades to the existing power lines that exit the DuPont Substation. Since part of those lines cross Township of Pittston's property, there is a need to have a Grant executed with Pittston Township for one (1) anchor guy, overhead utility rights, as well as tree trimming and tree cutting along Commerce Road, situate in the Borough of Dupont, including the right of ingress and egress to and from the lines. Reviewed by Solicitor and his comment was to approve.

- **Motion:** To Grant PPL Right of Way as outlined above.
 - Slezak _M___ Hawk _S___ Rinaldi _____
 - Roll Call: Slezak _Y___ Hawk _Y___ Rinaldi __Y___

Settlement Agreement - Pittston Twp. Sewer Authority - Township has advanced money for engineering fees and related costs on behalf of the Sewer Authority as per an agreement concerning the PDOT Grant for Phase I of Baker/Chapel Road. A detailed accounting has been forwarded to the Authority outlining the costs to date. The Authority has agreed to

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reimburse the Twp. \$65,000. A draft settlement agreement will be presented for approval by the Supervisors.

Notice from PPL regarding Suscon Bridge Closure effective January 2023 and will run until November, 2023. Fire Dept., Ambulance, Police and Road Dept. were notified and sent detour routes.

Request for **proposals for garbage bags** were received in accordance with advertisement in Citizens Voice. Present at bid opening was John Bonita and Debbie Taroli. Tabulation is listed below:

	Price Per Bag	Number of Boxes	Bags Per Box	# of Bags	Total Cost
NJF Worldwide	0.22	1500	208	312000	68,640.00
UniPak	0.1615	1500	208	312000	50,388.00
Central Poly	0.14596	1500	208	312000	45,539.52
Interboro	0.14586	1500	208	312000	45,508.32

Based on the quality of bags submitted in the bid documents Mr. Bonita recommends that Central Poly be awarded the bid. They have been our supplier for the past several years. The quantity will be reduced to 1000 boxes or 208,000 bags or a total cost of \$30,360. All bidders agreed to hold price with the proposed decrease in volume.

- **Motion** - to award the bid to Central Poly for 1000 boxes of bags as per sample.
 - Slezak _M__ Hawk _S__ Rinaldi _____
Roll Call: Slezak _Y__ Hawk _Y__ Rinaldi __Y__

REFUSE/RECYCLING -- the contract with JP Mascaro is expiring March 31, 2023. This was a four year contract. Advertisement will appear in the Citizens Voice on November 22, 2022 soliciting bids for a one year, two year and three year contract. Further comment on this will be made in the budget presentation. Reimbursements to residents in 2022 is as follows:

Sewer Reimbursement	\$ 100,980
Septic Reimbursement	1,760
Ambulance Reimbursement	29,505
Sewer Authority Reimbursement	9,485
	\$ <u>141,730</u>

- **Motion** - to accept final reimbursement accounting as prepared by the Business Office.
 - Slezak _M__ Hawk _S__ Rinaldi _____
Roll Call: Slezak _Y__ Hawk _Y__ Rinaldi __Y__

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Joseph Chacko, Pittston Redevelopment - report on multi municipal home rehab program . Thus far 9 projects have been awarded, none in Pittston Township but 3 projects are under consideration, one in Pittston Township. Average costs of projects awarded are \$42, 245. There are approximately 175 persons on the waiting list with applications . There are seven communities involved in the project.

Financial

To ratify October - November prepaid bills in the amount of \$ 259191.20 and unpaid bills in the amount of \$ 49568.57 and payroll

10-22-22	\$ 67,004.03
11-05-22	63,804.10

EZPass	35
EZPass	35
EZPass	35
Germantown Pike	43.39
Hartford Ins.	1,210.68
Inn at Gettysburg	463.89
Lehighon Ambulance	225
Neopost	100
PLIC Insurance	793.23
Pr Transfer	68,787.61
Pr Transfer	67,000.00
Roxy Gas	45.01
Shell	47.09
Sunoco	88
UCC	207
UPS	153.96
UPS	153.96
Service Chg	25.00

QUESTIONS/CONCERNS

- **Motion** - to approve payment of bills, payroll and unpaid bills.

Slezak __S__ Hawk __M__ Rinaldi __
 Slezak __Y__ Hawk __Y__ Rinaldi __Y__

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First Reading of 2023 Tentative Budget - Mr. Bonita passed out a summary of the tentative 2023 budget and read a detailed budget to those in attendance.

**PITTSTON TOWNSHIP
PROPOSED 2023 BUDGET**

	General Fund	Emergency Service Tax	Grants	Liquid Fuels	Capital Reserve	(memo)
Beginning Fund Balance			400,000		115,000	515,000
Operating Revenue	<u>3,867,030</u>	<u>337,500</u>	<u>3,070,172</u>	<u>130,000</u>		<u>7,404,702</u>
Available For Expenditure	<u>3,867,030</u>	<u>337,500</u>	<u>3,470,172</u>	<u>130,000</u>	<u>115,000</u>	<u>7,919,702</u>
Expenditures						
Administration	265,065		3,500			268,565
Tax Collector	53,240					53,240
Legal & Professional	41,000					41,000
Building	44,180					44,180
Police	689,345	337,500	81,375			1,108,220
Fire	652,975		241,755			894,730
Ambulance	200,930		1,230,000			1,430,930
Zoning	376,515					376,515
EMA Services	31,085		147,515			178,600
Sewer	65,000					65,000
Recycling	126,370					126,370
Refuse	417,390					417,390
Streets & Roads	575,185		1,537,027	130,000	115,000	2,357,212
Storm Water -MGM	57,750					57,750
Recreation	45,600		229,000			274,600
Retirement Expense	36,950					36,950
Insurances & Other	<u>188,450</u>					<u>188,450</u>
Total Expenditures	<u>3,867,030</u>	<u>337,500</u>	<u>3,470,172</u>	<u>130,000</u>	<u>115,000</u>	<u>7,919,702</u>

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1/4 mill General Fund Increase

1/4 Mill EMS Fund Increase

3.5% Salary Increase - Non CBA Employees

P.Twp. Volunteer Fire Dept. - Annual Contribution - Specific Use \$65,000

P.Pwp. Volunteer Ambulance - Annual Contribution - Specific Use \$169,000

Reimbursement for Sewer, Ambulance limited to \$50

No Charge For Garbage Bags

No Charge For Garbage Permits

Mr. Bonita pointed out the primary revenue sources, mercantile, earned income and local service taxes and the major expenditures. Approximately 52% of the budget is for salary, payroll taxes and benefits. Garbage and Refuse contract is expiring March 31, 2023 and based on conversations with our present carrier a 60 to 70% increase can be expected. Level of service to residents and commercial facilities has increased necessitating a projected tax increase and reduction of reimbursements to residents. Supervisors reviewed five (5) separate scenarios before arriving on what they felt was the best course of action for the residents and the Twp. as a whole.

A detailed budget will be available for public inspection beginning November 22, 2022 and will be posted on line at the Twp. webpage, pittstontownship.org and on display at the Twp. Municipal Building. A Second reading of the 2023 Proposed Budget will be held at the December 19th meeting. Final adoption must be by December 31, 2022.

- **Motion** - to present first reading of the 2023 Pittston Township Tentative Budget

Slezak__M__ Hawk__S__ Rinaldi__
Slezak__Y__ Hawk__Y__ Rinaldi__Y__

Emergency Management Report - Supervisor Hawk announced that the K-9 Zeus and Officer Rudy Navarro are now finished with the first phase of training. The Dog is now Patrol trained. The second phase of training will come in 2023. Supervisor Hawk commented on the success of the 2nd annual Haunted House event and thanked the volunteer organizations and police for their participation.

Fire Department

Incident Report submitted

- **Motion** - to approve incident report

Slezak__M__ Hawk__S__ Rinaldi__
Slezak__Y__ Hawk__Y__ Rinaldi__Y__

New Hire

Applications were received from part time employees asking for interest in full time position. Based on review of applications it was decided to hire Michael Diperro, who satisfied criteria

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in job description, full time as of December 31, 2022 at rates and fringes in accordance with the CBA currently under negotiation which will take effect January 1, 2023 Oath of Office administered by Chairman Slezak and will be placed in Michael Diperro's file.

- **Motion** - to hire Michael Diperro full time as of December 31, 2022 at rates and fringes in accordance with the CBA currently under negotiation. will take effect January 1, 2023

Slezak____ Hawk _M____ Rinaldi _S_
Slezak _Y__ Hawk _Y__ Rinaldi _Y____

QUESTIONS/CONCERNS

Ambulance Report

Incident Report -

QUESTIONS/CONCERNS

Supervisor Slezak questioned items in the report. His concern was the out of town response calls. Don Hudzinski responded that the Ambulance is the designated provider for many of the municipalities. Supervisor Slezak commented on the number of ambulance associations becoming fewer and fewer and whether or not the Twp. would have to assume a leadership role, thereby placing more strain on the Twp. Ambulance Association..

- Motion to approve incident report

Slezak____ Hawk _M____ Rinaldi _S_
Slezak _Y__ Hawk ___Y Rinaldi _Y____

Road Department

Note from Ann Connor, 31 Ford St. Complementing Road Dept. for courtesies extended to her collection yard waste.

Anticipated projects for 2023:

Lincoln St. - Survey being conducted prior to bid preparation. Set for Spring 2023
Partially Funded with H2o Grant

Baker/Chapel - Phase I scope of project being reviewed and will be rebid for Spring of 2023 Partially funded with PDOT GRANT

Baker/Chapel/Ridge - Phase II - Grant Awarded Design and consultation with PDOT

Lewis St. - PA Highway Occupancy Permit pending - project for Spring of 2023 Will be funded with MS-4 proceeds collected from Rain Tax Fees collected from residents.

QUESTIONS/CONCERNS

Police

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POLICE REPORT - submitted by Chief Angelella -

- **Motion** - accept police report as submitted

Slezak____ Hawk __S__ Rinaldi _M_
Slezak__Y__ Hawk __Y__ Rinaldi _Y__

QUESTIONS/CONCERNS

Planning/Zoning/Code Enforcement - Monthly report read by Terry Best. Cited an increase in activity within the Township

- **Motion** - accept zoning report as submitted

Slezak____ Hawk __S__ Rinaldi _M_
Slezak__Y__ Hawk __Y__ Rinaldi _Y__

October Report - Highlights of the October report submitted by CNA were read by Mr. Bonita.

Recreation Board - letter of resignation from Jim Hastie to be effective January 1, 2023. Reviewed letters of interest and contacted Lisa Morreale. She is still interested in sitting on the Recreation Board.

- **Motion** - appoint Lisa Morreale to the Recreation Board effective January 1, 2023

Slezak__S__ Hawk __M__ Rinaldi ____
Slezak__Y__ Hawk __Y__ Rinaldi _Y__

Anticipated projects for 2023

Attardo Park - Set for Spring 2023 Partially Funded with DCNR grant. Project on hold pending equipment and manpower by contractor.

Public Comment --none

Adjournment: Motion to Adjourn

- Slezak____ Hawk _S__ Rinaldi __M_
Slezak_Y__ Hawk _Y__ Rinaldi _Y__