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**REGULAR SEMI-MONTHLY MEETING**  
**March 10, 2009**

The regular semi-monthly meeting of the Board of Supervisors, Hanover Township, Northampton County, Pennsylvania was called to order by Chairman John N. Diacogiannis at the Hanover Township Municipal Building, 3630 Jacksonville Road, Bethlehem, Pennsylvania, 18017 at 7:30 P.M.

Present were Supervisors Salvesen, Nagle, Tanczos and Walbert, Engineer Birdsall, Solicitor Broughal, Public Works Director Kevin Healy, Road Superintendent Vince Milite and Township Manager John J. Finnigan, Jr.

The Pledge of Allegiance was performed.

Upon motion of Mr. Nagle, seconded by Mr. Salvesen, the Board approved the Agenda with an addition of an Executive Session for Personnel Matters.

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

Upon motion of Mr. Nagle, seconded Mr. Salvesen, the Board approved the minutes, as written, from the meeting of the Board of Supervisors dated February 24, 2009.

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

Upon motion of Mr. Salvesen, seconded by Mr. Nagle, the Board approved the List of Bills and Transfers dated March 10, 2009 as prepared by the Secretary/Treasurer, and to enter the signed List of Bills by the Secretary/Treasurer and the Board of Supervisors as an attachment to the minutes.

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

**COURTESY OF THE FLOOR**

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

**REPORT OF THE CHAIRMAN**

Mr. Diacogiannis had nothing to report.

**REPORT OF THE VICE-CHAIRMAN**

Mr. Walbert had nothing to report.

**SUPERVISOR'S COMMENTS & ROAD REPORTS**

Mr. Nagle – Road District #1, Mr. Walbert – Road District #2, Mr. Diacogiannis – Road District #3, Mr. Salvesen – Road District #4 and Mr. Tanczos – Road District #5 had nothing to report.

**ADMINISTRATION**

Mr. Nagle moved that the Board adopt the following Resolution No. 2009-08, which adopts a retention procedure for digital and audio recordings used to create the official minutes of the meetings of the Township Planning Commission and the Board of Supervisors, and that the Chairman and Secretary be authorized to sign the Resolution.

## **RESOLUTION 09-08**

**A RESOLUTION OF THE TOWNSHIP OF HANOVER, NORTHAMPTON COUNTY, PENNSYLVANIA, ADOPTING A RETENTION PROCEDURE FOR DIGITAL AND AUDIO RECORDINGS USED TO CREATE THE OFFICIAL MINUTES OF THE MEETINGS OF THE TOWNSHIP PLANNING COMMISSION AND THE TOWNSHIP BOARD OF SUPERVISORS.**

**WHEREAS**, the Township of Hanover, Northampton County (“Township”) records, by audiocassette tape and/or digital recording, each meeting of the Township Planning Commission and the Township Board of Supervisors (“Township Meeting”) to assist the secretary in the creation of the official minutes of the Township Meeting, and

**WHEREAS**, the Township desires to create a policy for the retention and disposition of said audiocassette tapes and digital recordings.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Supervisors of Hanover Township, Northampton County, Pennsylvania hereby approves the following policy:

**“Each audiocassette tape and/or digital recording of a Township Meeting shall be retained by the Township until the official minutes of that Township Meeting have been adopted, thereafter, the audiocassette tape and/or digital recording shall be erased.”**

Mr. Salvesen seconded the motion.

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

A discussion was held on the following Proposed Resolution: Authorization to Submit Application for Northampton County 21<sup>st</sup> Century Open Space Initiative.

Mr. Finnigan updated the Board on the reasoning for this resolution.

## **RESOLUTION 09- HANOVER TOWNSHIP – NORTHAMPTON COUNTY**

**WHEREAS**, the Board of Supervisors of Hanover Township, Northampton County, Pennsylvania (the “Board of Supervisors”) recognizes that the Township needs to provide park and recreation facilities that contribute to the quality of life and economic health of our community; and

**WHEREAS**, the County Council of Northampton County has established the Northampton County Open Space Initiative supported by a referendum overwhelmingly passed by Northampton County Voters on November 5, 2002; and

**WHEREAS**, the program provides for funding grants that may be used by the municipality to acquire land for park purposes and for park development or rehabilitation; and

**WHEREAS**, the Township wishes to participate in the Municipal Park Acquisition and Development Program; and

**WHEREAS**, the Township will have available funds as its required match,

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors, Hanover Township, Northampton County, Pennsylvania, as follows:

1. That the Township hereby approves the filing of an application for funds under the Park Acquisition and Development Program; and
2. That the Township Manager is hereby authorized and directed to execute and file the appropriate forms with the Northampton County Open Space Advisory Board.

Mr. Nagle moved to authorize the Solicitor to advertise the following proposed Ordinances:

- Discharge of Firearms Ordinance, which prohibits the discharge of firearms for any purpose other than authorized by the laws of the Commonwealth of Pennsylvania;
- Residential Rental Licensing Ordinance, which amends the Zoning Ordinance with respect to providing for the regulations of residential rental permitting and inspections;
- Shade Tree Ordinance, which amends the existing Shade Tree Ordinance in its entirety.

Mr. Salvesen seconded the motion.

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

A discussion was held on the Proposed Shade Tree Resolution to be adopted on April 28, 2009.

Mrs. Joan Witiak was present representing the Shade Tree Advisory Commission. Mrs. Witiak addressed the Board on the Shade Tree Advisory's concerns on the proposed Ordinance and Resolution.

Mr. Diacogiannis stated that the Board will take their concerns into consideration.

Mr. Nagle moved to authorize the Solicitor to file a municipal lien on each parcel whose owner has not paid the Residential Waste & Recycling fee for 2008.

Mr. Finnigan stated there are approximately 41 accounts that are on the lien list.

Mr. Salvesen seconded the motion.

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

Mr. Nagle moved to authorize the Chairman to sign the Purchase and Sale Agreement for Tax Parcel M5SE1 3 4 0214, for the total amount of \$62,500.00.

Mr. Salvesen seconded the motion.

Mr. Finnigan updated the Board on the property being purchased and the relation to the Village View Park project.

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

Mr. Nagle moved to appoint Mr. Vincent G. Milite as Public Works Director, Code Enforcement Officer and Animal Control Officer effective May 1, 2009 at annual salary of \$65,910.00 per year (\$1,267.50 per week), paid bi-weekly. Mr. Milite is authorized to institute civil proceedings as a means of enforcement when acting in the scope of his employment. Position is exempt.

Mr. Salvesen seconded the motion.

Mr. Milite thanked the Board for their confidence in him and thanked Kevin for being his mentor for the past 25 years and stated he hopes he can do a good as job as Kevin has done.

The Board and Township Staff congratulated Mr. Milite.

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

Mr. Nagle moved to adopt the updated Job Description, as presented to the Board, for the Crew Leader-Parks and Crew Leader-Roads effective March 10, 2009.

Mr. Salvesen seconded the motion.

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

### DEVELOPMENTS

Mr. Birdsall updated the Board on the Signal at Orchard lane/Crawford Drive/Jacksonville Road and the status of the inspection.

Mr. Birdsall advised the Board that the Township will not take over responsibility for the signal until the completion of the installation of the generator transfer switch.

A letter was sent to Mr. Jaindl stating the above.

Mr. Tanczos moved that the Board approve to grant Lehigh-Northampton Airport Authority Cul-de-sac Subdivision an extension of ninety (90) days from March 12, 2009 to June 10, 2009 and to notify the Developer of the Board's action.

Mr. Nagle seconded the motion.

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

Mr. Tanczos moved that the Board approve to grant Lehigh-Northampton Airport Authority Lot Consolidation Plan an extension of ninety (90) days from March 19, 2009 to June 17, 2009 and to notify the Developer of the Board's action.

Mr. Nagle seconded the motion.

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

### COURTESY OF THE FLOOR

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

### STAFF REPORTS

Mr. Birdsall stated he has the Myers Power Plan for signature.

Mr. Broughal stated he has the Site Plan Improvements Agreement, Site Plan Maintenance Agreement for signature as well as the Subdivision Performance Bond for Myers Power Products.

Mr. Salvesen moved that the Board authorize the Chairman and Secretary to sign the agreements for Myers Power Products.

Mr. Nagle seconded the motion.

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

Mr. Healy congratulated Vince Milite on his appointment and thanked the Board.

Mr. Finnigan noted for the record that Mr. Diacogiannis, Mr. Nagle and himself met with members of the Fire Company for their quarterly meeting.

Mr. Diacogiannis closed the regular meeting at 7:58 P.M. and opened the Executive Session.

Mr. Diacogiannis closed the executive Session at 8:00 P.M. and re-opened the regular meeting.

Mr. Finnigan presented the following Proclamation regarding Public Works Director Kevin Healy for the Board's approval:

## **HANOVER TOWNSHIP, NORTHAMPTON COUNTY**

### **PROCLAMATION NO. 2009-01**

#### ***A PROCLAMATION HONORING KEVIN T. HEALY***

*WHEREAS, Kevin T. Healy has provided leadership & service to Hanover Township as an employee since 1970 providing first quality service and leadership to the residents and business community; and*

*WHEREAS, Mr. Healy will retire as Public Works Director from Hanover Township effective April 30, 2009 after thirty eight years and nine months of dedicated and committed service; and*

*WHEREAS, Mr. Healy was hired as a laborer and progressed through the ranks and was promoted to Public Works Director in 1994; and*

*WHEREAS, Mr. Healy is a resident of the Township of Hanover who deserves special recognition for his service and dedication; and*

*WHEREAS, Mr. Healy has directed and lead the finest Public Works Department in the Lehigh Valley and has maintained the public and municipal assets of the Township in an exemplary manner; and*

*WHEREAS, Mr. Healy is also recognized as a devoted and loving husband to Sharen, devoted father of Thomas and Christy and a loving grandfather of Matthew, Ashley and Alexis; and*

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

***That KEVIN T. HEALY is applauded and recognized on the occasion of his retirement and the Board of Supervisors congratulates him for his dedication and devotion and wishes him many years of a happy and healthy retirement. The Board of Supervisors proclaims May 2009 as Kevin T. Healy Month in Hanover Township.***

***APPROVED and adopted this 10<sup>th</sup> day of March 2009.***

Mr. Salvesen moved that the Board approve Proclamation 2009-01 honoring Mr. Kevin Healy and to authorize the Chairman and Secretary to sign the Proclamation.

Mr. Nagle seconded the motion.

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

Upon motion of Mr. Nagle, seconded by Mr. Tanczos, the Board approved adjournment at 8:04 P.M.

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

Lori Stranzl  
Assistant Secretary/Treasurer