

- MINUTES
  - Pittston Township
    - Board of Supervisors Meeting
      - January 17, 2023
- 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 December 19, 2022 and Reorganization Meeting of January 3, 2023 was presented to Supervisors for their review comments and/or corrections.

Questions/Corrections -

- **Motion:** To ACCEPT minutes of December 19, 2022 and Reorganization Meeting of January 3, 2023

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

## Supervisors Comments

### Human Resource (HR) Consultant

Mr. Bonita has discussed with the Supervisors the need to hire an HR Consultant. The increase in the number of employees create a greater need for someone trained in HR matters. Mr. Bonita stated that he felt that he needed professional help regarding HR recurring issues.

- Motion - to HIRE Higging HR, LLC as HR Consultant at the rate of \$100 per hour and a flat fee of \$ 750 to review and revise the current HR Handbook.

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

### Bid Opening

Advertisement in Citizens Voice to sell **2013 Durango Police Vehicle**. One bid was received from Marks Motors - New Jersey \$2875. Supervisors felt that the bid was too low and feel it should be rejected.

### QUESTIONS/CONCERNS

- Motion to REJECT bid  
 Slezak\_\_S\_\_\_ Hawk \_\_\_\_\_ Rinaldi \_\_M\_\_

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Slezak \_ Y\_   Hawk \_Y\_\_   Rinaldi \_\_Y\_\_

### **Refuse/Recycling**

Current contract with JP Mascaro expires March 31, 2023. With the Initial bid request only one bid was received and was rejected. It was decided to re-advertise and again only one bid was received from JP Mascaro in the amount of

One Year	\$ 589,500
Two Year s	1,179,000
Three Years	1,816,056

Supervisors discussed the acceptance of the bid and the terms. Mixed views on the length of the contract.

### **QUESTIONS/CONCERNS**

Questions from the audience about the feasibility of doing it ourselves. Mr. Bonita stated that he ran some rough numbers and the cost savings was negligible. Supervisors felt a 2 year term with an option for the third year would be preferable but it was cautioned that the third year option is mutual for both parties. Solicitor will review contract with JP Mascaro and present to Supervisors

- Motion to AWARD bid to JP Masacro for a 2 year term with an option for the third year

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

Supervisor Slezak voted no in that he was in favor of a three year fixed contract.

### **Grant Projects**

A meeting was held with CNA Engineering regarding the status of the existing grants. Conclusion reached at the meeting was that bid documents would be prepared for Lincoln St., Lewis St. and the first phase of Baker Chapel and advertised with a scheduled time line of bid opening February 16, 2023.

### **Financial**

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- **Motion:** To ratify December-January pre-paid bills in the amount \$ 123,044.62 and bills payable in the amount of \$ 52,727.04 and payroll and related expenses for payroll period ending

12-21-22	71,721.02
1-13-23	6825.30
1-04-23	62,072.18

Amazon	439.89
PLIC	793.23
Am Trust	4543
Amazon	159.96
Neopost	100
Hartford	1210.68
AFLAC	66.86
EZ Pass	38
EZ Pass	70
Amazon	47.97
FNCB	95

BHW \$ 11,312.81

### QUESTIONS/CONCERNS

Motion to approve payment of bills and unpaid bills.

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

### Emergency Management Report

Supervisor Hawk stated he contacted Little League officials and offered a consultant on a voluntary basis to assist in grief counseling regarding the death of their president.

### Fire Department

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Incident Report - December and Incident Report - Jan. to Dec 2022 read aloud by Supervisor Hawk

#### QUESTIONS/CONCERNS

- Motion to approve incident report

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

Slezak \_Y\_\_\_ Hawk \_Y\_\_\_ Rinaldi \_\_\_Y\_\_\_

#### **Ambulance Report**

Incident Report for December read aloud by Supervisor Hawk

- Motion to approve incident report

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

Slezak \_Y\_\_\_ Hawk \_Y\_\_\_ Rinaldi \_\_\_Y\_\_\_

**Road Department** - Supervisor Slezak commented about the last snow storm and the icy conditions so far this winter. His road crew did an admirable job in maintaining safety on the roads.

#### **Recreation - Parks**

**Mr. Bonita** commented on equipment upgrades to be done at the Attardo Park with money secured from a DNR Grant. Tentative schedule for start of installation is March 1, 2023.

#### **Police Department**

**Police Report** - submitted by Chief Angelella and read into the minutes by Supervisor Hawk

- Motion to approve police report

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

Slezak \_Y\_\_\_ Hawk \_Y\_\_\_ Rinaldi \_\_\_Y\_\_\_

#### **Personnel**

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Based on the recommendation of Chief Angelella and the existing need for additional full time worker, the Chief is recommending that the Township hire Joshua Rhoades as full time officer effective January 1, 2023.

- Motion to hire Joshua Rhoades as full time police officer effective January 1, 2023.

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

Supervisor Slezak administered the Oath of Office to Officer Joshua.Rhoades

#### Resignation

Supervisor Hawk received letter of resignation from Officer John Tamburello effective January 11, 2023.

- Motion - to accept letter resignation from John Tamburello

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

- **Motion:** To appoint Pittston Township Part Time Police for 2023 at rates established in the CBA contract

Thomas Skilonger

#### Planning/Zoning

Terry Best absent from meeting. Mr. Bonita read into the minutes his monthly report of activity

#### Engineering Report -December-January

Mr. Bonita read the highlights of the engineer's report. Most activity was on the grant status and updates. Attached to minutes.

**MS-4 - none**

#### Public Comment

**Joelle Martinelli representing Ptn. Twp. Little League.**

Ms. Martinelli discussed the pending merger with Pittston City and the benefits which could be derived from such an association. Thanked Supervisor Hawk

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for his assistance in providing grief counseling to the Little League. Supervisor made contacts and had available a consultant on a volunteer basis if needed.

She requested of the existing lease between the Twp. and Little League

Repairs to existing wall needed. Estimates were received ranging from \$11,800 to \$30,384. She was concerned about the timing of the repairs and was told to check the two lowest bids to see which can act quickly.

C&G Landscaping	\$30,384
Al Dunn	11,800
Ostopick Landscaping	13,675

Since this was not on the original agenda, a motion is needed to authorize the repairs.

- **Motion** - add to the agenda the emergency repairs to the Existing Wall at the Little League Field

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

- **Motion** - To authorize the emergency repair to the existing wall at the Little League Field to the first or second low bidder, depending on availability to do the work.

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

Asked the Supervisors if they could research the possibility of a pole or netting for foul balls which go into other yards and are hard to retrieve.

Re-keyed the buildings and will provide a set for the supervisors

Had an internal audit done on the financial situation and all was OK. Will provide a copy to the Supervisors.

**Adjournment:** Motion to Adjourn

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

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