

- MINUTES
- Pittston Township
- Board of Supervisors Meeting
- February 20, 2024
- Pittston Township Municipal Building

Call Meeting To Order 7:00 PM

- Pledge of Allegiance
- Roll Call Slezak ___P___ Hawk ___P___ Taroli ___P___
- Mr. Rozitski reported that an executive session held prior to tonight's meeting regarding pending litigation.

Minutes: Minutes of the Supervisors regularly scheduled January 16, 2024 was presented to Supervisors for their review comments and/or corrections.

Questions/Corrections – NONE HEARD.

- **Motion:** To approve the minutes of January 16, 2024 as presented to the Supervisors for their review, comments and/or corrections.

• Slezak _S___ Hawk _M___ Taroli _____
 Roll Call: Slezak _Y___ Hawk _Y___ Taroli _Y___

Supervisors Comments

Ordinance 2-01 of 2024 Amending Ordinance No. 702-2007 Establishing a Revised Plan and Trust for the Non-Uniformed Employees of Pittston Township. Amending Article VI ("Method of Distribution of Benefits"), Section 6.01 to read, "In addition, a participant may elect at any time to withdraw mandatory and after-tax voluntary employee contributions from such Participant's mandatory and qualified Voluntary employee Contribution Account. Any distribution shall be consistent with and satisfy all notice and consent requirements of Code 417 and 411 (a) 11 and the regulations there-under." This is being amended to wording as suggested by the pension plan auditor from the Commonwealth of PA.

Mr. Rozitski commented that Pittston Township just wrapped up an audit of the non-uniform pension plan ranging from January 1, 2019 until December 31, 2022. He reported that the pension came back with no findings from the state and that only a few verbal comments were given. He further explained the proposed ordinance was advertised in the February 1, 2024 edition of the Citizens Voice.

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- **Motion:** To ADOPT Ordinance 2-01 of 2024

• Slezak _M__ Hawk _S__ Taroli _____
 Roll Call: Slezak _Y__ Hawk _Y__ Taroli _Y__

Resolution 2-01 of 2024 establishing Kyle Rozitski as the township's representative to the Greater Pittston Regional Compost for 2024. There is no compensation for this position.

- **Motion:** To approve Resolution 2-01 of 2024

• Slezak _M__ Hawk _S__ Taroli _____
 Roll Call: Slezak _Y__ Hawk _Y__ Taroli _Y__

Resolution 2-02 of 2024 requiring Pittston Township to provide health insurance, dental and vision for spouses and families to all full-time non-uniform employees hired by the township after January 1, 2024 based upon a salary percentage as set forth below:

First Year	80% coverage
Second Year	85% coverage
Third Year	90% coverage
Fourth Year	Full coverage

QUESTIONS/CONCERNS – None heard.

- Motion - To approve Resolution 2-02 of 2024

Slezak ___ Hawk _S__ Taroli _M____
 Roll Call: Slezak _Y__ Hawk _Y__ Taroli _Y__

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- **Motion:** To make a correction to the business manager's contract adopted on January 16, 2024 to follow the police collective bargaining agreement for the number of vacation days provided by the township.

Slezak _S__ Hawk _M__ Taroli _____
 Roll Call: Slezak _Y__ Hawk _Y__ Taroli _Y__

- **Motion:** To provide legal counsel consent to settle Dunn v. Pittston Township on behalf of Pittston Township contingent on no contribution from the township.

Slezak _S__ Hawk _M__ Taroli _____
 Roll Call: Slezak _Y__ Hawk _Y__ Taroli _Y__

Administrative Assistant

- **Motion:** To consider and appoint Cassondra Balestrini as full-time Administrative Assistant at a rate of \$21 per hour with benefits as outlined in the police CBA.

Supervisor Taroli provided a statement that she believes there is not a need to have full-time administrative assistants in the office based on her years' experience and that the position would be better suited for a different department, such as police or fire. Supervisor Taroli made it clear that she is not against the candidate, but against the working basis of the position. Supervisor Slezak responded that with the new manager being young, he would like to see the new administrative assistant grow with the new manager and believes that is what is best for Pittston Township moving forward. Supervisor Taroli responded she would be on board with the new administrative assistant position turning into full-time eventually, just not at the present time.

Slezak _M__ Hawk _S__ Taroli _____
 Roll Call: Slezak _Y__ Hawk _Y__ Taroli _N__

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J.P. Mascaro Garbage Collection

In other municipalities that have a community garbage collection, they have been experiencing significant cost spikes when they go out for bid with these third-party trash services. In our current J.P. Mascaro contract, we have an option for the third-year at a rate of \$637,056 for the year, or \$53,088 per month, which is an increase of \$5,000 per month over the current rate. Both the business manager and the financial administrator recommend exercising this option in lieu of going out to bid right now due to the rising costs that other areas are experiencing. We talked to Mascaro on 2/9/2024 and they are interested in exercising that option as well. Solicitor Sanguedolce advised us that we could exercise the option without the need to go out for bid.

- **Motion:** To exercise the third-year option with J.P. Mascaro & Sons, as outlined in the contract signed on January 27, 2023, for community garbage collection \$637,056 from April 1, 2025 through March 31, 2026.

Supervisor Hawk commented that he was very happy to see that J.P. Mascaro agreed mutually to the third-year option, and explained that if the township had to go out for bid for the garbage collection, the township would most likely receive very little bids, which would cost the township a significant amount of money. Supervisor Hawk further commented that J.P. Mascaro was the lone bidder back when they went first out to bid.

Slezak _M__ Hawk ___ Taroli __S___

Roll Call: Slezak _Y__ Hawk _Y__ Taroli _Y__

Blighted/Neglected Properties and Code Violations – Supervisors and code enforcement are going to ride around the township in sections within the next couple months enforcing code violations and serious code issues around the township with blighted properties.

Hometown Heroes – Supervisors are looking into a hometown hero memorial locate here at our municipal building that honors military and first responders. This is in the early stages, such as looking into costs, logistics, etc., but we are looking into it to honor deceased and present township residents.

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Mr. Rozitski explained that if anybody has preliminary interest, the individual could contact the township at 570-654-0161 or email supervisortaroli@gmail.com. Mr. Rozitski said he will place the announcement on the website as well. Furthermore, he mentioned that the supervisors considered the hometown hero banners on the telephone poles, but they were concerned with the weather, they would blow away off the poles or become damaged. Jim Marrato, a resident, commented that he believes that the memorial would be a great idea for the town.

Financial

- **Motion:** To ratify January - February pre-paid bills in the amount of \$243,770.08 and bills payable in the amount of \$69,898.32 and payroll and related expenses for payroll period ending

1-17-24	72,028.03
1-31-24	88,596.25
2-14-24	71,010.93

Electronic Debits

Indeed	279.00
Transfer to PR	66,448.69
PLIC Insurance	832.20
Enterprise	128.90
Vista Print	39.70
Transfer to CD	500,000.00
Adobe	21.19
The Hartford	1,514.09
A&A Auto	519.98
Neopost	100.00
Aflac	66.86
Enterprise	134.88
Transfer to PR	72,028.03
USPCA (K-9 Zeus)	50.00

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Walmart	85.00
Transfer to PR	88,596.25
Bank Fees	95.00

Hand-written Checks (General Fund)

#9104	1/17/2024	Evergreen Garden	77.00
#9105	1/22/2024	Pershing	678.48
#9106	1/22/2024	Arnulfo Rivera	50.00

From UCC Account

BHW	January 2024	22,674.48
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QUESTIONS/CONCERNS – None heard.

Motion to approve payment of bills and unpaid bills.

Slezak __M__ Hawk __S__ Taroli __
 Slezak __Y__ Hawk __Y__ Taroli __Y__

Emergency Management Report

Supervisor Hawk commented on the Bryden Street firehouse incident. He reported that the insurance came out quickly and the situation was rectified rapidly. Supervisor Hawk thanked Alan Capozucca and anyone else who assisted with the situation at the firehouse.

Ambulance Association

Incident Report - January 2024- Supervisor Hawk dispensed with the reading.

- Motion to approve incident report.

Slezak __S__ Hawk ____ Taroli __M__
 Slezak __Y__ Hawk __Y__ Taroli __Y__

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QUESTIONS/CONCERNS – None heard.

Fire Department

Incident Report - January 2024 – Supervisor Hawk dispensed with the reading.

- Motion to approve incident report.

Slezak __M__ Hawk _____ Taroli _S__
 Slezak _Y__ Hawk _Y__ Taroli __Y__

QUESTIONS/CONCERNS – None heard.

Bryden St. Firehouse – Mr. Rozitski reported that an incident occurred on January 19, 2024 at the old Bryden Street Firehouse. It was discovered that due to the cold temperatures the pipes in the basement of the firehouse froze and busted. The basement of the old firehouse was flooded and emergency cleanup occurred and emergency repairs are underway. Mr. Rozitski followed Supervisor Hawk in thanking Alan Capozucca and anyone else who responded to the incident at the firehouse.

Furthermore, Mr. Rozitski explained that the board of supervisors would like to establish a citizen advisory committee to assist in determining the direction the township will take on the firehouse after the repairs are completed. The committee will make recommendations to the supervisors and the supervisors will make the final decisions. Interested citizens should provide a letter of interest to the township by Friday, March 1st at 4pm. Letters could be emailed in to the township at pitttown@comcast.net or letters could be dropped off at the township from 8am-4pm Monday-Friday. Mr. Rozitski said he will place the announcement on the website as well.

Police

POLICE REPORT - submitted by Chief Angelella – Supervisor Hawk dispensed with the reading of the report.

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- Motion to approve the police report as submitted

Slezak__M__ Hawk _____ Taroli _S__
 Slezak _Y__ Hawk _Y__ Taroli __Y__

Police Pension Actuarial Valuation

Mr. Rozitski reported the township received the Police Pension Plan Actuarial Valuation report as of January 1, 2023. According to the report the Unfunded Actuarial Accrued Liability increased to \$393,357 as of January 1, 2023. The 2025 Minimum Municipal Obligation (MMO) is set at \$81,892.

Arthur Menichini, a township resident, asked if the \$393,357 figure was a gain or loss. Mr. Rozitski said it is a loss, and that figure is computed as if the whole police department retired or left the position all at once, which is unlikely.

- **Motion:** To accept the Actuarial Valuation report as of January 1, 2023

• Slezak__S__ Hawk _M__ Taroli ____
 Roll Call: Slezak__Y__ Hawk __Y__ Taroli _Y__

Motion: To authorize the business manager to file the Act 205 actuarial report with the Commonwealth of Pennsylvania for the Police Pension and Non-Uniform Pension Plans for 2023.

• Slezak__S__ Hawk _____ Taroli _M__
 Roll Call: Slezak__Y__ Hawk __Y__ Taroli _Y__

Motion: To purchase 2024 Chevrolet 1500 Silverado PPV police vehicle from Bonner Chevrolet in the amount of \$53,706.00. The funds for the purchase of the vehicle will be covered by the 2021 LSA Grant.

• Slezak__S__ Hawk _M__ Taroli ____
 Roll Call: Slezak__Y__ Hawk __Y__ Taroli _Y__

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Road Department -

Baker-Chapel Project Update

Last month, the supervisors were interested in a meeting with April Hannon from PennDOT regarding the status of Phase II of the Baker Chapel road project update. Mr. Rozitski reported the result of that conversation is that we submitted the grant agreement to Ms. Hannon that was hung up in limbo on PennDot's end for quite sometime. The engineers are close to finishing up the specs on Phase II which should hopefully come in the next couple of weeks and then we should finally be able to go out for bid toward the end of February or beginning of March.

Parnell Street Update

Mr. Rozitski explained the township was awarded a \$384,336 COVID-19 ARPA PA Small Water and Sewer grant from DCED to be utilized for the Parnell Street stormwater improvements project. The grant agreement paperwork was submitted to the state and we are just awaiting on the funds. Supervisor Slezak commented that the Parnell Street project is an extension of the Lincoln Street stormwater project, and that the purpose is to get the stormwater on Parnell Street better under control.

Recreation - Parks

Oriole Park

Mr. Rozitski reported that the township is beginning to look into grants available to upgrade the grounds and equipment at Oriole Park. We hope to have further update on that in the future.

Engineering Report - January - February

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Mr. Rozitski reported that as per the report the projects remain in limbo at this point and are awaiting final comments and recommendations from the engineers.

MS-4

Supervisor Taroli commented that Jeff Collela, from WWSA, met with the township to hear the supervisors' concerns about the reduction in MS-4 quarterly distributions. She reported that Mr. Collela is working on a resolution to our concerns at this time, and will reach out when he has further update.

Supervisor Taroli commented that the MS-4 account has around \$55,000 remaining as of January 31, 2024.

Public Comment

Joelle Martinelli—

Ms. Martinelli is currently the vice president of the Pittston Little League and that they have their 50th anniversary celebration this year. She explained that for the celebration to occur that the little league would need help from the community. She reported that the parade, with the route to be determined, and opening day will be on April 27, 2024. Ms. Martinelli inquired if she could get in contact with the recreation board to see if they will participate. Supervisor Taroli said she will pass her contact information onto the recreation board, and someone on the board will contact her.

Ms. Martinelli also requested that the lights on the little league field be turned on later for two nights in mid-July for the Victory Challenger Game. The supervisors were in agreement that they were preliminarily satisfied with leaving the lights on for two nights. Mr. Rozitski asked Ms. Martinelli that once she has the dates finalized to submit a formal letter to the township with the request.

Jordan Consagra—

Mr. Consagra is currently the president of the Pittston Township Fire Association. The fire association is formally requesting the association have permission from the supervisors to utilize the Bryden Street firehouse

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grounds for their annual picnic the first weekend in June. The supervisors were in agreement that they were preliminarily satisfied with granting the association permission to utilize the grounds. Mr. Rozitski advised Mr. Consagra that a formal letter to the township and proof of insurance would be needed. Mr. Consagra agreed with that and will work with Solicitor Sanguedolce on a formal agreement.

Adjournment: Motion to Adjourn

• Slezak__M__ Hawk ___ Taroli _S__
 Roll Call: Slezak__Y__ Hawk __Y__ Taroli _Y__