

- MINUTES
- Pittston Township
- Board of Supervisors Meeting
- January 16, 2024
- Pittston Township Municipal Building

Call Meeting To Order 7:00 PM

- Pledge of Allegiance
- Roll Call Slezak ___P___ Hawk ___P___ Taroli ___P___

Minutes: minutes of the Supervisors regularly scheduled December 18, 2023 and Reorganization Meeting of January 2, 2024 was presented to Supervisors for their review comments and/or corrections.

Questions/Corrections - None heard.

- **Motion:** To minutes of December 18, 2023 and Reorganization Meeting of January 2, 2024 .
 Slezak ___M___ Hawk ___S___ Taroli ___
 Slezak ___Y___ Hawk ___Y___ Taroli ___Y___

Supervisors Comments

Elected Auditors -

On January 3, 2024 the elected auditors met for their annual reorganization meeting. Prior to the meeting Charles Guarnieri was sworn in as an elected official. At the reorganization meeting he was elected Chairman. After the meeting was adjourned the Township asked for a revision be made to the initial dollar salaries for Township Supervisors holding certain positions in the Township. Elected Auditors agreed to the following for 2024:

Treasurer	\$5,000	none
Public Safety Officer	\$15,000	\$ 15,000
Roadmaster	\$2,500 \$34.88/hour	\$ 5,000 \$34.88
MS-4 Coordinator	\$ 10,000	\$15,000

Norman Street Railroad

Mr. Rozitski recognized Gary Lawrence from AECOM to give a presentation to the supervisors and the general public regarding the proposed Norman Street railroad grading project.

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AECOM presented the township a proposal for Norman Street railroad grade crossing. Norfolk Southern is offering \$15,000 for the Norman Street grade crossing and PennDOT will match the \$15,000 offer from Norfolk Southern using Section 130 funds. AECOM is hoping to duplicate the same scenario with the Norman Street grade crossing over Norfolk Southern as the closure of the Norman Street crossing with Reading Blue Mountain & Northern Railroad in the past.

Supervisor Hawk commented that he would be concerned about the closure of the Norman Street railroad due to interfering with emergency personnel in the event of an emergency or emergency transportation. Supervisor Slezak commented that he is concerned about incoming trains being blocked on the north and south side of the train tracks. Jim Marrato, an audience member, questioned Mr. Lawrence about the benefits for the township if they were to move forward with the project. Mr. Lawrence outlined what he believed were the benefits of Pittston Township if they moved forward with the project.

- **Motion:** To enter into an agreement with AECOM for the Norman Street railroad grade crossing with Norfolk Southern.

Slezak__N__ Hawk __N__ Taroli _N__
 Slezak __ __ Hawk ____ Taroli _____

No motion for the agreement was made therefore no vote was taken and the motion fails.

Administrative/Non-Uniform Personnel

At the August 21, 2023 board of supervisors meeting, a resolution was approved to accept the letter of resignation for John Bonita, CPA to be effective March 1, 2024. However, in order to assist with the transition of his duties to the Township's new business manager, Mr. Bonita believes it is necessary to continue his employment with the Township as Township Administrator past the original effective date of March 1, 2024. Mr. Bonita offered to rescind his prior letter of resignation, and is requesting the board vote to approve an addendum to his employment contract to extend the term of the agreement which will specify his compensation during the extension term.

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Motion: To **Resolution 01-02 of 2024** accepting Mr. Bonita's letter rescinding his letter of resignation previously submitted and creating an addendum to reflect a part time position of Administrator as of March 1, 2024 of 20 hours a week at \$50 per hour up to June 30, 2024.

Slezak____ Hawk __S__ Taroli __M_
 Slezak _Y__ Hawk _Y__ Taroli __Y__

- **Motion:** To enter into an employment agreement between Pittston Township and Kyle Rozitski effective January 1, 2024 for \$60,000 for 2024 with benefits as outlined in the employment contract. This agreement is effective until December 31, 2025.

Slezak __M__ Hawk __S__ Taroli ____
 Slezak _Y__ Hawk _Y__ Taroli ____Y__

- **Motion:** To **Resolution 01-03 of 2024** reversing the approved motion in the January 2, 2024 reorganization meeting pertaining to non-uniform employees holidays, sick leave, bereavement leave, and vacation time to the terms as follows:

- **Holidays:** New Year’s Day – Martin Luther King Day – Presidents’ Day – Good Friday – Easter Sunday – Memorial Day – Flag Day – Fourth of July – Labor Day – Columbus Day – Veterans’ Day – Thanksgiving Day – Christmas Day – Day after Thanksgiving – Birthday -- Juneteenth
- **Sick Leave** – 15 days per year accumulating to 120 days
- **Personal Leave** – 5 days
- **Bereavement** – 4 days immediate family – 1 day non-immediate family
- **Vacation** - follows police contract

Slezak____ Hawk __M__ Taroli _S_
 Slezak _Y__ Hawk _Y__ Taroli __Y__

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Financial

Mr. Rozitski dispensed with the readings of the pre-paid bills for December 2023-January 2024, along with the bills payable at January 16, 2024, payroll and related expenses for the payroll periods ending 12-20-2023, 12-26-2023, and 1-02-2024, along with the December 2023-January 2024 general fund handwritten checks, December 2023-January 2024 electronic payments, and December 2023-January 2024 UCC fund handwritten checks.

- **Motion:** To ratify December-January pre-paid bills in the amount \$267,591.88 and bills payable in the amount of \$239,522.33 and payroll and related expenses for payroll period ending

12-20-23	63,589.24
12-26-23	42,239.05
1-02-24	66,448.69

CNA Companies	\$720.00
Sal Montagna	\$475.00
BHW-Nov 2023	\$22,164.42
BHW-Dec. 1-Dec. 12	\$8,148.81
BHW	\$11,309.76

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Amazon	103.17
Principal Life	839.08
Neopost	100.00
Amazon	21.67
Badge & Wallet	478.50
Walmart	288.72
Walmart	68.94
Hartford	1,514.09
Walmart	567.88
Amazon	324.31
Badge & Wallet	168.95
Amazon	149.99
Aflac	66.86
MedExpress	78.00
MedExpress	115.00
Bank Fees	105.00

Joe Hawk	\$800.00
Dan Sullivan	\$124.80
Paul Menichelli	\$411.24
Jeff Alaimo	\$986.90
U.S. Postmaster	\$77.00

QUESTIONS/CONCERNS-None heard.

Motion to approve payment of bills and unpaid bills.

Slezak __S__ Hawk _____ Taroli __M__
 Slezak __Y__ Hawk __Y__ Taroli __Y__

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Emergency Management Report

Supervisor Hawk dispensed with the reading of the emergency management report for December 2023 as emergency management coordinator. He commented that the emergency management vehicle was refitted and back up and running lights were installed.

Furthermore, Supervisor Hawk extended condolences to Scranton Police Det. Kyle Gilmartin, who was injured in the line of duty, on behalf of the board of supervisors and the township as a whole. Detective Gilmartin spent some of his career as a patrolman with the Pittston Township Police Department. Supervisor Hawk announced that a fundraiser would be held by the Pittston Township Police Department in benefit of Detective Gilmartin and his family. Sergeant Navarro, who was in attendance, announced the fundraiser for Detective Gilmartin would be held at Sky Zone with a tentative date of January 27, 2024.

The board of supervisors commented whether the township could make a donation to Detective Gilmartin's family as well. Jim Hastie, an audience member, questioned whether the donation was subject to a \$1,000 maximum-limit. Mr. Bonita said he will research if the donation is possible and if there is a limit and report his findings to the board of supervisors.

Fire Department

Incident Report - December 2023

QUESTIONS/CONCERNS--None heard.

- Motion to approve incident report

Slezak_____ Hawk __M___ Taroli _S__

Slezak _Y __ Hawk _Y__ Taroli __Y__

Ambulance Report

- Monthly report for December 2023

QUESTIONS/CONCERNS--Supervisor Hawk commented that emergency rooms at local hospitals are very overwhelmed right now. He said that it is very taxing on the emergency room personnel and ambulance staff at this time.

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- Motion to approve ambulance report as submitted

Slezak_____ Hawk __M__ Taroli _S__

Slezak _Y__ Hawk _Y__ Taroli __Y__

Road Department

Parnell Street Update

Mr. Rozitski announced that Pittston Township received the funds from PA DCED for the Parnell Street Stormwater Improvement Project for \$384,336. Supervisor Slezak commented that the project is expected to begin Spring 2024.

Mr. Bonita questioned Supervisor Slezak on the statuses on the Lewis Street and Lincoln Street projects. Supervisor Slezak reported that both projects are completed at this time.

Mr. Bonita further asked what the status was on phases one and two of the Baker-Chapel project. Supervisor Slezak reported that Phase one is still an ongoing project. Mr. Bonita reported that the township would have to put up \$460,000 towards Phase one of the project.

Mr. Bonita and the board of supervisors expressed concern on Phase two of the project as the project has had little movement in a couple of months. Mr. Bonita recommended a conference call meeting with himself, Mr. Rozitski, the board of supervisors, April Hannon of PennDOT, and CNA to see what the hold up is. Mr. Bonita said a meeting should occur very soon on this project.

Recreation - Parks

Tony Attardo Park Update

This is in the finalization stage, and pending solicitor review, the grant closeout should be occurring very soon with documentation to be submitted.

Mr. Rozitski announced that Pittston Township was a recipient of a state grant of \$105,000 provided through the DCED Greenways, Trails, and Recreation Program. He further commented that these funds would go towards the expenses for Phase two of the Attardo Park project, which consisted of repairs

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to the park parking lot, resurfacing the basketball court, and building a hybrid tennis and pickleball court. Supervisors thanked State Rep. Jim Haddock, State Sen. Marty Flynn, and their staff members for their assistance in securing the grant.

Baker-Chapel Project

- **Motion:** To **Resolution 01-04 of 2024** authorizing Chairman David Slezak as the official to execute the PennDOT Multimodal Transportation Fund Grant Agreement on behalf of Pittston Township.

Slezak_____ Hawk __S__ Taroli _M_
 Slezak _Y__ Hawk _Y__ Taroli ___Y__

Police

POLICE REPORT - submitted by Chief Angelella -

- Motion to approve police report as submitted

Slezak_____ Hawk __M__ Taroli __S_
 Slezak _Y__ Hawk _Y__ Taroli __U__

Planning Commission

Kapish Minor Sudivision

At the Pittston Township planning commission meeting on January 3, 2024, the planning commission voted to grant conditional approval, provided that DEP approves the sewage planning module.

- **Motion:** To grant conditional approval, as approved by the planning commission, to the Kapish Minor Subdivision, provided that DEP approves the septic and sewage planning module.

Slezak__M__ Hawk __S__ Taroli ____
 Slezak _Y__ Hawk _Y__ Taroli __Y__

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Engineering Report -December-January

Mr. Rozitski dispensed with a summary of the engineering report for December 2023 provided to the board by CNA.

MS-4 Report

Supervisor Taroli, the MS-4 coordinator, provided a report of the MS-4 funds available for the township. Mr. Slezak commented with a concern about the reduction of quarterly MS-4 funds from Wyoming Valley Sanitary Authority. Mr. Bonita recommended at this time a meeting with Jeff Colella from WVSA and the board of supervisors for WVSA to explain why the quarterly funds are being reduced, as it is unclear at this time. Mr. Bonita said him and Mr. Rozitski will look the set up a meeting between the two parties.

Public Comment--None heard.

Adjournment: Motion to Adjourn

- Slezak___Hawk_S___Taroli_M___
Slezak__Y___Hawk__Y___Taroli_Y___