

**MINUTES OF THE PLAINS TOWNSHIP BOARD OF COMMISSIONERS MEETING OF  
JUNE 8, 2023**

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**CALL TO ORDER TIME:** 7:00 P.M.

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

**ROLL CALL:** Peter J. Biscontini, Esq., Ciro Cinti, Robert Sax, Thomas Shubilla, and Gerald Yozwiak.

-Plaque presentations to Plains Lions Club 75<sup>th</sup> Anniversary to Lion Tom Kubasky by Commissioner Sax.

-Plains Rotary Club 75<sup>th</sup> Anniversary to Rotarian Magistrate Tom Malloy by Commissioner Cinti.  
-Pictures taken

**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 Commissioner Regular Meeting of May 11<sup>th</sup>; Wyoming Valley Sanitary Authority Meeting of April 18<sup>th</sup>. **Monthly Reports:** Police Department for May; Fire Department for May; DPW Report for May; Zoning Permits for May; Contractors Licenses Issued for May; Secretaries Report for May. **Payrolls** of the Administrative, Zoning Office, Department of Public Works and Recreation Departments. The **Treasurers Report for May:** General Fund Receipts **\$3,714,098.72**; General Fund Disbursements **\$1,110,997.40**; Total Ending Balance in the General Fund as of **5/31/2022 - \$3,755,904.29**. **BY: Biscontini 2ND: Sax For: Biscontini, Cinti abstain from Nino Cinti Recreation Payroll for he's a relative, Sax, Shubilla, Yozwiak. Motion Carried.**

**CORRESPONDENCE – None**

**COMMITTEE REPORTS**

**POLICE – Biscontini** reported that this Saturday, candidates will be taking the physical agility test for police and fire. Hopefully we can get a few more officers. Reminder that Tuesday, August 1<sup>st</sup> is National Night Out at the municipal park. Thanked the department for hosting and participating in Operation Trigger Lock. 120 police officers participated and several arrests were made. Sergeant Smith is here to answer any questions.

**FIRE – Sax** reported 106 fire calls, 28 captain incidents for a total of 134 calls. Also the Plains Township firefighters put on a special event down at the high school, a mock DUI the day before the prom. Firefighter Marc Malvizzi was the one who put this event together. Thanked the police department and all departments that participated.

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**DPW – Shubilla** reported for May, 227 tons of garbage was collected and 39 tons of Co-Mingled Recycling also collected. Thanked the DPW for their hard work this past month.

**RECREATION – Cinti** announced that June 13<sup>th</sup> will be the first day of the kids camp and it will go until the last Friday in July. Noted that the Plains Lions Club donated \$400 to the summer camp for expenses. Letter from Dept. of Labor and Industry to Mike Sebia Re: Safety Committee Certification. Mike heads our Safety Committee. We have to meet so many guidelines to get this discount. It is a 5% discount on our workers comp policy. Thanked Mike Sebia and the fire department for heading that committee every year.

**CHAIRMAN MESSAGE – Yozwiak** thanked anyone who showed up for the Memorial Day service. Talked about Russell Reading who is the PA Agriculture Secretary. He is a farmer and has been confirmed by the third governor. He was at Hillside Farms this past week, kicking off the Pennsylvania Ice cream trail. Just want kick off in Plains, Ice Cream Way. We have Curley Cream, Handell's and Malacari's Ice Cream along River Street. You could even get Bunny brand or Turkey Hill at Weis Market on River Street. Would like to make a proclamation making River Street Ice Cream Way in Plains Township. Shubilla made the motion and Sax seconded the motion.

**OLD BUSINESS**

**NEW BUSINESS**

Motion to authorize payment of the **General Fund Bills** consisting of the **Utility Bills \$24,121.81; Regular Bills \$295,034.16; Total \$319,155.97. BY: Shubilla 2ND: Cinti Biscontini** asked if his petty cash reimbursement was on the bill listing. **Secretary** informed him that there was no petty cash bill submitted for this bill listing. **For: Biscontini, Cinti abstain for Assured Partners bill due to business relations, Sax, Shubilla and Yozwiak. Motion Carried.**

Motion to ratify the hiring and hire the following summer help at the rate of \$10.00 per hour: **Recreation Department:** Caleb Metcalf and Matthew Egidio June 1st, Brandon Spagnola June 5<sup>th</sup>, Gannon Redding June 12<sup>th</sup> and Ashley Shorts June 19<sup>th</sup>. **Summer Camp:** Gwyneth Lupas, Abigail Lupas, Matthew Monaghan and Jacob Khalife all on June 7<sup>th</sup>. **DPW:** Jeremy Simonson and Ryan Viteritti May 22<sup>nd</sup>; Nino Cinti May 23<sup>rd</sup>. **BY: Sax and happy to have them aboard. 2ND: Biscontini For: Biscontini, Cinti abstain from Nino Cinti hiring due to he's a relation, Sax, Shubilla and Yozwiak Motion Carried.**

Motion to purchase a 2023 Chevy 5500 the DPW department. Partial funding will be through an LSA grant. **BY: Shubilla 2ND: Cinti Yozwiak thanked Representative Eddie Day Pashinski and Senator Marty Flynn for their assistance in getting these grants. All For Motion Carried.**

Motion to ratify payment request #1 of the LSA Fire Truck Pumper Project in the amount of \$400,000.00 . **BY: Sax 2ND: Biscontini All For Motion Carried.**

Motion to ratify payment request #1 of the LSA DPW Truck Project in the amount of \$48,046.00. **BY: Cinti 2ND: Shubilla All For Motion Carried.**

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Motion to request a police traffic study for No Parking on the north side of William Street from the old railroad tracks (near Lambert Residence) down to Hudson Road. **BY: Biscontini 2ND: Sax Shubilla** this was an email request from a resident. **All For Motion Carried.**

Motion to post signs for No trucks except local delivery on Stocker Street and Martin Street. **BY: Cinti 2ND: Biscontini All For Motion Carried.**

Motion to the following paid holiday benefits for Office Assistant Aimee Stella of Thanksgiving, Christmas and New Year's . **BY: Sax 2ND: Biscontini All For Motion Carried.**

Motion to authorize payment application No. 2 of the 2022 Paving Project in the amount of \$31,306.66 to Don E. Bower Inc. and approve Change Order No. 4 for an increase of \$19,600.00. **BY: Biscontini 2ND: Shubilla All For Motion Carried.**

Motion to hire Sharon Stark as an office assistant at a rate of \$15.00 per hour, no benefits effective June 12, 2023 a **BY: Cinti 2ND: Sax All For Motion Carried.**

**SOLICITORS REPORT**

Motion to ratify the execution of the contract with the Commonwealth Financing Authority for the Local Share Account DPW Truck Project. **BY: Shubilla 2ND: Biscontini All For Motion Carried.**

Motion to ratify the execution of the contract with the Commonwealth Financing Authority for the Local Share Account East Mountain Boulevard Roadway Improvement Project. **BY: Sax 2ND: Cinti All For Motion Carried.**

Motion to adopt a resolution for the WVSA Mill Creek Streambank Restoration Project and authorize execution of a commitment letter for local match in the amount of \$57,360.00. **BY: Biscontini 2ND: Shubilla All For Motion Carried.**

Motion to adopt a resolution confirming the ownership of West Charles Street. **BY: Cinti 2ND: Sax Noted by Menn** that this is a Penn Dot Requirement. **All For Motion Carried.**

Motion to award the bid for the West Charles Street Paving Project to M & J Excavation Inc. for the low bid of \$111,170.00. **BY: Sax 2ND: Shubilla All For Motion Carried.**

Motion to award the bid for the Fox Hill Firehouse Building Renovations for Contract 2 Roof Replacement to Smith Miller Roofing, LLC in the amount of \$299,000.00. Note that no bids were received for the Contract 1 HVAC Upgrades. **BY: Biscontini 2ND: Cinti All For Motion Carried.**

Motion to purchase a 2024 Model Year Freightliner 114SD+ Refuse Packer Body at a Costars cost of \$134,577.00 from Sherwood Freightliner and a 25 cubic yard rear load packer at a Costars cost of \$108,570.00 for a total of 243,147.00 Partial funding will be through an LSA Grant **BY: Shubilla 2ND: Sax All For Motion Carried.**

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Motion to solicit bids for the supply of garbage bags. **BY: Cinti 2ND: Biscontini**  
**All For Motion Carried.**

**ANNOUNCEMENTS by Yozwiak:** The next regular meeting of the Board of Commissioners will be held July 13, 2023 at 7:00 P.M. The Administrative, Zoning Office and DPW will be closed Tuesday, July 4<sup>th</sup>, all in observance of the Fourth of July holiday. Residents with Tuesday garbage collection will have their garbage picked-up on Wednesday, July 5<sup>th</sup>. Residents are reminded that there is a six-bag limit after a holiday the collection week of July 3<sup>rd</sup> , 5<sup>th</sup> and 6<sup>th</sup>. All other schedules will remain the same.

**TAXPAYERS**

**Robert Kaiser - Checking on** the status Board heard anything back from Penn Dot on the Jake Brake sign traffic studies for North Main and Saylor Avenue. Board and Secretary answered that we did not receive anything back yet on our requests.

**ADJOURNMENT BY: Cinti 2ND: Yozwiak All For Motion Carried. TIME: 7:22 P.M.**

**Respectfully Submitted,**



**Patricia Sluhocki**  
**Secretary**

**Accepted By,**



**Gerald J. Yozwiak**  
**Chairman**