

- MINUTES
- Pittston Township
- Board of Supervisors Meeting
- September 18, 2023
- Pittston Township Municipal Building

Call Meeting To Order 7:00 PM

- Pledge of Allegiance
- Roll Call Slezak __P__ Hawk __P_ Rinaldi __P__

Chief Angelella discussed with Supervisors full time employment status for part time police officer Thomas Skilonger. Recognizing the shortage of qualified police officers the Supervisors agreed to move Thomas Skilonger to full time employment as police officer. Also would like to hire Justin Luciano as part time police officer.

- Motion moving Thomas Skilonger to full time employment as police officer with salary and benefits in accordance with the current police CBA.

Slezak__S__ Hawk __M__ Rinaldi ____
Slezak __Y__ Hawk __Y__ Rinaldi __Y__

Oath of Office - Thomas Skilonger sworn in as full time police officer and oath of office was administered by Magistrate Judge Alexandra Kokura.

- Motion approving Justin Luciano as part time police officer in Pittston Township.

Slezak__S__ Hawk __M__ Rinaldi ____
Slezak __Y__ Hawk __Y__ Rinaldi __Y__

Oath of Office - Justin Luciano sworn in as part time police officer and oath of office was administered by Magistrate Judge Alexandra Kokura.

Minutes: minutes of the Supervisors regularly scheduled August 21, 2023 meeting was presented to Supervisors for their review comments and/or corrections.

Questions/Corrections - none

- **Motion:** To accept minutes of August 21, 2023 meeting

Slezak____ Hawk __S__ Rinaldi __M__
Slezak __Y__ Hawk __Y__ Rinaldi __Y__

Supervisors Comments

2023 LSA Application -

Based on discussions in work sessions, Supervisors have decided that the 2023 LSA Grant application would be for road projects only. Supervisor Slezak spoke about the condition of the roads and based on his observation recommended that the application be for residential road projects in the Township. The last several years the LSA Grants have been for equipment for the various departments.

Resolution 9-01 of 2023 Authorizing the Supervisors to submit 2023 LSA Gaming Application in the amount of \$ 2,849,995 for road projects covering various residential streets in the Township must accompany the Single Application.

- MINUTES
 - Pittston Township
 - Board of Supervisors Meeting
 - September 18, 2023
 - Pittston Township Municipal Building

Mr. Savokinas asked why no road grants have been submitted necessitating the need for such a large grant amount. Mr. Bonita stated that road grants have been submitted. Baker Chapel, Armstrong Road, Lincoln St., Parnell St., Lewis St. are just a few submitted during the past two years. Over the past several years LSA grants were used for equipment. Mr. Slezak mentioned a suggestion by CNA Engineers to color code roads as to priority. Mr. Bonita reminded the Supervisors of his repeated suggestion for a long range planning committee to do just that. He produced a booklet dated 2019 to the Supervisors noting DCED's availability to help in formulating a long range plan for municipalities but no action was ever taken by the Supervisors. DCED helps in many ways, one of which is to provide seed money for projects undertaken by municipalities. Mr. Bonita stated his position is that long range planning is essential in that it would provide a system for identifying roads in need of repair as well a equipment needs for the various departments..

Questions/Corrections - none

- **Motion:** To enact Resolution 9-01 of 2023 Authorizing the Supervisors to submit 2023 LSA gaming application in the amount of \$2,849,995 for road projects covering various residential streets in the Township.

Questions/Corrections - none

Slezak ___M___ Hawk ___S___ Rinaldi ___
Slezak ___Y___ Hawk ___Y___ Rinaldi ___Y___

Storage Building (Band Shell)

Based on visual inspection it was determined that the roof is in need of repair. Mr. Bonita secured phone estimates from:

| | |
|---------------------|--------|
| General Roofing | \$6950 |
| Valley Construction | 7850 |

Work to include replacement of old shingles and repairs where necessary. Quotes were reviewed by David Slezak and he concluded that both quotes are similar. Mr. Savokinas asked if there was any damage to the records stored therein. Mr. Bonita stated no damage.

Questions/Corrections - none

- **Motion:** To award contract to General Roofing to replace old shingles and repair where necessary as per their quotation.

Slezak _____ Hawk ___S___ Rinaldi ___M___
Slezak ___Y___ Hawk ___Y___ Rinaldi ___Y___

2024 Minimum Municipal Obligation

The 2024 Minimum Municipal Obligation (MMO) was prepared by Duda Actuarial based on estimated salaries for 2024. Mr. Bonita presented the MMO to Supervisors for inclusion in the 2024 Operating Budget as follows:

▪ **MINUTES**
 ▪ **Pittston Township**
 ▪ **Board of Supervisors Meeting**
 ▪ **September 18, 2023**
 ▪ **Pittston Township Municipal Building**

| | |
|-------------|----------|
| Police | \$98,013 |
| Non Uniform | 21,341 |

Mr. Bonita reported that the MMO is up slightly from 2023 MMO due to increase in personnel and wages. However, State aid will help reduce impact of the 2024 MMO obligation. Mr. Bonita reminded the Supervisors the 2024 Operating Budget must be presented in November for the first reading and must be passed by December 31, 2023. Department heads should be contacted to discuss their needs for 2024.

Questions/Corrections - none

- **Motion:** To include in the 2024 Operating Budget the suggested MMO as prepared by Duda Actuarial Consulting

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

Fireman's Relief Fund

Received notification from the Commonwealth that \$26,069.69 would be distributed to Pittston Township on September 21, 2023 for the Ptn Twp. Volunteer Fire Dept. This money must be turned over to the VFD within 60 days of receipt.

Questions/Corrections - none

- **Motion:** To forward \$26,069.69 to Ptn Twp. Volunteer Fire Dept. within the 60 day time frame after receipt of the money by the Township.

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

Handicapped Sign

Business Office received a request by Gerald Healy, 40 Norman St. for a handicapped parking permit and sign. The request received was signed by a medical professional. Supervisor Rinaldi questioned the procedure for issuing the permit and sign. Chief Angelella commented on the sign and the marking that must accompany the issuance of the permit and sign by the Township. Supervisor Slezak asked to clarify that a medical professional did attest to the handicapped status of Mr. Healy.

Questions/Corrections - none

- Motion To erect handicapped parking sign and issue permit to Gerald Healey, 40 Norman Street.

Slezak __S__ Hawk _____ Rinaldi __M__
 Slezak __Y__ Hawk __Y__ Rinaldi __Y__

- MINUTES
 - Pittston Township
 - Board of Supervisors Meeting
 - September 18, 2023
 - Pittston Township Municipal Building

Financial

- **Motion:** To ratify August - September pre-paid bills in the amount of \$ 299,500.80, unpaid bills payable in the amount of \$ 397,347.63 and payroll and related expenses for payroll period ending

8-26-2023 \$ 65,259.68

9-09-2023 \$ 68,136.85

Mr. Bonita commented on the amount of unpaid bills. Included in this figure are AIA documents for the various projects in the Township. Funds will be reimbursable thru various grants.

Questions/Corrections - none

Slezak__S__ Hawk __M__ Rinaldi ____
 Slezak _Y__ Hawk _Y__ Rinaldi __Y__

Emergency Management Report

Supervisor Hawk commented on recent correspondence he received regarding Hazardous Materials which he believes was received in error. He will respond. Also commented on the letter received about a special EMA radio which the County is providing EMA coordinators. He will respond. Discussed the recent activities the Emergency Services participated in, including the Airport.

Fire Department

Incident Report - August read into minutes by Supervisor Hawk.

Questions/Corrections - none

- Motion: To approve incident report for August, 2023

Slezak__S__ Hawk _____ Rinaldi _M__
 Slezak _Y__ Hawk _Y__ Rinaldi __Y__

Business Office received an application for part time employment submitted by Christopher DiPierro as paid fire personnel. Resume submitted was reviewed by Supervisors. Supervisor Hawk commented on the applicant credentials and felt that he was very well qualified for this position and he recommended hiring.

Questions/Corrections

- Motion To hire for part time employment Chistopher DiPierro as paid fire personnel with wages in accordance with the current CBA.

Slezak__S__ Hawk __M__ Rinaldi ____
 Slezak _Y__ Hawk _Y__ Rinaldi __Y__

- MINUTES
- Pittston Township
- Board of Supervisors Meeting
- September 18, 2023
- Pittston Township Municipal Building

Ambulance Report

Monthly report for August 2023 read into minutes by Supervisor Hawk.
Questions/Corrections - none

- Motion: To approve ambulance report as submitted

Slezak__S__ Hawk __M__ Rinaldi __
_Slezak__Y__ Hawk __Y__ Rinaldi _Y__

Business Office received purchase order from Stryker Lift System on behalf of the Ambulance Association in the amount of \$69,949.82. Supervisor Hawk commented on the necessity of such a lift system. The Township will be reimbursed for the cost of this equipment from the 2022 LSA Grant. A formal submission for reimbursement must be made to DCED.

Questions/Corrections - none

- Motion: To approve submission to DCED Reimbursement Request #2 for reimbursement of Stryker Medical Equipment in the amount of \$62,949.82 and sign purchase order received from Stryker Medical Equipment.

Slezak__M__ Hawk __S__ Rinaldi __
_Slezak__Y__ Hawk __Y__ Rinaldi _Y__

Police

POLICE REPORT - submitted by Chief Angelella and read into minutes by Supervisor Hawk.

Questions/Corrections - none

- Motion: To approve police report as submitted

Slezak__M__ Hawk __S__ Rinaldi __
_Slezak__Y__ Hawk __Y__ Rinaldi _Y__

Chief Angelella spoke about a recent grant in the amount of \$4,500 she received on behalf of the Department from Wal-Mart. Money was deposited in the FNCB Dog Account. Also mentioned that a vest for Zeus which approximated \$1600 was donated by a citizen. She also notified the Twp. that Sky Zone will be conducting a fund raiser to benefit the Twp. Police Dog.

Road Department -

Baker /Chapel

Supervisor Slezak spoke about the progress being made on Baker /Chapel Road Project.

- MINUTES
- Pittston Township
- Board of Supervisors Meeting
- September 18, 2023
- Pittston Township Municipal Building

Lincoln St.

Final punch list has been submitted to contractor by CNA Engineering. Mr. Bonita stated he became aware that the final punch list as prepared by CNA has not been addressed by the contractor and that there might be additional work. Mr. Bonita contacted the contractor and will try to resolve any differences or problems with this project. His feeling is that the payment should be withheld until some resolution is made with the contractor.

Questions/Corrections - none

- Motion To accept AIA document prepared by CNA Engineering certifying Application #1 in the amount of \$162,871

Slezak _____ Hawk _____ Rinaldi _____

Slezak ___ Hawk ___ Rinaldi _____ **TABLED**

Lewis St.

Project is complete Final punch list has been submitted to contractor by CNA Engineering and according to CNA was completed. Final cost of the project is \$82,775.10 This will be reimbursed by WWSA using MS-4 dollars.

Questions/Corrections - none

- Motion: To approve AIA document prepared by CNA Engineering certifying Application #1 (Final) in the amount of \$82,875.10 paying Stafursky Paving Company, Inc. and submitting a reimbursement request to WWSA.

Slezak ___M___ Hawk ___S___ Rinaldi _____

___Slezak___Y___ Hawk ___Y___ Rinaldi ___Y___

Recreation -

Final payment has yet to be agreed upon with equipment supplier. Mr. Bonita and Twp. Solicitor have been trying to resolve one final issue before payment is made to ELY. Once this issue is resolved and payment made to contractor a full accounting will be made as to costs incurred vs grant application and additions, such as park benches, fence, etc. Additional funds in the amount of \$54,000 is owed the Township by DCNR and will be released once a final accounting is submitted to them.

Fencing and Gates

Fencing closing in the park has been completed. Issues such as locks have yet to be resolved. Mr. Bonita has been advised by Hillman that in order to have automatic locks on gates power must go to each lock. This would necessitate trenching for underground power which might not be feasible.

- MINUTES
- Pittston Township
- Board of Supervisors Meeting
- September 18, 2023
- Pittston Township Municipal Building

Bathrooms

Mr. Bonita secured a price to install Automatic 7 Day timer Door Locking System. Price quoted \$2795. The major concern is the cleaning of the bathrooms on a daily or weekly basis. Presently the bathrooms are being cleaned by an independent contractor after each pavilion rental. Citizens have commented to the business office on the destruction which took place in the past when bathrooms were open on a daily basis.

Zoning Office

Report for August read by Terry Best

Questions/Corrections - none

- Motion: To approve report as submitted

Slezak __M__ Hawk __S__ Rinaldi __

_Slezak__Y__ Hawk __Y__ Rinaldi _Y__

Based on the notification of retirement of Terry Best, Supervisors met with BHW and asked for a proposal to fulfill the zoning officer position on a temporary basis to see if this will satisfy the needs of the Township. BHW would work in coordination with the Business Office.

Questions/Corrections - none

- Motion - To accept proposal of BHW to fulfill the zoning officer position which will be vacated upon the retirement of Terry Best in October at the rate of \$55 per hour

Slezak__ Hawk __S__ Rinaldi _M__

_Slezak__Y__ Hawk __Y__ Rinaldi _Y__

Dept Labor & Industry__

Townships are required to notify L&I within 30 days of a change in the Building Code Official (BCO). Terry Best served as Township BCO and will continue to do so until October 1, 2023.

Questions/Corrections - none

- Motion: Tto appoint BHW as Building Code Official effective 10-01-2023 and notify Dept of L&I of the change.

Slezak__ Hawk __M__ Rinaldi _S__

_Slezak__Y__ Hawk __Y__ Rinaldi _Y__

Sewage Facilities Planning Module(s)

Received from Max Stoner, Ptn Twp. Sewer Dept. Engineer a request that Supervisors enact resolutions to approve sewage facilities planning module for Joriki, Inc., 575 Research Drive and Lion Brewery Can Line 2.

Questions/Corrections - none

- MINUTES
 - Pittston Township
 - Board of Supervisors Meeting
 - September 18, 2023
 - Pittston Township Municipal Building

- Motion: To enact Resolution 9-02 of 2023 and Resolution 9-03 of 2023 approving sewage facilities planning module for Joriki, Inc., 575 Research Drive and Lion brewery Can Line 2.

Slezak_S__ Hawk _M__ Rinaldi ____
 _Slezak__Y__ Hawk __Y__ Rinaldi _Y__

Montagna Minor Subdivision

As per the discussion from previous month and based on the advice of CNA Engineering

- Motion: To approve waiver from SALDO §605.18 and vote to approve plan provided all signatures and notary stamp is present.

Questions/Corrections - none

Slezak_S__ Hawk __M__ Rinaldi ____
 _Slezak__Y__ Hawk __Y__ Rinaldi _Y__

Engineering Report -August-Sept

MS-4 Report - NONE

Public Comment

Paul Fiske - Duddy Deli

Expressed his interest in purchasing and operating Duddy Deli and is seeking clarification of Zoning Ordinance clause concerning abandonment. He feels that the property was not abandoned thus avoiding the necessity to go thru the re-zoning process. Solicitor was to confer with Jack Dean and advise the Supervisors. .

Jim Sulima - Ziegler Road Incident

Mr. Sulima wished to make the Supervisors aware of an incident which occurred on 9-1-2023 at 11:30 AM. He maintains that he had a verbal confrontation with Supervisor Slezak over work done in front of Supervisor Slezak's property. He maintains that employee/Supervisor Slezak made threats of bodily harm to him and feels his behavior was not becoming his position of an employee of the Township let alone his position of an elected official. Mr. Sulima stated that as resident, taxpayer and citizen of Pittston Township he felt he had to come forward to bring this to the attention of the other Supervisors.

- **Adjournment:** Motion to Adjourn

Slezak_S__ Hawk __M__ Rinaldi ____
 _Slezak__Y__ Hawk __Y__ Rinaldi _Y__