

# 2023 Residential Waste & Recycling Fees

## Single Family Residential

ANNUAL PER HOUSEHOLD: \$285.00

ANNUAL PER HOUSEHOLD IF PAID BY 03/10/2023: \$256.50\*

PENALTY FOR LATE PAYMENTS after 04/7/2023: 10%\*

## Multifamily Residential (Southland Condominiums)

ANNUAL FEE PER UNIT: \$130.00

ANNUAL PER UNIT IF PAID BY 03/10/2023: \$117.00\*

PENALTY FOR LATE PAYMENTS after 04/7/2023: 10%\*

## Multifamily Residential (Park Place Townhouses)

ANNUAL FEE PER UNIT: \$230.00

ANNUAL PER UNIT IF PAID BY 03/11/2023: \$207.00\*

PENALTY FOR LATE PAYMENTS after 04/7/2023: 10%\*

All fees due by 05/01/2023

Duplicate Invoice Fee \$35.00

Accounts not paid by August 1, 2023, will subject to collection process. Administrative Fee to Collect Past Due/Delinquent Accounts: \$125.00.

\* Postmark must be 3/10/2023 and 4/7/2023 or before to be considered timely.

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.

## 2023 SALARY INCREASE GUIDELINES

<b>Evaluation</b>	<b>% Increase</b>
<b>Far Exceeds Normal Requirements</b>	7.0
<b>Exceeds Normal Requirements</b>	5.0
<b>Meets Normal Requirements</b>	3.0
<b>Meets Some Requirements / Fails to Meet Some Requirements</b>	1.0
<b>Fails to Meet Minimum Requirements</b>	0.0

Social Security and Supplemental Security Income (SSI) benefits for approximately 70 million Americans will increase **8.7 percent** in 2023.

See attached sheet for *Consumer Price Index Summary* – September 2022

Hires after 8/1/2022 will receive a prorated portion based on performance dependent on their date of hire. Example: hired in September they would receive 4/12 or 33.3%. A person receives an Exceeds normal requirements so they would receive a 1.67% increase.



## Economic News Release

CPI PRINT:

## Consumer Price Index Summary

Transmission of material in this release is embargoed until  
8:30 a.m. (ET) Thursday, October 13, 2022 USDL-22-1990

Technical information: (202) 691-7000 \* [cpi\\_info@bls.gov](mailto:cpi_info@bls.gov) \* [www.bls.gov/cpi](http://www.bls.gov/cpi)  
Media contact: (202) 691-5902 \* [PressOffice@bls.gov](mailto:PressOffice@bls.gov)

## CONSUMER PRICE INDEX - SEPTEMBER 2022

The Consumer Price Index for All Urban Consumers (CPI-U) rose 0.4 percent in September on a seasonally adjusted basis after rising 0.1 percent in August, the U.S. Bureau of Labor Statistics reported today. Over the last 12 months, the all items index increased 8.2 percent before seasonal adjustment.

Increases in the shelter, food, and medical care indexes were the largest of many contributors to the monthly seasonally adjusted all items increase. These increases were partly offset by a 4.9-percent decline in the gasoline index. The food index continued to rise, increasing 0.8 percent over the month as the food at home index rose 0.7 percent. The energy index fell 2.1 percent over the month as the gasoline index declined, but the natural gas and electricity indexes increased.

The index for all items less food and energy rose 0.6 percent in September, as it did in August. The indexes for shelter, medical care, motor vehicle insurance, new vehicles, household furnishings and operations, and education were among those that increased over the month. There were some indexes that declined in September, including those for used cars and trucks, apparel, and communication.

The all items index increased 8.2 percent for the 12 months ending September, a slightly smaller figure than the 8.3-percent increase for the period ending August. The all items less food and energy index rose 6.6 percent over the last 12 months. The energy index increased 19.8 percent for the 12 months ending September, a smaller increase than the 23.8-percent increase for the period ending August. The food index increased 11.2 percent over the last year.

Table A. Percent changes in CPI for All Urban Consumers (CPI-U): U.S. city average

	Seasonally adjusted changes from preceding month							Un- adjusted 12-mos. ended Sep. 2022
	Mar. 2022	Apr. 2022	May 2022	Jun. 2022	Jul. 2022	Aug. 2022	Sep. 2022	
All items	1.2	0.3	1.0	1.3	0.0	0.1	0.4	8.2
Food	1.0	0.9	1.2	1.0	1.1	0.8	0.8	11.2
Food at home	1.5	1.0	1.4	1.0	1.3	0.7	0.7	13.0
Food away from home(1)	0.3	0.6	0.7	0.9	0.7	0.9	0.9	8.5
Energy	11.0	-2.7	3.9	7.5	-4.6	-5.0	-2.1	19.8
Energy commodities	18.1	-5.4	4.5	10.4	-7.6	-10.1	-4.7	19.7
Gasoline (all types)	18.3	-6.1	4.1	11.2	-7.7	-10.6	-4.9	18.2
Fuel oil(1)	22.3	2.7	16.9	-1.2	-11.0	-5.9	-2.7	58.1
Energy services	1.8	1.3	3.0	3.5	0.1	2.1	1.1	19.8
Electricity	2.2	0.7	1.3	1.7	1.6	1.5	0.4	15.5
Utility (piped) gas service	0.6	3.1	8.0	8.2	-3.6	3.5	2.9	33.1
All items less food and energy	0.3	0.6	0.6	0.7	0.3	0.6	0.6	6.6
Commodities less food and energy commodities	-0.4	0.2	0.7	0.8	0.2	0.5	0.0	6.6
New vehicles	0.2	1.1	1.0	0.7	0.6	0.8	0.7	9.4
Used cars and trucks	-3.8	-0.4	1.8	1.6	-0.4	-0.1	-1.1	7.2
Apparel	0.6	-0.8	0.7	0.8	-0.1	0.2	-0.3	5.5
Medical care commodities(1)	0.2	0.1	0.3	0.4	0.6	0.2	-0.1	3.7
Services less energy services	0.6	0.7	0.6	0.7	0.4	0.6	0.8	6.7
Shelter	0.5	0.5	0.6	0.6	0.5	0.7	0.7	6.6
Transportation services	2.0	3.1	1.3	2.1	-0.5	0.5	1.9	14.6
Medical care services	0.6	0.5	0.4	0.7	0.4	0.8	1.0	6.5
Footnotes								
(1) Not seasonally adjusted.								

The food index increased 0.8 percent in September, the same increase as August. The food at home index rose 0.7 percent in September as all six major grocery store food group indexes increased. The index for fruits and vegetables rose 1.6 percent, while the index for cereals and bakery products rose 0.9 percent over the month. The index for other food at home increased 0.5 percent in September, after rising 1.1 percent in August. The index for meats, poultry, fish, and eggs rose 0.4 percent over the month while the index for nonalcoholic beverages increased 0.6 percent in September. The dairy and related products index rose 0.3 percent in September, the same increase as the previous month.

The food away from home index rose 0.9 percent in September, as it did in August. The index for full service meals increased 0.4 percent and the index for limited service meals increased 0.6 percent over the month. The food at employee sites and schools index rose 44.9 percent in September, reflecting the expiration of some free school lunch programs.

The food at home index rose 13.0 percent over the last 12 months. The index for cereals and bakery products increased 16.2 percent over the year and the index for dairy and related products rose 15.9 percent. The remaining major grocery store food groups posted increases ranging from 9.0 percent (meats, poultry, fish, and eggs) to 15.7 percent (other food at home).

The index for food away from home rose 8.5 percent over the last year. The index for full service meals rose 8.8 percent over the last 12 months, and the index for limited service meals rose 7.1 percent over the same period.

#### Energy

The energy index declined 2.1 percent in September after falling 5.0 percent in August. The gasoline index fell 4.9 percent over the month following a 10.6-percent decrease in August. (Before seasonal adjustment, gasoline prices fell 5.6 percent in September.) However, the index for natural gas increased in September, rising 2.9 percent after increasing 3.5 percent in August. The electricity index also increased over the month, rising 0.4 percent.

The energy index rose 19.8 percent over the past 12 months. The gasoline index increased 18.2 percent over the span and the fuel oil index rose 58.1 percent. The index for electricity rose 15.5 percent over the last 12 months, and the index for natural gas increased 33.1 percent over the same period.

#### All items less food and energy

The index for all items less food and energy rose 0.6 percent in September, following an identical increase in August. The shelter index continued to increase, rising 0.7 percent in September, also the same as in August. The rent index rose 0.8 percent in September. The owners' equivalent rent index also increased 0.8 percent over the month, the largest monthly increase in that index since June 1990. The index for lodging away from home fell 1.0 percent over the month.

The medical care index rose 0.8 percent in September after rising 0.7 percent in August. The index for physicians' services increased 0.5 percent over the month, while the index for hospital services increased 0.1 percent. The index for prescription drugs fell 0.1 percent in September.

The index for motor vehicle insurance continued to rise, increasing 1.6 percent in September after rising 1.3 percent in August. The new vehicles index increased 0.7 percent over the month, and the household furnishings and operations index rose 0.5 percent in September. Other indexes that increased in September include personal care (+0.4 percent), education (+0.4 percent), airline fares (+0.8 percent), and recreation (+0.1 percent).

A few indexes declined over the month, including the index for used cars and trucks, which fell 1.1 percent in September after decreasing 0.1 percent in August. The apparel index fell 0.3 percent over the month, and the communication index decreased 0.1 percent in September.

The index for all items less food and energy rose 6.6 percent over the past 12 months, the largest 12-month increase in that index since August 1982. The shelter index also rose 6.6 percent over the last year, accounting for over 40 percent of the total increase in all items less food and energy. Other indexes with notable increases over the last year include medical care (+6.0 percent), household furnishings and operations (+9.3 percent), new vehicles (+9.4 percent), and used cars and trucks (+7.2 percent).

#### Not seasonally adjusted CPI measures

The Consumer Price Index for All Urban Consumers (CPI-U) increased 8.2 percent over the last 12 months to an index level of 296.808 (1982-84=100). For the month, the index increased 0.2 percent prior to seasonal adjustment.

The Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) increased 8.5 percent over the last 12 months to an index level of 291.854 (1982-84=100). For the month, the index increased 0.1 percent prior to seasonal adjustment.

The Chained Consumer Price Index for All Urban Consumers (C-CPI-U) increased 8.0 percent over the last 12 months. For the month, the index increased 0.3 percent on a not seasonally adjusted basis. Please note that the indexes for the past 10 to 12 months are subject to revision.

The Consumer Price Index for October 2022 is scheduled to be released on Thursday, November 10, 2022, at 8:30 a.m. (ET).

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#### January 2023 Consumer Price Index Weight Update

Starting with January 2023 data, BLS plans to update weights annually for the Consumer Price Index based on a single calendar year of data, using consumer expenditure data from 2021. This reflects a change from prior practice of updating weights biennially using two years of expenditure data.

## Technical Note

### Brief Explanation of the CPI

The Consumer Price Index (CPI) measures the change in prices paid by consumers for goods and services. The CPI reflects spending patterns for each of two population groups: all urban consumers and urban wage earners and clerical workers. The all urban consumer group represents about 93 percent of the total U.S. population. It is based on the expenditures of almost all residents of urban or metropolitan areas, including professionals, the self-employed, the poor, the unemployed, and retired people, as well as urban wage earners and clerical workers. Not included in the CPI are the spending patterns of people living in rural nonmetropolitan areas, farming families, people in the Armed Forces, and those in institutions, such as prisons and mental hospitals. Consumer inflation for all urban consumers is measured by two indexes, namely, the Consumer Price Index for All Urban Consumers (CPI-U) and the Chained Consumer Price Index for All Urban Consumers (C-CPI-U). The Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) is based on the expenditures of households included in the CPI-U definition that meet two requirements: more than one-half of the household's income must come from clerical or wage occupations, and at least one of the household's earners must have been employed for at least 37 weeks during the previous 12 months. The CPI-W population represents about 29 percent of the total U.S. population and is a subset of the CPI-U population.

The CPIs are based on prices of food, clothing, shelter, fuels, transportation, doctors' and dentists' services, drugs, and other goods and services that people buy for day-to-day living. Prices are collected each month in 75 urban areas across the country from about 6,000 housing units and approximately 22,000 retail establishments (department stores, supermarkets, hospitals, filling stations, and other types of stores and service establishments). All taxes directly associated with the purchase and use of items are included in the index. Prices of fuels and a few other items are obtained every month in all 75 locations. Prices of most other commodities and services are collected every month in the three largest geographic areas and every other month in other areas. Prices of most goods and services are obtained by personal visit, telephone call, or web collection by the Bureau's trained representatives.

In calculating the index, price changes for the various items in each location are aggregated using weights, which represent their importance in the spending of the appropriate population group. Local data are then combined to obtain a U.S. city average. For the CPI-U and CPI-W, separate indexes are also published by size of city, by region of the country, for cross-classifications of regions and population-size classes, and for 23 selected local areas. Area indexes do not measure differences in the level of prices among cities; they only measure the average change in prices for each area since the base period. For the C-CPI-U, data are issued only at the national level. The CPI-U and CPI-W are considered final when released, but the C-CPI-U is issued in preliminary form and subject to three subsequent quarterly revisions.

The index measures price change from a designed reference date. For most of the CPI-U and the CPI-W, the reference base is 1982-84 equals 100. The reference base for the C-CPI-U is December 1999 equals 100. An increase of 7 percent from the reference base, for example, is shown as 107.000. Alternatively, that relationship can also be expressed as the price of a base period market basket of goods and services rising from \$100 to \$107.

### Sampling Error in the CPI

The CPI is a statistical estimate that is subject to sampling error because it is based upon a sample of retail prices and not the complete universe of all prices. BLS calculates and publishes estimates of the 1-month, 2-month, 6-month, and 12-month percent change standard errors annually for the CPI-U. These standard error estimates can be used to construct confidence intervals for hypothesis testing. For example, the estimated standard error of the 1-month percent change is 0.03 percent for the U.S. all items CPI. This means that if we repeatedly sample from the universe of all retail prices using the same methodology, and estimate a percentage change for each sample, then 95 percent of these estimates will be within 0.06 percent of the 1-month percentage change based on all retail prices. For example, for a 1-month change of 0.2 percent in the all items CPI-U, we are 95 percent confident that the actual percent change based on all retail prices would fall between 0.14 and 0.26 percent. For the latest data, including information on how to use the estimates of standard error, see [www.bls.gov/cpi/tables/variance-estimates/home.htm](http://www.bls.gov/cpi/tables/variance-estimates/home.htm).

### Calculating Index Changes

Movements of the indexes from 1 month to another are usually expressed as percent changes rather than changes in index points, because index point changes are affected by the level of the index in relation to its base period, while percent changes are not. The following table shows an example of using index values to calculate percent changes:

	Item A	Item B	Item C
Year I	112.500	225.000	110.000
Year II	121.500	243.000	128.000
Change in index points	9.000	18.000	18.000
Percent change	$9.0/112.500 \times 100 = 8.0$	$18.0/225.000 \times 100 = 8.0$	$18.0/110.000 \times 100 = 16.4$

### Use of Seasonally Adjusted and Unadjusted Data

The Consumer Price Index (CPI) produces both unadjusted and seasonally adjusted data. Seasonally adjusted data are computed using seasonal factors derived by the X-13ARIMA-SEATS seasonal adjustment method. These factors are updated each February, and the new factors are used to revise the previous 5 years of seasonally adjusted data. The factors are available at [www.bls.gov/cpi/tables/seasonal-adjustment/seasonal-factors-2022.xlsx](http://www.bls.gov/cpi/tables/seasonal-adjustment/seasonal-factors-2022.xlsx). For more information on data revision scheduling, please see the Factsheet on Seasonal Adjustment at

[www.bls.gov/cpi/seasonal-adjustment/questions-and-answers.htm](http://www.bls.gov/cpi/seasonal-adjustment/questions-and-answers.htm) and the Timeline of Seasonal Adjustment Methodological Changes at [www.bls.gov/cpi/seasonal-adjustment/timeline-seasonal-adjustment-methodology-changes.htm](http://www.bls.gov/cpi/seasonal-adjustment/timeline-seasonal-adjustment-methodology-changes.htm).

For analyzing short-term price trends in the economy, seasonally adjusted changes are usually preferred since they eliminate the effect of changes that normally occur at the same time and in about the same magnitude every year—such as price movements resulting from weather events, production cycles, model changeovers, holidays, and sales. This allows data users to focus on changes that are not typical for the time of year. The unadjusted data are of primary interest to consumers concerned about the prices they actually pay. Unadjusted data are also used extensively for escalation purposes. Many collective bargaining contract agreements and pension plans, for example, tie compensation changes to the Consumer Price Index before adjustment for seasonal variation. BLS advises against the use of seasonally adjusted data in escalation agreements because seasonally adjusted series are revised annually.

#### Intervention Analysis

The Bureau of Labor Statistics uses intervention analysis seasonal adjustment (IASA) for some CPI series. Sometimes extreme values or sharp movements can distort the underlying seasonal pattern of price change. Intervention analysis seasonal adjustment is a process by which the distortions caused by such unusual events are estimated and removed from the data prior to calculation of seasonal factors. The resulting seasonal factors, which more accurately represent the seasonal pattern, are then applied to the unadjusted data.

For example, this procedure was used for the motor fuel series to offset the effects of the 2009 return to normal pricing after the worldwide economic downturn in 2008. Retaining this outlier data during seasonal factor calculation would distort the computation of the seasonal portion of the time series data for motor fuel, so it was estimated and removed from the data prior to seasonal adjustment. Following that, seasonal factors were calculated based on this "prior adjusted" data. These seasonal factors represent a clearer picture of the seasonal pattern in the data. The last step is for motor fuel seasonal factors to be applied to the unadjusted data.

For the seasonal factors introduced for January 2022, BLS adjusted 72 series using intervention analysis seasonal adjustment, including selected food and beverage items, motor fuels, electricity, and vehicles.

#### Revision of Seasonally Adjusted Indexes

Seasonally adjusted data, including the U.S. city average all items index levels, are subject to revision for up to 5 years after their original release. Every year, economists in the CPI calculate new seasonal factors for seasonally adjusted series and apply them to the last 5 years of data. Seasonally adjusted indexes beyond the last 5 years of data are considered to be final and not subject to revision. For January 2022, revised seasonal factors and seasonally adjusted indexes for 2017 to 2021 were calculated and published. For series which are directly adjusted using the Census X-13ARIMA-SEATS seasonal adjustment software, the seasonal factors for 2021 will be applied to data for 2022 to produce the seasonally adjusted 2022 indexes. Series which are indirectly seasonally adjusted by summing seasonally adjusted component series have seasonal factors which are derived and are therefore not available in advance.

#### Determining Seasonal Status

Each year the seasonal status of every series is reevaluated based upon certain statistical criteria. Using these criteria, BLS economists determine whether a series should change its status from "not seasonally adjusted" to "seasonally adjusted", or vice versa. If any of the 81 components of the U.S. city average all items index change their seasonal adjustment status from seasonally adjusted to not seasonally adjusted, not seasonally adjusted data will be used in the aggregation of the dependent series for the last 5 years, but the seasonally adjusted indexes before that period will not be changed. For 2022, 22 of the 81 components of the U.S. city average all items index are seasonally adjusted.

#### Contact Information

For additional information about the CPI visit [www.bls.gov/cpi](http://www.bls.gov/cpi) or contact the CPI Information and Analysis Section at 202-691-7000 or [cpi\\_info@bls.gov](mailto:cpi_info@bls.gov).

For additional information on seasonal adjustment in the CPI visit [www.bls.gov/cpi/seasonal-adjustment/home.htm](http://www.bls.gov/cpi/seasonal-adjustment/home.htm) or contact the CPI seasonal adjustment section at 202-691-6968 or [cpiseas@bls.gov](mailto:cpiseas@bls.gov).

If you are deaf, hard of hearing, or have a speech disability, please dial 7-1-1 to access telecommunications relay services.

- [Table 1. Consumer Price Index for All Urban Consumers \(CPI-U\): U.S. city average, by expenditure category](#)
- [Table 2. Consumer Price Index for All Urban Consumers \(CPI-U\): U.S. city average, by detailed expenditure category](#)
- [Table 3. Consumer Price Index for All Urban Consumers \(CPI-U\): U.S. city average, special aggregate indexes](#)
- [Table 4. Consumer Price Index for All Urban Consumers \(CPI-U\): Selected areas, all items index](#)
- [Table 5. Chained Consumer Price Index for All Urban Consumers \(C-CPI-U\) and the Consumer Price Index for All Urban Consumers \(CPI-U\): U.S. city average, all items index](#)
- [Table 6. Consumer Price Index for All Urban Consumers \(CPI-U\): U.S. city average, by expenditure category, 1-month analysis table](#)
- [Table 7. Consumer Price Index for All Urban Consumers \(CPI-U\): U.S. city average, by expenditure category, 12-month analysis table](#)
- [HTML version of the entire news release](#)

**[The PDF version of the news release](#)**

**[News release charts](#)**

**[Supplemental Files Table of Contents](#)**

**Table of Contents**

**Last Modified Date:** October 13, 2022

U.S. BUREAU OF LABOR STATISTICS Division of Consumer Prices and Price Indexes Suite 3130 2 Massachusetts Avenue NE  
Washington, DC 20212-0001

Telephone: 1-202-691-7000, [www.bls.gov/CPI](http://www.bls.gov/CPI) [Contact CPI](#)



201 Penn Street | Suite 300 | P.O. Box 32 | Reading, PA 19603

# PROPOSAL

## **HANOVER TOWNSHIP NORTHAMPTON COUNTY - COMMUNITY CENTER HVAC UNIT REPLACEMENT**

Entech Engineering, Inc.  
201 Penn Street  
P.O. Box 32  
Reading, PA 19603

October 7, 2022  
Entech Proposal P-12319





October 7, 2022

Vincent G. Milite  
Public Works Director  
Hanover Township Northampton County  
3630 Jacksonville Road  
Bethlehem, PA 18017

**Re: Community Center  
HVAC Unit Replacement  
Entech Proposal P-12319**

Dear Mr. Milite:

Entech Engineering, Inc. is pleased to present this proposal to Hanover Township – Northampton County for engineering services to replace the HVAC units at the Community Center. The center opened in 1996 and all HVAC equipment is original to the building and at the end of normal service life.

## PROJECT UNDERSTANDING

The building has fifteen (15) split-system units, four (4) exhaust fans, and a kitchen exhaust fan/makeup air unit. Six (6) of the split-system units have a natural gas fired duct heater and eight (8) split-system units have a natural gas fired furnace. One split-system unit has and electric heating coil. The intent is to replace all the equipment noted above, but to retain all the duct distribution systems. System controls will be simple individual thermostats with each unit with no central or networked building automation system.

All but one of the units utilize natural gas for heating, we could look at using high efficiency heat pumps for some of the units. We have provided an add service to compare the energy and construction cost differences between gas units and heat pumps units. We would also review which units would be better suited to remain as gas heating, these would probably be the larger space units like the gym. This would be the Township's choices to compare/review heat pumps. This proposal is based on replacing units in kind but our fee would not change if after the performing the energy comparison add service some units would be heat pumps. The add service would include an analysis of the two options (Option 1: One-for-one equipment replacement; Option 2: One-for-One but with ASHP in lieu of Natural Gas), estimated construction costs to install each option and an estimated energy cost comparison of the two options. We will assume no electrical upgrades will be required.



Vincent G. Milite  
Hanover Township  
Entech Proposal P-12319  
October 7, 2022  
Page 2

We will not do a building load calculation and assume the existing system capacities are accurate. Energy estimates will be based on system efficiency differences and no formal computer energy model will be created.

Entech will provide mechanical and electrical power design services. Electrical design will be limited to modifying power for existing equipment to serve the new equipment. No service upgrades are anticipated or included.

Design services will include new mechanical equipment and associated changes to power, natural gas, fire alarm, controls. We assume the existing fire alarm system is capable of accepting new duct detector for the new equipment without requiring a Fire Alarm system upgrade.

Entech drawings may include enlarged plans, diagrams, details, and partial plans, as deemed necessary by Entech, to clarify certain portions of the work. Entech will provide Masterspec mechanical and electrical specifications sections that apply for inclusion in the project manual.

Our proposal includes preparing AutoCAD background drawings from existing PDFs and CAD files provided to Entech from the township.

## SERVICES TO BE PROVIDED

### Design Development Phase

- Conduct an existing document review, kick-off meeting and site survey to document each system and understand what each system serves.
- Perform a code review for equipment and ventilation.
- Create CAD background drawings.
- Create existing conditions mechanical and electrical drawings.
- Design Development Submission (70%) – Drawings and Draft Specifications.
- Attend virtual 70% review meeting.

### Construction Documents Phase

- Second site visit (electrical).
- Incorporate any Township comments and continue project documents to completion.
- Complete drawings (95% pre-final).
- Assemble and deliver construction document submission (electronically) to Hanover Township for review and comment.
- Attend a virtual meeting with Hanover Township to review the documents.

Vincent G. Milite  
Hanover Township  
Entech Proposal P-12319  
October 7, 2022  
Page 3

- Incorporate any changes from the review meeting into the construction documents.
- Issue Bid Documents (100%) – Drawings and Project Manual.

#### **Services During Bidding Phase**

- Issue bidding document package (electronically) to the selected list of contractors.
- Conduct the pre-bid meeting and issue meeting minutes.
- Respond to questions during bidding and issue addenda as needed.
- Provide bid evaluation and recommend the bid to be selected.

#### **Services During Construction Phase**

- Provide the Contractor with stamped and sealed drawings for permitting (it is assumed that the Contractor will make application and procure required building permits).
- COMCheck, mechanical sections only for Contractor to obtain construction permit, if required.
- Attend a pre-construction meeting and five (5) construction meetings during construction (total of six (6) meetings). Leading the meetings and preparing the minutes will be by Entech.
- Review shop drawings and submittals.
- Respond to the contractor's Requests for Information (RFIs).
- Inspect the work completed to date and provide a brief field report with the meeting minutes, at each construction meeting.
- Review and approve monthly applications for payment.
- Prepare field bulletins for clarification or changes in contract scope.
- Review Contractor change order requests (both scope and cost).
- When the work nears substantial completion, conduct a punch list inspection and issue to the Contractor for sign-off at substantial completion.
- Review and approve the operation and maintenance manuals.
- Prepare as-built drawings from the contractor red-line mark-ups and provide the Owner with a single hard copy full size set, a single hard copy half-size set, and a digital copy (flash drive).
- Perform final punch list review to determine that the contractor has covered all punch list items.



Vincent G. Milite  
Hanover Township  
Entech Proposal P-12319  
October 7, 2022  
Page 4

#### **Add Service ASHP comparison**

- Develop two options: One-for-one equipment replacement (NG heat) vs One-for-one equipment replacement (ASHP).
- Prepare an estimate of annual energy costs for each option.
- Prepare estimates of probable construction costs for each option.
- Provide a brief narrative describing each option, energy estimates, and construction cost estimates.
- Attend a review meeting with the township to review the narrative and discuss any questions.

#### **CLARIFICATIONS**

- ▶ Front end documents and Contractor contracts will be handled by others, Entech will only provide technical specifications.
- ▶ Structural and plumbing design is not included.
- ▶ Cost estimate will only be provided under the study phase and will not be updated in construction documents phase.

#### **SCHEDULE**

We propose the following schedule:

Notice to Proceed (no later than)	November 1, 2022
Design Development Submission (70%)	January 6, 2023
Construction Documents Submission (95%)	February 10, 2023
Bid Documents (100%)	March 3, 2023
Bidding Complete	April 7, 2023
Contractor Notice to Proceed	May 1, 2023
Construction (Will depend on equipment delivery schedule)	May 11 – December 29, 2023
Substantial Completion	January 5, 2024



Vincent G. Milite  
Hanover Township  
Entech Proposal P-12319  
October 7, 2022  
Page 5

## FEE FOR SERVICES

Entech proposes to perform these services on a lump sum basis for the Hanover Township Community Center HVAC Equipment Replacement project for the amount of Forty-Three Thousand Seven Hundred (\$43,700) Dollars.

Design Development Phase	\$14,300
Construction Documents Phase	\$12,800
Services during Bidding Phase	\$3,000
Services During Construction Phase	<u>\$13,600</u>
<b>Total</b>	<b>\$43,700</b>

Add Service – Heat Pump Comparison	\$4,800
------------------------------------	---------

This proposal, when executed, in addition to Entech's Terms and Conditions (attached) will constitute our Professional Services Agreement.

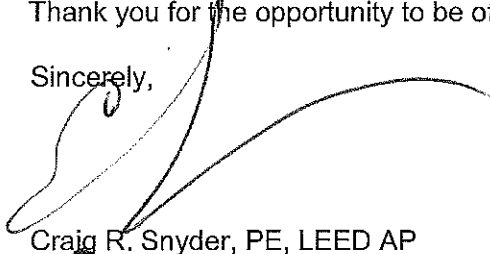
We believe that we have addressed the main issues involved in this project; however, if additional services are required, we can revise this proposal to incorporate your remarks.

Entech looks forward to the opportunity to work with Hanover Township. If this proposal meets with your approval, we would appreciate you signing and returning a copy to Entech.

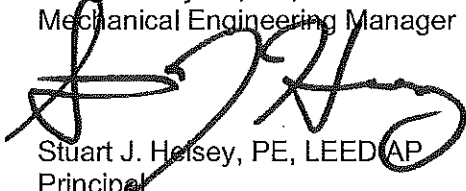
Thank you for the opportunity to be of service.

Sincerely,

Accepted: **HANOVER TOWNSHIP –  
NORTHAMPTON COUNTY**

  
Craig R. Snyder, PE, LEED AP  
Mechanical Engineering Manager

\_\_\_\_\_  
Name

  
Stuart J. Helsey, PE, LEED AP  
Principal

\_\_\_\_\_  
Title

Attachment

\_\_\_\_\_  
Date

### 1.0 ACCEPTANCE

Entech Engineering, Inc.'s (ENTECH) proposal to perform services for this project shall remain open for acceptance for a period of sixty (60) days from the date thereof, after which time, unless otherwise provided, ENTECH reserves the right to review and withdraw any proposal before acceptance at any time. All information contained in the proposal is confidential and proprietary property of ENTECH and is not to be disclosed or made available to third parties without the written consent of ENTECH.

### 2.0 REIMBURSABLE EXPENSES

Reimbursable expenses include, but are not limited to, travel, and living expenses of ENTECH employees and its consultants when engaged on the project away from their home office, long distance telephone charges, printing, reproduction, electronic data processing, testing services performed by ENTECH and/or its employees, and automobiles, all in accordance with ENTECH's standard rates prevailing at the time such services are rendered.

### 3.0 TERMS OF PAYMENT

- (A) Payment for services rendered and expenses accounted for shall be made monthly by the Client as billed. In the event that payment is not made within thirty (30) days from date of billing, interest may be charged at the rate of one and one-half percent (1-1/2%) per month, or the maximum rate of interest permitted by law, whichever is less.
- (B) Amounts due to ENTECH are NOT contingent on payments from third parties and ENTECH is entitled to be paid when services are rendered unless otherwise expressly agreed to in writing.
- (C) Client must submit in writing to ENTECH within ten (10) days of the date of any invoice, any dispute on the invoice, otherwise the invoice will be considered correct and payment due according to the terms listed above.

### 4.0 ADDITIONAL SERVICES

ENTECH, when authorized in writing by Client, shall furnish or perform the Additional Services listed herein. These services are excluded from the proposal and compensation unless expressly noted otherwise. Additional Services include but may not be limited to: preparation of applications and supporting documentation for grants, loans, approval of authorities, environmental assessments or impact statements; review and evaluation of documents provided by others for the project; field investigation related to or making of record drawings of existing conditions or completed construction; revisions to drawings, specifications and other project related documents resulting from changes in the scope, extent, sequence or character of Project by Client or regulatory or similar agencies or from conditions differing from documents or representations relied upon by ENTECH; furnishing of or administration of services by consultants employed on the project; evaluation of bid protests, involvement in any dispute resolution or legal proceeding related to project or providing more extensive services than normally encountered due to circumstances beyond control of ENTECH.

### 5.0 CONSTRUCTION PHASE RESPONSIBILITIES

When included in the written scope of services, ENTECH shall make visits to the site at intervals appropriate to the various stages of construction as ENTECH deems necessary in order to observe the general progress and quality of the various aspects of Contractor(s)' work. Except where the specific services include specific construction observation, such visits by ENTECH are not intended to be exhaustive or to extend to every aspect of the work in progress, but rather are limited to spot checking, selective sampling or similar methods of general observation. Based on information obtained during such visits and observations ENTECH shall endeavor to determine in general if work is proceeding in accordance with the

Contract Documents. ENTECH shall not, during such visits or as a result of such observations of Contractor(s)' work in progress, supervise, direct or have control over Contractor(s)' work nor shall ENTECH have authority over or responsibility for the means, methods, techniques, sequences or procedures of construction selected by Contractor(s), for safety precautions and programs incidental to the work of Contractor(s) or for any failure of Contractor(s) to comply with laws, rules, regulations, ordinances, codes or orders applicable to Contractor(s) furnishing and performing their work. Accordingly, ENTECH can neither guarantee the performance of the construction contracts by Contractor(s) nor assume responsibility for Contractor(s) failure to furnish and perform their work in accordance with the Contract Documents. The contractor remains solely responsible for site safety and for the quality and progress of the Contractor's work.

### 6.0 CONTRACT DOCUMENTS/SHOP DRAWINGS

When included in the written scope of services, ENTECH shall review and recommend appropriate action on shop drawings, product data, samples, and other submittals required by the Contract Documents. Such review shall be only for general conformance with the design concept and general compliance with the information given in the Contract Documents. It shall not include review of quantities, dimensions, weights or gauges, fabrication processes, construction methods, coordination with the work of other trades, or construction safety precautions, all of which are the sole responsibility of the Contractor. ENTECH's review shall be conducted with reasonable promptness consistent with professional practice. Review of a specific item shall not indicate acceptance of an assembly of which the item is a component. ENTECH shall not be required to review and shall not be responsible for any deviations from the Contract Documents not clearly noted by the Contractor, nor shall ENTECH be required to review partial submissions or those for which submissions for correlated items have not been received.

### 7.0 OWNERSHIP OF DOCUMENTS

Drawings, calculations, and specifications as instruments of service are and shall remain the property of ENTECH whether the Project for which they are made is executed or not. They are not to be used by the Client on other projects or extensions to this Project except by agreement in writing with, and with appropriate compensation to ENTECH, who is sole owner of all copyrights pertaining to these documents.

All drawings, documents, software (if any), specifications, and work produced in conjunction with this Agreement (Intellectual Property) are and remain the sole property of ENTECH and are expressly NOT works made for hire under any federal and/or state statutes. ENTECH claims and retains all rights in such Intellectual Property in the same and such rights and ownership shall survive any termination of this Agreement. ENTECH hereby expressly authorizes the use of such Intellectual Property by the named client in this Agreement and grants the Royalty free right to use the same for the specific Project identified in this Agreement and for no other purpose. This right to Royalty free use of the Intellectual Property created by ENTECH is not assignable and any attempt to assign, transfer or convey, with or without compensation is null and void.

#### 8.0 REUSE OF PLANS AND SPECIFICATIONS

The Client acknowledges that ENTECH's plans and specifications are instruments of professional service. Client also acknowledges and agrees that the plans, specifications, property and services rendered are for the use by client of a specific and identified purpose and /or project AND NO OTHER. Client's use is limited to the specific purpose stated in this agreement. In the event of any other use of any kind whatsoever, Client hereby indemnifies ENTECH and saves it harmless from all loss, cost or expense of any kind whatsoever, including court costs and attorney's fees which arise out of or in any way relate to a violation by client of the provisions of this Paragraph and paragraph 7 above.

#### 9.0 ELECTRONIC MEDIA

ENTECH, at Client's request and upon proper compensation, will furnish copies of Drawings and Specifications to Client on Electronic Media. Since ENTECH has no control over the stability of such Electronic Media or compatibility with other system hardware or software, any use or reuse by Client or other parties authorized by Client, shall be at Client's sole risk. In the event of any other use of any kind whatsoever, Client hereby indemnifies ENTECH and saves it harmless from all loss, cost or expense of any kind whatsoever, including court costs and attorney's fees which arise out of or in any way relate to a violation by client of the provisions of this Paragraph.

#### 10.0 ALTERATIONS/RENOVATIONS WORK

Remodeling and/or rehabilitation requires that certain assumptions be made regarding existing conditions. The client understands and agrees that some of these assumptions cannot be verified without expending great sums of additional money, or destroying otherwise adequate or serviceable portions of a building and/or equipment, therefore, it is agreed that, except for negligence on the part of ENTECH, the Client hereby indemnifies ENTECH and saves it harmless from all loss, cost or expense of any kind whatsoever, including court costs and attorney's fees which arise out of or in any way relate to a violation by client of the provisions of this Paragraph.

#### 11.0 PATENTS

ENTECH does not conduct patent searches in the performance of its services and assumes no responsibility or liability for any patent or copyright infringement arising therefrom. Nothing contained herein shall be construed as a warranty or representation that anything made, used or sold arising out of the services provided for the project will be free from infringement of patents.

#### 12.0 NON-PAYMENT

Timely payment to ENTECH is a material and substantial condition of this Agreement. Should the Client fail to timely pay any invoice when due, ENTECH reserves the right and shall be entitled at its option, to stop work and cease the performance of all services in addition to any other rights and remedies ENTECH may have and choose to pursue under the law. It is expressly acknowledged that any such work stoppage shall be at the Client's sole cost and expense and ENTECH shall not be liable or responsible for any incidental or consequential damages, damages for delay, increased costs, third party contractual breaches, or any other cost, damage or liability of any kind whatsoever. In addition, the Client shall indemnify and hold ENTECH harmless from all loss, cost or expense arising out of, including costs and legal fees arising out of or relating to any suspension of services or stop work caused by the Client's failure to timely make payment.

#### 13.0 APPLICABLE LAW

This Agreement shall be governed by the laws of the Commonwealth of Pennsylvania.

#### 14.0 STANDARD OF CARE

In providing professional services, ENTECH shall exercise usual and customary degree of skill and care consistent with that practiced by other design professionals in our community and practicing at the

same point in time. ENTECH makes no guarantees, warranties or assurances, expressed or implied, that the professional services will yield or accomplish a perfect outcome for the project; or constitute an assumption to liability greater than or differing from those explicit in this Agreement; or an assumption of the liabilities of any other party.

#### 15.0 PROJECT COSTS

Since ENTECH has no control over the cost of labor, materials or equipment, or over the Contractor's method of determining prices, or over competitive bidding or market conditions, opinions of probable construction costs provided for under this agreement are to be made on the basis of ENTECH experience and qualifications. These opinions represent ENTECH's judgment as a firm familiar with the construction industry. However, ENTECH cannot guarantee that proposals, bids, or other construction costs will not vary from its opinions of probable costs. If the Client wishes greater assurance as to the costs, then they shall employ an independent cost estimator.

#### 16.0 TERMINATION

Unless the scope of work expressly provides otherwise, and unless ENTECH has suspended services in accordance with Paragraph 12.0 above, either party may terminate this Agreement upon thirty (30) days prior written notice to the other party. No termination of this Agreement by the Client shall relieve the Client from any obligation to pay ENTECH all fees earned, recovery of all costs due and any damages caused as a result of any improper termination by the Client. The Client shall remain fully liable for all of the above.

#### 17.0 LIMITATION OF LIABILITY

Client agrees that in the event ENTECH fails to perform its obligations under this Agreement or negligently performs the same, ENTECH's liability, and the customer's remedy to recover damages, if any, that result therefrom, shall be strictly limited to the actual amount of any fees paid to ENTECH pursuant to the Agreement and under no circumstances shall ENTECH be liable to the client or to any other person and/or entity for any incidental and/or consequential damages, indirect damages, loss of good will, business profits, date of loss, claims for breach of warranty, exemplary and/or punitive damages, and/or any other loss or claim of any kind whatsoever, all of which are expressly excluded and waived by the client as a material part of this Agreement. This limitation of liability shall apply regardless of the type of suit or action filed, whether the same is filed in contract or tort, in law or in equity.

#### 18.0 WARRANTY

ENTECH warrants that it will perform its services consistent with the standard of care set out in paragraph 14.0. ENTECH makes no other warranty or representation of any kind whatsoever, express or implied, including but not limited to any warrant abilities regarding fitness for a particular purpose, compliance with federal, state and/or local laws and/or ordinances, merchantability of any services rendered or drawings prepared, or any other warranty or representation of any kind whatsoever, all of which are hereby expressly disclaimed.

#### 19.0 PROJECT DELAY

If the completion of the Project is delayed or suspended for more than sixty (60) days beyond the anticipated completion date contained in the Proposal, at no fault of ENTECH, the amount(s) of compensation to ENTECH shall be subject to renegotiation and equitably adjusted.

**20.0 DISCLAIMER: ASBESTOS AND HAZARDOUS WASTE**

Notwithstanding any provision contained in this Agreement or the Contract Documents for this Project, it is agreed and understood by the Client and ENTECH that the scope of ENTECH's services, and those of its consultants, except as otherwise expressly provided for in this Agreement, exclude any work in connection with toxic or hazardous materials, including asbestos. Therefore, the Client agrees to hold harmless, indemnify, and defend ENTECH from and against any and all claims, losses, damages, liability and costs, including but not limited to cost of defense, arising out of or in any way connected with the presence, investigation, control, manufacture, handling, disposal, exposure to, discharge, release or escape of contaminants in any form, as defined by the Environmental Protection Agency, either during or subsequent to ENTECH's work hereunder, or with the safety of any person using the existing structure during construction.

**21.0 COMMISSIONING**

ENTECH recommends that clients consider having certain post-startup services or commissioning provided for a one year period following startup. This service includes as-needed training for operators, programming of energy management systems or other automated control devices, trouble shooting and coordinating client personnel, contractors, and equipment suppliers for follow up during the period of the contractor's one year warranty. If the client chooses not to engage in the commissioning option with ENTECH, ENTECH reserves the right to invoice the client on an hourly plus expense basis for time spent, at the direction of the client, on the project following the date of substantial completion.

**22.0 DISPUTE RESOLUTION**

In the event the Client breaches any term, covenant or condition of this Agreement, ENTECH may, at its option, pursue all rights and remedies provided by law including, suspension of work, suit for damages, suit for a specific performance where applicable, and any other right or remedy available at law or at equity. In the event ENTECH pursues any such remedy and receives any award in whole or in part, the client shall also be responsible for all court costs and attorney fees incurred by ENTECH in doing so.

**23.0 EQUAL OPPORTUNITY**

Obligations as established by the Civil Rights Act of 1964, as amended, Executive Orders 11246 and 11375, as amended, and subsequent Orders and Federal Rules and Regulations developed thereafter apply and are part of this agreement.

**24.0 SAFETY**

During the course of providing professional engineering services, ENTECH personnel are frequently required to examine Client's property and systems to ascertain conditions, obtain measurements, and/or observe construction. In order to maintain engineering services at reasonable rates, ENTECH personnel do not always travel with additional personnel and/or safety equipment of every type that may be required. ENTECH personnel may request assistance from the Client's staff to provide skilled manpower and/or equipment to assist with the examinations of existing systems and new construction, especially in cases where safety concerns are perceived. These concerns include, but are not limited to, confined spaces, high places, hazardous atmospheres, and close proximity to live electrical systems. When requested, it will be the Client's responsibility to render assistance, within a mutually agreed upon timeframe. ENTECH personnel reserve the right to stop work or make reasonable assumptions on conditions believed risky to verify, when ENTECH personnel feel uncomfortable with conditions and/or proper safety provisions are not provided.

**25.0 ENTIRE AGREEMENT**

This Agreement is the entire Agreement between the parties and there are no other oral or other understandings or Agreements except those set forth in writing. Any and all prior discussions and negotiations are not binding unless the same are set forth in writing and signed by all parties.

**26.0 RELATIONSHIP OF PARTIES**

The relationship between the parties to this Agreement is and shall remain independent contractors and free agents, and nothing in this Agreement shall be interpreted in any way to alter that relationship. Client acknowledges that ENTECH is not acting in a fiduciary capacity. Neither party to this Agreement shall have any right, authority or power to speak for the other or enter into any other contracts or agreements on behalf of the other with respect to customers or third parties unless otherwise expressly provided. Neither party has any apparent, ostensible or actual authority on behalf of the other unless expressly granted pursuant to this Agreement.

**27.0 SEVERABILITY**

Should any term, provision or part of this Agreement be held invalid or unenforceable by any lawful local, state or federal court and/or authority, only that term, provision or part thereof shall be deemed removed from this Agreement and all remaining terms, provisions or parts thereof shall remain valid and enforceable between the parties.

**28.0 BINDING EFFECT**

This Agreement shall be binding upon and legally enforceable against the parties to this Agreement and their respective heirs, successors and assigns.

**29.0 ASSIGNMENT**

Notwithstanding the foregoing, Client shall have no right to assign this Agreement or any benefits provided for herein without the express written consent of ENTECH and nothing in this Agreement shall be interpreted as creating any third party beneficiary rights in any other person and/or entity.

**30.0 FORCE MAJEURE AND OTHER PROJECT DELAYS**

The Engineer shall not be responsible for delays caused by factors beyond the Engineer's reasonable control, including but not limited to delays because of strikes, lockouts, work slowdowns or stoppages, government ordered industry shutdowns, power or server outages, acts of nature, widespread infectious disease outbreak (including, but not limited to epidemics and pandemics), failure of any governmental or other regulatory authority to act in a timely manner, failure of the Client to furnish timely information or approve or disapprove of the Engineer's services or work product, or delays caused by the faulty performance by the Client or by contractors of any level. When such delays beyond the Engineer's reasonable control occur, the Client agrees that the Engineer shall not be responsible for damages, nor shall the Engineer be deemed in default of this Agreement.



**HANOVER TOWNSHIP, NORTHAMPTON COUNTY, PENNSYLVANIA**

**ORDINANCE NO. 22-6**

**AN ORDINANCE OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF HANOVER, NORTHAMPTON COUNTY, PENNSYLVANIA TO IMPLEMENT PENNSYLVANIA ACT 57 OF 2022, PROPERTY TAX PENALTY WAIVER PROVISIONS BY AMENDING CHAPTER 163 TAXATION, ADDING A NEW ARTICLE X, PROPERTY TAX PENALTY WAIVER PROVISIONS TO THE CODE OF CODIFIED ORDINANCES, AND REPEALING ALL ORDINANCES INCONSISTENT HEREWITH.**

***WHEREAS***, Act 57 of 2022, amending the Local Tax Collection Law, was signed by Governor Wolf on July 11, 2022, and takes effect on October 10, 2022; and

***WHEREAS***, Act 57 requires taxing districts that impose taxes on the assessed value of real property to adopt a resolution or ordinance within 90 days of the effective date of the act, or not later than January 9, 2023, directing the tax collector to waive additional charges for real estate taxes in certain situations.

***NOW THEREFORE***, be it enacted and ordained by the Board of Supervisors of Hanover Township, Northampton County, Pennsylvania, that the Tax Collector of Hanover Township, Northampton County comply with the provisions of Act 57 and this Ordinance for tax years beginning on or after January 1, 2023 and the same is hereby ordained and enacted as follows, to wit:

**SECTION 1.** Article X Property Tax Penalty Provisions is added to Chapter 163 Taxation as follows:

**“Article X Property Tax Penalty Provisions**

**§ 163-84 Definitions**

The following words and phrases shall have the meanings given to them within this Ordinance unless the context clearly indicates otherwise:

**Additional Charge:** Any interest, fee, penalty, or charge accruing to and in excess of the face amount of the real estate tax as provided in the real estate tax notice.

**Qualifying Event:**

1. For the purposes of real property, the date of transfer of ownership of the real property; or

2. For manufactured or mobile homes, the date of transfer of ownership or the date a lease agreement commences for the original location or relocation of a manufactured or mobile home on a parcel of land not owned by the owner of the manufactured or mobile home. The term does not include the renewal of a lease for the same location.

**Tax Collector:** The elected tax collector for Hanover Township, Northampton County, any authorized or designated delinquent tax collector, the Northampton County Tax Claim Bureau, or any alternative collector of taxes as provided for in the act of July 7, 1947 (P.L.1368, No.542), known as the "Real Estate Tax Sale Law," an employee, agent or assignee authorized to collect the tax, a purchaser of claim for the tax or any other person authorized by law or contract to secure collection of, or take any action at law or in equity against the person or property of the taxpayer for the real estate tax or amounts, liens or claims derived from the real estate tax.

#### **§ 163-85 Waiver**

The Tax Collector shall, for tax years beginning on and after January 1, 2023, grant a request to waive Additional Charges for real estate taxes if the taxpayer does all of the following:

**A.** Provides a waiver request of Additional Charges, on a form provided by the Pennsylvania Department of Community and Economic Development, to the Tax Collector in possession of the claim within twelve (12) months of a Qualifying Event;

**B.** Attests that a tax notice was not received; and

**C.** Provides the Tax Collector in possession of the claim with one of the following:

(1.) A copy of the deed showing the date of real property transfer;

or

(2.) A copy of the title following the acquisition of a mobile or manufactured home subject to taxation as real estate showing the date of issuance or a copy of an executed lease agreement between the owner of a mobile or manufactured home and the owner of a parcel of land on which the mobile or manufactured home will be situated showing the date the lease commences; and

**D.** Pays the face value amount of the tax notice for the real estate tax with the waiver request."

#### **SECTION 2. SEVERABILITY**

If any section, clause, provision or portion of this Ordinance or regulation incorporated herein shall be held to be invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect any other section, clause, provision or portion of this Ordinance or regulation.

**SECTION 3. REPEALER**

All Ordinances and parts of Ordinances inconsistent herewith be and the same are hereby repealed.

**SECTION 4. EFFECTIVE DATE**

This Ordinance shall be effective five (5) days from the date of enactment.

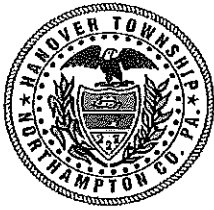
**ENACTED AND ORDAINED** this \_\_\_\_\_ day of \_\_\_\_\_, 2022, by the Board of Supervisors of Hanover Township, Northampton County, Pennsylvania.

ATTEST:

HANOVER TOWNSHIP  
NORTHAMPTON COUNTY,  
PENNSYLVANIA

By: \_\_\_\_\_  
Christina M. Thomas, Secretary

By: \_\_\_\_\_  
JOHN D. NAGLE,  
Chairman, Board of Supervisors



**BOARD OF SUPERVISORS**  
*Hanover Township Northampton County*  
3630 Jacksonville Road  
Bethlehem, Pennsylvania 18017-9302  
610.866.1140  
Fax 610.758.9116

John D. Nagle, Chairman  
610.737.4431

Michael J. Prendeville, Vice Chairman  
610.861.2956

John N. Diacogiannis  
610.865.4410

Susan A. Lawless, Esq.  
908.963.6085

Barry Check  
484.895.5271

John J. Finnigan, Jr.  
Township Manager

Beth A. Bucko  
Township Treasurer

Christina M. Thomas  
Township Secretary

<http://www.hanovertwp-nc.org>

[hanover@hanovertwp-nc.org](mailto:hanover@hanovertwp-nc.org)

November 15, 2022

PA Department of Community and Economic Development  
Site Development Office H2O PA Program  
Commonwealth Keystone Building  
400 North Street  
4<sup>th</sup> Floor  
Harrisburg, PA 17120-0225

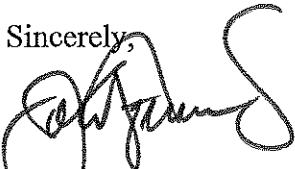
Re: Chaucer Land and Lord Byron Drive Storm Sewer Extension Project  
H2O PA Grant

To whom it may concern:

This letter will serve to memorialize that Hanover Township – Northampton County will own and maintain the storm water facilities installed with support of the H2O PA Grant.

Should you have any questions, please feel free to contact the undersigned.

Sincerely,



John J. Finnigan, Jr.

**HANOVER TOWNSHIP**  
**NORTHAMPTON COUNTY**

**Resolution 22 - 21**

**WHEREAS**, The Township of Hanover (“Township”), Northampton County, Pennsylvania (“Applicant”) desires to apply for grants with the Commonwealth Financing Authority (“Authority”); and

Be it **RESOLVED** that the Board of Supervisors of Hanover Township, Northampton County hereby requests an **H20 PA Grant** of \$1,154,396.25 (1/2 of the total estimated project cost of \$2,308,792.50) from the Commonwealth Financing Authority to be used for Chaucer Land and Lord Byron Drive Storm Sewer Extension Project.

Be it **FURTHER RESOLVED** that the Applicant hereby designates **John J. Finnigan, Jr., Township Manager** and **Beth A. Bucko, Township Treasurer** to execute all documents and agreements between the Township of Hanover and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

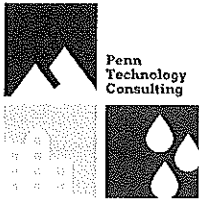
I, Christina M. Thomas, duly qualified Secretary of the Township of Hanover, Northampton County, PA hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Board of Supervisors – Township of Hanover at a regular meeting held November 22, 2022 and said Resolution has been recorded in the Minutes of the Township of Hanover and remains in effect as of this date.

**IN WITNESS THEREOF**, I affix my hand and attach the seal of the Township of Hanover, this **22<sup>nd</sup>** day of November **2022**.

Township of Hanover  
Board of Supervisors  
Northampton County

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Christina M. Thomas  
Secretary



# PENN TECHNOLOGY CONSULTING, LLC

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November 11, 2022  
Planning Commission Board  
Hanover Township Northampton County  
3630 Jacksonville Road  
Bethlehem, Pennsylvania 18017-9302

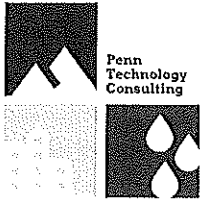
**RE: Farmhouse Village Hanover, Subdivision Plan**  
Airport Road and Hanoverville Road  
East Allen & Hanover Townships, Northampton County, Pennsylvania  
**PTC Project No. 180723**

Dear Planning Commission Board,

Please accept this correspondence as a time extension to act upon the above captioned land development plan. This extension shall be valid to and including February 28, 2023. Should you have questions, please do not hesitate to contact the undersigned. Thank you.

Sincerely,

Sue Kandil, P.E.  
President  
610-730-9809



# PENN TECHNOLOGY CONSULTING, LLC

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November 11, 2022  
Planning Commission Board  
Hanover Township Northampton County  
3630 Jacksonville Road  
Bethlehem, Pennsylvania 18017-9302

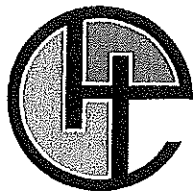
**RE: 6292 Hanoverville Rd, Minor Subdivision Plan**  
Airport Road and Hanoverville Road  
East Allen & Hanover Townships, Northampton County, Pennsylvania  
**PTC Project No. 180723**

Dear Planning Commission Board,

Please accept this correspondence as a time extension to act upon the above captioned land development plan. This extension shall be valid to and including February 28, 2023. Should you have questions, please do not hesitate to contact the undersigned. Thank you.

Sincerely,

Sue Kandil, P.E.  
President  
610-730-9809



# HanoverEngineering

252 Brodhead Road • Suite 100 • Bethlehem, PA 18017-8944  
Phone: 610.691.5644 • Fax: 610.691.6968 • HanoverEng.com

November 17, 2022

Mr. John J. Finnigan, Jr.  
Township Manager  
Hanover Township  
Northampton County  
3630 Jacksonville Road  
Bethlehem, PA 18017-9302

RE: 200 West Macada Road  
Diiorio Site Plan  
Submission Received October 24, 2022  
Hanover Project H22-22

Dear Jay:

We have reviewed the following above-referenced Plans and documentation, prepared by Keystone Consulting Engineers, Inc., for conformance to the Hanover Township Zoning Ordinance and other appropriate Ordinances as found in the Code of the Township of Hanover, adopted February 12, 2002, as amended:

1. Site Plan 200 West Macada Road Diiorio Residence, Sheets 1 through 4 of 4, dated May 16, 2022 and revised October 21, 2022.
2. Post Construction Stormwater Management Plan Diiorio Residence 200 West Macada Road, dated May 16, 2022 and last revised October 24, 2022.
3. Response letter, dated October 21, 2022.
4. Post Construction Stormwater Management Report Diiorio Residence, dated May 2022 and revised October 2022.

We offer the following comments for the Township's consideration:

**A. ZONING ORDINANCE – CHAPTER 185**

Section 185-22.C.(1)(c) – A note shall be added to the Plan stating the proposed dwelling addition will be served with water and sanitary sewer services by connections to the existing dwelling utilities.

Section 185-22.C.(1)(h) – As recommended by the Township Planning Commission, a note shall be added to the Plan stating the proposed dwelling addition is for private use only.

Section 185-22.C.(1)(i) – The locations and specifications of all proposed exterior lighting shall be provided on the Site Plan.

Section 185-22.C.(1)(l) – The Owner's Acknowledgement, Certificate of Ownership, and Surveyor's and Engineer's Certifications shall be signed and sealed.



Section 185-39.B.(3)(a) and (c) – The minimum lot area and maximum lot cover listed in the Zoning Data on Sheet 1 shall be revised to be consistent with the Zoning Data on Sheet 2.

**B. STORMWATER MANAGEMENT – CHAPTER 152**

Section 152-13 – The professional plan preparer shall sign and seal the Post Construction Stormwater Management Report.

Section 152-15.B(13) – An access easement around the stormwater BMPs that would provide Township ingress and egress from a public right-of-way shall be included on the Drainage Plan.

Section 152-24.3(A) – The property owner shall sign a declaration of covenant and agreement for maintenance of stormwater management facilities and BMP(s) with the Township covering all stormwater BMPs that are to be privately owned. The maintenance agreement shall be substantially the same as the agreement in Appendix E of this chapter.

Section 152-24.6 – Persons installing stormwater BMPs shall be required to pay a specified amount to the Township Stormwater BMP Operations and Maintenance Fund to help defray costs of operations and maintenance activities. For BMPs to be privately owned and maintained, the amount shall cover the cost of periodic inspections by the municipality in perpetuity, as determined by the Township.

If you have any questions concerning this matter, please contact the undersigned.

Respectfully,

HANOVER ENGINEERING

 For

Brian R. Kocher, PE  
Township Engineer

brk:kmp, kjc

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cc: James L. Broughal, Esquire  
Ms. Yvonne D. Kutz, Zoning Administrator  
Mr. Daniel Miller, PE, Keystone Consulting Engineers