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## **REGULAR SEMI-MONTHLY MEETING November 14, 2017**

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

Present were Supervisors Salvesen, Prendeville, Tanczos, Diacogiannis, Engineer Jim Kocher, Solicitor Jim Broughal, and Township Manager John Finnigan.

The Pledge of Allegiance was performed.

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

Mr. Salvesen aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye.

Upon motion of Mr. Salvesen seconded by Mr. Tanczos, the Board approved the minutes from the meeting of the Board of Supervisors dated October 24, 2017.

Mr. Salvesen aye, Mr. Prendeville aye, Mr. Tanczos abstain, Mr. Diacogiannis aye

Upon motion of Mr. Salvesen, seconded by Mr. Tanczos, the Board approved the list of bills and transfers dated November 14, 2017.

Mr. Salvesen aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

### COURTESY OF THE FLOOR

Dave Looker, 3336 Jacksonville Rd. expressed concern about not having an island light at Stoke Park Road and Highpoint Blvd.

### REPORT OF THE CHAIRMAN

Mr. Diacogiannis briefly reported on the Lower Nazareth negotiations for the Colonial Regional Police Department. Mr. Diacogiannis stated he is confident and pleased with the progress. Negotiations with Bath on their exit have not been started.

### REPORT OF THE VICE CHAIR

Mr. Tanczos had nothing to report.

### SUPERVISOR'S COMMENTS

Mr. Nagle – Road District #1, was absent.

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

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

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

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

### APPOINTMENTS AND RESIGNATIONS – BOARDS, COMMISSIONS AND COMMITTEES

The Board accepted with regret the resignation of Joan Rosenthal from the Zoning Hearing Board, effective December 31, 2017.

### PLANNING & ZONING

## ADMINISTRATION

### **Authorization to Advertise - Proposed Ordinance - Taxpayer Bill of Rights**

Mr. Prendeville moved the Board authorize the Township Solicitor advertise a public meeting for proposed ordinance amending the code of the Township of Hanover Code of Ordinances by adding a new article VIII, approving and adopting the taxpayers bill of rights, pursuant to general local government code (53 PA C.S.) omnibus amendment, Act of 1998 No. 50 (Admin).

Mr. Tanczos seconded the motion.

Mr. Salvesen aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

### **Authorization to Advertise – Proposed Ordinance – Business Park in AFHBD Zoning District**

Mr. Prendeville moved the Board authorize the Township Solicitor advertise a public hearing for proposed ordinance amending the text of the Hanover Township Zoning Ordinance Chapter 185, section 185-38 to provide for a business park as a permitted use in the AFHBD Zoning District.

Mr. Tanczos seconded the motion.

Mr. Salvesen aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

### **Authorization to Advertise – Proposed Ordinance – Volunteer Service Credit Program**

Mr. Prendeville moved the Board authorize the Township Solicitor advertise a public meeting for proposed ordinance amending the code of the Township of Hanover ordinances, Chapter 163 taxation by adding a new article IX which establishes a volunteer service credit program; enacts tax credits for volunteer members of volunteer fire companies; establishes administrative procedures.

Mr. Tanczos seconded the motion.

Mr. Salvesen aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

### **Authorize Sale of Assets – Community Center**

Mr. Prendeville moved the Board authorize the listing of sale for the following Township Assets: King Fitness Cable Crossover Rack with 400 lb weight stack and Tectrix ClimbMax 2 Stepper.

Mr. Tanczos seconded the motion.

Mr. Salvesen aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

### **Signature Authorization – Goodtime Amusement LLC**

Mr. Prendeville moved the Board authorize the Chairman to sign the Goodtime Amusement LLC contract for the 2018 Hanover Days.

Mr. Tanczos seconded the motion.

Mr. Salvesen aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

### **2018 Salary Increase Guidelines**

Mr. Prendeville moved that the Board approve the 2017 Salary Increase Guidelines as presented to the Board by the Township Manager (see attached) to be used for employees effective with the 2017 reviews.

Mr. Tanczos seconded the motion.

Mr. Salvesen aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

**Resolution 17 – 12 Category 4 Licensed Facility**

Mr. Prendeville moved the Board approve to adopt Resolution 17 – 12 prohibiting the location of a category 4 licensed facility within the Township and to authorize the Chairman and Secretary to sign the Resolution.

Mr. Tanczos seconded the motion.

Mr. Salvesen aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis no

**Resolution 17 – 13 Sewer Rates**

Mr. Prendeville moved that the Board approve to adopt Resolution 2017 – 13 setting the 2018 Sewer Rates by District and to authorize the Chairman and Secretary to sign the Resolution.

Mr. Tanczos seconded the motion.

Mr. Salvesen aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

**2018 Waste & Recycling Fees**

Mr. Prendeville moved that the Board approve the 2018 Residential Waste and Recycling Fees as presented.

Mr. Tanczos seconded the motion.

Mr. Salvesen aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

**Authorize to Advertise Approval of Certified Public Accountant for 2018**

Mr. Prendeville moved that the Board approve to authorize the Township Solicitor to advertise that it is the Township’s intent to appoint, Todd J. Bushta of Accountancy Firm of Bushta & Company as the 2018 Certified Public Accountant.

Mr. Tanczos seconded the motion.

Mr. Salvesen aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

**Signature Authorization - Certified Public Accountant Services Agreement**

Mr. Prendeville moved the Board authorize the Chairman and Township Secretary to sign the Certified Public Accountant Services Agreements between Hanover Township and Todd J. Bushta.

Mr. Tanczos seconded the motion.

Mr. Salvesen aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

**Authorize the Township Solicitor to Advertise Approval of Actuary for 2018**

Mr. Prendeville moved that the Board approve to authorize the Township Solicitor to advertise that it is the Township’s intent to appoint Beyer-Barber Company as the 2018 Township Actuary.

Mr. Tanczos seconded the motion.

Mr. Salvesen aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

**Approve 2018 Commitment to the Colonial Regional Police Commission**

Mr. Prendeville moved that the Board approve the 2018 Hanover Township Allocation of a maximum of \$1,893,460.00 towards the operation of the CRPD in compliance with Article V, Section A of the Colonial Regional Police Commission Articles of Agreement and to send a letter to the Commission informing them of the Board’s actions.

Mr. Tanczos seconded the motion.

Mr. Salvesen aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

### **Empire Fitness Services – Preventive Maintenance Renewal Agreement**

Mr. Prendeville moved the Board authorize the Chairman to sign the Preventive Maintenance Renewal Agreement with Empire Fitness Services for 2018.

Mr. Tanczos seconded the motion.

Mr. Salvesen aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

### **Resolution 17 – 14 – Gaming Grants**

Mr. Prendeville moved the Board approve to adopt Resolution 17-14 regarding the application of grants through the Northampton County Gaming Revenue & Economic Development Authority.

Mr. Tanczos seconded the motion.

Mr. Salvesen aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

### **Signature Authorization – 2017 Local Share Municipal Gaming Grant Application**

Mr. Prendeville moved the Board authorize the Chairman to sign the 2017 Local Share Municipal Gaming Grant Application, for the purchase and installation of an ELSAG Advancing License Plate Recognition fixed system at the intersection of S.R. 0512 / Crawford Drive and Brodhead Road, for use by the officers of the Colonial Regional Police Department.

Mr. Tanczos seconded the motion.

Mr. Salvesen aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

## **DEVELOPMENTS**

### **Traditions of America – Bridle Path Phase 2 – Extension Request**

Mr. Salvesen moved the Board grant the developer of Traditions of America – Bridle Path Phase 2 an extension to November 17, 2018 to complete the improvements, per their letter dated November 6, 2017, and direct the Secretary to notify the developer of the Board's action.

Mr. Prendeville seconded the motion.

Mr. Salvesen aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

### **Ungerer & Company – Extension Request**

Mr. Salvesen moved the Board grant the developer of Ungerer & Company an extension to February 19, 2018 to complete the improvements, per their letter dated November 6, 2017, and direct the Secretary to notify the developer of the Board's action.

Mr. Prendeville seconded the motion.

Mr. Salvesen aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

### **LVCC Lot 12 – Holiday Inn – Deferral Discussion**

Mr. Salvesen moved to send a letter to the developer of LVCC Lot 12, extending the landscaping deferral for until November 8, 2018.

### **Lehigh Valley Corporate Center Phase II, Lot 13A 3355 High Point Daycare – Agreements**

Mr. Salvesen moved the Board authorize the Chairman and Secretary to sign the Site Plan Maintenance Agreement, Declaration of Covenant Agreement, and Site Plan Improvements Agreement.

Mr. Prendeville seconded the motion.

Mr. Salvesen aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

COURTESY OF THE FLOOR

Jeff Jasinski, 1185 Claire Street was present to dispute the Waste and Recycling billing process.

STAFF REPORTS

Mr. Kocher – Engineer – Had nothing to report.

Mr. Broughal – Solicitor – Had nothing to report.

Mr. Milite – Public Works Director – Mr. Milite reported Hanoverville Road was paved by the state and completed the previous week. Leaf collection is continueing and the Public Works staff has been working until 5 each day. Mr. Milite stated he is collecting money for “Shop with Cops” and would like all funds by December 4<sup>th</sup>.

Mr. Finnigan – Township Manager – Mr. Finnigan reported that prior to the meeting, the 12 bids for the Moncancy Park Parking Lot were opened.

Mr. Salvesen moved the Board award the bid to Grace Industries in the amount of \$51,571.25 subject to the review of the Solicitor for the Bid Bonds.

Mr. Tanczos seconded the motion.

Mr. Salvesen aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

Upon motion of Mr. Salvesen the Board adjourned at 7:50 PM into Executive Session regarding personnel matters and contract negotiations.

The Board adjourned from executive session at 8:10 PM.

Elizabeth D. Ritter  
Township Secretary