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## **REGULAR SEMI-MONTHLY MEETING**

### **November 26, 2019**

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, Nagle, Lawless, Prendeville, Diacogiannis, Engineer Brien Kocher, and Solicitor Lisa Pereira.

The Pledge of Allegiance was performed.

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

Mr. Salvesen aye, Mr. Nagle aye, Ms. Lawless aye, Mr. Prendeville aye, Mr. Diacogiannis aye

Upon motion of Mr. Salvesen seconded by Mr. Nagle, the Board approved the minutes from the meeting of the Board of Supervisors dated November 12, 2019.

Mr. Salvesen aye, Mr. Nagle aye, Ms. Lawless aye, Mr. Prendeville aye, Mr. Diacogiannis aye

Upon motion of Mr. Salvesen seconded by Mr. Nagle, the Board approved the list of bills and transfers dated November 26, 2019.

Mr. Salvesen aye with the exception of check number 3969, the portion of the proceeds which benefit himself. Mr. Nagle aye with the exception of check number 3969, the portion of the proceeds which benefit himself, Ms. Lawless aye with the exception of check number 3969, the portion of the proceeds which benefit herself, Mr. Prendeville aye with the exception of check number 3969, the portion of the proceeds which benefit himself, Mr. Diacogiannis aye with the exception of check number 3969, the portion of the proceeds which benefit himself.

#### **COURTESY OF THE FLOOR**

Mr. David Klein was present to discuss the option of placing a daycare and dance studio in the Park Plaza complex. The Board advised that the developer will need to move forward with the Zoning Hearing Board.

#### **REPORT OF THE CHAIRMAN**

Mr. Diacogiannis reminded everyone of the Tree Lighting event on Friday. December 6, 2019 at 6:00 pm.

#### **REPORT OF THE VICE CHAIR**

Mr. Prendeville passed his time to Ms. Lawless to discuss the Pool Advisory Board.

Ms. Lawless discussed the possible use of a company "Terracon" to investigate what the cause of the issues with the current pool are.

#### **SUPERVISOR'S COMMENTS**

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

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

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

Ms. Lawless – Road District #4, had nothing to report.

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

## PLANNING & ZONING

### **2201 Schoenersville Rd. – Waiver Request**

The developer of Schoenersville Site, LLC, is requesting a waiver from the Hanover Township Subdivision and Land Development Ordinance. The developer is doing interior building renovations and installing a second driveway. A site plan will be submitted to the Township for review and approval as required by the Zoning Ordinance.

Mr. Prendeville moved the board approve a waiver of land development submission subject to plan approval of the Township Manager and Township Engineer.

Ms. Lawless seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Ms. Lawless aye, Mr. Prendeville aye, Mr. Diacogiannis aye

### **985 Merrivale Rd. Bethlehem, PA – Hold Harmless**

Mr. Prendeville moved the Board authorize the Chairman and Secretary to sign the Hold Harmless Indemnification Agreement for the installation of a fence at 985 Merrivale Road, Bethlehem, PA that will encroach into the Twenty-Five foot Township utility easement located in the rear yard of the premises and onto the Township property.

Ms. Lawless seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Ms. Lawless aye, Mr. Prendeville aye, Mr. Diacogiannis aye

## ADMINISTRATION

### **Authorize to Advertise Approval of Actuary for 2020**

Ms. Lawless moved the Board approve to authorize the Township Solicitor to advertise that it is the Township's intent to appoint Beyer-Barber Company as the 2020 Township Actuary.

Mr. Prendeville seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Ms. Lawless aye, Mr. Prendeville aye, Mr. Diacogiannis aye

### **Resolution 19 – 16: Adoption of 2020 General Fund, Capital Reserve, State Fund and Recreation Budget**

Ms. Lawless moved the Board adopt Resolution 19-16 adopting the 2020 Township Budgets and to authorize the Chairman and Secretary to sign the resolution.

Mr. Prendeville seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Ms. Lawless aye, Mr. Prendeville aye, Mr. Diacogiannis aye

### **Resolution 19 – 17: Approval of 2020 Tax Rate**

Ms. Lawless moved the Board adopt Resolution 19 - 17 setting the 2020 Tax Rate and to authorize the Chairman and Secretary to sign the Resolution.

Mr. Prendeville seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Ms. Lawless aye, Mr. Prendeville aye, Mr. Diacogiannis aye

### **Resolution 19 – 18: Approval of 2020 Tax Rate for 611 Taxes**

Ms. Lawless moved the Board adopt Resolution 19 - 18 setting the 2020 Tax Rate for Act 611 Taxes and to authorize the Chairman and Secretary to sign the Resolution.

Mr. Prendeville seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Ms. Lawless aye, Mr. Prendeville aye, Mr. Diacogiannis aye

### **2020 Salary Increase Guidelines**

Ms. Lawless moved the Board approve the 2020 Salary Increase Guidelines as presented to the Board by the Township Manager (see attached) to be used for employees effective with the 2020 reviews.

Mr. Prendeville seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Ms. Lawless aye, Mr. Prendeville aye, Mr. Diacogiannis aye

### **Resolution 19 – 19: Approval of 2020 Fee Schedule**

Ms. Lawless moved the Board adopt Resolution 19 - 19 establishing the schedule of fees for Hanover Township effective January 1, 2020 and authorize the Chairman and Township Secretary to sign the Resolution.

Mr. Prendeville seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Ms. Lawless aye, Mr. Prendeville aye, Mr. Diacogiannis aye

### **2020 Waste & Recycling Fees**

Ms. Lawless moved the Board approve the 2020 Residential Waste and Recycling Fees as presented.

Mr. Prendeville seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Ms. Lawless aye, Mr. Prendeville aye, Mr. Diacogiannis aye

### **Authorize to Advertise Re-Organization Meeting, all January 2020 Meetings, and Re-Organization Meeting for Board of Auditors**

Ms. Lawless moved the Board authorize the Township Secretary to advertise the Board of Supervisors Re-Organization meeting, all the January 2020 Board and Commission meetings, and the Re-Organization meeting for the Board of Auditors.

Mr. Prendeville seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Ms. Lawless aye, Mr. Prendeville aye, Mr. Diacogiannis aye

### **Authorize to Advertise Approval of Certified Public Accountant for 2020**

Ms. Lawless moved 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 2020 Certified Public Accountant.

Mr. Prendeville seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Ms. Lawless aye, Mr. Prendeville aye, Mr. Diacogiannis aye

## **DEVELOPMENTS**

### **Miller Estate Subdivision Plan**

Mr. Salvesen moved the Board of Supervisors approves the Preliminary/Record Minor Subdivision – Lot Line Adjustment Plan, dated as last revised October 28, 2019, upon the following conditions:

## CONDITIONS

1. The Developer/Owner shall address all outstanding comments in the Hanover Engineering Associates, Inc. review letter dated November 21, 2019 to the satisfaction of the Township Engineer prior to Plan recording.
2. Notes shall be added to the Plan identifying all waivers and deferrals granted by the Township and the meeting date of the Board of Supervisors action.
3. If necessary, the Developer/Owner shall enter into an Improvements Agreement with the Township and provide appropriate security. (SALDO Section 159-30.D.(5))
4. The Developer/Owner shall pay all current fees, including any outstanding plans and appeals account charges. (SALDO Section 159-36J)
5. The Developer/Owner shall provide two (2) Mylars for recording the plans and ten (10) sets of plans which are signed and notarized by the Owner and sealed by the Surveyor/Engineer. (SALDO Section 159-34.B)
6. The Developer/Owner shall meet all conditions of the Preliminary/Record Plan approval, and the Preliminary/Record Plan shall be recorded within twelve (12) months of Conditional Plan approval, and agrees that if such conditions are not met, the conditional Preliminary/Record Plan approval shall be considered void, and the application for Preliminary/Record Plan approval shall be considered void and withdrawn.

Mr. Salvesen further moved, that the granting of conditional Preliminary/Record Plan approval of this plan recognizes that the Township is agreeing to the following on the Minor Subdivision – Lot Line Adjustment Plan:

- A. That the Board of Supervisors waives the requirement to provide Township Line Road cartway widening. (SALDO Section 159-11.C)
- B. That the Board of Supervisors waives the requirement to provide sidewalks along Township Line Road. (SALDO Section 159-13.B.(1))
- C. That the Board of Supervisors waives the requirement to provide a planting screen and associated planting screen easement along Township Line Road. (SALDO Section 159-15.F)
- D. That the Board of Supervisors waives the requirement to plant street trees along Township Line Road. (SALDO Section 159-17.C)
- E. That the Board of Supervisors waives the requirement to identify the size and species of all trees four (4) inches or more in trunk diameter at a height of four and one-half (4 ½) feet above grade. (SALDO Sections 159-29.C.(3) and 159-29.C.(6)(a))
- F. That the Board of Supervisors waives the requirement to provide separate Preliminary and Record Plan submissions and allow a joint Preliminary/Record Plan submission. (SALDO Section 159-34)

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

Mr. Nagle seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Ms. Lawless aye, Mr. Prendeville aye, Mr. Diacogiannis aye

#### **6904 Steuben Rd. – Extension Request**

Mr. Salvesen noted for the record that the developer of 6904 Steuben Rd. has granted the Township an extension to February 28, 2020 to review the land development plan.

#### **5000 Township Line Rd. – Improvements Inspection**

Mr. Salvesen moved the Board deny accepting the improvements for 5000 Township Line Rd. until the punchlist items noted in Hanover Engineering's letter dated November 15, 2019 are completed, and the Developer provides the Maintenance Security to the Township, and direct the Secretary to notify the developer of the Board's action.

Mr. Nagle seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Ms. Lawless aye, Mr. Prendeville aye, Mr. Diacogiannis aye

#### **5000 Township Line Rd. – Extension Request**

Mr. Salvesen moved the Board grant the developer of 5000 Township Line Rd. an extension to January 31, 2020 to complete the improvements, per their letter dated November 21, 2019, and direct the Secretary to notify the developer of the Board's action.

Mr. Nagle seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Ms. Lawless aye, Mr. Prendeville aye, Mr. Diacogiannis aye

#### **Farmhouse Village – Extension**

Mr. Salvesen noted for the record the developer of Farmhouse Village has granted the Township an extension to February 28, 2020 to review the development plan for Farmhouse Village Subdivision.

#### **Jaindl – Hanover Corporate Center 2 – Lot 11 Improvements**

Mr. Salvesen moved the Board grant the developer of Hanover Corporate Center 2 Lot 11 an extension to November 30, 2020 to complete the improvements, per their letter dated November 25, 2019, and direct the Secretary to notify they developer of the Board's action.

Mr. Nagle seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Ms. Lawless aye, Mr. Prendeville aye, Mr. Diacogiannis aye

#### **COURTESY OF THE FLOOR**

#### **STAFF REPORTS**

Mr. Kocher – Engineer – had nothing to report.

Ms. Pereira– Solicitor – had nothing to report.

Mr. Milite – Public Works Director – had nothing to report.

Mr. Finnigan – Township Manager – Mr. Finnigan advised leaf collection is on target.

Upon motion of Mr. Salvesen the Board adjourned at 8:05 PM.

Elizabeth D. Ritter  
Township Secretary