

**SCOTT TOWNSHIP  
BOARD of SUPERVISORS  
BUSINESS MEETING MINUTES  
March 31, 2020 – 7:14 pm.**

**Due to the Corona-Virus the Board of Supervisors monthly meeting was live-streamed on the Township website and also on “Scott Township, Lackawanna County”.**

There was an executive session prior to the meeting tonight to discuss a personnel issue.

**Business Meeting**

**I Meeting called to order**

The Scott Township Board of Supervisors held their monthly business meeting on March 31, 2020 at 7:14 pm at the Joe Terry Civic Center, 1038 Montdale Road, Scott Township, PA 18447. The meeting was opened with the Pledge of Allegiance by Supervisor Giannetta. In attendance were Supervisors Giannetta and Brenzel. Supervisor Russell was attending by telephone. Guest in attendance was Carl Ferraro. Atty. Richard Fanucci was attending by telephone. Diane Dolinsky was watching from home taking minutes.

Before starting Atty Fanucci said we should make sure Supervisor Russell can hear. Supervisor Russell said he can hear loud and clear.

**II Zoning**

- Duchnick Lot Line Change
- Reapprove Valtos Lot Line
- Scientific Living Minor Subdivision

**III Public Comment**

There were no emails or phone calls prior to the meeting. Since there is a slight lag online, we waited several minutes to see if anyone had a question. We had 45 people watching but there were no questions.

**IV Approval of Minutes**

A motion was made by Supervisor Giannetta to approve the Board of Supervisors Business Meeting minutes of February 25, 2020. Seconded by Supervisor Brenzel. Voted aye, aye, aye. Motion carried.

**V Committee/Authority Reports**

- A. Police – Report attached
- B. Roads – No report
- C. Parks & Recreation – No report
- D. Planning Commission – Report attached
- E. Zoning Officer – Report attached

**VI Administrative Reports**

- A. Secretary / Treasurer
  - 1. Financial Reports – attached
  - 2. Presentation of Bills – attached

## **B. Supervisors**

1. **Michael Giannetta** – Due to the governors stay at home orders and concern for our employee's health the road crew has been laid off for their own protection. The Chief of Police has allowed full time officers to take vehicles home with them to alleviate the chance of catching the virus. We are also limiting office hours. Currently the building is closed to the public but the staff has been in taking phone calls, emails, etc. However, Supervisor Giannetta doesn't feel it necessary to have someone in each day, all day. The hours have been cut back. Diane will be in on Mondays to do payroll and bills, Carl will be in each day from 10 am to 2 pm. This is all being done to protect the public as well as the Township employees.

Supervisor Giannetta wished the best for everyone, stay safe and abide by the governors recommendations, stay home. We don't want anyone in Scott Township to get the virus. Call if anything is needed. Our primary focus is everyone's safety.

2. **Steven Russel** – Wanted to thank everyone during this crisis for their efforts.
3. **Brian Brenzel** – Appreciate everyone's patience, we are doing our best with what we have.

## **C. Solicitor**

**Richard Fanucci** – Per Supervisor Giannetta's request, Atty Fanucci explained Motion #5, the Emergency Declaration. Regarding the Duchnik Lot Line Change, Atty Fanucci represents the Ducknik's and will have no input on the Township side. He also wanted to commend the supervisors, cops and Carl for what they do. Good job to all.

## **VII Correspondence** - previously distributed to appropriate parties.

## **VIII Motions**

1. To pay April payroll. Motion by supervisor Brenzel. Second by supervisor Russell. Voted aye, aye, aye. Motion carried.
2. To pay General Fund and State Fund bills as presented. Motion by supervisor Brenzel. Second by supervisor Russell. Voted aye, aye, aye. Motion carried.
3. To approve financial reports as presented. Motion by supervisor Brenzel. Second by supervisor Russell. Voted aye, aye, aye. Motion carried.
4. To re-approve the Valtos Lot Line change as presented. Motion by supervisor Russell. Second by Supervisor Brenzel. Voted aye, aye, aye. Motion carried.
5. To approve the Emergency Declaration for a period of 30 days. Motion by supervisor Brenzel. Second by supervisor Russell. Voted aye, aye, aye. Motion carried.
6. To approve Scientific Living minor subdivision. Motion by supervisor Brenzel. Second by supervisor Russell. Voted aye, aye, aye. Motion carried.
7. To accept the Duchnik Lot Line change as submitted. Motion by supervisor Russell. Second by supervisor Brenzel. Voted aye, aye, aye. Motion carried.
8. To hire Justin Ezerskis as full time building and grounds/DPW worker at a rate of \$16.50/per hour effective May 1, 2020. Motion by supervisor Giannetta. Second by supervisor Russell. Voted aye, aye, aye. Motion carried.
9. To purchase a 2020 Ford Police interceptor explorer from Kovatch Ford in the amount of \$47,053.36 Motion by supervisor Giannetta. Second by supervisor Brenzel. Voted Aye, aye, aye. Motion carried.

10. To pay the Sewer Bill for each of the fire companies (Scott and Justus) until further notice. Motion by supervisor Giannetta. Second by Supervisor Brenzel. Voted aye, aye, aye. Motion carried.
11. To postpone the April Board of Supervisors meeting to a date to be determined by the Board of Supervisors at a later date. Motion by Supervisor Russell. Second by supervisor Giannetta. Voted aye, aye, aye. Motion carried.

**IX. Comment – general**

- **Supervisor Russell** wanted to comment on Motion #8, hiring of Justin Ezerskis. He met Justin on the campaign trail, Justin was a volunteer at the fire company. He has never seen a more driven employee. He is professional, courteous, and very good at his job. He also works part time for our Police Department. Supervisor Russell said he sees a long future for Justin with the Township.
- **Carl Ferraro** explained that we lease the police vehicles then buy for \$1.00. One has been budgeted for 2020. Ford stopped taking orders for 2020 models, next possibility would be November for 2021.

**X. Adjournment**

With no further business at hand a motion to adjourn was made by supervisor Giannetta. Second by Supervisor Brenzel. Voted aye, aye, aye. Motion carried and meeting adjourned at 7:45 pm.

Respectfully submitted,

Diane Dolinsky, Secretary/Treasurer  
Scott Township

**Scott Township**  
**Expenses by Vendor Detail**  
 March 26 through April 27, 2020

Type	Date	Num	Memo	Account	Split	Amount
<b>Airport Sand &amp; Gravel</b>						
Check	04/22/2020	2885	modified - Invoice 10...	438.00 · Road material	103.0 · HNB G...	4,106.73
Total Airport Sand & Gravel						4,106.73
<b>All Traffic Solutions Inc.</b>						
Check	04/22/2020	2884	Invoice SIN025398	410.24 · Operating su...	103.0 · HNB G...	2,875.00
Total All Traffic Solutions Inc.						2,875.00
<b>Allied Administrators for Delta Dental</b>						
Check	04/13/2020	2877	Frescoln-Ganz-Kosc...	410.35 · Police med/lif...	103.0 · HNB G...	297.24
Check	04/13/2020	2877	Ferraro / dental May ...	414.19 · Zon/admin m...	103.0 · HNB G...	55.08
Check	04/13/2020	2877	Frazier-Frazier-Hlava...	430.35 · Rd crew medi...	103.0 · HNB G...	190.88
Total Allied Administrators for Delta Dental						543.20
<b>American Rock Salt Co.</b>						
Check	04/06/2020	2874	Invoice #0640394	432 · Anti-skid	103.0 · HNB G...	5,137.29
Total American Rock Salt Co.						5,137.29
<b>CashFlow LEASE</b>						
Check	03/31/2020	ACH	payment Ford Tauru...	471.45 · Capital Purch...	103.0 · HNB G...	786.56
Check	03/31/2020	ACH	payment Ford F-550...	471.45 · Capital Purch...	103.0 · HNB G...	1,063.00
Total CashFlow LEASE						1,849.56
<b>Comcast Business</b>						
Check	04/26/2020	2896	Acct 0030084	430.32 · Rd phones/co...	103.0 · HNB G...	151.90
Check	04/26/2020	2896	Acct 0023683	400.32 · Phone charges	103.0 · HNB G...	359.23
Total Comcast Business						511.13
<b>County Waste</b>						
Check	04/13/2020	2878	Waste pick up / April...	409.36 · Utilities	103.0 · HNB G...	198.00
Total County Waste						198.00
<b>Dave Naniewicz</b>						
Check	04/26/2020	2900	Stone auling from Air...	438.00 · Road material	103.0 · HNB G...	4,941.98
Total Dave Naniewicz						4,941.98
<b>DGK Insurance</b>						
Check	04/26/2020	2897	National Union Fire 1...	400.35 · Municipal ins	103.0 · HNB G...	1,063.00
Check	04/26/2020	2897		400.35 · Municipal ins	103.0 · HNB G...	1,063.00
Total DGK Insurance						1,063.00
<b>Edward Frescoln</b>						
Check	04/22/2020	2886	Reimbursement for ...	410.35 · Police med/lif...	103.0 · HNB G...	100.00
Total Edward Frescoln						100.00
<b>F.N.B. Equipment Finance</b>						
Check	04/06/2020	2873	2015 International	471.45 · Capital Purch...	103.0 · HNB G...	27,629.50
Total F.N.B. Equipment Finance						27,629.50
<b>Five Star Equipment, Inc.</b>						
Check	04/26/2020	2899	lever	437.00 · Tool/equip re...	103.0 · HNB G...	46.30
Total Five Star Equipment, Inc.						46.30
<b>Gientilezza, Nicholas</b>						
Check	04/22/2020	2895	Preschool refund for ...	459.30 · Reimburseme...	103.0 · HNB G...	53.50
Total Gientilezza, Nicholas						53.50
<b>Haun Welding Supply, Inc</b>						

**Scott Township**  
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 March 26 through April 27, 2020

Type	Date	Num	Memo	Account	Split	Amount
Check	04/22/2020	2887	Cylinder rentals for ...	430.24 · Rdcrew suppl...	103.0 · HNB G...	42.81
Total Haun Welding Supply, Inc						42.81
<b>Highmark Blue Shield</b>						
Check	04/15/2020	ACH		410.35 · Police med/lif...	103.0 · HNB G...	6,865.37
Check	04/15/2020	ACH		405.19 · Sec.- Treas./ ...	103.0 · HNB G...	11.60
Check	04/15/2020	ACH		430.35 · Rd crew medi...	103.0 · HNB G...	4,553.71
Total Highmark Blue Shield						11,430.68
<b>Highmark HRA payment</b>						
Check	03/26/2020	ACH	Wayne Kosch - Medi...	410.35 · Police med/lif...	107.5 · HRA	54.32
Check	03/26/2020	ACH	Jared Ganz - Medica...	410.35 · Police med/lif...	107.5 · HRA	251.87
Check	04/13/2020	2883	Edward Frescoln 4-5...	410.35 · Police med/lif...	103.0 · HNB G...	74.50
Total Highmark HRA payment						380.69
<b>J's Business Systems Inc.</b>						
Check	03/31/2020	2865	Office copies	400.21 · Office supplies	103.0 · HNB G...	50.07
Check	04/22/2020	2888	Office copies	459.22 · Preschool su...	103.0 · HNB G...	63.45
Total J's Business Systems Inc.						113.52
<b>Jared Ganz.</b>						
Check	03/31/2020	2864	Phone reimbursement	410.32 · Police phone...	103.0 · HNB G...	41.10
Total Jared Ganz.						41.10
<b>Justus Home and Garden</b>						
Check	03/31/2020	2866	vanish, soap, trash &...	409.25 · CC repair	103.0 · HNB G...	49.89
Check	03/31/2020	2866	keys cut	409.25 · CC repair	103.0 · HNB G...	9.74
Check	03/31/2020	2866	blacktop patch	438.00 · Road material	103.0 · HNB G...	72.12
Check	03/31/2020	2866	blacktop patch	438.00 · Road material	103.0 · HNB G...	72.12
Check	03/31/2020	2866	battery, hand wash, ...	409.25 · CC repair	103.0 · HNB G...	46.38
Check	03/31/2020	2866	nuts, bolts, screws	437.00 · Tool/equip re...	103.0 · HNB G...	3.72
Check	03/31/2020	2866	nuts, bolts, screws	437.00 · Tool/equip re...	103.0 · HNB G...	6.86
Check	03/31/2020	2866	tape measure	430.24 · Rdcrew suppl...	103.0 · HNB G...	13.47
Check	03/31/2020	2866	grain scoop	430.24 · Rdcrew suppl...	103.0 · HNB G...	27.74
Check	03/31/2020	2866	kitchen towels, air fre...	409.25 · CC repair	103.0 · HNB G...	57.26
Check	03/31/2020	2866	keys cut	410.21 · Police office s...	103.0 · HNB G...	34.42
Check	03/31/2020	2866	tissues, bar, gloves	437.00 · Tool/equip re...	103.0 · HNB G...	61.26
Check	03/31/2020	2866	concrete, cable tie, c...	437.00 · Tool/equip re...	103.0 · HNB G...	38.08
Check	03/31/2020	2866	cable ties, mailbox	409.25 · CC repair	103.0 · HNB G...	36.06
Check	03/31/2020	2866	lock box	409.25 · CC repair	103.0 · HNB G...	54.40
Total Justus Home and Garden						583.52
<b>Marissa Steger</b>						
Check	04/22/2020	2894	Refund for M-W-F pr...	459.30 · Reimburseme...	103.0 · HNB G...	257.00
Total Marissa Steger						257.00
<b>Matthew Bender &amp; Co., Inc.</b>						
Check	04/13/2020	2879	PA Crime & Vehicle ...	410.42 · Police dues/s...	103.0 · HNB G...	84.08
Total Matthew Bender & Co., Inc.						84.08
<b>McCarthy Tire &amp; Automotive Centers</b>						
Check	03/31/2020	2867	Tire for International ...	437.00 · Tool/equip re...	103.0 · HNB G...	533.89
Total McCarthy Tire & Automotive Centers						533.89
<b>Michael Ciuccoli</b>						
Check	03/31/2020	2862	Walk Off Mats / 3/31/...	409.37 · Bldg main/rep...	103.0 · HNB G...	45.00
Check	03/31/2020	2862	Shop Towels	430.24 · Rdcrew suppl...	103.0 · HNB G...	
Check	04/26/2020	2898	Walk Off Mats 4/15/2...	409.37 · Bldg main/rep...	103.0 · HNB G...	45.00
Check	04/26/2020	2898	Shop Towels	430.24 · Rdcrew suppl...	103.0 · HNB G...	
Total Michael Ciuccoli						90.00

**Scott Township**  
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 March 26 through April 27, 2020

Type	Date	Num	Memo	Account	Split	Amount
<b>MRM Workers Comp Pooled Trust</b>						
Check	04/26/2020		Workers comp/3 of 4	400.35 · Municipal ins	103.0 · HNB G...	13,080.70
Total MRM Workers Comp Pooled Trust						13,080.70
<b>Northeast Inspection Consultants</b>						
Check	04/01/2020		Invoice 2020-124 (Lif...	413.31 · UCC Code E...	108.5 · UCC B...	76,919.56
Total Northeast Inspection Consultants						76,919.56
<b>Pennsylvania American Water</b>						
Check	04/13/2020	2880	1024-210029512929	411.55 · Hydrants	103.0 · HNB G...	494.40
Check	04/22/2020	2889	1024-220025932627	411.55 · Hydrants	103.0 · HNB G...	105.39
Total Pennsylvania American Water						599.79
<b>Princeton Analytical Lab.L.L.C</b>						
Check	04/22/2020	2890	Invoice 8189	400.31 · Professional ...	103.0 · HNB G...	45.00
Total Princeton Analytical Lab.L.L.C						45.00
<b>Reeves Rent-a-John, Inc.</b>						
Check	03/31/2020	2868	toilet rental / Justus ...	454.38 · Toilet rental	103.0 · HNB G...	168.00
Total Reeves Rent-a-John, Inc.						168.00
<b>Richard Fanucci</b>						
Check	03/31/2020	2863	Retainer	404.14 · Solicitor wages	103.0 · HNB G...	1,200.00
Total Richard Fanucci						1,200.00
<b>Scott Township Sewer and Water Authority</b>						
Check	03/31/2020	2870	sewer/civic center - ...	409.36 · Utilities	103.0 · HNB G...	395.00
Check	03/31/2020	2870	sewer/garage - April ...	409.36 · Utilities	103.0 · HNB G...	79.00
Check	04/06/2020	2875	Sewer - Scott Towns...	409.36 · Utilities	103.0 · HNB G...	79.00
Check	04/06/2020	2876	Sewer - Justus Fire ...	409.36 · Utilities	103.0 · HNB G...	79.00
Total Scott Township Sewer and Water Authority						632.00
<b>Scranton Times</b>						
Check	04/13/2020	2881	Reschedule BOS mt...	400.34 · Advertisemen...	103.0 · HNB G...	60.05
Total Scranton Times						60.05
<b>Standard Insurance Company</b>						
Check	04/26/2020	2901	Life/STD	410.35 · Police med/lif...	103.0 · HNB G...	606.00
Check	04/26/2020	2901	Life/STD	430.35 · Rd crew medi...	103.0 · HNB G...	198.60
Check	04/26/2020	2901	Life/STD	414.19 · Zon/admin m...	103.0 · HNB G...	67.00
Check	04/26/2020	2901	Life/STD	405.19 · Sec.- Treas./ ...	103.0 · HNB G...	49.70
Total Standard Insurance Company						921.30
<b>Starr Uniforms</b>						
Check	03/31/2020	2869	large shirt / summer ...	410.44 · Police unifor...	103.0 · HNB G...	49.99
Check	04/22/2020	2891	Invoice 137527	410.44 · Police unifor...	103.0 · HNB G...	68.00
Total Starr Uniforms						117.99
<b>The Honesdale National Bank</b>						
Check	04/06/2020	2872	4-1-20 to 3-31-2021 ...	471.45 · Capital Purch...	103.0 · HNB G...	14,966.00
Total The Honesdale National Bank						14,966.00
<b>Thomas J. Novitsky, Inc.</b>						
Check	04/26/2020	2902		410.37 · Police vehicle...	103.0 · HNB G...	
Check	04/26/2020	2902	rotors, pads, oil	410.37 · Police vehicle...	103.0 · HNB G...	675.00
Total Thomas J. Novitsky, Inc.						675.00
<b>UGI Utilities</b>						

**Scott Township**  
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 March 26 through April 27, 2020

Type	Date	Num	Memo	Account	Split	Amount
Check	03/31/2020	2871	natural gas service	409.36 · Utilities	103.0 · HNB G...	882.99
Total UGI Utilities						882.99
<b>USDA Rural Development.</b>						
Check	04/14/2020	ACH	USDA paving loan/,...	471.50 · USDA Paving...	105.1 · HNB P...	6,586.00
Total USDA Rural Development.						6,586.00
<b>WEX Bank</b>						
Check	04/13/2020	2882	fuel/police	410.33 · Police gas/oil/...	103.0 · HNB G...	885.75
Check	04/13/2020	2882	fuel/DPW	438.33 · Rd gas/oil/mil...	103.0 · HNB G...	1,567.62
Check	04/13/2020	2882	fuel/zoning	414.33 · Plan/zon mile...	103.0 · HNB G...	83.05
Total WEX Bank						2,536.42
<b>Witmer Public Safety Group, Inc.</b>						
Check	04/22/2020	2892	Ammo / Order 20179...	410.24 · Operating su...	103.0 · HNB G...	425.14
Check	04/22/2020	2892	Ammo / Order 20179...	410.24 · Operating su...	103.0 · HNB G...	256.59
Total Witmer Public Safety Group, Inc.						681.73
<b>YCG, Inc</b>						
Check	04/22/2020	2893	Inv 224940 / on site ...	410.21 · Police office s...	103.0 · HNB G...	150.00
Total YCG, Inc						150.00
<b>TOTAL</b>						<b>182,835.01</b>

04/27/20

**Scott Township State Fund**  
**Expenses by Vendor Detail**  
March 26 through April 27, 2020

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<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Account</u>	<u>Split</u>	<u>Amount</u>
David Naniewicz Check	04/06/2020	1322	301.65 ton ...	430.26 · Road supplies	103.0 · HNB S...	<u>1,960.73</u>
Total David Naniewicz						<u>1,960.73</u>
<b>TOTAL</b>						<b><u>1,960.73</u></b>