
REGULAR SEMI-MONTHLY MEETING January 9, 2018

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 Wendy Nicolosi.

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, Ms. Lawless aye, Mr. Prendeville 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 December 19, 2017 and the reorganization meeting held January 2, 2018.

Mr. Salvesen aye, Mr. Nagle aye, Ms. Lawless abstain for December 19, 2017 and aye for January 2, 2018, 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 January 9, 2018.

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

COURTESY OF THE FLOOR

REPORT OF THE CHAIRMAN

Mr. Diacogiannis reported the negotiating team for Colonial Regional Police Department met prior to the Board of Supervisors meeting.

REPORT OF THE VICE CHAIR

SUPERVISOR'S COMMENTS

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

Mr. Diacogiannis– Road District #2, acknowledged Mr. Milite and Mr. Finnigan on their emergency management response effort, during the vehicle accident.

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

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

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

APPOINTMENTS AND RESIGNATIONS – BOARDS, COMMISSIONS AND COMMITTEES

Sylvia C. McLaughlin – Planning Commission Clerk

Ms. Lawless moved the Board accept with regret the resignation of Sylvia C. McLaughlin from her position as Planning Commission Clerk.

Mr. Prendeville seconded the motion.

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

PLANNING & ZONING

Public Hearing – Proposed Ordinance - Business Park permitted in AFHBD Zoning District

Mr. Prendeville noted for the record the Hearing has been duly advertised and the Township Secretary has proof of publication.

Mr. Prendeville moved the Board adopt Ordinance 2018 – 1, amending the text of the Hanover Township Zoning Ordinance, Chapter 185, Section 185-38 to provide for a Business Park as a permitted use in the AFHBD Zoning District and repealing all ordinances inconsistent herewith.

Ms. Lawless seconded the motion.

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

Proposed Ordinance – Home Occupation Regulations – Authorization to Advertise

Mr. Prendeville moved the Board authorize the Solicitor to advertise proposed Zoning Ordinance – Home Occupation Regulations.

Ms. Lawless seconded the motion.

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

DEVELOPMENTS

Griffin Land Development – Security Release

Mr. Salvesen moved the Board grant the developer of Griffin Land and Nurseries, Inc., Hanover Corporate Center 2, Lot 10, a reduction of the required security in the amount of \$1,145,788.99, resulting in a security balance of \$513,551.35, per the recommendation of Hanover Engineering’s letter dated January 4, 2018. This reduction is conditioned upon the following:

1. The Developer acknowledges the security provided for all improvements will remain in force at a minimum of \$513,551.35 for the work remaining, plus contingencies.
2. The Developer adheres to Township Policy 25 (payment of Plans and Appeals Accounts).

Mr. Salvesen further moved, the Board deny the developer’s request to be released from their Improvements Agreement until all items noted in the “Remaining Security” column included in the January 4, 2018 Hanover Engineering letter, are addressed, including addressing the condition of the storm sewer pipe within the future roadway as communicated to the developer via email dated September 28, 2017. Mr. Salvesen also moved to authorize the Township 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.

ADMINISTRATION

Samuel Dorsen Boor – Eagle Scout Proclamation

Ms. Lawless moved the Board adopt Proclamation 2018-1, recognizing Samuel Dorsen Boor on his Eagle Scout Award.

Mr. Prendeville seconded the motion.

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

Organizational Chart

Ms. Lawless noted for the record per Policy 23 the Township Manager furnished the Board a copy of the Organization Chart for 2018.

Safety Committee Bylaws and Policy Statement – Signature Authorization

Ms. Lawless moved the Board authorize the Chairman of the Board to sign the Hanover Township Safety Committee Bylaws and the Hanover Township Safety Policy Statement.

Mr. Prendeville seconded the motion.

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

Bank Signature Card

Ms. Lawless moved the Board authorize the Chairman, Vice-Chairman, Township Manager, Township Secretary, and Township Treasurer to sign the Bank Signature Authorization card.

Mr. Prendeville seconded the motion.

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

Highland Partners, LP – Stipulation of Counsel

Ms. Lawless moved the Board authorize the Solicitor to execute the Stipulation of Counsel for the Appeal of 81 Highland Partners, LP.

Mr. Prendeville seconded the motion.

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

Job Description Updates

Ms. Lawless moved the Board adopt the following updated Job Descriptions which includes statements referring to the Township Safety Policy as recommended by the Risk Management Assessment conducted by East Coast Risk Management for Keystone Risk Management.

Township Manager
Township Manager's Secretary
Public Works Director
Crew Leader – Roads
Crew Leader – Parks
Equipment Operator – Mechanic
Equipment Operator
Laborer
Township Treasurer
Office Support Associate
Township Secretary
Receptionist Clerk
Zoning & Code Enforcement Officer
Code Enforcement Official
Recreation Director
Assistant Recreation Director – Program & Aquatics

Mr. Prendeville seconded the motion.

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

Shake, Rattle & Soul Contract

Ms. Lawless moved the Board authorize the Chairman to sign the contract with Shake, Rattle & Soul for their performance at the Hanover Carnival.

Mr. Prendeville seconded the motion.

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

Empire Fitness Services – Contract

Ms. Lawless moved the Board authorize the Chairman to sign the contract with Empire Fitness Services, Inc. for the preventive maintenance of fitness equipment.

Mr. Prendeville seconded the motion.

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

Peak Software – Contract

Ms. Lawless moved the Board authorize the Chairman to sign the contract with Peak Software Systems, Inc.

Mr. Prendeville seconded the motion.

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

Life Fitness – Purchase Order

Ms. Lawless moved the Board authorize the Chairman to sign the purchase order from Life Fitness, for the purchase of Hammer Strength Select Fly/Rear Delt and Hammer Strength Select Shoulder Press, in the amount of \$5,946.13, as well as the securing strength equipment acknowledgement, and purchase order waiver.

Mr. Prendeville 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. Nicolosi – Solicitor – Had nothing to report.

Mr. Milite – Public Works Director – Reported on snow storms; stating 475 ton of salt has been used costing \$26,600.00 and 872 gallons of diesel costing \$2,659.00 have been used so far this winter.

Mr. Milite reported that the playground equipment is installed at Monocacy Park.

Upon motion of Mr. Salvesen the Board adjourned into executive session regarding contract negotiations at 7:30 PM.

The Board adjourned from executive session at 7:45 PM.

Elizabeth D. Ritter
Township Secretary