

- MINUTES
  - Pittston Township
    - Board of Supervisors Meeting
      - November 20, 2023
        - Pittston Township Municipal Building

Call Meeting To Order                    7:00 PM

- Pledge of Allegiance

Moment of silence for the recently departed Anthony Angelella, SR.

- Roll Call        Slezak \_\_\_P\_\_\_ Hawk \_P\_\_\_ Rinaldi \_\_\_Phone\_\_\_

**Minutes:** minutes of the Supervisors regularly scheduled meeting October 16, 2023 was presented to Supervisors for their review comments and/or corrections.,  
Questions/Corrections -

- **Motion:** To Accept minutes of October 16, 2023 meeting

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

### Supervisors Comments

An Executive Session was held on October 25, 2023. Topics discussed were (a) hiring of administrative positions and (b) Todd Arthurs and 901 Sathers road improvement project.

**Resolution 11-21 of 2023** providing Health Insurance Deductible Reimbursement to all full time non union employees

- **Motion:** To ADOPT Resolution 11-21 of 2023 providing Health Insurance Deductible Reimbursement to all full time non union employees

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

**Resolution 11-22 of 2023** providing Health Insurance Deductible Reimbursement to all full time non union employees retiring with minimum years of service.

- **Motion:** To ADOPT Resolution 11-22 of 2023 providing Health Insurance Deductible Reimbursement to all full time non union employees retiring with minimum years of service

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

**Resolution 11-23 of 2023** authorizing the submission of LSA STATE GAMING FUND GRANT in the amount of \$342,890 for the purchase of a new ambulance for the Ambulance Association. Purchase of a new ambulance is contingent on the award of the grant.

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- **Motion:** To ADOPT Resolution 11-23 of 2023 authorizing the submission of LSA STATE GAMING FUND GRANT in the amount of \$342,890 for the purchase of a new ambulance for the Ambulance Association. Purchase of a new ambulance is contingent on the award of the grant

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

**Service Agreement** between Pittston Twp. and Sewer Authority providing for coverage for 811 services on a contract basis with a monthly fee of \$375.

- **Motion:** To ENACT Service Agreement between Pittston Twp. and Sewer Authority providing for coverage for 811 services on a contract basis with a monthly fee of \$375.00

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

**Lease Agreement** between Pittston Twp. and Sewer Authority indicating a monthly rental fee of \$900 per month and \$150 per month for common internet and phone service effective January 1, 2024. One year term with options to renew.

- **Motion:** To EXECUTE lease between Pittston Township and Sewer Authority providing monthly rental fee of \$900 per month and \$150 per month for common internet and phone service beginning January 1, 2024. One year term with options to renew.

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

**2024 Garbage Bags**

Bid for the purchase of 2024 garbage bags advertised as required and bid opening took place on 11-17-2023 with John Bonita and Debbie Taroli present.

	Price Per				
	Bag	Cartons	Bags	Bid	Sample
Waste Zero	0.1536	1600	332800	51,118.08	Y
United Sales	0.1392	1600	332800	46,320.00	Y
Central Poly	0.1289	1600	332800	42,897.92	Y
DynaPak	0.1200	1600	332800	39,936.00	Y
Unipak	0.1436	1600	332800	47,773.44	Y

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Mr. Bonita has a question on the color of the bag and the thickness of the bag of Dyna Pak and will call to discuss. His suggestion is to table the award until he has his questions answered.

- Motion to award bid for purchase of 2024 garbage bags to \_\_\_\_\_

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Slezak \_\_\_\_\_ Hawk \_\_\_\_\_ Rinaldi \_\_\_\_ **TABLED**

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

### **Financial**

- **Motion:** To ratify October - November pre-paid bills in the amount \$ 280,829.86 and unpaid bills payable in the amount of \$ 127,557.97, payroll and related expenses for payroll period ending

10-25-2023                      66,702.89

11-08-2023                      65,105.49

### QUESTIONS/CONCERNS

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

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

### **2024 Resolutions effective for calendar year 2024**

Mr. Bonita read into the minutes the following Resolutions which need to be enacted for the calendar year 2024. He noted that there were minor changes, if any, from the 2023 Resolutions. Supervisor Slezak questioned the real estate tax and Mr. Bonita stated that his proposed 2024 operating budget contained no tax increase.

#### Summary Resolutions

- 11-01 of 2023 Non Uniformed Pension Plan
- 11-02 of 2023 Uniformed Pension Plan
- 11-03 of 2023 Real Estate Tax Collector
- 11-04 of 2023 Re-Enactment of Real Estate Tax
- 11-04(a) of 2023 Enactment of Emergency Service Tax
- 11-05 of 2023 Appointment of Financial Administrator
- 11-06 of 2023 Re-Enactment of Real Estate Transfer Tax
- 11-07 of 2023 Re-Enactment of Earned Income Tax
- 11-08 of 2023 Re-Enactment of Mechanical Device Tax
- 11-09 of 2023 Re-Enactment of Mercantile Tax
- 11-10 of 2023 Re-Enactment of Emergency Municipal Svs. Tax

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11-11 of 2023 Re-Enactment of Sign Tax

11-12 of 2023 Re-Enactment of Zoning Fees

11-13 of 2023 Resolution to allow Mgr. to Prepay Bills

11-14 of 2023 Resolution Establishing Compensation for Boards

11-15 of 2023 Appointment of HA Berkheimer - EIT and LST Collector

11-16 of 2023 Appointment of e-Collect - Mercantile Tax Collector

11-17 of 2023 Banking Resolution

11-18 of 2023 Re-Enactment of Longevity Resolution

11-19 of 2023 Re-Enact all previously passed ordinances -not addressed

11-20 of 2023 Resident Reimbursement

- Motion to ratify **Resolutions 11-01 of 2023 to 11-20 of 2023** to be effective for calendar year 2024

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

### **First Reading of Proposed 2024 Operating Budget and 2024 Capital Budget**

Mr. Bonita read a condensed proposed 2024 operating budget as well as the proposed 2024 capital budget. He discussed the various department totals, total revenues and total expenditures. Notice of the 2024 proposed budget(s) will be advertised in the Citizens Voice, advertised on the web page, pittstontownship.org and posted in the business office. A required 20 day advertisement is necessary before enactment.

### **Emergency Management Report**

Supervisor Hawk reported that his Command vehicle is out of service due to repairs to the emergency lights on the vehicle. He commented on the recent abduction which took place in the Township and the prompt, efficient actions of the police department.

### **Fire Department**

Incident Report - October read into minutes by Supervisor Hawk

### **QUESTION/CONCERNS**

- Motion to approve incident report for October

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### Ambulance Report

Monthly report for October 2023 read into minutes by Supervisor Hawk

- Motion to approve ambulance report as submitted

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

### Police

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

- Motion ACCEPT police report as submitted

Slezak\_\_\_\_ Hawk \_\_S\_ Rinaldi \_M\_\_  
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### Road Department

**Baker Chapel** - Supervisor Slezak gave a brief update on the status of the construction in progress.

AIA Document #4 in the amount of \$111,531.72 has been submitted by Pioneer Construction and has been certified by the Engineer. Reviewed by Supervisor Slezak.

- Motion - PAY AIA Document #4 in the amount of \$111,531.72 which has been certified by the Engineer and submit #4 Requisition to PDOT reimbursement from grant proceeds.

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AIA Document #5 in the amount of \$293,239.81 has been submitted by Pioneer Construction and has been certified by the Engineer. Reviewed by Supervisor Slezak.

- Motion PAY AIA Document #5 in the amount of \$293,239.81 which has been certified by the Engineer and submit #5 Requisition to PDOT reimbursement from grant proceeds.

Slezak\_\_S\_\_ Hawk \_\_M\_ Rinaldi \_\_\_\_  
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### **Lincoln St.**

A review of the project by the engineer and the Township to determine finality of the contract together with pending change orders was conducted at the Twp. office and on site. The status of the project was discussed and an on site inspection of a potential problem was discussed. AIA Document #1 in the amount of \$168,706.70 from M&J Construction has been submitted and certified by the Engineer.

- Motion PAY AIA Document #1 in the amount of \$168706.70 submitted by M&J Construction which has been certified by the Engineer and submit #1 Requisition to DCED for reimbursement from grant proceeds.

Slezak \_\_S\_\_ Hawk \_\_M\_\_ Rinaldi \_\_  
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### **Recreation -**

Once final payment is agreed upon with equipment supplier a full accounting will be made as to costs incurred vs grant application and additions, such as park benches, fence, etc.

### **Zoning Office**

Report for October read by NO REPORT

### **Engineering Report -October - November**

Mr. Bonita read the highlights of the engineering report which detailed the various projects the Township has underway.

### **MS-4 Report NONE**

### **Public Comment**

**Traci Lis** - 316 Tedrick Street. Wants to made sure Supervisors are aware of the illegal dumping on the Pittston By-Pass Access Road. Kitty litter waste as well as garbage is being dumped. Supervisor Slezak stated he is well aware of the problem and his department has been cleaning up the road. She also stated that the stop sign at the end of the road is not being adhered too and there is excessive speeding on the road. She suggested police patrol and questioned the use of cameras to catch the individuals doing the dumping.

**Kim Warnick** - questioned the supervisors about a property known as "Suscon Grove" being used as commercial property but in residential zone. Supervisor Slezak stated that he was told by Terry Best, Zoning Officer, that he visited the area and that there is no violation. She complained about old junk cars and bright lights. Questioned the Zoning.

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**Michael Price** - questioned the Duddy Deli property as to why a commercial property is allowed in residential district. Solicitor Sanguedolce issued an opinion and stated that the property was not abandoned and therefore was permitted. He stated he contacted the zoning office on Nov 10, Nov. 15 and Nov. 20 about various issues and has never received a response. He would like a copy of the nuisance ordinance which Mr. Bonita said would be emailed to him. He asked about a privacy fence and was told none was required. It was suggested to him that he contact the current owner and try to work out his issues.

**Lynn Hetro** - was not happy about the progress of the Baker Chapel project, especially near her home. Supervisor Slezak addressed questions and advised that the work has been continuing despite heavy rock and replacing PPL utility poles. Telephone lines and internet lines have to be transferred causing delays. She asked about paving and Supervisor Slezak stated that he believes the blacktop plants will close Dec. 15 and hopes to have the area near her home paved by then

**Adjournment:** Motion to Adjourn

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