

- MINUTES
 - Pittston Township
 - Board of Supervisors Meeting
 - January 21, 2025
 - Pittston Township Municipal Building

Call Meeting To Order 6:00 PM

- Pledge of Allegiance
- Moment of Silence was held for Salvatore Montagna, a former long-time Pittston Township volunteer firefighter, who passed away on January 5, 2025, and President Jimmy Carter, who passed away December 29, 2024
- Roll Call Slezak ___P___ Hawk _P___ Taroli ___P___
- Executive sessions were held on 1/2/2025 and 1/14/2025 regarding contracts and personnel.

Minutes: minutes of the Supervisors regularly scheduled December 16, 2024 general meeting and January 6, 2025 reorganization meeting was presented to Supervisors for their review comments and/or corrections.

Questions/Corrections – NONE HEARD

- **Motion:** To approve the minutes of December 15, 2024 general meeting and January 6, 2025.

Slezak __S__ Hawk __M__ Taroli ___
 Slezak _Y_ Hawk _Y_ 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

Consideration of Long-Term Planning Committee Appointments

- **MOTION:** To appoint the following individuals to the Pittston Township Long-Term Planning Committee:

Joseph Hawk, Jr.
 Kyle Rozitski
 Kim Warunek
 Mark Simko
 Michelle Gordon
 Tony Rainelli

Slezak __S__ Hawk _____ Taroli _M_
 Slezak _Y_ Hawk _Y_ Taroli __Y__

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The supervisors are still looking for 1 or 2 more individuals to be appointed to this committee. It is still advertised on the website and on our doorway. If you are still interested in applying, please send a letter of interest to the township at pitttown@comcast.net or drop off at the township building between Monday-Friday from 8am-4pm.

Supervisor Hawk commented that the purpose of this committee is to take an all around look at Pittston Township, such as the roads and infrastructure, and assist with planning for the future.

Ordinance 1-01 of 2025—Residential Rental Registration Ordinance

An ordinance has been prepared to require all residential rental properties located within the township to be registered with our zoning and code enforcement office. A landlord would be required to complete a registration when property is acquired or when there is a change of tenants in the property. The supervisors believe this requirement will ensure safety for the tenants and the landlord in the event of an emergency situation at the rental location.

- **MOTION:** To approve and enact Ordinance 1-01 of 2025—Residential Rental Registration Ordinance.

Slezak____ Hawk __S__ Taroli _M__
 Slezak _Y__ Hawk _Y__ Taroli __Y__

Delinquent Mercantile Tax Collection Commission Amendment

A request was received from E-Collect to raise the commission from collecting delinquent mercantile tax collection from 10% to 20%. The reason for the request is to offset E-Collect’s legal costs for the three-factor apportionment for collecting off distribution centers such as Amazon, Home Depot, etc.

- **MOTION:** To approve addendum to E-Collect contract to raise commission from delinquent mercantile tax collection from 10% to 20%.

Slezak____ Hawk __M__ Taroli _S__
 Slezak _Y__ Hawk _Y__ Taroli __Y__

Tax Collector Compensation Resolution

- **MOTION:** To approve Resolution 1-03 of 2025 setting the real estate tax collector commission from 2026-2029.

Slezak__M__ Hawk __S__ Taroli ____

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Slezak _Y__ Hawk _Y__ Taroli __Y__

Public Invited to Participate in Hazard Mitigation Planning Survey

Pittston Township, along with many other municipalities in the township, are assisting Luzerne County and will join in the county’s Hazard Mitigation Plan. The plan must be updated every 5 years, and the plan is up for renewal this year. Mr. Rozitski and Tony Rainelli, the emergency services coordinator, attended the first meeting at the Luzerne County EMA building in December 2024.

With this planning, the township and the county need the public’s assistance to provide input for the hazard mitigation plan. We invite the public to take a short survey that is posted on our website, pittstontownship.org, under “News” to provide input that will be valuable to the plan.

Financial

- **Motion:** To ratify December-January pre-paid bills in the amount \$1,014,695.24 (large bill payments due to \$694,700.94 to Pennsy Supply for Armstrong Road, \$30,394.00 to VCI for police Silverado upfit, and \$40,075.00 to Lowes for new International upfit—reimbursable from state grant) and bills payable in the amount of \$45,537.91 and payroll and related expenses for payroll period ending

12/04/2024	75,821.08
12/18/2024	70,686.64
12/31/2024	74,842.28

Automatic Debits:

PR Transfer	\$75,821.08
Amazon	\$22.25
Principal Life	\$871.16
Bank Fee	\$35.00
North American Rescue	
-Police Equipment	\$559.57
Adobe	\$21.19
Amazon	\$308.95
USPS	\$9.68
The Hartford	\$1,445.32
PR Transfer	\$70,686.64

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4 Winds—Salt Shed	
Material	\$600.00
Zero9 Solutions-Police Uniform	\$37.09
Titan Ultra K-9-Police Equip	\$75.00
Neopost	\$90.92
Aflac	\$66.86
PR Transfer	\$74,842.28
Amazon	\$128.50
Madtees—Police Uniform	\$342.00

BHW—December 2024---\$1,213.36

QUESTIONS/CONCERNS – NONE HEARD

Motion to approve payment of bills and unpaid bills.

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

Emergency Management Report

Supervisor Hawk did not have anything new to report.

Fire Department

Incident Report – December 2024—Supervisor Hawk dispensed with the reading.

QUESTION/CONCERNS—NONE HEARD.

- Motion to approve incident report for December 2024

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

Consideration of Request from Volunteer Fire Department to utilize Bryden Street Fire Department Grounds for Annual Picnic

A request was sent in from the Pittston Township Volunteer Fire Department to utilize the Bryden Street Fire Department Grounds for their annual picnic. The plan from the volunteer fire department is to hold the picnic on the grounds from May 28, 2025-June 1, 2025. Mr. Rozitski suggested this be conditioned that proof of insurance is provided in advance.

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- **MOTION:** To grant permission to Pittston Township Volunteer Fire Department to utilize Bryden Street Fire Department Grounds for Annual Picnic from May 28, 2025- June 1, 2025, conditioned that proof of insurance is provided.

Slezak__S__ Hawk __M__ Taroli __
 Slezak __Y__ Hawk __Y__ Taroli __Y__

Ambulance Report

Monthly report for December 2024—Supervisor Hawk dispensed with the reading of the report.

- Motion to approve ambulance report

Slezak__S__ Hawk _____ Taroli __M__
 Slezak __Y__ Hawk __Y__ Taroli __Y__

Police

POLICE REPORT - submitted by Chief Angelella – NONE HEARD.

- Motion to approve police report as submitted

Slezak__S__ Hawk _____ Taroli __M__
 Slezak __Y__ Hawk __Y__ Taroli __Y__

Consideration to Enter into MOU Between Pittston Township and Luzerne County District Attorney’s Office for Byrne Justice Assistance Grant for New Police Vehicle

Pittston Township was offered by the Luzerne County District Attorney’s office a Byrne Justice Assistance Grant to be utilized for a new police package 2024 Chevrolet Silverado. The District Attorney’s office would provide the funding for the new police vehicle, and the township would just be responsible for the upfit of the new vehicle.

- **MOTION:** To enter into MOU between Pittston Township and the Luzerne County District Attorney’s Office for Byrne Justice Assistance Grant for new police package 2024 Chevrolet Silverado (no cost to the township for the Silverado).

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Supervisor Hawk commented that Pittston Township was only a select few of local police departments that were selected for a new police vehicle, and wanted to thank the Luzerne County DA's office for their assistance on this.

Road Department –

Baker Chapel Phase I Final Payment Application

The final payment application was presented to the Township from Pioneer Construction for Phase I of the Baker Chapel road project. Township engineers reviewed the payment application and recommended approval and payment for \$114,586.13.

- **MOTION:** To approve the final payment application for Baker Chapel Phase I to Pioneer Construction for \$114,586.13.

Slezak_____ Hawk __M___ Taroli _S__

Slezak _Y__ Hawk _Y__ Taroli __Y__

Baker Chapel Phase II Payment Application #2

Payment application #2 for Baker Chapel Phase II was presented to the Township from M&J Excavation. Township engineers reviewed the payment application and recommended approval and payment for \$140,517.00. This payment will be fully covered by the PennDOT Multimodal Fund grant for the project.

- **MOTION:** To approve payment application #2 for Baker Chapel Phase II to M&J Excavation for \$140,517.00.

Slezak__M___ Hawk __S___ Taroli ____

Slezak _Y__ Hawk _Y__ Taroli __Y__

Sathers Drive Traffic Study Proposal

The supervisors are concerned with how Sathers Drive in Pittston Township will hold up with potential new development going in in the future, and they are concerned about the traffic safety with the potential new development. It was recommended to the supervisors to obtain a traffic study with a recommendation from an engineering firm to the supervisors on what future development should do to control the traffic on Sathers Drive and what to do with the road.

- **MOTION:** To accept proposal from Pennoni, Inc. for \$7,975.00 for the Sathers Drive Traffic Study.

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Slezak __Y__ Hawk __Y__ Taroli __Y__

Baker Chapel Phase II Update

Supervisor Slezak and Mr. Rozitski recently met with the contractor for Phase II and township engineers. We discussed preparations for the road and the project due to the winter temperatures coming around. The contractor anticipates returning in February 2025 to continue drainage work and paving will begin when the plants open up in the Spring 2025.

Armstrong Road Update

The Armstrong Road infrastructure project is close to completion. Supervisor Slezak and Mr. Rozitski met with township engineers recently at the project site to discuss the project. The only outstanding items are consideration of an improved road transition at the intersection of Research and Armstrong and some concerns about the line striping as some lines are beginning to fade. Mr. Rozitski is obtaining quotes from Pennsy for the road transition and township engineers communicated to Pennsy and the subcontractor for the line striping, Mayo, will return in the Spring to put another coat of paint on the lines.

Recreation

Tennis Court/Pickleball Court Project Update

The township received a construction timeframe from Keystone Sports Construction, the project contractor, on when the tennis court/pickleball court project will commence. Demolition will begin in the last two weeks of March. Paving is tentatively scheduled to begin during the week of April 7, 2025. The paving has to sit for about a month in order to settle. Coloring of the court is expected to begin on May 26, 2025. The fencing of the court will occur between the paving and the coloring of the court. Township engineers are looking to schedule a project update meeting sometime at the beginning of February 2025.

Engineering Report –December 2024-January 2025

Mr. Rozitski dispensed with the reading of the zoning report for December 2024-January 2025.

Zoning—

Koons Minor Subdivision Consideration

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At their October 2, 2024 meeting, the planning commission voted to recommend approval of the minor subdivision of the lands of James Koons contingent upon satisfaction of review of the Township Engineer and receipt of the sewage planning authorization from DEP. On December 23, 2024, PA DEP authorized the sewage planning exemption request. All other review comments have been addressed and the township engineer recommended the supervisors approve the plans.

- **MOTION:** To approve the plans for the Koons Minor Subdivision as recommended for approval by the township engineer and the planning commission.

Slezak __S__ Hawk __M__ Taroli __

Slezak __Y__ Hawk __Y__ Taroli __Y__

Consideration of Home2Suites Lot Consolidation/Minor Subdivision Approval

At the July 10, 2024 planning commission meeting, the planning commission voted to recommend approval of the lot consolidation/minor subdivision plan for Home2Suites conditioned on the satisfaction of comments by township engineers. Township engineers issued a follow up review dated September 24, 2024 indicating that the review comments for Home2Suites lot consolidation/minor subdivision have been satisfied. The delay in approval consideration is that the township was waiting for the applicant to deliver to the township final executed plans. Executed plans arrived in early January 2025. The planning commission, township engineers, and the planning commission solicitor Dean recommend the township approve the lot consolidation/minor subdivision. The land development plans are still waiting for conditions to be met before they could be approved by the planning commission.

- **MOTION:** To approve the plans for the Home2Suites Lot Consolidation/Minor Subdivision as recommended for approval by the township engineer and the planning commission.

Slezak____ Hawk __S__ Taroli __M__

Slezak __Y__ Hawk __Y__ Taroli __Y__

MS-4 Report

Supervisor Taroli reported that the township received a quarterly disbursement of \$23,299.81 in December, and the balance in the MS-4 savings account as of December 31, 2024 was \$130,088.74.

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Dennis Fritz—

Mr. Fritz had several inquiries about that status of code enforcement for the Decker Lane trailer park, and various other items to report. Mr. Rozitski said that he speaks to the code enforcement officer every other day at least about the Decker Lane trailer park, and he said that things are in the works and he hopes that the trailer park will be beginning to clean up soon.

Francis Evanko—

Mr. Evanko wanted to introduce himself as the new chief of the Pittston Township Ambulance Association, and that if the board is in need of anything he could assist with to reach out.

Adjournment: Motion to Adjourn
 • Slezak__M__ Hawk _S__ Taroli __
 Roll Call: Slezak__Y__ Hawk __Y__ Taroli _Y__