

A. CALL TO ORDER TIME:

B. PLEDGE OF ALLEGIANCE: Led by Gerald Yozwiak

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

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.

D. GENERAL ORDER OF BUSINESS

Motion to accept: **Minutes:** Board of Commissioner Regular Meeting of November 9, 2023, Plains Township Sewer Authority Meeting of October 19th, Recreation Board Meeting for November, Planning Meeting minutes for October, Wyoming Valley Sanitary Authority Meeting Minutes for October **Monthly Reports:** of the Police Department; Fire Department and EMA for November; Zoning Permits & Contractors Licenses Issued 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 in the amount of **\$626,040.91** General Fund Disbursements **\$810,287.97**; Total Ending Balance in the General Fund as of **11/30/2023 \$1,970,266.40.**

E. CORRESPONDENCE – None

F. COMMITTEE REPORTS

POLICE –

FIRE –

DPW – November 215.60 tons of garbage

RECREATION –

CHAIRMAN MESSAGE –

G. OLD BUSINESS -

Motion to amend the resolution for the Plains American Legion Post 558 LSA Grant passed last month from the amount of \$136,400.00 to the new amount of \$181,212.80 as requested by the Plains American Legion Post 558.

H. NEW BUSINESS

1. Motion to authorize payment of the **General Fund Bills** consisting of the **Utility Bills \$27,668.97; Regular Bills \$313,988.58; Total \$341,657.55. (Cinti abstain for Assured Partners Bill)**
2. Motion to dispose of old Township records from 2013 consisting of various pieces of correspondence, bills and banking information, etc.
3. Motion to accept contract for pest control services with JL Pest Control for 2024
4. Motion to hire Jervone Young as part-time DPW worker subject to successful completion of physical examination, drug test and background check.
5. Motion to hire Nino Cinti and Kameron Taylor as Part time Seasonal DPW workers at a rate of \$10.00 per hour.

I. Solicitors Report:

6. Motion to approve the Conditional Use Application on behalf of Geisinger Wyoming Valley Medical Center said use is for hospital expansion and parking to accommodate patients family and staff.
7. Motion to authorize the solicitor to execute a stipulation for settlement of tax appeal between Mohegan Sun, Luzerne County, Wilkes Barre Area School District, and Plains Township.
8. Motion to authorize the solicitor to execute a settlement agreement of tax appeal between Trion Industries, Luzerne County Wilkes Barre Area School District and Plains Township.
9. Motion to authorize payment application No. 1 of the Haines Street Drainage Project to Stell Enterprises in the amount of \$149,971.50
10. Motion to authorize reimbursement to Memco Realty for tax exoneration, as per Luzerne County Tax Assessment Appeals in the amount of \$1,508.68.
11. Motion to authorize reimbursement to JJS Family Partnership for overpayment of taxes, as per Luzerne County Tax Assessment Appeals in the amount of \$4.11

**AGENDA OF THE PLAINS TOWNSHIP BOARD OF COMMISSIONERS MEETING OF
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- 12. Motion to authorize reimbursement to Michael Toman for overpayment of taxes as, per Luzerne County Tax Assessment Appeals in the amount of \$0.82
- 13. Motion to adopt resolution to increase Mechanical Device Fee from \$125.00 to \$200.00
- 14. Motion to execute an engagement letter with JH Williams & Co to provide the 2023 Annual Audit.
- 15. Motion to authorize approval of maintenance agreement for 2024 with Mechanical Services upon review of solicitor.
- 16. Motion to accept the proposal from Fidelity discount bank for the 2024 Tax Anticipation Note in the amount of \$500,000.00 at an interest rate of 5.95%.
- 17. Motion to adopt a resolution and execute all documentation for the 2024 Tax Anticipation Note

18. Motion to have the second and final reading of the 2024 Budget.

| INCOME | 2024 OPERATING BUDGET |
|-------------------------|------------------------------|
| Real Estate Taxes | \$ 1,675,000.00 |
| Taxes, Enabling Act | 3,309,500.00 |
| Licenses & Permits | 747,930.00 |
| Fines, Forfeits & Costs | 34,200.00 |
| Interest & Rents | 16,000.00 |
| Grants & Gifts | 6,168,037.00 |
| Department Earnings | 410,703.00 |
| Non-Revenue Receipts | 570,792.00 |
| Misc Revenue Receipts | 159,000.00 |
| TOTAL REVENUE | \$13,091,162.00 |

| EXPENDITURES | |
|-------------------------------------|-------------------------|
| General Government | \$ 349,587.00 |
| Mun Bldgs/Offices | 924,000.00 |
| Tax Collection | 12,275.00 |
| Bldg, Regulations, Plan/Zone | 311,260.00 |
| Police Protection | 2,101,150.00 |
| Fire Protection | 2,393,813.00 |
| Health Services | 6,920.00 |
| Sanitation | 500,899.00 |
| General Services/Highways | 1,236,788.00 |
| General Services Main. | 886,000.00 |
| Parks & Recreation | 279,000.00 |
| Library Contributions | 22,000.00 |
| Principal/Interest -Unpaid Bills | 1,223,211.00 |
| Benefits, Payroll Taxes, Insurances | 2,844,259.00 |
| TOTAL EXPENDITURES | \$ 13,091,162.00 |

**AGENDA OF THE PLAINS TOWNSHIP BOARD OF COMMISSIONERS MEETING OF
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- 19.** Motion to adopt the Annual Budget of the Township of Plains for Fiscal Year 2024 Tax Levy and Appropriation Ordinance.

ANNOUNCEMENTS – A re-organization meeting of the Board of Commissioners will be held at 6:00 pm on January 2, 2024 The next regular meeting of the Board of Commissioners will be held January 11, 2024 at 7:00 P.M. The Administrative and Zoning Offices be closed on December 25th, December 26th and January 1st in observance of the Christmas and New Year's Holiday. The DPW will be closed on Monday December 25th and Monday January 1st., Residents with Monday garbage collection will be collected on Tuesday December 26th and January 2nd. Residents are reminded that there will be a six-bag limit after the holiday collection week of December 26th through December 28th. All other schedules remain the same. Beginning January 1st the Administration Office will be open Mon, Tues., Thurs., and Friday from 8:00 am to 4:00 pm and Wednesdays from 8:00 am to 6:00 pm

J. TAXPAYERS (Time limit 5 minutes taxpayers must sign in).

K. ADJOURNMENT

TIME: