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## **REGULAR SEMI-MONTHLY MEETING July 26, 2016**

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

Present were Supervisors Salvesen, Nagle, Prendeville and Tanczos, Engineer Jim Milot, Solicitor James Broughal, Township Manager John Finnigan, Jr. and Public Works Director Vincent Milite.

The Pledge of Allegiance was performed.

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

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

Upon motion of Mr. Nagle seconded by Mr. Salvesen, the Board approved the minutes, from the meeting of the Board of Supervisors dated June 28, 2016.

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

Upon motion of Mr. Salvesen, seconded by Mr. Nagle, the Board approved the list of bills and transfers dated July 26, 2016.

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

### COURTESY OF THE FLOOR

#### REPORT OF THE CHAIRMAN

Mr. Diacogiannis reported that he had attended the Police Commission Meeting, and they are researching ways to fundraise to provide the Police with a different type of protection vest. He thanked the police for their service, and commented on the support the Township has for the police department.

#### REPORT OF THE VICE-CHAIRMAN

Mr. Tanczos had nothing to report.

#### 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.

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

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

### APPOINTMENTS AND RESIGNATIONS – BOARDS, COMMISSIONS AND

## COMMITTEES

### **Resignation – Michael Podhayny**

Mr. Prendeville moved the board accept with regret, the resignation of Mr. Michael Podhayny, Jr. as the Hanover Township Assistant Fire Marshal. The Board extends their thanks and best wishes to Mr. Podhayny.

Mr. Tanczos seconded the motion.

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

### **Resignation – Kristopher S. Mattson - Emergency Management Coordinator**

Mr. Prendeville moved to accept, with regret, the resignation of Kristopher S. Mattson as Emergency Management Coordinator effective September 28, 2016. Mr. Mattson is to be congratulated for his leadership in making Hanover Township's Emergency Management Agency second to none and a model organization in the Lehigh Valley. Mr. Mattson and his family are extended the Board's best wishes as they relocate to Daluca, GA and he begins his new assignment with TETRA TECH.

Mr. Tanczos seconded the motion.

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

### **Appointment – Christopher M. Post – Emergency Management Coordinator**

Mr. Prendeville moved to appoint Christopher M. Post as Emergency Management Coordinator effective September 29, 2016 and direct the Secretary to send Mr. Post a letter advising him of his appointment with a copy to Northampton County Emergency Management.

Mr. Tanczos seconded the motion.

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

### **Appointment & Reappointment of NIMS Compliance Officers for Hanover Township**

Mr. Prendeville moved to appoint Christopher M. Post, Emergency Management Coordinator and re-appoint Vincent G. Milite, Deputy Emergency Management Coordinator, as Hanover Township's NIMS Compliance Officers. Mr. Post will be responsible for coordinating all emergency services NIMS training classes and Mr. Milite will be responsible for maintaining all training records. The Secretary is directed to send the Police and Fire Chief a letter informing them of Mr. Post's and Mr. Milite's appointment and re-appointment.

Mr. Tanczos seconded the motion.

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

### **Appointment – Kristopher S. Mattson – Deputy Emergency Management Coordinator Planning**

Mr. Prendeville moved to appoint Kristopher S. Mattson as Deputy Emergency Management Coordinator for Planning effective September 29, 2016 and direct the Secretary to send Mr. Mattson a letter advising him of his appointment.

Mr. Tanczos seconded the motion.

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

**Resignation - Paul A. Balla – Zoning Hearing Board Alternate**

Mr. Prendeville moved that the Board accepts with regrets the resignation of Paul A. Balla from his position as Zoning Hearing Board Alternate. The Board extends their thanks and best wishes to Mr. Balla.

Mr. Tanczos seconded the motion.

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

**Appointment – Brian A. Dillman – Zoning Hearing Board Alternate**

Mr. Prendeville moved that the Board appoint Brian A. Dillman as Zoning Hearing Board Alternate effective immediately with an expiring term date of January 1, 2018.

Mr. Tanczos seconded the motion.

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

PLANNING & ZONING

**Authorize Solicitor to advertise for Ordinance – Creation of Chapter 137 Abandoned and Foreclosed Property**

Mr. Tanczos moved that the Board authorize the Solicitor to advertise for a public hearing for Proposed Ordinance for Adoption of an Ordinance providing the creation of Chapter 137 – Abandoned and Foreclosed property.

Mr. Prendeville seconded the motion.

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

**Authorize Solicitor to advertise for Ordinance – Creation of Chapter 173 Right of Way Management**

Mr. Tanczos moved that the Board authorize the Solicitor to advertise for a public hearing for Proposed Ordinance for Adoption of an Ordinance providing the creation of Chapter 173 – Right of Way Management.

ADMINISTRATION

**Proclamation 2016 - 12 - Kristopher S. Mattson**

Mr. Prendeville moved that the Board approve to adopt Proclamation 2016-12, recognizing Kristopher R. Mattson on his role as the Hanover Township Emergency Management Coordinator.

Mr. Tanczos seconded the motion.

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

**Policy 76 – Geo-game Policy**

Mr. Prendeville moved that the Board move to accept Policy 76 – Geo-game Policy, implementing the requirement of a permit to place cache/letterbox items in municipal park/rail trail property.

Mr. Tanczos seconded the motion.

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

**Agreement to Authorize Electronic Access to PaDOT Systems**

Mr. Prendeville moved that the Board authorize the Chairman, Township Manager, and Township Secretary to sign the Agreement to Authorize Electronic Access to PaDOT Systems.

Mr. Tanczos seconded the motion.

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

**Resolution 2016-13 Authorizing the Chairman, Vice Chairman and Township Manager to sign grant applications**

Mr. Prendeville moved that the Board approves to adopt Resolution 2016-13, authorizing the Chairman, Vice Chairman and Township Manager to sign grant applications.

Mr. Tanczos seconded the motion.

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

**Resolution 2016-14 Authorizing the Township Manager to execute the Deed Fee Simple from the Township of Hanover, Northampton County, PA to PaDOT**

Mr. Prendeville moved that the Board approves to adopt Resolution 2016-14, authorizing the Township Manager to execute the Deed Fee Simple from the Township of Hanover, Northampton County, PA to the Pennsylvania Department of Transportation.

Mr. Tanczos seconded the motion.

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

**Signature authorization for Preventive Maintenance Agreement with Advanced Door Service**

Mr. Prendeville moved that the Board authorize the Chairman to sign the Preventive Maintenance Agreement with Advanced Door Service, in regards to the Automatic Doors at Hanover Township Community Center.

Mr. Tanczos seconded the motion.

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

**Resolution 2016 – 15 Hotel Room Rental Tax Legislation**

Mr. Prendeville moved that the Board approves to adopt Resolution 2016-15 relative to the Hotel Room Rental Tax misappropriation of funds to the neighborhood improvement zone in Allentown, PA.

Mr. Tanczos seconded the motion.

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

**PUBLIC WORKS**

**Authorization to approve Telco Contract**

Mr. Nagle move that the Board authorize the approval of the Telco Contract Bid Award for the Traffic Signal Installation at Brodhead Road/Commerce Way West, in the amount of \$246,467.00.

Mr. Salvesen seconded the motion.

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

## DEVELOPMENTS

### **Patient First – Extension Request**

Mr. Salvesen moved that the Board approve to grant the developer of PFC Bethlehem, LLC – Patient First a 180 day extension in regards to the Site Plan Maintenance, per their letter dated July 19, 2016.

Mr. Nagle seconded the motion.

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

### **Freshpet – Extension Request**

Mr. Salvesen moved that the Board approve to grant the developer of LVIP IV, Lots 55/56 Manufacturing Addition a 90 day extension in regards to the improvements deadline, per their letter dated July 19, 2016.

Mr. Nagle seconded the motion.

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

### **Valley Wellness Center - 4415 Innovation Way – Extension Request**

It is noted for the record that Valley Wellness Center – 4415 Innovation Way has granted the Township a 60 day time extension in regards to the MPC deadline, per their letter dated July 19, 2016.

### **Northgate I – Lot Consolidation**

Mr. Salvesen moved that the Board approve to grant the developer of Northgate I a two year extension to August 1, 2018, in regards to the Recording Deadline, per their letter dated July 7, 2016.

Mr. Nagle seconded the motion.

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

### **Northgate I – Land Development**

Mr. Salvesen moved that the Board approve to grant the developer of Northgate I – Land Development a two year extension to August 1, 2018, in regards to the MPC deadline, per their letter dated July 7, 2016.

Mr. Nagle seconded the motion.

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

### **Northgate I – 2 Lot AFHBD Subdivision**

Mr. Salvesen moved that the Board approve to grant the developer of Northgate I – 2 Lot AFHBD a two year extension until August 1, 2018 in regards to the improvements deadline, per their letter dated July 7, 2016.

Mr. Nagle seconded the motion.

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

### **Northgate I – 1 Lot AFHBD Subdivision**

Mr. Salvesen moved that the Board approve to grant the developer of Northgate I – 1 Lot AFHBD a two year extension until August 1, 2018 in regards to the improvements deadline, per their letter dated July 7, 2016.

Mr. Nagle seconded the motion.

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

### **TOA at Bridle Path – Phase 1**

Mr. Salvesen moved that the Board approve to grant the developer of TOA at Bridle Path Phase 1 a one-hundred and eighty day extension in regards to the improvements deadline, per their letter dated July 21, 2016.

Mr. Nagle seconded the motion.

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

### **HCC2 – Jaendl - Extension Request**

Mr. Salvesen moved that the Board approve to grant the developer of Hanover Corporate Center 2 – Jaendl an extension through December 31, 2016 in regards to the 583 Trip Improvements, per their letter dated July 22, 2016.

Mr. Nagle seconded the motion.

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

### **COURTESY OF THE FLOOR**

#### **STAFF REPORTS**

Mr. Milot– Engineer – Reported that Village View is on target.

Ms. Pereira – Solicitor – Nothing to report.

Mr. Milite – Public Works Director – Nothing to report.

Mr. Finnigan – Township Manager – Reported on some of the functionality of the new digital Township sign.

Mr. Finnigan reported that Mr. Diacogiannis and he met with the two Airport Authority members to discuss that the Township will not support big box development.

Mr. Nagle moved to approve the payment of \$1,135,288, less credits, to Campbell Supply Company, LLC for the purchase of a Spartan ER Star Series Aerial 100' MM Platform mounted on a Spartan Chassis with all equipment per proposal dated December 12, 2014 and Change Orders A, B, C and D subject to the approval and acceptance of the Fire Chief and Township Manager.

Mr. Salvesen seconded the motion.

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

Upon motion of Mr. Diacogiannis the Board approved adjournment into an Executive Session at 7:58 PM.

The Board entered into Executive Session at 8:00 PM to address pending lawsuits. The Executive Session and Regular Meeting was adjourned at 8:45 PM upon a motion of Mr. Salvesen.

Elizabeth D. Ritter  
Township Secretary