
REGULAR SEMI-MONTHLY MEETING
November 22, 2011

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

Present were Supervisors Salvesen, Nagle, Tanczos and Walbert, Engineer Jim Birdsall, Attorney Nicolosi for Solicitor Broughal, Public Works Director Vince Milite and Township Manager, John J. Finnigan, Jr.

The Pledge of Allegiance was performed.

Upon motion of Mr. Salvesen, seconded by Mr. Tanczos, the Board approved the Agenda with an addition to a motion under "Administration".

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

Upon motion of Mr. Salvesen, seconded by Mr. Tanczos, the Board approved the minutes, as written, from the meeting of the Board of Supervisors dated November 8, 2011.

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

Upon motion of Mr. Salvesen, seconded by Mr. Walbert, the Board approved the List of Bills and Transfers dated November 22, 2011 as prepared 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, Mr. Diacogiannis aye.

COURTESY OF THE FLOOR

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

REPORT OF THE CHAIRMAN

Mr. Diacogiannis had nothing to report.

REPORT OF THE VICE-CHAIRMAN

Mr. Walbert had nothing to report.

SUPERVISOR'S COMMENTS & ROAD REPORTS

Mr. Nagle – Road District #1, had nothing to report.

Mr. Walbert – Road District #2, had nothing to report.

Mr. Diacogiannis – Road District #5, had nothing to report.

Mr. Salvesen – Road District #3, had nothing to report.

Mr. Tanczos – Road District #4, had nothing to report.

APPOINTMENTS & RESIGNATIONS – BOARDS, COMMISSIONS AND COMMITTEES

Appointment of Mr. Tom Dredge to the Recreation Advisory Board

Mr. Salvesen moved that the Board approve to appoint Mr. Tom Dredge to the Recreation Advisory Board with the term expiring January 1, 2017 and to notify Mr. Dredge and the Recreation Advisory Board of the Board's appointment.

Mr. Walbert seconded the motion.

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

PLANNING AND ZONING

There were no items on the agenda.

ADMINISTRATION

Approval of Auditor for 2012

Mr. Nagle moved that the Board authorize the Township Solicitor to advertise that it is the Township's intent to appoint Todd J. Bushta, CPA from Gneiding, DeSanctis, Blizzard & Company, LLP as the 2012 Township Auditor at the cost of \$10,000.00.

Mr. Salvesen seconded the motion.

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

Approval of Actuary for 2012

Mr. Nagle moved that the Board authorize the Township Solicitor to advertise that it is the Township's intent to appoint Beyer-Barber Company as the 2012 Township Actuary.

Mr. Salvesen seconded the motion.

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

Authorize to Advertise January 2012 Meetings

Mr. Nagle moved that the Board authorize the Secretary to advertise the January meetings for the Board of Supervisors January 10 and January 24, Planning Commission January 9, Recreation Advisory Board January 12, Shade Tree Advisory Commission January 2, Crime Watch January 11, and Special Events Committee January 5. All meetings will be held at the Hanover 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 6:00 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, Mr. Diacogiannis aye.

Introduction of Amended Policy 41

Mr. Nagle introduced the following Policy which will be on the December 20th agenda for approval:

Policy 41
Plan Submissions Deadline

It shall be the policy of the Board of Supervisors, Hanover Township, Northampton County, that all plans to be reviewed by the Township Engineer’s office and prior to being placed on the Planning Commission's agenda must be properly and completely submitted, including all submission fees, to the Township offices no later than Twelve (12) Noon three weeks prior to the first Monday of the month.

Approve Amended Policy 43-18, Community Center Membership Fees

Mr. Nagle moved that the Board approve amended Policy 43-18, Community Center Memberships:

Policy 43-18
Community Center Membership Fees

It shall be the policy of the Board of Supervisors, Hanover Township – Northampton County to establish Community Center Membership Fees. Fees effective January 1, 2012 are as follows:

| | <u>Resident</u> | <u>Non-Resident</u> | |
|--------------------------------------|------------------------|----------------------------|----------|
| <u>Basic</u> | | | |
| Family | \$145.00 | \$227.00 | |
| Adult | \$85.00 | \$132.00 | |
| Student | \$69.00 | \$109.00 | |
| Senior (62+) | \$69.00 | \$109.00 | |
| <u>Full-Service</u> | | | |
| Family | \$535.00 | \$783.00 | |
| Adult | \$278.00 | \$418.00 | |
| Student | \$130.00 | \$196.00 | |
| Senior (62+) | \$130.00 | \$196.00 | |
| <u>Short term memberships</u> | | | |
| Adult | 1 Month | \$52.00 | \$77.00 |
| | 3 Month | \$90.00 | \$140.00 |
| Student | 1 Month | \$25.00 | \$37.00 |
| | 3 Month | \$44.00 | \$66.00 |
| Senior | 1 Month | \$25.00 | \$37.00 |
| | 3 Month | \$44.00 | \$66.00 |
| Family | 1 Month | \$97.00 | \$147.00 |
| | 3 Month | 173.00 | \$275.00 |
| <u>Special Memberships</u> | | | |
| Program Membership-Families Only | \$78.00 | \$124.00 | |
| Basketball Membership-Adult Only | \$69.00 | \$109.00 | |

Full Service Month to Month Memberships

Month to Month memberships offers you the option of paying monthly installments on your credit card. Service fees apply to all monthly plans. This is a ONE YEAR commitment; the membership automatically renews unless we receive notice in writing after 12 months to stop payments. We guarantee the rate at the time of purchase for a two year period as indicated on receipt at time of purchase.

| | <u>Resident</u> | <u>Non-Resident</u> |
|---------|------------------------|----------------------------|
| Adult | \$286.00- \$23.84 | \$426.00- \$35.50 |
| Family | \$543.00- \$45.25 | \$816.00- \$68.00 |
| Student | \$137.00- \$11.42 | \$205.00- \$17.08 |
| Senior | \$137.00- \$11.42 | \$205.00- \$17.08 |

Program Membership for a family would entitle the family to discounted program rates. The majority of our programs are target age 3 to 12; this would encourage more memberships as we will be increasing the “non-member” program fee. Membership entitles one person to one program session excluding children services & cheerleading.

Basketball Membership for an adult would give access only to the use of the basketball gym. This membership would not give the discounted fee for aerobics or fitness room as the Basic Membership does. Encouraging more members who are interested in only the use of the basketball gym.

Mr. Tanczos seconded the motion.

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

Approve Amended Policy 43-15, Field Rentals

Mr. Nagle moved that the Board approve amended Policy 43-15, Field Rentals:

Policy 43-15
Field Rental Policy

It shall be the policy of Board of Supervisors that all official requests for rentals of the Township Fields will be as follows:

Fields:

- Crawford Park Upper
- Crawford Park Lower
- Municipal Tract Baseball Field
- Municipal Tract Softball Field
- Municipal Tract Upper Field
- Municipal Tract Lower Field
- Pharo Park

Permits may be requested for Fall/Winter dates starting July 1st

Spring/Summer permits may be requested starting January 1st

All permits are on a first come first serve basis

Fall/Winter: September 1st through February 28th
 Spring/Summer: March 1st through August 30th

Fees:

Soccer/Lacrosse/Football

- ❖ \$20 per field/per two hour window (minimum 2 hours; pro-rate additional time accordingly at \$10 hour)
- ❖ \$100 per field/all day use

Baseball/Softball

- ❖ \$35 Permit per season
- ❖ \$5 per day per field fee

- ❖ **Organizations or individuals using Township facilities for camps, tournaments and leagues will be required to pay the Permit fee plus the per day field fee or per participant whichever is greater.**

Any organized team or league use must have a permit for field and the following conditions apply. Permits will be issued at the Community Center: Payment is due immediately, list of dates and Certificate of Insurance listing Hanover Township – Northampton County as additional insured, satisfactory to the Township Solicitor (minimum of \$500,000) must be provided at time of request.

Policies and Conditions for all rentals and permits must be signed.

Mr. Salvesen seconded the motion.

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

Approve Amended Policy 43-23, Pool Fees

Mr. Nagle moved that the Board approve amended Policy 43-23, Pool Fees:

Policy 43-23
Pool Fees

It shall be the policy of the Board of Supervisors, Hanover Township – Northampton County to establish Hanover Pool Fees. Fees effective January 1, 2012 are as follows:

| <u>Resident Rates</u> | 2012 Rate | 2012 HTCC Member Discounted Pool Rate |
|----------------------------------|------------------|--|
| Family | \$110.00 | \$94.00 |
| Adult | 86.00 | 70.00 |
| Sr. Citizen | 44.00 | 36.00 |
| Youth | 49.00 | 40.00 |
| | | |
| <u>Non-Resident Rates</u> | | |
| Family | 274.00 | 232.00 |
| Adult | 157.00 | 129.00 |
| Sr. Citizen | 112.00 | 93.00 |
| Youth | 110.00 | 95.00 |

Weekday

| | |
|-------------------|------|
| Sr. Citizen (62+) | 6.00 |
| Youth (under 18) | 6.00 |
| Adult | 8.00 |

Weekend/Holiday (July 4th & Labor Day)

| | |
|-------------------|------|
| Sr. Citizen (62+) | 7.00 |
| Youth (under 18) | 7.00 |
| Adult | 9.00 |

After 5 p.m. \$2.00

Sr. Citizen (65+) Lifetime Pass \$55.00

Children Pool Party Rentals

2011 Rate

| | | |
|------------|------------------|---------|
| Member | 1 – 10 Children | \$85.00 |
| | 11 – 20 Children | 100.00 |
| | 21 – 30 Children | 115.00 |
| Non-Member | 1 – 10 Children | 110.00 |
| | 11 – 20 Children | 130.00 |
| | 21 – 30 Children | 150.00 |

Over thirty attending: Special Pricing. Life Guard fee of \$25.00 per party at the pool.

Mr. Salvesen seconded the motion.

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

Introduction of Employee Handbook for 2012

Mr. Finnigan distributed the draft of the 2012 Employee Handbook along with the Social Networking Policy to the Board and asked if they have any comments to forward them to him. The 2012 Handbook will be on the December 20, 2011 Agenda for approval.

Authorize Signature of the Cobra Agreement with Benecon

Mr. Nagle moved that the Board authorize the Chairman to sign the Cobra Agreement with Benecon conditioned upon approval by the Township Solicitor.

Mr. Salvesen seconded the motion.

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

PUBLIC WORKS

Mr. Milite updated the Board on replacing the 1978 Ford 550 loader. The purchase of a new loader was approved in the 2012 Budget, however the new 2012 tractors will not be delivered until August/September of 2012 and with the new emissions, and the price will increase dramatically. Mr. Milite contacted John Deere; however they are done for the 2011 season and there are no more available. We received a quote from Powerco, Inc. for a Case 570 MXT Series 3 – 4 wheel drive loader under what was budgeted at a price of \$75,221.00. Mr. Milite requested permission to sign the proposal and authorize the purchase so we can take delivery in February.

Mr. Salvesen moved that the Board approve to authorize the purchase of a Case 570 MXT Series 3 – 4 wheel drive loader equipped as outlined in the quotation for a price not to exceed \$75,221.00 from Powerco, Inc. 7247 Penn Drive, Allentown, PA, 18106 and to authorize the Township Manager to execute the purchase order.

Mr. Nagel seconded the motion.

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

DEVELOPMENTS

Note for the Record: Faulkner GM Showroom Extension

It is noted for the Record that Faulkner Chevrolet, Cadillac, has granted the Township an extension to review the plans for the New GM Showroom project until March 5, 2012.

COURTESY OF THE FLOOR

Anthony Spagnola, Resident of 895 W. Macada Road questioned the Red Light/Camera program.

Mr. Finnigan stated that the Red Light Cameras were approved by the Legislature for First Class Cities.

Ron Madison, Resident of Wedgewood Road expressed his gratitude to the Township Manager and the Road Crew for a fantastic job on the yard waste clean-up after the storm. He stated he was happy to see the crew come down the road with all their equipment and congratulated them on a job well done.

Mr. Madison asked if the Township could come by in December for yard waste.

Mr. Finnigan stated that with the leaf pick-up being pushed back as a result of the storm clean-up, there just isn't enough man power available to do the yard waste pick-up until January; however leaves will continue to be picked up until the middle of December.

STAFF REPORTS

Mr. Birdsall had nothing to report.

Attorney Nicolosi had nothing to report.

Mr. Milite stated they are moving along with the Leaf Pick-up and the crew is working extra hours.

Mr. Finnigan distributed the Fire Company Report; and updated the Board on the grants for Emergency Generators; 1 for the Community Center, 1 for the Township Building and Maintenance Garage.

Upon motion of Mr. Nagle, seconded by Mr. Tanczos, the Board approved adjournment at 7:28 P.M.

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

Lori A. Stranzl
Township Secretary/Assistant Treasurer