

**MINUTES OF THE PLAINS TOWNSHIP BOARD OF COMMISSIONERS MEETING OF  
DECEMBER 13, 2018** **PAGE ONE**

**CALL TO ORDER TIME:** 7:30 P.M.

**PLEDGE OF ALLEGIANCE:** Led by: Gerald Yozwiak

**ROLL CALL:** Present: Peter J. Biscontini, Esq., Ciro Cinti, Robert Sax, Thomas Shubilla, and Gerald Yozwiak. Also Present: Attorney Stephen Menn and Patricia Sluhocki.

**Secretary Read:**

The Sunshine Act requires that those in attendance be given the opportunity to comment before a vote is taken. Anyone wishing to comment on an issue is encouraged to notify the Board prior to roll call being taken on that issue. The Township policy is to limit comment to five minutes. Anyone requiring additional time is encouraged to make arrangements to meet with the Board at a later date. Additionally, all correspondence read or referred to is available at the North Main Street Municipal Building for public inspection during regular business hours. Note that the meeting is being recorded. At this time please turn off any cell phones to avoid disrupting the meeting.

**GENERAL ORDER OF BUSINESS**

Motion to accept: **Minutes:** The Board of Commissioners Regular Meeting of November 8th; Planning Commission Meeting of October 4<sup>th</sup>; Recreation Board Meetings of November 5<sup>th</sup> and December 3<sup>rd</sup>; Plains Sewer Authority Meeting of September 14<sup>th</sup>; Wyoming Valley Sanitary Authority Meeting of October 16<sup>th</sup>. **Monthly Reports** of the Police Department for October 2018; the Fire Department for November, Zoning Permits Issued for November; Secretaries Report for November. **Payrolls** of the Administrative, Zoning Office, Department of Public Works and Recreation Departments. Also the **Treasurers Report** – General Fund Checking Account Receipts \$590,383.71 General Fund Checking Account Disbursements \$887,060.14. Total Ending Balance in the General Fund Checking as of 11/30/2018 - \$1,288,050.31.

**BY: Shubilla 2ND: Sax All For Motion Carried.**

**CORRESPONDENCE - None**

**COMMITTEE REPORTS**

**POLICE – Biscontini** reported that for the safety of the residents, we will have increased police presence. Has been an increase in break-ins of cars. Reminded residents to please lock their cars. Traffic tickets are up and accidents are down. We also are exploring a grant for hiring more police with the new school coming.

**FIRE – Sax** reported 128 calls for the month. The department participated in the 2018 Operation Warm Coat Drive at the Solomon School. Captain VanLuvender was in charge of the program. Announced that Fox Hill Firehouse is total fire department now. DPW has been relocated to the new garage at the Recycling Center.

**DPW – Shubilla** reported on the snow storm of November 15<sup>th</sup>, caught people off guard and came down very quickly. DPW did a great job in cleaning the roads and would like to thank them for that. Curb side yard waste is over until the spring. Christmas tree pick will start after the New Year. Just put it out to the curb.

**MINUTES OF THE PLAINS TOWNSHIP BOARD OF COMMISSIONERS MEETING OF  
DECEMBER 13, 2018** **PAGE TWO**

**RECREATION** – Cinti announced that DCNR awarded us a grant to do a Master Plan for the parks. This will be a base plan as to what to do with the land we bought two years ago, the Burgio property. We like to upgrade the parks and give back to the residents of the town. Anyone interested in renting the pavilion after the New Year, get your applications in January. Plains residents get first chance to rent.

**Yozwiak** added that the new 2018 police SUV was delivered today. Noted the couple of fires in Wilkes-Barre this week and causes were shotty electric work. Watch who you hire. There was also a chimney fire. Check your chimneys and furnaces. Be mindful of your personal information with fraud, social media, etc.

**OLD BUSINESS**

Motion to approve the adjusted cost of the new 2018 Ford Interceptor SUV from \$34,617.16 approved at June 14, 2018 meeting to \$36,114.55. **BY: Biscontini 2ND: Cinti Yozwiak** noted that that the increased costs was from them taking parts off old car that was in an accident, to install on new vehicle. **All For Motion Carried.**

**NEW BUSINESS**

Motion to pay **General Fund Bills** (Utility\$22,921.66; Regular\$258,447.17; Total\$281,368.83 **BY: Shubilla 2ND: Biscontini For: Biscontini, Cinti, except abstain from Assured Partners Bill for business relations, Sax, Shubilla, Yozwiak. Motion Carried.**

Motion to authorize payment application # 3 Final in the amount of \$8,866.83 to Panzitta Enterprises on the DPW Garage Building Addition Project. **BY: Shubilla 2ND: Biscontini All For Motion Carried.**

Motion to approve Change Order # 2 for the 2018 Storm Drainage and Roadway Improvement Project to Stell Enterprises for an increased amount of \$55,468.00. **BY: Sax 2ND: Cinti Noted by Yozwiak** that this is for the Rose Ave pipe collapse project. **All For Motion Carried.**

Motion to authorize payment request # 2 of the North Main Street Streetscape Project in the amount of \$344,759.00 to Multiscape Inc. and approve Change Order #2 for a decrease of \$6,812.00. **BY: Cinti 2ND: Shubilla All For Motion Carried.**

**SOLICITORS REPORT**

Motion to adopt a resolution for No Parking here to Corner signs on East Bergh Street near the intersection of Union Street. **BY: Biscontini 2ND: Sax All For Motion Carried.**

Motion authorize amendment #3 to the Plains Township CDBG-DR Program Contract with Brozena Consulting Services, LLC to extend service period to December 31, 2019. **BY: Shubilla 2ND: Cinti Noted by Yozwiak** this is for the properties being torn down at the flats. **All For Motion Carried.**

Motion to ratify the execution of the Kenzakoski DEP Sewerage Facilities Planning Module as recommended by Borton Lawson Engineering. **BY: Cinti 2ND: Sax All For Motion Carried.**

**MINUTES OF THE PLAINS TOWNSHIP BOARD OF COMMISSIONERS MEETING OF  
DECEMBER 13, 2018** **PAGE THREE**

Motion to authorize the solicitor to prepare and advertise an ordinance amendment for snow emergency routes. **BY: Shubilla 2ND: Biscontini Noted by Shubilla** that this is something that is still in the works to designate what streets that there will be no parking on the odd side in a snow event. **All For Motion Carried.**

Motion to approve a proposal letter from FNCB Bank for issuance of a TRAN for 2019 if necessary. **BY: Biscontini 2<sup>nd</sup>: Shubilla For: Biscontini, Shubilla and Yozwiak. Against: Cinti and Sax. Motion Carried.**

Motion to authorize execution of a Cooperation Agreement by and between Plains Township and Wyoming Sanitary Authority in regards to the WVSA's River Street Sewer Interceptor Replacement Project LSA Grant upon review and approval of Township Solicitor. **BY: Shubilla 2ND: Sax Noted by Yozwiak** that this is the River Street Project grant money. **All For Motion Carried.**

Motion to adopt an amendment to Ordinance Section 5.111 – adopting the International Building Codes 2015 International Codes and the NEC 2014. **BY: Biscontini 2ND: Cinti All For Motion Carried.**

Motion to adopt an amendment to the Zoning Ordinance Section 27.307 for Private Non-Commercial Swimming Pool setbacks. **BY: Cinti 2ND: Sax Dave Willis from the audience** asked what it is now. Board explained that the new code is 10' and we are going back to old code 5'. **All For Motion Carried.**

Motion to adopt a resolution authorizing LSA Application for Building Renovations at 126 N. Main Street and the Fox Hill Firehouse. **BY: Biscontini 2ND: Shubilla Ben Hoon** from the audience asked for how much. Board responded about \$800,000 and explained what the renovations are for. **All For Motion Carried.**

Motion to adopt a resolution authorizing LSA Application for the Geisinger Wyoming Valley Power Plant Project. **BY: Sax 2ND: Shubilla All For Motion Carried.**

Motion to adopt a resolution authorizing LSA Application for the Itlo Club Building Repairs and ADA Improvement Project. **BY: Cinti 2ND: Biscontini All For Motion Carried.**

Motion to adopt a resolution authorizing LSA Application for the Plains American Legion Building Repairs and Improvement Project. **BY: Shubilla 2ND: Sax All For Motion Carried.**

Motion to read and accept the second and final reading of the **2019 Budget.**

<b>INCOME</b>	<b>2019 FINAL OPERATING BUDGET</b>
Real Estate Taxes	\$ 1,481,400.00
Taxes, Enabling Act	2,639,500.00
Licenses & Permits	565,700.00
Fines, Forfeits & Costs	35,700.00
Interest & Rents	18,000.00
Grants & Gifts	5,499,207.00
Department Earnings	283,000.00

**MINUTES OF THE PLAINS TOWNSHIP BOARD OF COMMISSIONERS MEETING OF  
DECEMBER 13, 2018** **PAGE FOUR**

Non-Revenue Receipts	20,000.00
Misc Revenue Receipts	162,000.00
<b>TOTAL REVENUE</b>	<b>\$10,704,507.00</b>

**EXPENDITURES**

General Government	\$ 275,500.00
Mun Bldgs/Offices	148,500.00
Tax Collection	29,225.00
Bldg, Regulations, Plan/Zone	146,070.00
Police Protection	1,726,900.00
Fire Protection	1,526,050.00
Health Services	7,000 .00
Sanitation	427,500.00
General Services/Highways	1,074,355.00
General Services Main.	2,076,500.00
Parks & Recreation	173,900.00
Library Contributions	22,000.00
Unpaid Bills	70,000.00
Benefits, Payroll Taxes, Insurances	3,001,007.00
<b>TOTAL EXPENDITURES</b>	<b>\$10,704,507.00</b>

**BY: Cinti 2ND: Biscontini** Cinti thanked Commissioner Yozwiak and Patty for their time on the budget. **Biscontini** with no tax increase. **All For Motion Carried.**

Motion to adopt the Annual Budget of the Township of Plains for Fiscal Year 2019 Tax Levy and Appropriation Ordinance. **BY: Sax 2ND: Shubilla All For Motion Carried.**

Motion to approve execution of the Memorandum of Agreement By and Between UFCW Local 1776 and the Township of Plains upon review and approval of the Solicitor. **BY: Shubilla 2ND: Biscontini** **Question from Ben Hoon** questioned about the agreement. **Menn** responded that it's an agreement for the next three years for on the Road Dept. Contract. **All For Motion Carried.**

Motion to execute the Cooperation Agreement By and Between Wilkes-Barre Chamber of Commerce and Plains Township as it pertains to the Main Street Streetscape Project Multimodal Grant. Subject to review and approval of the Solicitor. **BY: Biscontini 2ND: Sax All For Motion Carried.**

Motion to adopt a resolution authorizing LSA Application for the Wilkes-Barre Area School District. This is for the Maffett Street Acquisition Project. **BY: Cinti 2ND: Biscontini** **Mike Pelak** from the audience asked what LSA is. **Menn** those are the gaming grants. Also asked who can apply for them. **Menn** the Township has to apply for them or someone within the Township for Township improvements. Any club can apply as long as they get cooperation from the Township. They cannot apply on their own. The Township has to apply. We have no control over who gets the grants. **All For Motion Carried.**

Motion to adopt a resolution for the solicitor to prepare at the request of Penn Dot for upgrades of active control devices at Miner Street. **BY: Shubilla 2<sup>nd</sup>: Sax**

**MINUTES OF THE PLAINS TOWNSHIP BOARD OF COMMISSIONERS MEETING OF  
DECEMBER 13, 2018** **PAGE FIVE**

**Yozwiak** noted the Norfolk Southern wants to upgrade the signals to LED at Miner and Penn Dot is requiring this. No money from the Township **All For Motion Carried.**

**ANNOUNCEMENTS by Yozwiak:**

The next regular meeting of the Board of Commissioners will be held January 10, 2019 at 7:30 P.M. **Holiday hours** for the Administrative Office: Closed on December 24<sup>th</sup> and December 25<sup>th</sup> and re-open December 26<sup>th</sup>. Closed on December 31<sup>st</sup> and January 1<sup>st</sup>. and re-open January 2, 2019. The Zoning/Code Enforcement Office will re-open January 2<sup>rd</sup>. The DPW will be closed on December 25<sup>th</sup> and January 1<sup>st</sup>. Residents with Tuesday garbage collection will have their garbage picked up on Wednesday December 26<sup>th</sup> and January 2<sup>rd</sup>. Residents are reminded that there is an 8 bag limit December 26<sup>th</sup> and December 27<sup>th</sup>. All other schedules will remain the same. Yozwiak wished everyone a Merry Christmas and Happy New Year.

**TAXPAYERS**

**Daniel Coffay** - Unaware how this goes and came as a representative of the Plains American Legion on the resolution that was passed tonight. We thank you very much for that. Their building is in dire need of repairs. A lot of groups meet there. Out of respect for the Board we wanted to be here and thank you for passing the resolution. **Board** wished them the best of luck.

**ADJOURNMENT BY: Cinti 2ND: Yozwiak All For Motion Carried. TIME: 7:55 P.M.**

**Respectfully Submitted,**



**Patricia Sluhocki  
Secretary**

**Accepted By,**



**Gerald J. Yozwiak  
Chairman**