
REGULAR SEMI-MONTHLY MEETING December 19, 2017

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

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

The Pledge of Allegiance was performed.

Mr. Diacogiannis had Mr. Tanczos run the meeting, in acknowledgement of his last meeting as a Board Supervisor.

Upon motion of Mr. Diacogiannis, 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 November 28, 2017.

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 November 28, 2017.

Mr. Salvesen aye with the exception of general fund check number 3816 the portions of the proceeds which benefit me, Mr. Nagle aye with the exception of general fund check number 3816 the portions of the proceeds which benefit me, Mr. Prendeville aye with the exception of general fund check number the portions of the proceeds which benefit me, Mr. Tanczos aye with the exception of general fund check number 3816 the portions of the proceeds which benefit me, Mr. Diacogiannis aye with the exception of general fund check number 3816 the portions of the proceeds which benefit me.

COURTESY OF THE FLOOR

REPORT OF THE CHAIRMAN

Mr. Diacogiannis reported that there are continued meetings for Bath's exit from Colonial Regional Police Department. He advised Shop with Cops was a success and thanked Vince for his work collecting donations.

Mr. Diacogiannis presented Joan L. Rosenthal with a plaque and proclamation thanking her for all of her work and dedication to the Township over the years.

Mr. Prendeville moved the Board adopt Proclamation 2017 – 3, recognizing Joan Rosenthal.

Mr. Tanczos seconded the motion.

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

Mr. Diacogiannis presented Mark J. Tanczos with a plaque and proclamation thanking him for his work and dedication to the Township over the years.

Mr. Prendeville moved the Board adopt Proclamation 2017-4, recognizing Mark J. Tanczos.

Mr. Salvesen seconded the motion.

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

REPORT OF THE VICE CHAIR

Mr. Tanczos thanked the Board, Professionals, and Township Staff for all of their hard work and for making Hanover Township the great Township that it is.

SUPERVISOR'S COMMENTS

Mr. Nagle – Road District #1, advised the library budget was approved and the per capita stayed the same.

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

Mr. Salvesen – Road District #3, and 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

Susan A. Lawless – Resignation Planning Commission

Mr. Nagle moved the Board accept the resignation of Susan A. Lawless from the Planning Commission, effective December 4, 2017 per her letter dated December 4, 2017.

Mr. Salvesen seconded the motion.

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

Gordon Campbell – Appointment Planning Commission

Mr. Nagle moved the Board appoint Gordon Campbell, of 919 Blair Road, Bethlehem to the Planning Commission, to replace Susan A. Lawless, effective with a term date of 1/1/2018, per the recommendation of the Planning Commission's letter dated December 5, 2017.

Mr. Salvesen seconded the motion.

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

Vivian I. Zumas – Resignation Planning Commission

Mr. Nagle moved the Board accept the resignation of Vivian I. Zumas from the Planning Commission, effective December 4, 2017 per her letter dated December 5, 2017.

Mr. Salvesen seconded the motion.

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

PLANNING & ZONING

5625 Grace Ave – Variance Request, Zoning Hearing Board

Theresa Freeman, 5625 Grace Ave, Bethlehem, is requesting variances from the provisions of the Ordinance restricting maximum dimensions for a patio/deck, and the prohibited use for sheds and fences/privacy screens for a Townhouse.

The Board will not send representation to the Zoning Hearing Board.

Freshpet – Waiver of Land Development

Mr. Diacogiannis moved the Board grant the developer of Freshpet, a waiver of land development for the sewer waste treatment building subject to staff review.

Mr. Nagle seconded the motion.

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

ADMINISTRATION

Proposed Ordinance – Taxpayers Bill of Rights

It is noted for the record the Public Meeting was duly advertised and the Secretary has proof of publication.

Mr. Prendeville moved the Board adopt Ordinance 2017 – 10, amending the code of the Township of Hanover code of ordinances by adding a new article VIII, approving and adopting the taxpayers bill of rights, pursuant to general local government code (53 PA C.S. omnibus amendment , act of 1998 no. 50 (admin).

Mr. Nagle seconded the motion.

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

Proposed Ordinance – Volunteer Fire Company Tax Credit

It is noted for the record the Public Meeting was duly advertised and the Secretary has proof of publication.

Mr. Prendeville moved the Board adopt Ordinance 2017-11, amending the code of the Township of Hanover ordinances, Chapter 163 Taxation by adding a new article IX which establishes a volunteer service credit program; enacts tax credits for volunteer members of volunteer fire companies; establishes administrative procedures and repeals all ordinances or parts of ordinances inconsistent herewith.

Mr. Diacogiannis seconded the motion.

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

Adoption of 2018 General Fund, Capital Reserve, State Fund and Recreation Budgets – Resolution

Mr. Prendeville moved the Board adopt Resolution 17-22 adopting the 2018 Township Budgets and to authorize the Chairman and Secretary to sign the resolution.

Mr. Nagle seconded the motion.

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

Authorization to Advertise Adoption of 2018 Budgets

Mr. Prendeville moved that the Board approve to authorize the Secretary to advertise that the Board adopted the 2017 General Fund, Capital Reserve, State Fund and Recreation Budgets and that the budgets are on display at 3630 Jacksonville Road, Bethlehem, Pennsylvania during normal business hours.

Mr. Diacogiannis seconded the motion.

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

Approve Year End Budget Amendments for General Fund and Recreation

Mr. Prendeville moved that the Board approve the 2017 Year End Budget Amendments attached and prepared by the Township Treasurer.

Mr. Diacogiannis seconded the motion.

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

Northampton Gaming Revenue and Economic Redevelopment Authority Grant Agreement

Mr. Prendeville noted for the record the Chairman signed the Northampton Gaming Revenue and Economic Redevelopment Authority Grant Agreement.

Hough Associates - 904 Recycling Grant Application Agreement

Mr. Prendeville moved the Board authorize the Chairman to sign the Three Year agreement with Hough Associates to collect residential and commercial recycling data and prepare PA DEP 904 Recycling Grant Applications for Hanover Township.

Mr. Nagle seconded the motion.

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

Integra One – End of Agreement

Mr. Prendeville moved the Board authorize the Chairman to sign the Notice to Terminate letter to IntegraOne, to terminate IT services as February 28, 2018.

Mr. Diacogiannis seconded the motion.

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

IntermixIT Managed IT Services Agreement

Mr. Prendeville moved the Board authorize the Chairman to sign the Managed IT Services Cost Agreement, and Master Service Agreement between Hanover Township and IntermixIT, once a contract acceptable to the Township Solicitor has been received.

Mr. Diacogiannis seconded the motion.

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

Advertise 2018 Meetings

Mr. Prendeville moved the Board authorize the Secretary to advertise the 2018 meeting dates for the Board of Supervisors, Planning Commission, Recreation Advisory Board, Shade Tree Advisory Commission, Crime Watch and Special Events.

Mr. Diacogiannis seconded the motion.

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

Approve 2018 Tax Rate for Act 611 Taxes – Resolution

Mr. Prendeville moved the Board adopt Resolution 2017 –23 setting the 2018 Tax Rate for Act 611 Taxes and to authorize the Chairman and Secretary to sign the Resolution.

Mr. Diacogiannis seconded the motion.

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

Approve 2018 Tax Rate – Resolution

Mr. Prendeville moved the Board adopt Resolution 2017 – 24 setting the 2018 Tax Rate and to authorize the Chairman and Secretary to sign the Resolution.

Mr. Diacogiannis seconded the motion.

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

Authorize Secretary to Pay Invoices

Mr. Prendeville moved the Board authorize the Secretary to pay all invoices through December 31, 2017, subject to approval by the Township Manager.

Mr. Diacogiannis seconded the motion.

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

Amendment to Memorandum of Agreement to Provide Basic Life Support Services to Hanover Township

Mr. Prendeville moved the Board authorize the Chairman and Secretary to sign the amendment to memorandum between Township of Hanover and Hanover Township Volunteer Fire Company #1 of Northampton County.

Mr. Diacogiannis seconded the motion.

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

Handbook Update Approval

Mr. Prendeville moved the Board approve the updated Employee Handbook.

Mr. Diacogiannis seconded the motion.

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

DEVELOPMENTS

Freshpet Manufacturing Addition – Extension Request

Mr. Salvesen moved the Board grant the developer of Freshpet, LVIP IV, Lots 55/56 Manufacturing Addition an extension to April 5, 2018 to complete the improvements, per their letter dated December 11, 2017, and authorize the Secretary to notify the developer of the Board's actions.

Mr. Nagle seconded the motion.

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

TOA @ Bridle Path Phase 4 – Extension Request

Mr. Salvesen moved the Board grant the developer of Traditions of America at Bridle Path Phase 4 an extension to June 25, 2018 to complete the improvements, per their letter dated December 11, 2017, and authorize the Secretary to notify the developer of the Board's actions.

Mr. Nagle seconded the motion.

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

TOA @ Bridle Path Phase 1 – Security Release Request No. 10

Per the recommendation of Hanover Engineering's letter dated December 13, 2017, Mr. Salvesen moved the Board grant the developer of Traditions of America at Bridle Path Phase 1 a reduction in the required security in the amount of \$48,140.40 resulting in a security balance of \$557,692.05. This reduction should be conditioned upon the following:

1. The Developer acknowledges the security provided for all improvements will remain in force at a minimum of \$557,692.05 for the remaining work, plus contingencies.
2. The Developer adheres to Township Policy 25 (payment of Plans & Appeals Accounts)

And authorize the Secretary to notify the developer of the Board's actions.

Mr. Nagle seconded the motion.

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

Elizabeth Hurtubise, on behalf of Traditions of America, was present. Ms. Hurtubise discussed the previous security release amounts with the Board and Professional Staff.

TOA @ Bridle Path Phase 2 – Security Release Request No. 8

Per the recommendation of Hanover Engineering’s letter dated December 13, 2017, Mr. Salvesen moved the Board grant the developer of Traditions of America at Bridle Path Phase 2 a reduction in the required security in the amount of \$59,231.63, resulting in a security balance of \$206,499.39. This reduction should be conditioned upon the following:

1. The Developer acknowledges the security provided for all improvements will remain in force at a minimum of \$206,499.39 for the remaining work, plus contingencies.
2. The Developer adheres to Township Policy 25 (payment of Plans & Appeals Accounts)

And authorize the Secretary to notify the developer of the Board’s actions.

Mr. Nagle seconded the motion.

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

TOA @ Bridle Path Phase 3 – Security Release Request No. 8

Per the recommendation of Hanover Engineering’s letter dated December 13, 2017, Mr. Salvesen moved the Board deny the security release request No. 8 for Traditions of America at Bridle Path Phase 3, the developer is requesting a release in the amount of \$76,988.00, for items that were previously released in Security Release Request #6, also the developer is requesting \$146,139.00 from the 12- month security, these funds are to be held until the 18-month maintenance period begins. Mr. Salvesen also moved to authorize the Secretary to notify the developer of the Board’s actions.

Mr. Nagle seconded the motion.

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

TOA @ Bridle Path Phase 4 – Security Release Request No. 7

Per the recommendation of Hanover Engineering’s letter dated December 13, 2017, Mr. Salvesen moved the Board deny the security release request no. 7 for Traditions of America at Bridle Path Phase 4, the developer is requesting a release in the amount of \$77,177.00 for items previously released in security release request no. 5, the developer is also requesting \$172,938.00 from the 12-month security, these funds are to be held until the 18-month maintenance period begins. Mr. Salvesen also moved to authorize the Secretary to notify the developer of the Board’s actions.

Mr. Nagle seconded the motion.

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

HTI LLC 4482 Innovation Way – Extension Request

Mr. Salvesen moved the Board grant the developer of HTI, LLC 4482 Innovation Way an extension to April 13, 2018 to complete the improvements, and authorize the Secretary to notify the developer of the Board’s actions.

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. Kocher – Engineer – Had nothing to report.

Mr. Broughal – Solicitor – Had nothing to report.

Mr. Milite – Public Works Director – Mr. Milite presented the Board with the 2017 leaf collection totals.

Mr. Finnigan – Township Manager – Had nothing to report.

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

Elizabeth D. Ritter
Township Secretary