

- MINUTES
 - Pittston Township
 - Board of Supervisors Meeting
 - November 18, 2024
 - Pittston Township Municipal Building

Call Meeting To Order 7:00 PM

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

Supervisor Hawk arrived at 7:10pm.

- Executive sessions held on 11/12/2024 and 11/18/2024 regarding personnel

Minutes: minutes of the Supervisors regularly scheduled October 21, 2024 meeting and November 7, 2024 special meeting was presented to Supervisors for their review comments and/or corrections.

Questions/Corrections – NONE HEARD.

- **Motion:** To approve the minutes of October 21, 2024 general meeting and November 7, 2024 special meeting.

Slezak ___M___ Hawk _____ Taroli ___S___
 Slezak ___Y___ Hawk _____ Taroli ___Y___

PUBLIC TESTIMONY ON AGENDA ITEMS ONLY – Any public guest who is to provide testimony to the Board during a meeting should state their name (spell their last name) and address, and if speaking for an organization, the name, and identity of the organization.

Supervisors Comments

Quality of Life Ordinance Being Drafted

The supervisors are considering drafting a quality of life ordinance for the township. This ordinance will impose fines on accumulation of rubbish or garbage, commercial/junk vehicles in a residential district, dangerous trees, shrubs and bushes, etc. Attorney Sanguedolce provided us with a draft of the ordinance, and it is being reviewed by our code enforcement officer and the supervisors for any comments, questions, or changes. The proposed ordinance should be ready for a vote for December 2024.

Resolution 11-02 of 2024—Authorization for Statewide LSA Grant Application for Administrative Building Improvements

The supervisors are considering applying for a statewide LSA grant for administrative building improvements. The improvements would include new windows that would be able to open, a new roof on the building, and painting the exterior of the building.

- **MOTION:** To approve Resolution 11-02 of 2024 authorizing for a statewide LSA Grant application for Administrative building improvements.

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 Slezak _Y__ Hawk _____ Taroli __Y__

2025 Garbage Bag Bid Award Consideration

The township advertised the annual garbage bags for 2025 for the residents in the Citizens Voice on 10/17/2024 and 10/29/2024. The bag bid specifications were also on the Pittston Township website for the duration of that time as well. The bid opening was on 11/14/2024 at 10:00am with Kyle Rozitski, Deborah Taroli, and Cassondra Balestrini present. The bid tabulation was as follows:

Name	Price Per Bag	Cartons	Bags	Bid	Sample
Central Poly	0.124	1600	332800	41,280.00	Y
DynaPak	0.160	1600	332800	53,248.00	Y

- **MOTION:** To award bid for purchase of 2025 garbage bags to **CENTRAL POLY** for **\$41,280.00**. This is included in the 2025 budget.

Slezak __S__ Hawk _____ Taroli _M__
 Slezak _Y__ Hawk _AB__ Taroli __Y__

Recreation Board Christmas Party Time Changed

The recreation board has changed the time of the annual Christmas Party put on by the board. The date of the party will still be December 14, 2024. However the time was changed from 5pm to 7pm to 12pm to 3pm. The location of the party will still be at St. Joseph Marelo Parish. The amended calendar with the change was posted on the website and it will be advertised in the newspaper as well.

Financial

- **Motion:** To ratify September-October pre-paid bills in the amount \$376,547.81 (large bill payments due to \$138,482.43 to pension from state aid) and bills payable in the amount of \$29,258.20 and payroll and related expenses for payroll period ending

10/09/2024 67,488.32
 10/23/2024 70,596.44

Automatic Debits:

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Four Points by Sheraton-Police

Training	\$453.82
Amazon	\$49.44
Amazon	\$68.82
Bank Fee	\$35.00
Amazon	\$61.46
Risk Strategies Insurance	\$51,811.00
PR Transfer	\$70,596.44
SafariLand-Police Uniform	\$67.83
Kore Essentials-	
Police Uniform	\$67.88
Amazon	\$85.99
Blauer-Police Uniform	\$154.99
USPS	\$9.68

BHW—October 2024---\$19,894.92

Handwritten Checks:

- #9124—10-4-2024—Matthew Chesniak--\$1,000.00 (Pay advance)
- #9125—10-17-2024—Matthew Chesniak--\$1,000.00 (Pay advance)

QUESTIONS/CONCERNS – NONE HEARD

Motion to approve payment of bills and unpaid bills.

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

First Reading of Proposed 2025 Operating Budget

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PITTSION TOWNSHIP						
2025 OPERATING BUDGET						
	General Fund	Emergency Service Tax	Liquid Fuels	Capital Reserve	(memo)	
4	Beginning Fund Balance			\$232,000	\$ 232,000	
5	Revenue	\$ 4,985,700	\$ 475,000	\$ 132,000	5,592,700	
6	Available For Expenditure	\$ 4,985,700	\$ 475,000	\$ 132,000	\$ 232,000	\$5,884,700
7	Expenditures					
8	Administration	\$ 305,590				\$ 305,590
9	Tax Collector	59,700				59,700
10	Legal & Professional	41,300				41,300
11	Building	39,575				39,575
12	Police	708,100	475,000			1,183,100
13	Fire	769,525				769,525
14	Ambulance	531,000				531,000
15	Zoning	309,625				309,625
16	EMA Services	30,750				30,750
17	Resident Reimbursement	57,500				57,500
18	Recycling	223,300				223,300
19	Refuse	485,000				485,000
20	Streets & Roads	870,460		132,000		1,002,460
21	Storm Water Mgm.	45,000				45,000
22	Recreation	53,000		108,500		161,500
23	Debt Service	165,600				165,600
24	Retirement Expense	51,600				51,600
25	Insurances & Other	239,075				239,075
26	Total Expenditures	\$ 4,985,700	\$ 475,000	\$ 132,000	\$ 232,000	\$5,884,700
27		\$ -	\$ -	\$ -	\$ -	\$ -
28						
29						

0.95 mill (General Fund) (0.20 increase)

Mr. Rozitski proceeded with the reading of the revenue and department expenditures, including key revenue items such as the mercantile tax, earned income tax, and local services tax. Mr. Rozitski furthermore said that this budget includes a 0.20 mill increase for general purposes and emergency services to 0.95 mills and 0.95 mills, respectively. There were various conversations and questions between the audience members and the supervisors.

Mr. Rozitski said that a detailed budget will be accessible at the municipal building for review during regular business hours and on the Township website, <http://pittstontownship.org/> beginning November 26, 2024 and is scheduled for adoption at the monthly meeting to be held on December 16, 2024 at 7:00 PM at the municipal building.

First Reading of Proposed 2025 Capital Budget

Capital Expenditures									
	2025 Grant Proceeds	2025 Total Expenditure	2025 Total Expenditure	Police	Fire	Ambulance	EMA	Reserve	
Chapel, Baker & Ridge Road 2	537,000	607,000	50,000	60,000					
GCED	90,000	90,000	(90,000)	(90,000)					
Parade Street	384,000	452,000	(67,000)	67,000					
2021 LSA Grant	67,000	67,000	(67,000)	(67,000)					
Police	175,000	210,000	40,000	40,000					
Emergency Management	33,000	33,000							
Fire	1,400	1,400							
Ambulance	4,700	4,700							
2021 LSA Grant	25,000	25,000							
Police									
Fire									
Ambulance									
EMA									
2023 LSA State Grant	340,000	340,000							
Ambulance	200,000	200,000							
Armstrong Road #1	480,000	480,000							
Armstrong Road #2	230,000	230,000	30,000	30,000					
Community Dev Block Grant	1,000,000	1,000,000							
2024 GCED Multi-modal	1,000,000	1,000,000							
2024 LSA Grant	100,000	100,000							
Police	50,000	50,000							
Fire	50,000	50,000							
Police	200,000	200,000							
Ambulance	15,000	15,000							
EMA	32,000	32,000							
Homestead Heroes Project	8,000	8,000							
2024 GCED Governance, Trail Grant	250,000	250,000	70,000						30,000
Circle Park, Rehab Project	65,000	65,000	38,500						30,000
2023 GCED Governance, Trail Grant	65,000	65,000	38,500						30,000
Altitude Park, Tennis Court Proj	3,050,000	3,741,000	292,000	60,000					60,000
									280,000

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Mr. Rozitski proceeded with the reading of the capital budget. He explained the testament that at budget time in 2023 that the capital budget was at \$1.1 million and now that it is down to \$292,000 this year, which is a big improvement.

Emergency Management Report

Supervisor Hawk wanted to congratulate Fireman DiPierro and thank him for his service again for the bravery in the Decker Lane fire.

Fire Department

Incident Report – October 2024—Reading of report dispensed by Supervisor Hawk.

QUESTION/CONCERNS – NONE HEARD.

- Motion to approve incident report for October 2024

Slezak __S__ Hawk _____ Taroli __M__

Slezak __Y__ Hawk __Y__ Taroli __Y__

Application Received for Part-Time Firefighter

An application was received for part-time firefighter from Brendan Kelly. Application was reviewed by the supervisors and the fire department. Mr. Rozitski recommended that the motion be tabled as he is waiting to hear from the applicant regarding his availability for the position.

- **MOTION:** To TABLE hiring Brendan Kelly as a part-time firefighter for \$19.30/hr. as outlined in the fire CBA.

Slezak _____ Hawk __M__ Taroli __S__

Slezak __Y__ Hawk __Y__ Taroli __Y__

Award Presentation to Fireman Michael DiPierro for Decker Lane Fire

The supervisors wanted to provide an award to Fireman Michael DiPierro for his efforts for the Decker Lane fire that occurred in October. Mike showed outstanding bravery and went above the call of duty for the Decker Lane fire. Chief Allan Capozucca provided some remarks about Fireman DiPierro and his bravery as well.

The township would like to thank Barhill once again for graciously donating this award to the township to provide to Fireman DiPierro tonight.

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Ambulance Report

Monthly report for October 2024 – Reading of report dispensed by Supervisor Hawk.

- Motion to approve ambulance report

Slezak __M__ Hawk _____ Taroli _S__

Slezak _Y__ Hawk _Y__ Taroli __Y__

Supervisor Hawk announced as well that Avoca ambulance closed their doors on Saturday, November 16, 2024. He said that Pittston Township services will not be affected by the closure as mutual aid will assist as well.

Pittston Township/PTAA Awarded Statewide LSA Grant for New Ambulance

Pittston Township is excited to announce that we are the recipient of a statewide Local Share Account grant of \$342,890 to be utilized to purchase a new ambulance for the Pittston Township Ambulance Association. This will help upgrade the ambulance’s fleet in a fast-growing community. The Township would like to thank Sen. Marty Flynn, Rep. Jim Haddock, and their staffs for their assistance in securing this funding for Pittston Township and the Pittston Township Ambulance Association.

Police

POLICE REPORT - submitted by Chief Angelella – Reading of report dispensed by Supervisor Hawk.

- Motion to approve police report as submitted

Slezak __M__ Hawk _____ Taroli _S__

Slezak _Y__ Hawk _Y__ Taroli __Y__

Road Department –

William Street Road Infrastructure Project

At the October 2024 supervisors meeting, the township read aloud the bid results for the William Street road infrastructure project. Since all bids exceeded the grant amount the township received for the project by a good margin, the township requested from Luzerne County Office of Community Development extra grant funds, if available, to proceed with the project. The township received notification on October 23rd from the county that we would be receiving an extra \$42,300 for the project. Since the township received the extra

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funding, the township is now within the margin of the lowest bid for the project that we are comfortable with.

- **MOTION:** To award William Street road infrastructure project to Multiscape Inc. for \$246,091.15.

Slezak __M__ Hawk _____ Taroli _S__

Slezak _Y__ Hawk __Y__ Taroli __Y__

Mr. Rozitski announced that this will most likely be a Spring 2025 project with the temperatures becoming colder and plants starting to close.

Baker Chapel Phase II—AIA Document #1

AIA Document #1 in the amount of \$93,060.00 has been submitted by M&J Excavation, Inc. and has been certified by the Engineer. Reviewed by Paul Colarossi from Ashburn Advisors and he is satisfied with the document.

- **MOTION:** To pay AIA Document #1 in the amount of \$93,060.00 which has been certified by the Engineer and submit #1 requisition to PennDOT reimbursement from grant proceeds.

Slezak __M__ Hawk __S__ Taroli ____

Slezak _Y__ Hawk _Y__ Taroli __Y__

Supervisor Slezak announced that the Armstrong Road infrastructure project is now completed at this point, and that the second phase of the Baker Chapel road infrastructure project is in the works as well at this point and that equipment is now up there.

Engineering Report –October-November 2024

Mr. Rozitski dispensed with the reading of the engineering report for the month, and anticipated several projects to be on the December 2024 agenda.

Zoning—

Snopkowski Subdivison

The Pittston Township Planning Commission and the township engineers recommended the Snopkowski Subdivison be approved by the supervisors at the planning commission meeting on November 13, 2024. The land surveyor for the subdivision also requested some waivers

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be made to the plan from the Pittston Township SALDO that Matt Walsh, the township engineer, was satisfied with.

Mr. Rozitski recommended that both motions be tabled as the final plans were not received by the township by the time of the meeting. He said he is not comfortable granting waivers for plans that are not in the township yet.

- **MOTION:** To TABLE granting waivers to Snopkowski Subdivision pertaining to section 605.18 of Pittston Township SALDO pertaining to displaying topographic contours on the plan and section 605.15 of Pittston Township SALDO pertaining to displaying utilities on the plan as recommended by the planning commission and township engineers.

Slezak_____ Hawk __S__ Taroli _M__

Slezak _Y__ Hawk _Y__ Taroli _Y__

- **MOTION:** To TABLE approving the Snopkowski Subdivision as recommended by the planning commission and township engineers

Slezak_____ Hawk __M__ Taroli _S__

Slezak _Y__ Hawk _Y__ Taroli __Y__

MS-4 Report

Supervisor Taroli announced that there was \$112,701.17 in the MS-4 account at 10/31/2024 and the township expects another \$23,299.81 deposit in the account at December 2024.

PUBLIC TESTIMONY ON NON-AGENDA ITEMS -- Any public guest who is to provide testimony to the Board during a meeting should state their name (spell their last name) and address, and if speaking for an organization, the name, and identity of the organization.

None heard.

Adjournment: Motion to Adjourn

- Slezak__M__ Hawk ____ Taroli _S__

Roll Call: Slezak_Y__ Hawk ____Y__ Taroli _Y__