

**TAX PAYERS AGENDA OF THE PLAINS TOWNSHIP BOARD OF COMMISSIONERS
MEETING OF DECEMBER 11, 2025**

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A. CALL TO ORDER TIME:

B. PLEDGE OF ALLEGIANCE: Led by Robert Sax

Presentation to Brody Grymko.

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 November, Plains Twp. Recreation Board Meeting Minutes for December. Wyoming Valley Sanitary Authority Meeting Minutes for October, Plains Township Planning Commission Meeting Minutes for November. **Monthly Reports:** of the Police Department; Fire Department, and EMA for November, Zoning Permits and Contractor licenses Issued and Secretaries Report for November. **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 **\$648,718.62** General Fund Disbursements **\$1,229,380.80**; Total Ending Balance in the General Fund as of **11/30/2025 \$3,443,299.37**.

E. CORRESPONDENCE – None

F. COMMITTEE REPORTS

POLICE –

FIRE –

DPW –

RECREATION –

G. OLD BUSINESS –

H. NEW BUSINESS

1. Motion to authorize payment of the **General Fund Bills** consisting of the **Utility Bills \$26,145.46; Regular Bills \$246,958.76; Total \$273,104.22.**
2. Motion to authorize payment application No. 1 of the Plains Township Boat Ramp project in the amount of \$19,732.00 to Stell Enterprises Inc.
3. Motion to authorize payment to AR Popple Trucking and Excavating in the amount of \$14,822.00 for the Harriett Street Drainage Improvements Project
4. Motion to hire David Hoffman as a part-time firefighter subject to successful completion of a background check, physical and post-offer employment testing effective December 12, 2025.
5. Motion to hire Bradley Keen as a part-time firefighter subject to successful completion of a background check, physical and post-offer employment testing effective December 12, 2025.

I. SOLICITORS REPORT

6. Motion to authorize reimbursement to Shauna and Ryan Phillips for overpayment of taxes per Luzerne County Tax Assessment Appeals in the amount of \$3.61.
7. Motion to execute an engagement letter with J.H. Williams and Company to provide the 2025 Annual Audit with estimated cost of \$17,000 to \$19,000 upon review and approval of the Solicitor.
8. Motion to execute a resolution and related documents for M&T Bank for the 2026 Tax Anticipation Note
9. Motion to enter into an agreement with Power Engineering Services for preventive maintenance of our HVAC at both 126 N. Main Street and 50 Second Street locations, beginning January 1, 2026
10. Motion to enter into a 24-month agreement with Constellation Energy as our electrical supplier at a cost of 0.07797 cents per kilowatt hour beginning December 12, 2025.
11. Motion to execute agreement with Cohen & Associates at a cost not to exceed \$9,900 to negotiate a cable agreement with Verizon, upon review and approval of Solicitor.

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12. Motion to read and accept the second and final reading of the 2026 Budget.

INCOME	2026 TENTATIVE OPERATING BUDGET
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
TOTAL REVENUE	\$14,572,060.00

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
TOTAL EXPENDITURES	\$14,572,060.00

13. Motion to adopt the Annual Budget of the Township of Plains for Fiscal Year 2026 Tax Levy and Appropriation Ordinance.

ANNOUNCEMENTS – The next regular meeting of the Board of Commissioners will be held on January 8, 2025 at 7:00 P.M. The Administrative and Zoning Offices be closed Thursday and Friday December 25th and 26th in observance of the Holiday. The DPW will be closed on Thursday, December 25th. In observance of the holiday residents with Thursday garbage collection will have their garbage collected on Wednesday, December 24th. There will be a 6 bag limit for holiday collection from December 29th to December 31st. The Administrative, Zoning Offices and DPW will be closed on Thursday January 1st 2026. Residents with Thursday garbage will have their garbage collected on Wednesday December 31st. All other schedules remain the same.

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

K. ADJOURNMENT TIME:

