
REGULAR SEMI-MONTHLY MEETING
February 12, 2013

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, Tanczos and Walbert, Engineer Brien Kocher, Solicitor James Broughal, Public Works Director 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. Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Walbert aye, Mr. Diacogiannis aye.

Upon motion of Mr. Nagle, seconded by Mr. Salvesen, the Board approved the minutes, as written, from the meeting of the Board of Supervisors dated January 22, 2013. 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 February 12, 2013 as presented by the Township Secretary/Assistant Treasurer; and to enter the signed List of Bills by the Secretary/Assistant Treasurer and the Board of Supervisors as an attachment to the minutes. Mr. Salvesen aye with the exception of portion of General Fund Ck# 2645, Mr. Nagle aye with the exception of General Fund portion of Ck# 2645, Mr. Tanczos aye with the exception of General Fund portion of Ck# 2645, Mr. Walbert aye with the exception of General Fund portion of Ck# 2645, Mr. Diacogiannis aye with the exception portion of of General Fund Ck# 2645.

COURTESY OF THE FLOOR

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

REPORT OF THE CHAIRMAN

Mr. Diacogiannis noted he had the pleasure of riding along with the Public Works Director and the Township Manager during this last snow storm and stated that the Road Crew does a great job clearing the Township roads.

REPORT OF THE VICE-CHAIRMAN

Mr. Walbert had nothing to report.

SUPERVISOR'S COMMENTS & ROAD REPORTS

Mr. Nagle – Road District #1 had nothing to report.
Mr. Walbert – 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. Diacogiannis – Road District #5 had nothing to report.

APPOINTMENTS AND RESIGNATIONS – BOARDS, COMMISSIONS AND COMMITTEES

Appointment of Danielle McFadden and Joan Rosenthal as Co-Coordinator for the Township Crime Watch Program

Mr. Salvesen moved to appoint Danielle E. McFadden and Joan R. Rosenthal as Co-Coordinator for the Township Crime Watch Program effective immediately.

Mr. Walbert seconded the motion

Ms. McFadden was present to thank the Board for the appointment, introduce herself and give a background on what the Crime Watch Committee will be working on this year.

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

PLANNING & ZONING

Zoning Hearing Petition – 747 Broad Street Management Corp., for 3350 Schoenersville Road, Bethlehem, PA – Requesting Variance and Relief from the Setback and Sign Provisions of the Ordinance

Mr. Walbert noted that the Applicant is requesting a variance and relief from the setback and sign provisions of the Zoning Ordinance. The address is located in the PORR, Planned Office, Research and residential Zoning District.

Mr. Walbert recommended that the Solicitor represent the Board at the Zoning Hearing meeting.

Mr. Diacogiannis directed the Township Solicitor to attend the meeting.

Zoning Hearing Petition – MidAtlantic Rehab Ser., Inc., 2350 Schoenersville Road, Bethlehem, PA – Requesting Variance Interpretation of Use and/or Relief from the Parking Provisions of the Ordinance

Mr. Walbert noted that the Applicant is requesting variance interpretation of use and/or relief from the parking provisions of the Zoning Ordinance. The address is located in the PORR, Planned Office, Research and residential Zoning District.

The Board of Supervisors agreed to let the Zoning Hearing Board handle the petition.

Zoning Hearing Petition – Christoforos Inc., 5090 Bath Pike, Bethlehem, PA – Requesting Variance Relief from the Setback and Dimensional Provisions of the Ordinance

Mr. Walbert noted that the Applicant is requesting variance relief from the setback and dimensional provisions of the Ordinance. The address is located in the C-2 Commercial Zoning District.

The Board of Supervisors agreed to let the Zoning Hearing Board handle the petition.

Conditional Use Application – 3894 Courtney Street, Bethlehem, PA – For Expansion of Exercise Facility and Nutrition Bar Including Retail Rack

Mr. Walbert moved that the Board approve to authorize the Township Zoning Officer to advertise for a Conditional Use Hearing for March 12, 2013 for the Conditional Use Application submitted for 3894 Courtney Street.

Mr. Nagle seconded the motion.

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

ADMINISTRATION

Presentation by Holly Edinger, Director of Sustainable Development – Envision Lehigh Valley

Ms. Holly Edinger, Director of Sustainable Development, Lehigh Valley Economic Development was present to update the Board the Envision Lehigh Valley project which is developing a sustainable community plan for the Lehigh Valley.

Approval of the Updated Open Records Resolution, No. 13-7

Mr. Nagle moved that the Board approve Resolution 13-7 which updated the Open Records Officer for the Township:

Hanover Township – Northampton County, PA

RESOLUTION # 13 - 7

WHEREAS, the revised Pennsylvania Right-to-Know Law, known as the Open Records Act, 65 P.S. 66.1 et. seq., requires the appointment of an Open Records Officer for the Township, the posting of certain information and various changes to the Township's Policy Pursuant to the Open Records/Right to Know Law ; and

WHEREAS, the requirements of the revised Pennsylvania Right-to-Know Law, known as the Open Records Act, 65 P.S. 66.1 et. seq., which became effective January 1, 2009.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Hanover Township, Northampton County, Pennsylvania hereby appoints Lori A. Stranzl, as the Open Records Officer and John J. Finnigan, Jr. as Deputy Open Records Officer of Hanover Township, Northampton County; and

BE IT FURTHER RESOLVED that the Board of Supervisors of Hanover Township, Northampton County, Pennsylvania hereby adopts the Open Records Policy attached hereto; and

BE IT FURTHER RESOLVED that Board of Supervisors of Hanover Township, Northampton County, Pennsylvania hereby directs that the Township Secretary post the following information in the Township Office and on the Township Website:

1. Contact Information for the Open Records Officer of Hanover Township, Northampton County;
2. Contact information for the State Office of Open Records attached hereto;
3. Request form attached hereto; and
4. The Open Records Policy adopted herein.

Mr. Salvesen seconded the motion.

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

Stipulation of Counsel – Hanover Glen, Inc., Parcel No. M6-21-1 0214 for Tax Year 2011 and 2012

Mr. Nagle moved that the Board authorize the Township Solicitor to execute the Stipulation of Counsel for Hanover Glen, Inc., Parcel No. M6-21-1 0214 for Tax Year 2011 and 2012.

Mr. Broughal updated the Board on the re-assessment.

Mr. Salvesen seconded the motion.

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

Authorize Chairman to sign the Annual Software Support Agreement with Topp Business Solution for the DocSTAR System

Mr. Nagle moved that the Board authorize the Chairman to sign the Software Support Agreement valid March 15, 2013 through March 15, 2014 with Topp Business Solutions for the DocSTAR System at the price of \$3,241.35.

Mr. Salvesen seconded the motion.

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

Authorize Chairman to sign the Application for Certificate of Compliance to Operate a Child Care Center

Mr. Nagle moved that the Board authorize the Chairman to sign the Application for Certificate of Compliance to Operate a Child Care Center. The existing certificate expires on May 26, 2013.

Mr. Salvesen seconded the motion.

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

Authorize Chairman to sign Keystone STARS Grant Agreement with Community Services for Children, Inc.

Mr. Nagle moved that the Board authorize the Chairman to sign the Keystone STARS Grant Agreement with Community Services for Children, Inc. The grant is in the amount of \$4,725.00.

Mr. Salvesen seconded the motion.

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

Authorize Chairman to sign the Service Agreement with Kistler O'Brien Fire Protection to Provide Fire Safety Training to the Preschool Teachers

Mr. Nagle moved that the Board authorize the Chairman to sign the Service Agreement with Kistler O'Brien Fire Protection to provide fire safety training to the Preschool teachers.

Mr. Salvesen seconded the motion.

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

Proclamation 2013–2, honoring Senior Citizens

Mr. Nagle moved that the Board approve the following Proclamation honoring Senior Citizens:

HANOVER TOWNSHIP, NORTHAMPTON COUNTY

PROCLAMATION NO. 2013-2

**A PROCLAMATION HONORING
SENIOR CITIZENS**

WHEREAS, it is imperative that we make use of the vital resources our senior citizens provide. We recognize the tremendous contribution these seniors have made to our community. These are the people that survived the depression, fought the wars, built businesses and raised our families; and

WHEREAS, never before in the history of our country has youth been in greater need of the wisdom and counseling of older people, and much of our present day problems could be averted by the timely advice of a senior citizen; and

WHEREAS, senior retirement residences offer valuable service to the community in providing our senior citizens the benefits of good fellowship, encouragement and support, the opportunity to help themselves and each other, and provide comfortable and safe housing needs for seniors; 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:

Do hereby proclaim Sunday, February 17, 2013 as SENIOR CITIZENS' DAY in Hanover Township. We urge every citizen to join in the Observance and Celebration to be hosted at Sterling Heights, 3500 Fairview Street.

Mr. Salvesen seconded the motion.

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

Proclamation 2013-3, for 2013 National Engineers Week

Mr. Nagle moved that the Board approve the following Proclamation acknowledging 2013 National Engineers Week:

HANOVER TOWNSHIP, NORTHAMPTON COUNTY

PROCLAMATION NO. 2013- 3

2013 National Engineers Week

WHEREAS, Engineers use their scientific and technical knowledge and skills in a creative and innovative ways to improve society's quality of life; and

WHEREAS, Engineers face the major technological challenges of our time – from rebuilding municipalities devastated by natural disasters to revolutionizing our infrastructure and technical progress;

WHEREAS, Engineers are encouraging our young math and science students to realize the practical power of their knowledge; and

WHEREAS, Hanover Township has had the good fortune of Hanover Engineering Associates providing guidance in assisting Hanover become the Best Place to Live, Work and Play in the Lehigh Valley; and

WHEREAS, we look more than ever to Engineers and their knowledge and skills to meet the challenges of the twenty-first century.

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 on behalf of the residents, business community and visitors to Hanover Township, the Board of Supervisors do hereby proclaim the week of February 17 – 23, 2013 to be National Engineers Week in Hanover Township.

Mr. Salvesen seconded the motion.

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

Update to Township Snow Operations Policy No: 64

Mr. Finnigan forwarded a copy of the update to Policy 64 which includes the number of miles serviced and where a snow emergency will be broadcasted. The policy will be adopted at the next meeting.

Introduction of Amendment to Policy 43-14, CRPD, Fire Company, Ambulance Corp & Fire Police, & Veterans Membership at the Community Center

Mr. Nagle introduced the amendment to Policy 43-14 to be approved at the February 26th meeting.

Policy 43-14

CRPD, Fire Company, Ambulance Corp & Fire Police & Veterans Memberships

It shall be the policy of the Board of Supervisors that members of the following organizations and/or individuals will receive a twenty-five percent (25%) discount on rates, and be treated as residents at both the Community Center and the Township Pool:

1. Colonial Regional Police Department
2. Hanover Township Volunteer Fire Company #1
3. Hanover Township Ambulance Corp
4. Hanover Township Fire Police
5. Veterans of the United States Armed Forces

Requirements:

- One (1) year of continuous service (1-4)
- Proof of active duty from their superior (1-4)
- Must be a Hanover Township Residents (5)

Introduction of Policy 72 – Special Events Sponsorship Policy

Mr. Nagle introduced the following policy to be adopted at the February 26th meeting

SPECIAL EVENTS SPONSORSHIP POLICY

It is the policy of the Board of Supervisors that businesses or individuals may sponsor the Special Events functions within Hanover Township as follow:

Bronze: (\$125) – One (1) year sponsorship, business card logo on all print media for SEC (Special Events Committee) Events, name of organization recognized on Hanover Township Special Events website

Silver: (\$250) – One (1) year sponsorship, business card logo on all print media for SEC Events, display of business banner (provided by business) for one (1) year on Municipal property pool fence, name of organization recognized on Hanover Township Special Events website

Gold: (\$350) – One (1) year sponsorship, business card logo on all print media for SEC Events, display of business banner (provided by business) for one (1) year on Municipal property pool fence, verbal recognition of sponsorship at all events (where applicable), opportunity to display booth or informational table at all SEC events, sponsor name/logo listed in Township Newsletter (Hanoverview – Community Center pages); directly mailed three (3) times per year, name of organization recognized on Hanover Township Special Events website

Platinum: (\$500) – One (1) year sponsorship, business card logo on all print media for SEC Events, opportunity to display booth or informational table at all SEC events, verbal recognition of sponsorship at all events (where applicable), display of business banner (provided by SEC) for one (1) year on Municipal property pool fence, sponsor name/logo listed in Township Newsletter (Hanoverview – Community Center pages); directly mailed three (3) times per year, name of organization recognized on Hanover Township Special Events website

*For an additional \$250, a banner will be hung in basketball court for one (1) year. A \$125 renewal fee will be applied for a banner renewal each year thereafter.

CRPC Articles of Agreement

I move to authorize the Solicitor to prepare an Ordinance authorizing the execution of the Amended Articles of Agreement pursuant to the Intergovernmental Cooperation Agreement.

Mr. Salvesen seconded the motion.

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

PUBLIC WORKS

There were no items on the agenda.

DEVELOPMENTS

Approval to Waive Land Development – Peter Tsirigotis – Golden View Diner

Mr. Tanczos moved that the Board approve to waive the Land Development process for Peter Tsirigotis regarding the renovations to the Golden View Diner; and to notify Mr. Tsirigotis of the Board's action.

Mr. Walbert seconded the motion.

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

Waiver Request – Bethlehem Orthodontics Land Development, 3076 Schoenersville Road

Mr. Tanczos moved that the Board approve to grant Bethlehem Orthodontics a waiver from Section 159-29.C(1) – Location of Existing Features as described and requested in their letter dated January 14, 2013 from Motley Associates, Inc. and to notify the Developer of the Board's action.

Mr. Walbert seconded the motion.

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

Authorize Chairman and Township Manager to execute the Subdivision Improvements Agreement, the Subdivision Maintenance Agreement and Declaration of Covenant, Agreement and Easement for Maintenance of Stormwater Management Facilities for Traditions of America at Bridle Path

Mr. Tanczos moved that the Board approve to authorize the Chairman and Township Manager to execute the Subdivision Improvements Agreement, the Subdivision Maintenance Agreement and Declaration of Covenant, Agreement and Easement for Maintenance of Stormwater Management Facilities for Traditions of America at Bridle Path.

Mr. Walbert 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 there was no one to offer any comment.

STAFF REPORTS

Mr. Kocher thanked the Board for the Proclamation honoring Engineers Week.

Mr. Broughal had nothing to report.

Mr. Milite distributed a spreadsheet on how much a typical snow storm costs the Township to date.

Mr. Finnigan noted that Mr. Diacogiannis, Mr. Tanczos and he met with the Fire Company for their quarterly meeting last week and Mr. Walbert, Mr. Tanczos and he met with Karen Van Why Ambulance Captain on how Mutual Aid will be handled when Station 53 ceases operations.

Mr. Diacogiannis closed the regular meeting at 7:35 P.M. and opened the executive session to discuss litigation.

Mr. Diacogiannis re-opened the regular meeting at 8:20 P.M.

Upon motion of Mr. Walbert, seconded by Mr. Salvesen, the Board approved adjournment at 8:20 P.M.

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

Lori A. Stranzl
Secretary/Asst. Treasurer