

Fred J. Rosencrans-Township Manager
Karen Rose-Assistant Township Manager

Brynn A. Kukosky-Township Clerk

Administrative Office Hours
Monday thru Friday 8:30am- 4:30pm

Board of Supervisors
Meets second Wednesday
of each month 7:00pm



180 East Center Street • Shavertown, PA 18708-1514 • Ph: 570-696-3809 • Fax: 570-696-3411

KINGSTON TOWNSHIP BOARD OF SUPERVISORS

SUPERVISORS' MEETING

September 10, 2025

-AGENDA-

7:00PM CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Thomas Ketchner, Chair
Kimberly Rose, Vice Chair
Melissa Chamberlain
James Balavage
Zeid Alhashemi

ANNOUNCEMENTS

Residents are reminded that the compost site is now open 7 days a week until November 30, 2025. Additional information can be found on the Township Facebook page and website.

PUBLIC COMMENTS

The Board of Supervisors will now take public comments on non-agenda items. Please come to the microphone, state your name and address for the record and express your comments within an allotted **five (5) minute** time frame.

APPROVAL OF MINUTES

MOTION SECOND

August 11, 2025 Public Work Session
August 13, 2025 Regular Supervisors' Meeting

MANAGER MATTERS

None

ADMINISTRATIVE REPORTS

MOTION SECOND

Motion to accept and approve the Administrative Reports as submitted and indicated on the agenda.

PRIOR MONTH

Zoning Officer's Report Rental Property Report
Police Department Report Public Works Dept. Report

TREASURER'S REPORT

MOTION SECOND

Motion to approve Treasurer's Report as indicated on the agenda.

<u>Description</u>	<u>Beginning Bal.</u>	<u>Ending Balance</u>
General Fund	\$1,174,194.20	\$1,420,587.31
Capital Reserve Fund	\$ 302,572.56	\$ 262,549.47
State Liquid Fuels Fund	\$ 147,351.83	\$ 129,916.64
Total	\$1,624,118.59	\$1,813,053.42

BILLS PAYABLE

MOTION SECOND

Motion to approve the Bills Payable as posted.

BUSINESS**MOTION SECOND**

- 1. Motion to accept the Center Street Park Phases 3 & 4 design concepts from Benesch Engineering, and further, authorize the Township Manager to coordinate and procure equipment through Recreation Resource USA, a PA COSTARS vendor.**
- 2. Motion to approve the Pieczynski Minor Subdivision for 44, 45, 58 & 62 Harford Avenue, Shavertown, PA. 18708, as recommended by the Kingston Township Planning Commission on 09/02/2025.**
- 3. Motion to authorize the Township Manager to advertise for a public hearing on Ordinance O-2025-5, amending Chapter 27 (Zoning) requirements for Mobile Food Facilities.**
- 4. Motion to authorize the Township Manager to advertise for a public hearing on Ordinance O-2025-6, amending Chapter 27 (Zoning) requirements for Principal Solar Energy Systems.**
- 5. Motion to authorize transfer \$200,000.00 from the General Fund to the Capital Fund, as per the 2025 budget.**
- 6. Motion to adopt Resolution R-2025-8, Luzerne County Hazard Mitigation Plan, in order to be eligible for certain FEMA Assistance and Federal Grant Funding for natural disasters.**
- 7. Motion to adopt Resolution R-2025-9, Back Mountain Community Partnership Volunteer Fire Department & Ambulance Services equipment project for LSA grant submittal.**
- 8. Motion to authorize the Township Manager or his designee, to advertise and sell the Public Works Department 2007 Ford F-550 dump truck with plow and spreader through the competitive bidding process (MUNICIBID).**

BUSINESS (contd.)**MOTION** **SECOND**

9. Motion to authorize the Township Manager to purchase an HVAC system heating coil through PA COSTARS contract #008-e22-905 from HSA Mechanical in the amount of \$9,495.00.
10. Motion to authorize the Township Manager to sign and submit the 2026 Police Pension Plan Minimum Municipal Obligation (PMMO) worksheet by September 30th, as required, with a _____% contribution rate anticipated from Police Pension members in 2026, pending State Aid to be received.
11. Motion to authorize the Township Manager to sign and submit the 2026 Non-Uniform Minimum Municipal Obligation (MMO) worksheet, for required submission by September 30th.
12. Motion to approve the Intergovernmental Cooperation purchase agreement for the joint purchase of two (2) 4-ton asphalt hot boxes and further, authorize the Township Manager to purchase two (2) asphalt hot boxes through PA State Contract #4400028122 in the amount of \$88,999.80 from Stephenson Equipment, Inc. Full amount to be reimbursed through a BMCP LSA Grant received.
13. Motion to authorize the Township Manager to purchase a 2025 Ford Police Interceptor through PA COSTARS contract #013-E22-237 in the amount of \$44,655.00 from Koch33 Ford to replace car# 7, and further, authorize Township Manager to finance the vehicle purchase and upfitting costs through Community Leasing Partners, in an amount not to exceed \$75,000.00 for a 4-year term.

BUSINESS (contd.)

MOTION **SECOND**

- 14. Motion to authorize the Township Manager to execute a contract with MKC Builders, LLC in the amount of \$10,101.00 for administrative office area water damage repairs.**

- 15. Motion to direct the Police Civil Service Commission to void the current certified police officer eligibility list, pursuant to the authority granted under Article C of the Kingston Township Administrative Code.**

ADJOURNMENT

The next Public Work Session will be held on Monday, October 6, 2025, at 7:00 pm in preparation for the next Regular Supervisors' Meeting to be held on Wednesday, October 8, 2025, at 7:00 pm.