

**MINUTES OF THE PLAINS TOWNSHIP BOARD OF COMMISSIONERS MEETING OF
DECEMBER 10, 2020**

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CALL TO ORDER TIME: 7:33 A.M.

PLEDGE OF ALLEGIANCE: Led by Gerald Yozwiak

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

-Moment of Silence on the passing of former Commissioner, Frank Lotzi and Ciro Cinti Sr., Father of fellow Commissioner Ciro Cinti Jr.

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:** Board of Commissioners Regular Meeting of November 12th; Plains Planning Commission Meeting of September 3rd; Noted that there were no Planning Commission meetings on October 1st and November 5th; Plains Sewer Authority Meeting of October 9th; Wyoming Valley Sanitary Authority Meeting of October 20th. **Monthly Reports:** of the Police Department for November; the Fire Department for November; Secretaries Report for November. **Payrolls** of the Administrative, Zoning Office, Department of Public Works and Recreation Departments. The **Treasurers Report for November** General Fund Receipts **\$1,167,833.89**; General Fund Disbursements **\$1,102,472.40**; Total Ending Balance in the General Fund as of 11/30/2020 - **\$1,021,965.05**. **BY: Shubilla 2ND: Cinti All For Motion Carried.**

CORRESPONDENCE – None

COMMITTEE REPORTS

POLICE – Biscontini warned residents of scams on Craig's List, Facebook Marketplace. Use cashiers checks. Could be a victim of fraud. Still investigating the homicide on Wildflower Drive. Thefts and Burglaries are up for the month. Chief Binker reported he received a thank you on the response of Officer Augustine from a complaint on West Saylor Avenue. Chief also personally thanked Jeff Gustinucci and Jon Minnick for assisting in closing the roads at the recent fire on Skidmore Street in Hudson.

FIRE – Sax reported the department had a busy month. With a structure fire at the Woodlands and also the structure fires on Skidmore Street. Thanked all departments that assisted, including Kingston.

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DPW – Shubilla thanked DPW on their response to the recent snow storm. Also thanked the department for their help with the Hudson fire. Also yard waste pick up is over for the year.

RECREATION – Cinti announced that we will taking rental applications for 2021 soon. Rates are going to stay the same. Plains residents get first priority. Also we will be moving forward with the Master Plan and having public meetings in the near future. Wished everyone, Happy Holidays.

OLD BUSINESS – By Secretary: Correction on the first reading of the 2021 budget from the November 12th meeting under Fire Department total of \$3,592,934.00 to correct figure of \$1,629,744.00.

NEW BUSINESS

Motion to authorize payment of the **General Fund Bills (Utility\$20,026.71; Regular \$192,042.51; Total \$212,069.22. BY: Sax 2ND: Biscontini For: Biscontini, Cinti except abstain from Assured Partners bill because of business relations, Shubilla, Sax, Yozwiak. Motion Carried.**

Motion to accept the retirement letter of Lt. David Abraham from the Plains Township Police Department with last scheduled work day of January 5, 2021. **BY: Biscontini 2ND: Cinti. Biscontini** thanked Dave for his years of service. **All For Motion Carried.**

Motion to authorize payment application No.1 of the Haines Street Drainage Improvements in the amount of \$3,285.00 to Leeward Construction, Inc. **BY: Shubilla 2ND: Sax All For Motion Carried.**

Motion to authorize payment application No. 2 of the 2020 Storm Drainage and Roadway Improvements Contract No. 1 Plains Main Section in the amount of \$223,942.36 to Pennsy Supply and approve Change Order No.3 for an increase of \$11,282.21. **BY: Cinti 2ND: Biscontini All For Motion Carried.**

SOLICITORS REPORT

Motion to adopt a resolution authorizing the application for 2020 LSA grant for the Plains Township Municipal Building Project in the amount of \$721,563.00 **BY: Sax 2nd: Shubilla All For Motion Carried.**

Motion to ratify the execution of the sub-recipient agreement with Luzerne County in the amount of \$153,336.00 under the COVID-19 County Relief Block Grant program. **BY: Biscontini 2nd: Cinti All For Motion Carried.**

Motion to authorize the execution of the sub-recipient agreement amendment # 4 for a completion date no later than December 31, 2021 under the Luzerne County CDBG Program. **BY: Shubilla 2ND: Sax All For Motion Carried.**

Motion to authorize the execution of contract amendment # 5 of the Luzerne County CDBG-DR program with Brozena Consulting Services, LLC not to exceed \$107,100.00 with a completion date of December 31, 2021. **BY: Sax 2ND: Biscontini All For Motion Carried.**

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Motion to authorize the execution of the term proposal letter, adopt a resolution and any other paperwork necessary for FNFB bank for the 2021 Tax Anticipation Note in the amount of \$600,000.00 at an interest rate of 2.20%. **BY: Biscontini 2ND: Shubilla**
All For Motion Carried.

Motion to read and accept the second and final reading of the **2021 Budget.**

INCOME	2021 TENTATIVE OPERATING BUDGET
Real Estate Taxes	\$ 1,646,832.00
Taxes, Enabling Act	2,659,200.00
Licenses & Permits	466,000.00
Fines, Forfeits & Costs	45,700.00
Interest & Rents	18,000.00
Grants & Gifts	4,187,446.00
Department Earnings	309,150.00
Non-Revenue Receipts	887,100.00
Misc Revenue Receipts	193,050.00
TOTAL REVENUE	\$10,412,478.00
EXPENDITURES	
General Government	\$ 287,919.00
Mun Bldgs/Offices	114,000.00
Tax Collection	6,975.00
Bldg, Regulations, Plan/Zone	154,700.00
Police Protection	1,808,490.00
Fire Protection	1,629,744.00
Health Services	5,550.00
Sanitation	379,723.00
General Services/Highways	1,074,549.00
General Services Main.	947,788.00
Parks & Recreation	263,825.00
Library Contributions	22,000.00
Principal/Interest -Unpaid Bills	875,000.00
Benefits, Payroll Taxes, Insurances	2,842,215.00
TOTAL EXPENDITURES	\$10,412,478.00

BY: Cinti 2ND: Sax Thanked Commissioner Yozwiak and the secretary for their work on the budget. All For Motion Carried

Motion to adopt the Annual Budget of the Township of Plains for Fiscal Year 2021 Tax Levy and Appropriation Ordinance. **BY: Shubilla 2ND: Cinti All For Motion Carried.**

Motion to appoint Johnson, Mirmiran & Thompson, Inc. as the planning consultant for the Plains- Burgio Municipal Park Master Site Plan at a cost not to exceed \$80,000.00. Note: DCNR grant will pay for \$40,000.00 of the services. **BY: Cinti 2ND: Biscontini All For Motion Carried.**

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Motion to execute Collective Bargaining Agreement by and between the Plains Township Police Department and Plains Township for the years January 1, 2021 and December 31, 2024 subject to review and approval of Township Solicitor. **BY: Biscontini 2ND: Sax All For Motion Carried.**

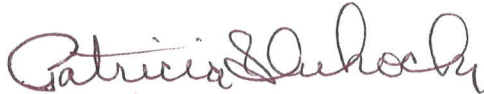
ANNOUNCEMENTS By Yozwiak: The next regular meeting of the Board of Commissioners will be held January 14, 2021 at 7:30 P.M. The Administrative and Zoning Offices be closed on December 24th and 25th and December 31st and January 1st in observance of the Christmas and New Year's Holidays. The DPW will be closed on December 25th and January 1st in observance of the Christmas and New Year's Holidays. Residents with Thursday garbage collections will have their garbage collected on Wednesday, December 23rd. Residents with recycling scheduled on the 4th Friday of the month will have their recycling picked-up on Thursday, December 24th. Residents are also reminded that there will be an eight-bag limit after the Christmas holiday collection days of December 28^h - 31st. All other schedules remain the same.

TAXPAYERS - None

**ADJOURNMENT BY: Cinti 2ND: Yozwiak wished Merry Christmas to all.
All For Motion Carried**

TIME: 8:05 P.M.

Respectfully Submitted,



**Patricia Sluhocki
Secretary**

Accepted By,



**Gerald J. Yozwiak
Chairman**