
**REGULAR SEMI-MONTHLY MEETING
December 21, 2010**

The regular semi-monthly meeting of the Board of Supervisors, Hanover Township, Northampton County, Pennsylvania was called to order by Vice Chairman Glenn Walbert at the Hanover Township Municipal Building, 3630 Jacksonville Road, Bethlehem, Pennsylvania, 18017 at 7:00 P.M.

Present were Supervisors Salvesen, Nagle and Tanczos, Engineer Brien Kocher, Solicitor James Broughal, Public Works Director Vince Milite and Township Manager John J. Finnigan, Jr. Chairman Diacogiannis was not present.

The Pledge of Allegiance was performed.

Upon motion of Mr. Nagle, seconded by Mr. Salvesen, the Board approved the Agenda. Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Walbert aye.

Upon motion of Mr. Nagle, seconded by Mr. Salvesen, the Board approved the minutes, as written, from the meeting of the Board of Supervisors dated November 23, 2010. Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Walbert aye.

Upon motion of Mr. Salvesen, seconded by Mr. Nagle, the Board approved the List of Bills and Transfers as presented by the Secretary/Asst. Treasurer, and to enter the signed List of Bills by the Secretary/Asst. Treasurer and the Board of Supervisors as an attachment to the minutes.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Walbert aye.

COURTESY OF THE FLOOR

It was noted that no one wished to offer any comment.

REPORT OF THE CHAIRMAN

Mr. Diacogiannis was not in attendance.

REPORT OF THE VICE-CHAIRMAN

Mr. Walbert had nothing to report.

SUPERVISOR'S COMMENTS & ROAD REPORTS

Mr. Nagle – Road District #1 & 5 – Nothing to report.

Mr. Walbert – Road District #2 – Nothing to report.

Mr. Salvesen – Road District #3 – Nothing to report.

Mr. Tanczos – Road District #4 – Mr. Tanczos questioned the status of the Traffic Light at Schoenersville Road & Route 22. Mr. Finnigan reported that the control box was hit by lightning and the City of Bethlehem is working on it.

APPOINTMENTS & RESIGNATIONS

There were no items on the Agenda.

PLANNING & ZONING

Public Hearing: Proposed Amendment to the Hanover Township Zoning Map of the Hanover Township Zoning Ordinance to provide for the Expansion of the Planned Industrial Business Park (PIBD) and Commercial Center (C-2) Zoning District

Mr. Salvesen closed the regular meeting and opened the Public Hearing. It was noted for the record that the hearing had been duly advertised and the Secretary has proof of publication. A Court Stenographer was present to record all testimony.

Upon completion of testimony, Mr. Salvesen closed the Public Hearing and re-opened the regular meeting.

Mr. Salvesen moved that the Board approve to adopt Ordinance 2010-10 amending the Official Zoning Map of the Hanover Township Zoning Ordinance.

Mr. Nagle seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Walbert aye.

ORDINANCE 2010 – 10

AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP OF THE HANOVER TOWNSHIP ZONING ORDINANCE TO PROVIDE FOR THE EXPANSION OF THE PLANNED INDUSTRIAL BUSINESS PARK (PIBD) AND COMMERCIAL CENTER (C-2) ZONING DISTRICT; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT HEREWITH; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

Public Hearing: Conditional Use Approval – KSB Holdings LLC, 310 Stoke Park Road

Mr. Salvesen closed the regular meeting and opened the Public Hearing. It was noted for the record that the hearing had been duly advertised and the Secretary has proof of publication. A Court Stenographer was present to record all testimony.

Upon completion of testimony, Mr. Salvesen closed the Public Hearing and re-opened the regular meeting.

It was noted that the hearing will be continued until the January 25, 2011 Board of Supervisors meeting.

Public Meeting: Adoption of Ordinance 2010 -11 Restricting Truck Traffic on Certain Township Roads

Mr. Salvesen moved that the Board approve to adopt Ordinance 2010 - 11 restricting Truck Traffic on Certain Township Roads.

ORDINANCE NO. 2010-11

AN ORDINANCE OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF HANOVER, COUNTY OF NORTHAMPTON, COMMONWEALTH OF PENNSYLVANIA AMENDING ORDINANCE 02-01, CHAPTER 172, BY RESTRICTING TRUCK TRAFFIC ON BRIDLE PATH ROAD, CRAWFORD DRIVE, GWENMAWR ROAD, HANOVERVILLE ROAD, HARRIET LANE, JACKSONVILLE ROAD, MACADA ROAD, MARYANN LANE, NORTH COMMERCE WAY,

ORCHARD LANE, PLACE ROAD, SOUTHLAND DRIVE, STOKE PARK ROAD & TOWNSHIP LINE ROAD, AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT HERewith.

Mr. Nagle seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Walbert aye.

ADMINISTRATION

Mr. Nagle moved that the Board approve to adopt the following:

- Policy 7 – Bond for Secretary/Assistant Treasurer
- Policy 24 – Expenditure Funds
- Policy 67 – Petty Cash – Municipal Office
- Policy 68 – Petty Cash – Community Center

Mr. Salvesen seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Walbert aye.

Policy 7

Bond for Secretary/ Assistant Treasurer

The Secretary/Assistant Treasurer is not authorized to sign checks or withdraw money except should a situation arise where she must assume the duties of the Treasurer. At such time her bond (\$250,000.00) shall be increased to the prescribed \$2,000,000 and the Board of Auditors shall be so notified. Upon relinquishing these duties the procedure shall be properly reversed, including the cancellation of signature authorizations at the various Township Depositories.

Policy 24

Expenditure Funds

The Township Manager & Treasurer will have the authority to expend Township Funds without Board approval up to \$15,000.00. Purchases in excess of \$15,000 require the approval of the Chairman of the Board of Supervisors, followed by authorization of the entire Board.

Policy 67

Petty Cash – Municipal Office

It is the policy of the Board of Supervisors that Petty Cash accounts for the following purposes are established at the Municipal Offices:

General Petty Cash:	\$100.00
Waste & Recycling:	\$200.00
Sewer	\$50.00

The custodian of all Petty Cash accounts shall be the Treasurer. The General Petty Cash Fund shall be used to reimburse Township Staff for purchases made on behalf of the Township up to a **maximum** of \$20.00. All disbursements from the Petty Cash accounts require the appropriate documentation, approval and receipts.

Checks for replenishment shall be made payable to the Petty Cash Custodian and the funds shall be placed in a locked box, draw or file cabinet.

Policy 68
Petty Cash – Community Center

It is the policy of the Board of Supervisors that Petty Cash accounts for the following purposes are established at the Community Center:

General Petty Cash:	\$100.00
Children’s Services	\$80.00

The custodian of all Petty Cash accounts shall be the Treasurer. The General Petty Cash Fund shall be used to reimburse Community Center Staff for purchases made on behalf of the Community Center up to a **maximum** of \$20.00. The Preschool Petty Cash Fund shall be used to reimburse Children’s Services Staff for purchases made on behalf of the Township specifically for Children’s Services up to a **maximum** of \$20.00. All disbursements from the Petty Cash accounts require the appropriate documentation, approval and receipts.

Checks for replenishment shall be made payable to the Petty Cash Custodian and the funds shall be placed in a locked box, draw or file cabinet.

Adoption of 2011 General Fund, Capital Reserve, State Fund and Recreation Budgets

Mr. Nagle moved that the Board approve to adopt Resolution 2010 – 21 adopting the 2011 Township Budgets as follows and to authorize the Chairman and Secretary to sign the Resolution.

Mr. Salvesen seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Walbert aye.

HANOVER TOWNSHIP
NORTHAMPTON COUNTY
RESOLUTION 10-21

A RESOLUTION of the Township of the Township of Hanover, County of Northampton, Commonwealth of Pennsylvania, appropriating specific sums estimated to be required for the specific purposes of the municipal government, hereinafter set forth, during the year 2011.

BE IT RESOLVED AND ENACTED, and it is hereby resolved and enacted by the Board of Township Supervisors of the Township of Hanover, County of Northampton, and Commonwealth of Pennsylvania:

Section 1. That for the expenditures and expenses of the fiscal year 2011 the following amounts are hereby appropriated from the fund equities, revenues, and other financing sources available for the year 2011. for the specific purposes set forth on the following pages.

Section 2. That any Resolution conflicting with this Resolution be and the same is hereby repealed insofar as the same affects this Resolution.

Approve 2011 Tax Rate – Resolution 2010 – 22

Mr. Nagle moved that the Board approve to adopt Resolution 2010 – 22 setting the 2011 Tax Rate and to authorize the Chairman and Secretary to sign the Resolution.

Mr. Salvesen seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Walbert aye.

**HANOVER TOWNSHIP
NORTHAMPTON COUNTY
Resolution 10- 22
TAX LEVY RESOLUTION**

SECOND CLASS TOWNSHIP

A RESOLUTION OF THE Township of HANOVER, County of Northampton, Commonwealth of Pennsylvania, fixing the tax rates for the year 2011.

BE IT RESOLVED AND ENACTED, and it is hereby resolved and enacted by the Board of Township Supervisors of the Township of Hanover, County of Northampton, Commonwealth of Pennsylvania:

That a tax be and the same is hereby levied on all real property and within the said Municipality subject to taxation for the fiscal year 2011 as follows:

Tax rate for general purposes, the sum of 3.40 mills on each dollar of assessed valuation or the sum of 34.0 cents on each one hundred dollars of assessed valuation.

Tax rate for fire tax purposes, the sum of 0.05 mills on each dollar of assessed valuation or the sum of 5.0 cents on each one hundred dollars of assessed valuation.

The same being summarized in tabular form as follows:

Mills on Each Dollar of Assessed Valuation	Cents on Each One Hundred Dollars of Assessed Valuation
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Tax Rate for General Purposes	<u>3.40</u> Mills	<u>34.0</u> Cents
Tax Rate for Fire Tax Purposes	<u>0.50</u> Mills	<u>5.0</u> Cents
TOTAL	<u>3.90</u> Mills	<u>39.0</u> Cents

That any resolution, or part of resolution, conflicting with this resolution be and the same is hereby repealed insofar as the same affects this resolution.

IN TESTIMONY WHEREOF, the undersigned TOWNSHIP has caused this Resolution to be signed by a duly authorized officer and its corporate seal, duly attested by the Board Secretary, to be hereunto affixed this 21st day of December, 2010.

Approve 2011 Tax Rate for Act 611 Taxes – Resolution 2010 – 23

Mr. Nagle moved that the Board approve to adopt Resolution 2010 – 23 setting the 2011 Tax Rate for Act 611 Taxes and to authorize the Chairman and Secretary to sign the Resolution.

Mr. Salvesen seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Walbert aye.

**HANOVER TOWNSHIP
NORTHAMPTON COUNTY
Resolution 10-23**

A RESOLUTION OF THE Township of Hanover, County of Northampton, Commonwealth of Pennsylvania, fixing the tax rate for the year 2011.

BE IT RESOLVED AND ENACTED, and it is hereby resolved and enacted by the Board of Township Supervisors of the Township of Hanover, County of Northampton, Commonwealth of Pennsylvania, that a tax be and the same is hereby levied on all property transfers and occupation tax within said municipality subject to taxation for the Fiscal Year 2011 as follows:

REAL ESTATE TRANSFER TAX	1%
EARNED INCOME TAX	1%
LOCAL SERVICES TAX	\$52.00
MERCANTILE TAX	
PERFORMANCE OF SERVICES	1 ½ MILLS
WHOLESALE SALES OF MERCHANDISE	1 MILL
RETAIL SALE OF MERCHANDISE	1 ½ MILLS

The latter three taxes to be shared with the Bethlehem Area School District in such proportions as prescribed by law.

IN TESTIMONY WHEREOF, the undersigned TOWNSHIP has caused this Resolution to be signed by a duly authorized officer and its corporate seal, duly attested by the Board Secretary, to be hereunto affixed this 21st day of December, 2010.

Mr. Salvesen seconded the motion.
Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Walbert aye.

HANOVER TOWNSHIP
RESIDENTIAL WASTE & RECYCLING FEE SCHEDULE
Effective January 1, 2011

Single Family Residential

ANNUAL PER HOUSEHOLD:	\$305.00
ANNUAL PER HOUSEHOLD IF PAID BY 3/15/2011	\$275.00
PENALTY FOR LATE PAYMENTS after 4/15/2011	10%
All Fees are due 05/02/2011	

Multifamily Residential = Non-Apartment, Non-Commercial

ANNUAL PER UNIT:	\$160.00
ANNUAL PER UNIT IF PAID BY 3/15/2011	\$145.00
PENALTY FOR LATE PAYMENTS after 4/15/2011	10%
All Fees are due 05/02/2011	

Duplicate Invoice Fee \$15.00

The Township reserves the right to assess the cost or fees incurred by collection of delinquencies and the right to pro-rate the cost based on a reasonable monthly calculation. Ordinance 08-05, adopted on June 10, 2008, establishes collection and payment of refuse fees.

Authorize Secretary to Pay Invoices

Mr. Nagle moved that the Board approve to authorize the Secretary to pay invoices through 1/11/2011 subject to the approval of the Township Manager.

Mr. Salvesen seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Walbert aye.

2011 Salary Increase Guidelines

Mr. Nagle moved that the Board approve the 2011 Salary Increase Guidelines as presented to the Board by the Township Manager to be used for employees effective with the 2010 reviews.

Mr. Salvesen seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Walbert aye.

Adopt Current Employee Handbook

Mr. Nagle moved to adopt the most current version of the Hanover Township Employee Handbook, which incorporates all new and updated policies through December 23, 2010 AND TO BE EFFECTIVE January 1, 2011.

Mr. Salvesen seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Walbert aye.

Approve 2010 Budgets Amendments to General Fund and Recreation

Mr. Nagle moved that the Board approve the 2010 Budget Amendments as attached and prepared by the Township Secretary/Assistant Treasurer and Township Treasurer/Assistant Secretary.

Mr. Salvesen seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Walbert aye.

Authorize to Advertise January 2011 Meetings

Mr. Nagle moved that the Board approve to authorize the Secretary to advertise the January meetings for the Board of Supervisors January 11 and January 25, Planning Commission January 10, Recreation Advisory Board January 13, Shade Tree Advisory Commission January 4 and January 31, Special Events Committee January 6, and Crime Watch January 12, 2011. All meetings will be held at the Township Municipal Building, 3630 Jacksonville Road, Bethlehem, Pennsylvania, 18017 and will start at 7:30 P.M. with the exception of the Shade Tree Advisory Commission, which will start at 5:30 P.M. on January 4 and at 6:00 PM on January 31, and the Board of Supervisors and Special Events Committee which will start at 7 P.M. All meetings are open to the public.

Mr. Salvesen seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Walbert aye.

Policy 23 – 2011 Township Organizational Chart

Mr. Nagle noted for the record that in compliance with Policy 23 the Township Manager has provided the Board with the 2011 Township Organizational Chart.

Authorize Signature of Independent Contractor Agreement with Lehigh Valley United for a Soccer Program

Mr. Nagle moved that the Board authorize the Chairman to sign the Independent Contractor Agreement between the Community Center and Lehigh Valley United for a Soccer Program.

Mr. Salvesen seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Walbert aye.

Authorize Signature of the Preventive Maintenance Agreement for the Fitness Equipment at the Community Center with Empire Fitness Services, Inc.

Mr. Nagle moved that the Board approve to authorize the Chairman to sign the Preventive Maintenance Agreement with Empire Fitness Services, Inc.

Mr. Salvesen seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Walbert aye.

Authorize Signature of Federal Surplus Property Program Application for Eligibility

Mr. Nagle moved that the Board authorize the Chairman to sign the Federal Surplus Property Program Application for Eligibility.

Mr. Salvesen seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Walbert aye.

PUBLIC WORKS

There were no items on the Agenda.

DEVELOPMENTS

Note for the Record – Hanover Corporate Center 2 – Lot 10 Storm Water Facilities Management – Extension

Mr. Tanczos noted for the record that Jaindl Land Company has granted the Township an extension of time for consideration of the Preliminary/Record Land Development Plan for HCC2 – Lot 10 Storm Water Facilities Management to May 31, 2011.

Note for the Record – Hanover Corporate Center 2 Lots 1 and 10 Amore Subdivision – Extension

Mr. Tanczos noted for the record that Jaindl Land Company has granted the Township an extension of time for consideration of the HCC 2 Lots 1 and 10 Amore Subdivision Plan to May 31, 2011.

HCC 2 Street Maintenance – Inspection of Trees and Basin

Township Engineer Brien Kocher explained that a report was issued today outlining work that needs to be done and recommends that the Board does not start the maintenance period and not to approve the release of the Maintenance Security until these items are addressed.

Mr. Tanczos moved that the Board, as recommended by the Township Engineer, not approve the release of the Maintenance Security as requested by the Developer.

Mr. Nagle seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Walbert aye.

Note for the Record – Farmhouse Mews Extension

Mr. Tanczos noted for the record that Airport Road Management LLC is granting a 180-day extension to July 5, 2011 for review of the Farmhouse Mews Plan.

LVCC II Phase I-IV Maintenance Status

Mr. Tanczos moved that the Board, as recommended by the Township Engineer, approve to reject the Developer's request to end the maintenance period until the "Punch List" items are repaired and re-inspected and require that the Developer provide an extension to the Maintenance Security; and to notify the Developer of the Board's action.

Mr. Nagle seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Walbert aye.

Hindu Temple – Accept End of Maintenance and Return Security

Mr. Tanczos moved that the Board approve, as recommended by the Township Engineer, to accept the Developer's request to end the maintenance period and return the Maintenance Security upon the following conditions:

1. That the Developer adheres to Township Policy # 25 (payment of Plans and Appeals Account charges).

Mr. Tanczos further moved that the Secretary notify the Developer of the Board's action.

Mr. Salvesen seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Walbert aye.

3910 Adler Place – Begin Maintenance

Mr. Tanczos moved that the Board accept, as recommended by the Township Engineer, that the Improvements are complete, and that the Maintenance Period begin on December 1, 2010 upon the following conditions:

1. That the Developer adheres to Township Policy # 25 (payment of Plans and Appeals Account charges).

Mr. Tanczos further moved that the Secretary notify the Developer of the Board’s action.

Mr. Salvesen seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Walbert aye.

LVIP IV Lot 46, DBSi, Omega Assets – Accept Maintenance and return Security

Mr. Tanczos moved that the Board approve, as recommended by the Township Engineer, to release the developer from the Maintenance Period, and returns the balance of the cash security for Omega Assets, LP, upon the following conditions:

1. That the Developer adheres to Township Policy # 25 (payment of Plans and Appeals Account charges).

Mr. Tanczos further moved that the Secretary notify the Developer of the Board’s action.

Mr. Salvesen seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Walbert aye.

Flavor Right Foods – Conditional Approval – Cooler & Dock Addition

Mr. Tanczos moved that the Board approve the Preliminary/Record Site Plan for LVIP IV Lot 55/56, Flavor Right Foods, Cooler and Dock Expansion.

CONDITIONS

1. The Developer/Owner shall provide an Architectural Drawing showing the Building Elevations and construction materials approved by Lehigh Valley Industrial Park, Inc. prior to the recording of the Record Plan.
2. The Developer/Owner shall provide additional off-street parking spaces if and when required by the Township Zoning Officer and shall submit plans to the Township for review of the proposed construction and stormwater BMPs.
3. The Developer/Owner shall enter into an Improvements Agreement with the Township and provide appropriate security. (SALDO Section 159-30D.(5))
 - A. The Improvements Agreement shall include a notarized statement, satisfactory to the Township Solicitor, stating that the Township shall be held harmless against any claim of damage from the downstream property owners that may result from the proposed development. (Stormwater Section 152-10E)

- B. The Improvements Agreement and a separate covenant running with the land shall include provisions satisfactory to the Township Solicitor, that the stormwater collection, conveyance and control facilities located on private property shall be properly operated and maintained. (Stormwater Section 152-10M)
 - C. The Improvements Agreement shall include a stormwater statement that all future stormwater calculations shall account for the impervious areas shown on the Record Plan (Cooler & Dock Addition).
4. The Developer/Owner shall enter into a Maintenance Agreement with the Township and provide appropriate security. (SALDO Section 159-30D.(6))
 5. The Developer/Owner shall pay all current fees, including any outstanding plans and appeals account charges. (SALDO Section 159-36J)
 6. The Developer/Owner shall provide two (2) Mylars for recording the plans and ten (10) sets of plans which are signed and notarized by the Owner and sealed by the Engineer. (SALDO Section 159-34B)
 7. The Developer/Owner shall meet all conditions of the Record Plan approval, and the Record Plan shall be recorded within twelve (12) months of Conditional Plan approval, and agrees that if such conditions are not met, the conditional Record Plan approval shall be considered void, and the application for Record Plan approval shall be considered void and withdrawn.

Granting of conditional approval of this plan recognizes that the Township is agreeing to the following on the Site Development Plan:

- A. That the Board of Supervisors grants a deferral for constructing four (4) Previously Approved Future Parking Spaces and eight (8) Future Parking Spaces until it is determined by the Zoning Officer that the parking spaces are needed. (Zoning Sections 185-17B and C)
- B. That the Board of Supervisors waive the requirement that a Traffic Study be provided. (Zoning Section 185-22E)
- C. That the Board of Supervisors waive the requirement that all trees be shown on the Preliminary Plan indicating size and species and allow the Landscape Plan as shown. (SALDO Section 159-17A)

And the Township Secretary be authorized to notify the Developer of the Board's action.

Mr. Salvesen seconded the motion.

It was noted that there was no representatives present and the signed conditions were not received therefore this item was tabled.

Mr. Tanczos rescinded his original motion and Mr. Salvesen rescinded his second.

Hanover Township Retirement Residence – Conditional Approval

Mr. Tanczos moved that the Board approve the Preliminary/Final Record Site Plan for Hanover Township Retirement Residence, Lenity Group LLC upon the following conditions:

CONDITIONS

1. The conditionally approved Sotel Enterprises Land Development Plan shall be officially withdrawn prior to the Hanover Township Retirement Residence Land Development Plan being approved and/or recorded for the subject parcel, Lot 2 Hanover Highlands.
2. The Developer/Owner shall address all outstanding comments in the Hanover Engineering Associates, Inc. review letter dated October 29, 2010 to the satisfaction of the Township Engineer, prior to recording.
3. The Developer/Owner shall enter into an Improvements Agreement with the Township and provide appropriate security. (SALDO Section 159-30D.(5))
 - A. The Improvements Agreement shall include a notarized statement, satisfactory to the Township Solicitor, stating that the Township shall be held harmless against any claim of damage from the downstream property owners that may result from the proposed development. (Stormwater Management Ordinance 98-2, Section 152-10E.)
 - B. The Improvements Agreement and a separate covenant running with the land shall include provisions satisfactory to the Township Solicitor, that the stormwater collection, conveyance and control facilities located on private property shall be properly operated and maintained by the property owner. (Stormwater Management Ordinance 98-2, Section 152-10M.)
 - C. The Improvements Agreement shall include a statement that a BMP Operations and Management Plan, (Post Construction Stormwater Management Plan) shall be recorded, listing the person(s) responsible for operations and maintenance, signed by the landowner, acknowledging that the stormwater BMPs are fixtures that cannot be altered or removed without approval by the Township. (Stormwater Management Ordinance 98-2, Section 152-24.5)
4. The Developer/Owner shall address all outstanding comments in the Hanover Engineering Associates, Inc. review letter dated October 29, 2010 to the satisfaction of the Township Engineer, prior to recording.
5. The Developer/Owner shall enter into a Maintenance Agreement with the Township and provide appropriate security. (SALDO Section 159-30D.(6))

6. The Developer/Owner shall provide a Tapping Fee of \$89,608.75 (16,625 gpd x \$5.39/gpd), a Connection Fee of \$397.50 (1 lateral x \$397.50/ea.), and a Customer Facilities Fee of \$330.00 (1 Lot x \$330.00/Lot). These fees are payable upon Building Permit Application. (Ordinance 05-06, Section 140-13)
7. The Developer/Owner shall provide an Impact Fee of \$11,466.00 (39 PM Peak Hour Trips at \$294.00/PM Peak Hour Trips). These fees are payable upon Building Permit Application. (Impact Fee Ordinance 91-12, Resolution 07-10)
8. The Developer/Owner shall provide a storm sewer interceptor minimum improvements value contribution of \$20,827.80 (11,571 square yards of impervious cover x \$1.80/square yard). (Stormwater Management Ordinance 98-2, Section 152-12B.)
9. The Developer/Owner shall provide proof of Department of Environmental Protection Planning Module Exemption Approval prior to this plan being recorded. (SALDO Section 159-30D.(1))
10. The Developer/Owner shall pay all current fees, including any outstanding plans and appeals account charges. (SALDO Section 159-36J.)
11. The Developer/Owner shall provide two (2) Mylars for recording the plans and ten (10) sets of plans which are signed and notarized by the Owner and sealed by the Engineer. (SALDO Section 159-34B.)
12. The Developer/Owner shall meet all conditions of the Preliminary/Final Record Plan approval, and the Record Plan shall be recorded within twelve (12) months of Conditional Plan approval, and agrees that if such conditions are not met, the conditional Preliminary/Final Record Plan approval shall be considered void, and the application for Preliminary/Final Record Plan approval shall be considered void and withdrawn.

Mr. Tanczos further moved that the granting of conditional approval of this plan recognizes that the Township is agreeing to the following on the Site Development Plan:

- A. That the Board of Supervisors waive the requirement that twelve (12) off-street loading spaces are required and to allow the two (2) spaces indicated on the plan. (Zoning Ordinance Section 185-18C.)
- B. That the Board of Supervisors waive the requirement of the thirty-six feet (36') maximum height restriction and allow the building height to be the forty feet ten inches (40'-10") indicated on the plans. (Zoning Ordinance Section 185-34D.(5))
- C. That the Board of Supervisors waive the requirement that a ten-foot (10') wide planting easement is required along the right-of-way along Fairview Street and allow the proposed street trees to be placed in said right-of-way. (SALDO Section 159-8.)

- D. That the Board of Supervisors waive the requirement to perform additional infiltration testing and site investigation requirements set forth in Appendix G of Chapter 152 – Stormwater Management. (Ordinance 98-2 as amended, Section 152-9.1H).

Mr. Tanczos further moved that the Township Secretary be authorized to notify the Developer of the Board's action.

Mr. Salvesen seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Walbert aye.

Hanover Pointe – Maintenance Status

Mr. Tanczos moved that the Board, as recommended by the Township Engineer, release the Developer from his maintenance responsibilities and that the Township returns the Maintenance Security upon the following conditions:

1. That the Developer provides an "As-Built Landscape Plan" prior to January 20, 2011.
2. That the developer adhere to Township Policy # 25 (payment of Plans and Appeals Account charges).

Also, to notify the Developer of the Board's action.

Mr. Salvesen seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Walbert aye.

Hanover Ridge – Return Security

Mr. Tanczos moved that the Board approve to accept, as recommended by the Township Engineer, that the Maintenance is complete and that the Township releases the \$5,500.00 Maintenance Security upon the following conditions:

1. That the Developer stakes the replacement trees prior to December 31, 2010.
2. That the developer adhere to Township Policy # 25 (payment of Plans and Appeals Account charges).

Also, to notify the Developer of the Board's action.

Mr. Salvesen seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Walbert aye.

COURTESY OF THE FLOOR

It was noted that no one wished to offer any comment.

STAFF REPORTS

Mr. Kocher had nothing to report.

Mr. Broughal had nothing to report.

Mr. Milite reported that he and Kris Mattson conducted training with the Fire Company the previous evening. There were six participants and all passed.

Mr. Finnigan requested a motion authorizing the Plan Administrator and Trustees to send a letter to MetLife requesting the release of non-uniformed MPPFBO funds for a former employee.

Mr. Nagle moved that the Board approve to authorize the Plan Administrator and Trustees to send a letter to MetLife requesting the release of Non-Uniformed M.P.P. FBO funds for a former employee.

Mr. Salvesen seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Walbert aye.

Mr. Finnigan also requested authorization for the Chairman and Secretary to sign a proclamation honoring Mr. James Birdsall.

Mr. Nagle moved that the Board approve Proclamation No. 2010-6 honoring James B. Birdsall, P.E.

Mr. Salvesen seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Walbert aye.

HANOVER TOWNSHIP NORTHAMPTON COUNTY

PROCLAMATION NO. 2010 – 6

A PROCLAMATION HONORING JAMES B. BIRDSALL, P.E., TOWNSHIP ENGINEER 1972-2010

WHEREAS, James B. Birdsall, P.E. has served Hanover Township as our Township Engineer from 1972 – 2010; and

WHEREAS, Mr. Birdsall has assisted the Township through its significant growth and maturation; and

WHEREAS, Mr. Birdsall has had a hand in updating and maintaining the Township's Comprehensive Plan, Parks, Recreation & Open Space Plan, Transportation Capital Improvement Plan, Land Use Assumption Report, Roadway Sufficiency Analysis, Master Planning – Street Layouts, Township's Official Plan, Storm Water Ordinance, Storm Water Design Plan, Water System – Airport Road Design and Codified & Zoning Ordinances; and

WHEREAS, Mr. Birdsall has volunteered civically on the Long Range Planning Committee and the Building Committee (as Chairman) at First Presbyterian Church in Bethlehem City and has held many positions including as a class officer and fundraiser for the Lehigh Class of 1965, and

WHEREAS, under Mr. Birdsall's leadership and direction, Hanover Engineering Associates and their staff have regularly and consistently supported Township Community and Special Events; and

WHEREAS, under Mr. Birdsall's leadership and direction, Hanover Engineering Associates has been and continues to be one of the most respected engineering firms in the region.

NOW, THEREFORE, BE IT AND IT IS HEREBY PROCLAIMED, by the Board of Supervisors of Township of Hanover, County of Northampton, and the Commonwealth of Pennsylvania:

That James B. Birdsall, is applauded and recognized for his efforts in making, assisting and keeping Hanover Township the premier Township to Live, Work and Play in the entire Lehigh Valley Region. The Board of Supervisors proclaim Monday, January 3, 2011 as James B. Birdsall Day in Hanover Township.

Mr. Finnigan made the Board aware of break-ins at several Township businesses between 2 am and 4:30 am this morning.

At 7:45 pm, the Board entered into an Executive Session for personnel matters.

Lori Stranzl
Township Secretary