

Supervisors Meeting – August 11, 2020

The Regular Meeting of the Sugarloaf Township Supervisors was held on Tuesday, August 11, 2020 at 7:00 P.M. at the Municipal Building, 858 Main Street, Sugarloaf, PA 18249. The meeting was duly advertised in the Standard Speaker on December 16, 2019.

Attendance: In attendance were Supervisors: Chairman Rick Weaver, Richard Yost, and Joseph DiSabella. Also in attendance was Attorney Joseph Ferdinand.

Pledge of Allegiance:

There was no public comment on the Agenda.

HVAC System for the New Police Building: Chairman Weaver asked for any outstanding bids. The bids were duly advertised in the Standard Speaker on July 20, 2020 and July 23, 2020. The bids were for the purchase and installation of the Heating, Ventilation and Air Conditioning (HVAC) system for the newly built Sugarloaf Township Police Department. Two (2) companies submitted bids for the project. The Bid Sheet is attached to the last page of the minutes. A motion was made by Chairman Weaver, seconded by Supervisor Yost to table the bid until the proposals can be reviewed. The motion passed unanimously.

Minutes: Chairman Weaver asked if there were any additions or corrections to the Minutes of the Regular Meeting held on July 14, 2020. A motion was made by Supervisor DiSabella, seconded by Chairman Weaver, to approve the Minutes of the Regular Meeting as presented. The motion passed unanimously and copies were placed on the front table for public review.

Bills: Supervisor Yost read the Income and Expense Report of the General Fund from July 2020. A motion was made by Chairman Weaver, seconded by Supervisor DiSabella to approve the bills as read, and to pay any and all bills in all funds that become due before the next regular meeting. The motion passed unanimously and copies were placed on the front table for public review.

Financial Statement: Chairman Weaver mentioned that the financial statement was attached to all agendas. A motion was made by Chairman Weaver, seconded by Supervisor Yost, to dispense reading and approve the financial statement as presented. The motion passed unanimously. Supervisor Yost signed the Financial Statement.

Police Department, Fire Company and Road Department:

1. Chairman Weaver stated that reports for the Police Department, Fire Company and Road Department for July 2020 were placed on the front table for public review.
2. Chairman Weaver announced that a Chicken Barbeque would be held to benefit the Fire Company on September 13, 2020 for take-out meals only. Tickets were available in the township office.

Zoning Report:

1. Chairman Weaver read the Zoning Report for July 2020 which included ten (10) permits that were issued and one (1) permit that was denied.
2. Chairman Weaver placed the Zoning Log for July 2020 on the front table.

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Emergency Management:

1. Thomas Mundie, Emergency Management Coordinator, reported that the Talon Energy practice drill and the federal drill have both been cancelled for 2020.

Sugarloaf Recreation Board and (Larock Field) and Tomhicken Playground Association:

1. The August 5, 2020 meeting of the Sugarloaf Recreation Board was held and minutes were received.
2. The next scheduled meeting of the Sugarloaf Township Recreation Board is September 2, 2020.
3. The supervisors discussed keeping the Larock Recreation Complex closed due to the COVID-19 crisis.
4. All events and meetings of the Tomhicken Playground Association for this season have been cancelled.
5. A motion was made by Chairman Weaver, seconded by Supervisor Yost to explore quotes for security cameras for the Tomhicken Playground and the Larock Recreation Complex. There was no public comment. The motion passed unanimously.

Planning Commission:

1. The Planning Commission held their regular meeting on August 3, 2020. The minutes were received.
2. The next scheduled meeting will be held on Tuesday, September 1, 2020 at 7:00 p.m.

Subdivision, Lot Consolidation and Land Development:

1. **Lands of the Order of Friars Minor of the Slavo-Byzantine Rite Preliminary/Final Minor Subdivision:**
 - a) Resolution 17 of 2020: A motion was made by Chairman Weaver, seconded by Supervisor DiSabella, to approve Resolution 17 of 2020 to approve and submit the Sewage Facilities Planning Module for the Order of Friars Preliminary/Final Minor Subdivision. The motion passed unanimously.
2. **Conyngham-Sugarloaf Joint Municipal Authority Preliminary/Final Plan Minor Subdivision:**
 - a) Received the Second Review from JTB Surveying & Engineering on July 24, 2020 with comments.
3. **John and Jill Zola Minor Subdivision Preliminary/Final Plan:**
 - a) Received the Second Review from JTB Surveying & Engineering on July 24, 2020 with comments.
 - b) Received correspondence from Henry Mleczynski, Zoning Officer, on July 27, 2020 with comments.
 - c) Three (3) Waivers had been requested. (1) Contours: A waiver to show a contour interval of 10 feet. (2) Cross Pipes: A waiver of cross pipes inverts. (3) Wetlands: A waiver for the section requiring an updated wetland delineation report. A motion was made by Chairman Weaver, seconded by Supervisor Yost to grant the three waivers as requested. The motion passed unanimously.
 - d) Upon Planning Commission recommendation, a motion was made by Chairman Weaver, seconded by Supervisor DiSabella to grant conditional approval for the John and Jill Zola Minor Subdivision Preliminary/Final Plan. The condition required was a completed Planning Module approved by DEP. The motion passed unanimously.

Old Business:

1. Electronics Recycling Event: An Electronics Recycling Event was held on Saturday, June 13, 2020.
2. Old Berwick Road Improvement Project: Attorney Ferdinand stated there was nothing new to report.

New Business:

1. The next scheduled meeting of the Supervisors will be held on Tuesday, September 8, 2020 at 7:00 P.M.
2. The supervisors discussed the need to hire at least one seasonal road employee for next year to supplement the current road crew and accommodate vacations.

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New Business (cont'd):

3. **2021 Financial Requirement and Minimum Municipal Obligation:** The actuarial firm of Thomas Anderson & Associates prepared the 2021 Annual Report for both pension plans. The MMO for the Non-Uniform pension plan was calculated as \$47,122.00 and the MMO for the Police pension plan was calculated \$60,462.00 based on projected figures. A motion was made by Supervisor Yost, seconded by Supervisor DiSabella to approve the MMO budgets for both pension plans for the year 2021. The motion passed unanimously.
4. **Resolution 18 of 2020:** A motion was made by Chairman Weaver, seconded by Supervisor Yost to approve Resolution 18 of 2020 authorizing the application for a Multi-Modal Transportation Fund Grant in the amount of \$509,958.00 to be used toward Phase III improvements to the intersection of Old Berwick Road and State Route 93 and to authorize Chairman Weaver to execute all documentation between the Commonwealth Financing Authority and the Township with regards to the grant. The motion passed unanimously.
5. Supervisor DiSabella mentioned that some residents had discussed the method that the road crew uses to control brush on the side of the road. Residents were complaining that spraying is making the roads unattractive. The supervisors discussed asking Butler Township to borrow their boom mower.

Correspondence:

1. Correspondence was received from Luzerne County Recycling Office on August 4, 2020. Fall Tire Collections for 2020 have been postponed. There will be four (4) collections in 2021. Dates and times will be forwarded once they have been finalized.
2. Correspondence received from resident Don Giranda on August 7, 2020 thanking the road crew for work they did on Sugarloaf Heights Road and thanking them for their respect, hard work, and showing they cared about his problem.

Public Comment:

1. Andy Anderson reported that there are trucks speeding on State Route 93 and requested the Township solicit donations from residents for the Police Department. He then commended the Township employees along with the Fire Company for their dedication.
2. Larry Zabatocky advised the supervisors that there is a problem with cars being loud at all hours of the night at Sheetz and speeding on State Route 93 and Rock Glen Road.

Adjournment: With no further business to attend to, a motion was made by Chairman Weaver, seconded by Supervisor Yost, to adjourn the meeting at 7:50 P.M. The motion passed unanimously.

All reports or correspondence mentioned during this meeting were available for review at the front table. Copies were provided upon request after the meeting.

REY: sf



Richard E. Yost
Secretary

**Purchase and Installation of the HVAC
System for Sugarloaf Township Police
Station**

**BID OPENING:
August 11, 2020**

BIDDER	BID AMOUNT	10% Bid Bond
Bognet Inc Jim Bognet igbognet@bognetiac.com (570)233-0796 emailed on 7/21/2020	No bid received.	
Spotts Brothers Inc Gwen Martz gwen@spottsbrothers.com (570)385-1047 emailed on 7/21/2020	No bid received.	
Robert P Harington Inc Robert Harington rph815@comcast.net (570)342-8405 emailed on 7/22/2020	\$66,000.00 with prevailing wage	Received
SJ Kowalski Bard Kowalski brad@sjkowalski.com (570)233-3172 emailed on 7/22/2020	\$37,274.00 w/out prevailing wage \$49,973.00 with prevailing wage	Received
Hosler Corp. Jason McKenna jason@hoslercorp.com (570)759-2892 emailed on 7/24/2020	No bid received.	
AC&R Dean Hilliard Given in Person 7/28/2020	No bid received.	