

MINUTES OF THE PLAINS TOWNSHIP BOARD OF COMMISSIONERS MEETING OF  
DECEMBER 9, 2021 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:** Board of Commissioners Regular Meeting of November 11<sup>th</sup>, Wyoming Valley Sanitary Authority Meeting of October 19<sup>th</sup>, **Monthly Reports:** Police Department for November; 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 **\$698,700.35**; General Fund Disbursements **\$909,642.66**; Total Ending Balance in the General Fund as of **11/30/2021 - \$1,026,727.33**. **BY: Sax 2ND: Shubilla All For Motion Carried.**

**CORRESPONDENCE – None**

**COMMITTEE REPORTS**

**POLICE – Biscontini** thanked the department for assisting the Lions Club with the parade and annual tree lighting making sure everyone is safe as they gathered. Still working on the November kidnapping case. The statistics are up again this month. The department was busy and thanked everyone.

**FIRE – Sax** reported that the fire department had 135 calls. Thanked the department for participating in the Plains Lions parade. Thanked everyone who came out for the Veterans Day ceremony. Smoke alarms are still available just contact the office or the department.

**DPW – Shubilla** the Holiday Trash Schedule is about to be put out. DPW is off on January 3<sup>rd</sup>. Pick ups will start on January 4<sup>th</sup>. Reminded residents that there is a 40 lb. weight limit, bags must be tied. Recyclables must be cleaned and out on the curb by 6:00 A.M. Reported that for November we had 224 tons of garbage. DPW is also gearing up for the winter season.

**RECREATION – Cinti** thanked all the residents who attended the community meeting this past Tuesday regarding our Master Plan for the park. Jeff Gustinucci who is on our Board was in attendance and is here tonight. Recognized Lynell Ent who is basically doing all the work for the plan and is doing a very nice job. We are in stage three of the process. There will be two or three smaller group meetings. The Master Plan will probably take about 20 years by the time we get everything done. This plan has to be done first before we can qualify for any other state monies. Encourages people to take the community survey online to give their input as to what they would like done with the park.

**OLD BUSINESS**

Motion to void a resolution voted on at the November 11<sup>th</sup> meeting in regards extending the life of the Plains Township Sewer Authority. **BY: Cinti 2ND: Biscontini All For Motion Carried.**

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**NEW BUSINESS**

Motion to authorize payment of the **General Fund Bills** consisting of the **Utility Bills \$23,961.13; Regular Bills \$208,282.18; Total \$232,243.31. BY: Shubilla 2ND: Sax For: Biscontini, Cinti except abstain from Assured Partners bills for business relation, Sax, Shubilla, Yozwiak. Motion Carried.**

Motion to purchase a 2022 Ford SUV Interceptor for the police department at a cost of \$47,502.00 under the COSTARS program not to be delivered before June 1, 2022. **Noted by Yozwiak** that this year we ordered a car in February and didn't get until a couple weeks ago. They told us if we order now, we won't get until July. **BY: Biscontini 2ND: Cinti All For Motion Carried.**

Motion to hire Lynell Ent as a full-time Assistant Secretary effective 1/1/2022 subject to successful completion on a physical examination, background checks and per the terms of the UFCW Local 1776 Union Contract. **BY: Sax 2ND: Shubilla All for Motion Carried.**

**SOLICITORS REPORT**

Motion to adopt a resolution appointing Lynell Ent as assistant secretary to the Board of Commissioners effective January 1, 2022. **BY: Cinti 2ND: Biscontini All For Motion Carried.**

Motion to authorize solicitor to research an Amusement Fee Ordinance. **BY: Shubilla 2ND: Sax Question from the audience Mr. Pelak** asked what this is for. **Menn** responded that it pertains to those skilled games that you see in the mini markets or gas stations, that we would inspect them and there would be a yearly fee for that. **All For Motion Carried.**

Motion to execute an agreement with the Wilkes-Barre Area School District for the Police Department Special Details. **Noted by Menn** this would be for the basketball games and special events that our police would be present. It would be in off hours and paid by the school district and not the municipality. **BY: Sax 2ND: Biscontini For: Biscontini, Cinti Abstain due to coaching for the Wilkes-Barre Area School District, Sax, Shubilla, Yozwiak. All For Motion Carried.**

Motion to execute an engagement letter with Zavada & Associates to provide the 2021 Annual Audit for a fee between \$15,500 to \$17,500. **BY: Sax 2ND: Shubilla Yozwiak** noted that this is for professional services. **All For Motion Carried.**

Motion to adopt a resolution to increase the term of existence of the Plains Township Sewer Authority to June 1, 2040. **BY: Biscontini 2ND: Cinti Menn noted:** In discussions with the Sewer Authority Solicitor, we needed to make some changes that is why we are doing a new resolution. **All For Motion Carried.**

Motion to authorize execution of the DPW / Secretarial Contract by and between UFCW Local 1776 and the Township of Plains effective January 1, 2022 through December 31, 2024 subject to review and approval of Township Solicitor. **BY: Shubilla 2ND: Sax All For Motion Carried.**

Motion to authorize the solicitor to prepare a contract for the zoning officer effective January 1, 2022. **BY: Cinti 2ND: Biscontini All For Motion Carried.**

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Motion to have the second and final reading of the 2022 Budget.

**INCOME** **2022 TENTATIVE OPERATING BUDGET**

Real Estate Taxes	\$ 1,672,500.00
Taxes, Enabling Act	2,809,200.00
Licenses & Permits	704,100.00
Fines, Forfeits & Costs	45,700.00
Interest & Rents	18,000.00
Grants & Gifts	5,934,240.00
Department Earnings	364,300.00
Non-Revenue Receipts	537,500.00
Misc Revenue Receipts	188,050.00
<b>TOTAL REVENUE</b>	<b>\$12,273,590.00</b>

**EXPENDITURES**

General Government	\$ 267,815.00
Mun Bldgs/Offices	871,300.00
Tax Collection	6,975.00
Bldg, Regulations, Plan/Zone	247,440.00
Police Protection	1,951,930.00
Fire Protection	1,640,123.00
Health Services	5,750.00
Sanitation	404,631.00
General Services/Highways	1,197,239.00
General Services Main.	1,393,516.00
Parks & Recreation	251,720.00
Library Contributions	22,000.00
Principal/Interest -Unpaid Bills	1,212,711.00
Benefits, Payroll Taxes, Insurances	2,800,440.00
<b>TOTAL REVENUE</b>	<b>\$12,273,590.00</b>

**BY: Sax 2ND: Shubilla Sax** thanked the chairman, Patty and everyone who worked on this budget. Appreciates your work. **All For Motion Carried.**

Motion to adopt the Annual Budget of the Township of Plains for Fiscal Year 2022 Tax Levy and Appropriation Ordinance. **BY: Biscontini 2ND: Cinti All For Motion Carried.**

**ANNOUNCEMENTS By Yozwiak:** A re-organization meeting of the Board of Commissioners will be held Monday, January 3, 2022 at 6:00 P.M. Everything is staying the same for next year. The next regular meeting of the Board of Commissioners will be held January 13, 2022 at 7:00 P.M. New time starting next year to hopefully get out a little earlier. The Administrative and Zoning Offices be closed on December 24<sup>th</sup> , December 31<sup>st</sup> and January 3<sup>rd</sup> in observance of the Christmas and New Year's Holidays. The DPW will be closed on December 27<sup>th</sup> and January 3<sup>rd</sup> in observance of the Christmas and New Year's Holidays. Monday garbage collections will have their garbage collected on Tuesdays, December 28<sup>th</sup> and January 4<sup>th</sup>. Residents are also reminded that there will be an eight-bag limit after the Christmas holiday collection days of December 28<sup>h</sup> – 30<sup>th</sup>. All other schedules remain the same.

**Board of Commissioners wishes everyone a Merry Christmas and a Happy New Year!**

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**TAXPAYERS**

**Allen Bartoli** – Wished Merry Christmas to the Board. Asked Commissioner Biscontini if he got in touch with LCTA about parking the buses on the sidewalks. **Biscontini** he did not. He followed up on the calls to 911 from the Polish Club and it's been quiet. **Bartoli** has a concern with snow coming and he can't clean the sidewalks. **Biscontini** asked when are the buses parked there. **Bartoli** said every day. This is not a bus stop. **Biscontini** relayed he will contact their solicitor this week. **Bartoli** met with Karen and today and thanked her and the Board for your time.

**Clem Walkowiak** – Wishing the Board a Merry Christmas and Happy Holidays. Here hopefully for the last time about the irregularities at the Polish Club located at 97 Martin Street in Hudson, Pa. Came to the October 14<sup>th</sup>, November 11<sup>th</sup> and now the December 9<sup>th</sup> meeting and should be well documented in helping to resolve this matter. The Board and the Police department are in agreement that we should be able to enjoy our neighborhood without unreasonable interference. Submitted a copy of a local police questionnaire to be filled out by the police department sponsored by the Liquor Control Board. Requesting their feedback. **Biscontini** will review and give to the police department. Spoke to the Chief prior to this meeting and it's been a really quiet month down there. There has been no 911 calls since last meeting. The DA is aware of the complaints from the residents. DA said nothing yet has arisen to the level to constitute a nuisance bar. Thom has also spoken to the DA. Also had more police presence in the area since the October meeting.

**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**