

**MEETING MINUTES OF THE PLAINS TOWNSHIP BOARD OF COMMISSIONERS MEETING  
OF NOVEMBER 13, 2025**

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**A. CALL TO ORDER TIME:**

**B. PLEDGE OF ALLEGIANCE:** Led by Robert Sax

Presentation to John Coffay Jr. for his creation of the Wings of Service Butterfly garden.

**C. ROLL CALL:** Peter J. Biscontini, Ciro Cinti, Robert Sax, Thomas Shubilla and Patricia Sluhocki

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 Commissioners Regular Meeting of October, Plains Twp. Recreation Board Meeting Minutes for October. Wyoming Valley Sanitary Authority Meeting Minutes for September and Executive Committee Meeting Minutes for September **Monthly Reports:** of the Police Department; Fire Department, DPW and EMA for October, Zoning Permits and Contractor licenses Issued and Secretaries Report for October. **Payrolls** of the Administrative and Zoning Office, Department of Public Works, and Recreation Department. The **Treasurers Report for October:** General Fund Receipts in the amount of **\$326,387.50** General Fund Disbursements **\$1,431,181.78**; Total Ending Balance in the General Fund as of **10/31/2025 \$4,022,566.83.** **BY:** Shubilla **2ND:** Cinti **All for, motion carried**

**E. CORRESPONDENCE – None**

**F. COMMITTEE REPORTS**

**POLICE** – The tragedy at the Cemetery is still under investigation so I will not be able to give an update but I do want to thank all of our departments for their work there. Also the State Police, Coroner's Office for their work and the Wyoming Area Regional Police for housing the coffins.

We will be adding license plate readers to our vehicles so we are in the process of getting quotes for those. I would like to congratulate Rob Sax and Dennis Condusta for their recent election wins. Dennis will become Commissioner in January.

**FIRE** – 123 fire calls and 58 captains incidents for a total of 181 calls last month. Engine #2 has arrived and is getting fitted with equipment, we hope it will be on the road and in service in the next month. As always if you are in need of smoke detectors the fire department will supply and install them free of charge just give the department a call to set it up.

**DPW** – Next week is the last week for curbside yardwaste pickup. The Recycling center will be open on Saturday's for the month of December, closed in January and February and will reopen

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in March for yard waste and recycling drop off. I would also like to thank the Fire and DPW for assisting the Police with the tragedy at the mausoleum. We had a very nice but very cold Veteran's Day ceremony on Monday and I want to thank Larry Hine for the outstanding job he does with the Vet Park and also the Brick. We have started leaf pick up, e waste event and the shred event.

**RECREATION** – The parks are now closed for the season. In January we will be accepting applications for the large and small Pavilion Rentals. Applications are available in the main office. Plains Twp. residents get first choice of dates.

**Commissioner Sax** – I just want to thank everyone for attending the Veteran's Day ceremony. All of the departments and the residents that attended, thank you. A shout out to our outstanding veteran for this year, Al Rivera. We also dedicated our flag pole to past commissioner Jerry Yozwiak. So it was a nice ceremony.

**G. OLD BUSINESS – None**

**H. NEW BUSINESS**

1. Motion to authorize payment of the **General Fund Bills** consisting of the **Utility Bills \$25,385.48; Regular Bills \$214,206.06; Total \$239,591.54.** **BY: Sluhocki 2ND: Biscontini (Cinti Abstains for Assured Partners Bill) All for, motion carried**
2. Motion to authorize payment application No. 1 of the Hudson Garden Drainage Project in the amount of \$184,722.37 to Leeward Construction **BY: Cinti 2<sup>nd</sup>: Sluhocki All for, motion carried**
3. Motion to authorize payment to Verdantas in the amount of \$5,199.37 for the Plains Hilldale Abandoned Mine Reclamation Project **BY: Biscontini 2<sup>nd</sup>: Shubilla All for, motion carried**

**I. SOLICITORS REPORT**

4. Motion to adopt a resolution authorizing application for Statewide Local Share Account Funding for the DPW Salt Shed Project, total project cost in the amount of \$510,126.00 **BY: Sluhocki 2<sup>nd</sup> Shubilla All for, motion carried**
5. Motion to adopt a resolution authorizing application for Statewide Local Share Account Funding for the Plains Township Meeting Room Renovation Project, total project cost in the amount of \$527,280.00 **BY: Cinti 2<sup>nd</sup> Biscontini All for, motion carried**
6. Motion to adopt a resolution authorizing application for Statewide Local Share Account Funding for the East Mountain Roadway Improvement Project total project cost in the amount of \$990,021.00 **BY Shubilla 2<sup>nd</sup> Cinti All for, motion carried**

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7. Motion to adopt a resolution in support of a Local Share Grant Account application of Wilkes Barre Area CTC for their HVAC Renovation Project **BY: Biscontini 2<sup>nd</sup>: Sluhocki All for, motion carried**
8. Motion to adopt a revised resolution authorizing application for Statewide Local Share Account Funding for the DPW Truck Project total project cost in the amount of \$154,600.00 **BY: Shubilla 2<sup>nd</sup> Cinti All for, motion carried**
9. Motion to adopt a revised resolution authorizing application for Statewide Local Share Account Funding for the North Main Street Roof Replacement project total project cost in the amount of \$185,380.00 **BY: Sluhocki 2<sup>nd</sup> Shubilla All for, motion carried**
10. Motion to accept the proposal from M&T Bank for the 2026 Tax Anticipation Note in the amount of \$500,000.00 at an interest rate of 3.99 % and authorize execution of any paperwork necessary subject to review and approval of the Township Solicitor **BY: Cinti 2<sup>nd</sup> Biscontini All for, motion carried**
11. Motion to enter into a lease financing agreement with M&T Bank for the purchase of a Chevrolet 5500 Dump Truck with plow and spreader for the DPW, and authorize execution of any paperwork necessary subject to review and approval of the Township Solicitor **BY Shubilla 2<sup>nd</sup>: Sluhocki All for, motion carried**
12. Motion to ratify the acceptance of the Collective Bargaining Agreement by and between the Plains Township Police Department and Plains Township for the years January 1, 2025 and December 31, 2028 subject to review and approval of the Township Solicitor **BY Biscontini 2<sup>nd</sup>: Shubilla All for, motion carried**
13. Motion to enter into an agreement with the Luzerne County Emergency Services Commission for specialized police services, subject to review and approval of the Township Solicitor. **BY: Shubilla 2<sup>nd</sup>: Biscontini All for, motion carried**
14. Motion to read and accept the first reading of the 2026 Budget.

<b>INCOME</b>	<b>2026 TENATIVE OPERATING BUDGET</b>
Real Estate Taxes	\$ 2,384,504.00
Taxes, Enabling Act	\$ 3,400,000.00
Licenses & Permits	439,700.00
Fines, Forfeits & Costs	44,200.00
Interest & Rents	32,000.00
Grants & Gifts	6,935,466.00
Department Earnings	504,550.00
Non-Revenue Receipts	614,540.00
Misc Revenue Receipts	217,100.00
<b>TOTAL REVENUE</b>	<b>\$14,572.060.00</b>

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**EXPENDITURES**

General Government	\$ 418,235.00
Mun Bldgs/Offices	196,000.00
Tax Collection	9,575.00
Bldg, Regulations, Plan/Zone	230,880.00
Police Protection	2,362,182.00
Fire Protection	2,079,069.00
Health Services	9,000.00
Sanitation	462,143.00
General Services/Highways	1,591,557.00
General Services Main.	2,690,164.00
Parks & Recreation	186,096.00
Library Contributions	22,000.00
Principal/Interest -Unpaid Bills	1,173,211.00
Benefits, Payroll Taxes, Insurances	3,141,948.00
<b>TOTAL EXPENDITURES</b>	<b>\$14,572,060.00</b>

**BY: Sluhocki 2<sup>nd</sup> Cinti All for, motion carried**

**Commissioner Sluhocki thanked Lynell for her work on the budget.  
Commissioner Cinti thanked Patty and Lynell for all of their work to get the budget completed. We have a lot of projects due and a lot more to do in the future and it is not an easy process.**

**ANNOUNCEMENTS** – The next regular meeting of the Board of Commissioners will be held on December 11, 2025 at 7:00 P.M. The Administrative and Zoning Offices be closed Thursday and Friday November 27<sup>th</sup> and 28<sup>th</sup> in observance of the Thanksgiving Holiday. The DPW will be closed on Thursday, November 27<sup>th</sup> and Monday December 1<sup>st</sup>. In observance of the holiday. Residents with Thursday garbage collection will have their garbage collected on Wednesday, November 26<sup>th</sup>. Residents with Monday garbage collection, will have their garbage pick-up on Tuesday, December 2<sup>nd</sup>. Residents are reminded that there will be a six-bag limit after the holiday, collection week of December 2<sup>nd</sup> through December 5<sup>th</sup>. All other schedules remain the same. Wednesday November 26<sup>th</sup> Tree Lighting at the Brick at 7:00 pm Santa Parada is Saturday November 29<sup>th</sup> 11am

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

Mary and Peter Sabach - Louis Street

We were here last month and just want to thank everyone involved, the problem was solved within a week. So thank you all and thank you to Karen too.

Cinti – It is nice that you take care of your neighborhoods, we need more of that. I appreciate you coming to us as we don't always know what is going on unless you come to us. Thank you. Sax – so there are no trucks there now?

Sabach – No there is nothing he stopped everything. It's very quiet.

Ava Peterson - Good Shepherd Cemetery

So you all know why im here, I know you are calling what happened a tragedy, but I was

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here in august and warned you that something like this would happen. I don't feel like you did anything to prevent this, I am not sure anyone even went to the site to see what was going on. So I want to know what you are planning on doing in the future to fix this. The outside is still exposed and people can still get in and its still a hazard.

Sax – we were up there and closed it off as much as we could. They put plywood on the mausoleum. The gates are locked and it is an ongoing investigation.

Peterson – I don't think the police can do anything. They can prosecute who did it but that still doesn't solve the issue.

Sax – we cant take it over. It is private property.

Peterson – Its private property because its owned that way but it's a public cemetery

Menn – Its not a public cemetery. It is a private cemetery in that it is owned privately. It is not owned by the public. We are not in a position to go in there and do anything more than what we have done for the purposes of keeping people out of there or to keep people who are going there from being hurt. With regard to it being a public cemetery they are responsible. It is the owners responsibility and they are doing nothing.

Peterson – well what is being done to track them down and get them to take responsibility

Menn – We have tracked them down and talked to them. We have told them what they need to do. But they are not going to, they have taken the position a long time ago that this is not their problem. And they feel they were sold the property without being told it was a cemetery. They have fought it in court and lost. They are still the owners

Peterson – Well I understand all that but it makes me think that anyone can neglect their property and no one is going to do anything.

Menn – no that's not true. This is a totally different situation, normally it would go to tax sale and someone else would buy it. In this situation that can not happen.

Peterson – so it shouldn't have been sold

Menn - we didn't sell it.

Peterson – so what is going to happen this winter if it snows and the building collapses and there are bodies everywhere?

Cinti – Can I ask a question? I see Mr. Yanitis is here, is the mortuary association able to do anything? You are they expert at this we are not. What insight can you give us?

Chris Yanitis – Unfortunately because it is a privately owned cemetery it is difficult. I have reached out to the state board several times and they have not gotten back to me. The cemetery is falling under what is to be considered a nuisance cemetery so in the State of Pennsylvania it is going to fall into the AG's responsibility. I have reached out to the attorney general's office with an email and hopefully they respond, to give us some guidance as to where to go. There was a house bill passed in 2024 that give the town options with what to do with the property.

Menn – I don't think that bill every made it to the Senate.

Yanitis – I passed, I believe it did. I will check on it. It gives the town the option of taking over the cemetery and turning it into a for profit business if they assume it. But with this cemetery there is a lot going on. Number one is the records. There aren't any, we have been trying to piece them together we have gone through the pre-purchased vaults we have found out that in the mausoleum we have approx. 38 people left in the building. We are doing our best to contact families to get them moved to somewhere safe. Ava and I have been looking at options since 2007 it is coming to the point that the building is just not safe. We are working on getting court orders to remove people as families come out. The cemetery may have empty burial vaults in the ground where we could possibly move the bodies from the mausoleum if we could get a blanket court order for the entire building and get permission to move the bodies. I think going

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forward that might be the best efforts from all of us. If the burial vaults are there cost wise it's the best option. It would require the property owner to give us permission to do this which is the whole issue, the property owner wont signoff on any of the paperwork which is why we have to get the court orders.

Biscontini – If you get the court order who covers the cost of moving the body?

Yanitis – Well the family would have to cover the cost. I have been doing this at cost and the best way is cremation. But a lot of these people don't have families anymore. That is why it falls to us the caretakers to make sure this gets done. We are trying our best to find families and ask them to get their loved ones out of there

Sax – What happens when you can't find the families?

Yanitis – That's the hard part, which is why I asked the Attorney General to see what they can do to help.

Menn – the township is always willing to work with people to make this happen

Yanitis – What is concerning to us is this is escalating – we have been noticing screws being taken out of the plates to the plate being taken off and now the bricks being hammered away. Someone has been escalating this up to the point of what happened over the weekend. I know the neighbors and the police department can't be there all the time. I am afraid of what will come next.

Cinti – Thank you Mr. Yanitis. We appreciate it.

**K. ADJOURNMENT BY: Cinti 2ND: Sax All for, motion carried**

:Cinti – Have a good Thanksgiving everyone

**TIME: 7:33**

**Respectfully Submitted by:**

  
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Lynell Ent, Secretary

**Accepted by:**

  
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Robert Sax, Chairman