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**REGULAR SEMI-MONTHLY MEETING  
December 17, 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, and Tanczos, Jim Milot for Engineer Brien Kocher, Solicitor Broughal, Public Works Director Vince Milite was out plowing snow 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. 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 26, 2013. Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Diacogiannis aye.

Upon motion of Mr. Nagle, seconded by Mr. Salvesen, the Board approved the List of Bills and Transfers dated December 17, 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 the portion of General Fund Check# 2931 which benefits me, Mr. Nagle aye with the same exception, Mr. Tanczos aye with the same exception, Mr. Diacogiannis aye with the same exception.

**COURTESY OF THE FLOOR**

Resident Mike Prendeville of 5545 Karen Drive was present to address the Board on the proposed rate hike of 18% to the water bill by City of Bethlehem. Mr. Prendeville stated the rate increase is unfair and the Township needs to protest this to the PUC.

Mr. Prendeville noted that he rode with the Public Works Crew during the last snow event and stated he was awestruck at the overall operation, their constant communication on the radio and the logistics. He noted that they do an outstanding job.

**REPORT OF THE CHAIRMAN**

Mr. Diacogiannis gave a report on the Colonial Regional Police Department meeting he attended last night.

**REPORT OF THE VICE-CHAIRMAN**

Mr. Walbert was out of town.

## SUPERVISOR'S COMMENTS & ROAD REPORTS

Mr. Nagle – Road District #1 had nothing to report, but thanked Mr. Finnigan for getting the CRPD to patrol Woodside Road area to help slow down the traffic coming through due to the Jacksonville Road detour.

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 & RESIGNATIONS

### PLANNING & ZONING

#### **Adams Outdoor – Gulick Property**

Property Owner Gregory Gulick, Lois Arciszewski and Jodi Cesanek from Adams Outdoor were present to discuss a potential billboard development site in the PIBD zone of Mr. Gulick's property.

Mr. Diacogiannis advised them to explore the issues and work with professional staff and Township Manager.

#### **Mr. Joseph Kelly, Economic Development – City of Bethlehem**

Mr. Joe Kelly and Mr. Tom Marshall from the City of Bethlehem were present to discuss a capital improvements plan regarding the City's Compost Center and Recycling Center which will be done in four phases.

Mr. Broughal asked if there was a site plan done by an Engineer. The answer was yes. Mr. Broughal asked that they submit that to the Township for review. Mr. Broughal asked that at some point if the Township can be part of the facility. Mr. Kelly stated he has no objection including the Township in phase two. Mr. Broughal stated there will need to be an agreement between the City and the Township.

#### **Resolution to Adopt the Township Updated Capital Improvements Plan**

Mr. Salvesen moved that the Board approve the following Resolution adopting the updated Capital Improvements Plan:

### **RESOLUTION 2013 – 20**

**WHEREAS**, the Board of Supervisors of Hanover Township, Northampton County, Pennsylvania ("Township") enacted a certain TRAFFIC IMPACT FEE ORDINANCE on December 10, 1991 ("Ordinance"); and

**WHEREAS**, the Ordinance provides for the imposition of certain "impact fees" which are to be calculated in accordance with the provisions of the Ordinance ("Traffic Impact Fee"); and

**WHEREAS**, the Township, in conjunction with the Township Engineer, has compiled a certain Transportation Capital Improvement Plan 2011-2017 dated October 3013 (“Improvement Plan”) for Hanover Township, Northampton County; and

**WHEREAS**, the Transportation Impact Fee Advisory Committee (“Committee”) held a public hearing on the Improvement Plan and the re-evaluation of the Traffic Impact Fee on November 21, 2013; and

**WHEREAS**, the Committee recommended that the Improvement Plan be submitted to the Board of Supervisors for approval; and

**WHEREAS**, the Board of Supervisors conducted a public hearing on the Improvement Plan on November 26, 2013; and

**WHEREAS**, the Township desires to adopt the Improvement Plan and set the Traffic Impact Fee at \$343.00 per p.m. peak hour trip.

**NOW, THEREFORE**, be it **RESOLVED** that the Township of Hanover, Northampton County, Pennsylvania, hereby adopts the TRANSPORTATION CAPITAL IMPROVEMENT PLAN 2011-2017, dated October 2013 and hereby establishes a TRAFFIC IMPACT FEE in accordance with the TRAFFIC IMPACT FEE ORDINANCE in the amount of Three Hundred Forty Three and No/100 (343.00) Dollars per p.m. peak hour trip.

Mr. Nagle seconded the motion.

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

**Authorize Township Solicitor to Update the Traffic Impact Fee Ordinance to Coincide with the Capital Improvements Plan**

Mr. Salvesen moved that the Board authorize the Township Solicitor to prepare an update to the Traffic Impact Fee Ordinance to reflect the revised fees approved in the Capital Improvements Plan.

Mr. Nagle seconded the motion.

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

ADMINISTRATION

**Authorize Chairman to sign the Independent Contractor Agreement with Laure Lovelace to provide Yoga for Kids**

Mr. Nagle moved to authorize the Chairman to sign the Independent Contract Agreement between Hanover Township and Laure Lovelace who will be providing a Yoga for Kids program.

Mr. Salvesen seconded the motion.

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

**Authorize Chairman to sign the Independent Contractor Agreement with Cheryl Spadt to provide Drama Classes and Workshops**

Mr. Nagle moved to authorize the Chairman to sign the Independent Contractor Agreement between Hanover Township and Cheryl Spadt who will be providing Drama Classes and Workshops.

Mr. Salvesen seconded the motion.

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

**Approval of Actuary for 2014**

Mr. Nagle moved that the Board approve to authorize the Township Solicitor to advertise that it is the Township's intent to appoint Beyer-Barber Company as the 2014 Township Actuary.

Mr. Salvesen seconded the motion.

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

**Authorize Secretary to Pay Invoices**

Mr. Nagle moved that the Board approve to authorize the Township Secretary to pay invoices through December 31, 2013, subject to the approval of the Township Manager.

Mr. Salvesen seconded the motion.

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

**Adoption of 2014 General Fund, Capital Reserve, State Fund and Recreation Budgets – Resolution 2013 – 17**

Mr. Nagle moved that the Board approve to adopt Resolution 2013 – 17 adopting the 2014 Township Budgets as follows and to authorize the Chairman and Secretary to sign the Resolution:

HANOVER TOWNSHIP  
NORTHAMPTON COUNTY

RESOLUTION 13-17

A RESOLUTION of the Township of the Township of Hanover, County of Northampton, Commonwealth of Pennsylvania, appropriating specific sums estimated to be required for the specific purposes of the municipal government, hereinafter set forth, during the year 2014.

BE IT RESOLVED AND ENACTED, and it is hereby resolved and enacted by the Board of Township Supervisors of the Township of Hanover, County of Northampton, and Commonwealth of Pennsylvania:

Section 1. That for the expenditures and expenses of the fiscal year 2014 the following amounts are hereby appropriated from the fund equities, revenues, and other financing sources available for the year 2014. for the specific purposes set forth on the following pages.

Section 2. That any Resolution conflicting with this Resolution be and the same is hereby repealed insofar as the same affects this Resolution.

Mr. Salvesen seconded the motion.  
Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Diacogiannis aye.

**Approve 2014 Tax Rate – Resolution 2013 – 18**

Mr. Nagle moved that the Board approve to adopt Resolution 2013 – 18 setting the 2014 Tax Rate and to authorize the Chairman and Secretary to sign the Resolution:

HANOVER TOWNSHIP  
NORTHAMPTON COUNTY  
Resolution 13- 18  
*TAX LEVY RESOLUTION*

SECOND CLASS TOWNSHIP

A RESOLUTION OF THE Township of HANOVER, County of Northampton, Commonwealth of Pennsylvania, fixing the tax rates for the year 2014.

BE IT RESOLVED AND ENACTED, and it is hereby resolved and enacted by the Board of Township Supervisors of the Township of Hanover, County of Northampton, Commonwealth of Pennsylvania:

That a tax be and the same is hereby levied on all real property and within the said Municipality subject to taxation for the fiscal year 2014 as follows:

Tax rate for general purposes, the sum of 3.40 mills on each dollar of assessed valuation or the sum of 34.0 cents on each one hundred dollars of assessed valuation.

Tax rate for fire tax purposes, the sum of 0.05 mills on each dollar of assessed valuation or the sum of 5.0 cents on each one hundred dollars of assessed valuation.

The same being summarized in tabular form as follows:

Mills on Each Dollar of Assessed Valuation	Cents on Each One Hundred Dollars of Assessed Valuation		
Tax Rate for General Purposes	<u>3.40</u> Mills	<u>34.0</u> Cents	
Tax Rate for Fire Tax Purposes	<u>0.50</u> Mills	<u>5.0</u> Cents	
TOTAL	<u>3.90</u> Mills	<u>39.0</u> Cents	

That any resolution, or part of resolution, conflicting with this resolution be and the same is hereby repealed insofar as the same affects this resolution.

Mr. Salvesen seconded the motion.  
Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Diacogiannis aye.

**Approve 2014 Tax Rate for Act 611 Taxes – Resolution 2013 – 19**

Mr. Nagle moved that the Board approve to adopt Resolution 2013 –19 setting the 2014 Tax Rate for Act 611 Taxes and to authorize the Chairman and Secretary to sign the Resolution:

HANOVER TOWNSHIP  
NORTHAMPTON COUNTY  
Resolution 13 -19

A RESOLUTION OF THE Township of Hanover, County of Northampton, Commonwealth of Pennsylvania, fixing the tax rate for the year 2014.

BE IT RESOLVED AND ENACTED, and it is hereby resolved and enacted by the Board of Township Supervisors of the Township of Hanover, County of Northampton, Commonwealth of Pennsylvania, that a tax be and the same is hereby levied on all property transfers and occupation tax within said municipality subject to taxation for the Fiscal Year 2014 as follows:

REAL ESTATE TRANSFER TAX	1%
EARNED INCOME TAX	1%
LOCAL SERVICES TAX	\$52.00
MERCANTILE TAX	
PERFORMANCE OF SERVICES	1 ½ MILLS
WHOLESALE SALES OF MERCHANDISE	1 MILL
RETAIL SALE OF MERCHANDISE	1 ½ MILLS

The latter three taxes to be shared with the Bethlehem Area School District in such proportions as prescribed by law.

Mr. Salvesen seconded the motion.  
Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Diacogiannis aye.

**Authorize Secretary to Advertise Adoption of 2014 Budgets**

Mr. Nagle moved that the Board approve to authorize the Secretary to advertise that the Board adopted the 2014 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. Salvesen seconded the motion.  
Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Diacogiannis aye.

**Approve Year End Budget Amendments for General Fund and Recreation**

Mr. Nagle moved that the Board approve the 2013 Year End Budget Amendments attached and prepared by the Township Secretary/Assistant Treasurer and Township Treasurer/Assistant Secretary.

Mr. Salvesen seconded the motion.  
Mr. Salvesen aye, Mr. Nagle aye, Mr. Tanczos aye, Mr. Diacogiannis aye.

**Approve Update to Policy 23 – Organizational Chart**

Mr. Nagle noted for the record that in compliance with Policy 23, the Township Manager has provided the Board with the 2014 Township Organization Chart.

**Approve 2014 Salary Increase Guidelines**

Mr. Nagle moved that the Board approve the 2014 Salary Increase Guidelines as presented by the Township Manager, to be used for employees effective with the 2013 reviews.

Mr. Salvesen seconded the motion.

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

**Approve 2014 Fee Schedule**

Mr. Nagle moved that the Board approve the 2014 Fee Schedule as follows:

**HANOVER TOWNSHIP FEE SCHEDULE  
Effective January 1, 2014**

Description	Fee
Assessed fee per the Commonwealth of Pennsylvania Act 13 of 2004 (subject to change without notice)	4.00 per each UCC Permit
Plan Review Fee Deposit (Residential) non-refundable	35.00
Plan Review Fee Deposit (Non-Residential) non-refundable	500.00 complete submission 150.00 each subsequent individual submission
<b>Building Permit* New structures/dwellings, additions including sunrooms, patio enclosures, finished basements, interior and exterior alterations, structures, decks, including accessory building, and garages</b>	
<b>RESIDENTIAL - New dwellings</b>	0.23 per sq ft
Renovations & Repairs	155.00 <500 sq ft, Plus 0.23 each additional sq ft
Decks, Patios (with frost footers)	230.00
Decks, Patios with Roof	455.00
Enclosed Additions	455.00
<b>COMMERCIAL and NON-RESIDENTIAL NEW STRUCTURES</b>	950.00 first 10,000 sq ft 0.40 each additional sq ft
Additions interior and exterior alterations, including tenant fit-outs	275.00 up to \$4,999.00 of cost plus 23.00 each additional \$1,000
Demolition Permit & Underground Storage Tank Removal	100.00
Cell Towers	500.00
<b>Mechanical, Electrical, Sprinkler, Hood &amp; Suppression and Alarm Permits* (Non-Residential Based on cost of construction)</b>	
Residential	125.00
Up to \$3,499.99	125.00
\$3,500.00 to up to \$4999.99	155.00
\$5,000.00 to \$7,499.99	200.00
\$7,500 to 10,000	225.00

Over \$10,000	225.00 plus \$15.00 per \$1,000.00
Alarm Registration (required for new or existing or when transferred)	20.00
<b>Plumbing Permit*</b>	
New Construction Alteration and Repairs – ( Base Fee plus each Fixture or Trap)	125.00 – Residential 155.00 – Residential New  Construction 155.00 - ( non-residential ) plus 50.00 1-10 Fixtures or traps 25.00 each additional 10 fixtures or traps
Sprinkler	Based on Mechanical & Electrical Permit Fee Schedule
Master Plumber s License	50.00
<b>Use &amp; Occupancy Permit – Certificate of Occupancy</b>	
New Construction; Alterations; Renovations (all uses)	20.00
Residential Resale and Inspection	50.00 (one Inspection) 75.00 each reinspection
Residential Rental Property – Registration and Inspection	100.00 per unit (one inspection) 75.00 each reinspection
Residential (Re-Inspection Fee – all permit types)	75.00 per unit
Commercial – Resale	200.00 under 10,000 sf 375.00 over 10,000 sf
Commercial Change of Use/Change of Occupancy (Zoning Approval Required)	200.00 plus <b>CO Fee \$20.00</b>
Commercial Re-inspection, all non residential permit types	175.00 - Commercial

<b>Swimming Pool and Spa Permit</b>	
Above-ground – (new or re-installed, including air blown pools) <b>separate electrical permit required</b>	90.00
In-ground – Grading Plan Required <b>(separate electrical, plumbing and fence permit required)</b>	280.00
Hot Tub or Spa, Sauna <b>(Separate electrical permit required)</b>	170.00
Yard Sale – One sign permitted on the premises	No Charge
<b>Zoning Permit</b>	
Residential – Fences, Sheds, Re-roof, Replacement Windows and Siding	90.00
Alarm Registration (required for new or existing or when transferred)	20.00
Curb and Sidewalk – Residential	65.00
Curb cut and sidewalk – Commercial, Non-Residential	75.00
Driveway - Residential (New, replace or enlargement)	40.00
Driveway – Commercial	75.00
Earth Moving Permit	275.00



Fence – Commercial	200.00
Home Occupation	40.00
Patio without a footer	90.00
Solicitation	50.00
<b>Signs</b>	
Banner Sign, Temporary Sign or Reface Sign	\$75.00 per sign
Pylon Sign & Monument Sign	150.00 (30 sq. ft.) plus 0.30 each additional sq. ft.
Wall Mounted Sign	150.00 (up to 16 sq ft) plus .30 each additional sq. ft
<b>Special Permits</b>	
Conditional Use	800.00
Zoning Appeal	600.00 – Residential 1,000.00 – Commercial, Non-Residential
Continuance Request – Applicant	175.00
UCC Building Code Appeal	600.00 – Residential 1,000.00 – Non-Residential
<b>Miscellaneous</b>	
Copies, Black and White	0.25 per copy
Copies, Plans and Blue Prints	7.50 each
Compost Center Cards	15.00
Dog Violations	\$20.00 pickup charge \$20.00 per calendar day housing
Recycling Barrel	15.00
Recycling – Lid only	5.00
Sewer Certification	15.00
Trash Certification	15.00
Postage & Shipping	Actual cost per USPS or other carriers
Hold Harmless Indemnification Agreement (Owner is responsible for all costs over and above the minimum fee)	125.00 minimum charge
Official Township Map	7.50 each
Zoning Map	10.00 each
All other Maps	7.50 each
Comprehensive Plan	25.00
S.A.L.D.O.	25.00
Zoning Ordinance	25.00
Liquor License Transfer (Applicant is responsible for all related costs over and above the minimum deposit fee)	2,000.00 (Deposit)

SUBDIVISION AND LAND DEVELOPMENT  
PLAN APPLICATION – FEE SCHEDULE

Submission Type

PRELIMINARY PLAN or FINAL PLAN or PRELIMINARY  
FINAL PLAN

Original Submission  
RESIDENTIAL

1 - 5 Lots	825.00 per Lot
6 - 20 Lots	330.00 per Lot
21 Lots or More	275.00 per Lot
Units (i.e. apts./condo)	40.00 per Unit

NON-RESIDENTIAL

1 Lot	1, 650.00 Lot
2-5 Lots	1,100.00 per Lot
6-20 Lots	935.00 per Lot
21 Lots or More	880.00 per Lot

Each Revision – 50% of Original Submission Fee

LOT LOCATION PLAN

Original Submission	200.00
Each Revision	110.00

SKETCH PLAN 220.00

Additionally, the Applicant/Developer shall reimburse the Township  
for expenses incurred as a result of the plan review

Mr. Salvesen seconded the motion.

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

**Authorize Secretary to Advertise Re-organization Meeting for Board of Supervisors**

Mr. Nagle moved to authorize the Secretary to advertise that the Board of Supervisors  
will hold their Annual Re-organization Meeting on Monday January 6, 2014 at 6:30 P.M.

Mr. Salvesen seconded the motion.

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

**Authorize Secretary to Advertise the Re-organization Meeting for the Board of Auditors.**

Mr. Nagle moved to authorize the Secretary to advertise that the Board of Auditors will  
hold their Annual Re-organization meeting on Tuesday, January 7, 2014 at 7:30 P.M.

Mr. Salvesen seconded the motion.

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

### **Authorize Secretary to Advertise January 2014 Meetings for all Boards/Commissions**

Mr. Nagle moved that the Board authorize the Secretary to advertise the January meetings for the Board of Supervisors January 14 and January 28, Planning Commission January 13, Recreation Advisory Board January 9 at the Community Center, Shade Tree Advisory Commission January 8, Crime Watch January 7, and Special Events Committee January 21 at the Community Center. Meetings will be held at the Hanover Township Municipal Building, 3630 Jacksonville Road, Bethlehem, Pennsylvania 18017, (unless otherwise noted). Meetings will start at 7:30 P.M. with the exception of the Shade Tree Advisory Commission which will start at 6:00 P.M. and the Board of Supervisors and Special Events Committee which will start at 7 P.M. All meetings are open to the public.

Mr. Salvesen seconded the motion.

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

### **Approve Recreation Policy 39 – HTCC Weather Policy**

Mr. Nagle moved that the Board approve Policy 39 – Hanover Township Community Center Programming Weather Policy:

#### Recreation Policy – 39

#### Hanover Township Community Center Programming Weather Policy

**Fitness Classes:** Morning Classes will follow the Bethlehem Area School District (BASD) schedule. When BASD is cancelled classes are cancelled – no exceptions; when there is a two (2) hour delay classes are cancelled; when there is a one (1) hour delay- classes will run as scheduled. The status of Evening classes will be decided by 4:00 p.m. depending upon weather conditions. Cancellations or status will be posted on the HTCC website and/or the HTCC Facebook page.

**Preschool Age Programming:** Preschool programs follow the Bethlehem Area School District policy. When school is cancelled all Preschool Age Programming is cancelled. When there is either a one (1) or two (2) hour delay all programs will start at 10 a.m. and follow normal schedule subsequently.

**After School Programming:** If the HTCC is open, classes will go on as scheduled unless an instructor cannot attend at which point we will call and cancel. All decisions will be made by 4 p.m. If the building closes early, information concerning programming will be posted on the HTCC website and/or the HTCC Facebook page. HTCC staff will do its best to notify class registrants whenever possible.

Mr. Salvesen seconded the motion.

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

## **Adopt Policy 73 – Social Media Policy**

Mr. Nagle moved that the Board approve to adopt Policy 73 – Social Media Policy:

### **HANOVER TOWNSHIP SOCIAL MEDIA POLICY**

#### **Policy 73**

The purpose of this social media policy is to establish enforceable rules for the use of social media by Township officers and employees when engaged in Township business. Social media at this time refers to Facebook, Twitter, Instagram, GooglePlus, and any other form of communication that is open to response or comment. Rules are necessary to assure that communications made on behalf of the Township are properly authorized and in correct form; that communications to the municipality by means of social media which can be viewed by the public are appropriate and pertinent; that all communications to the municipality are directed to the proper recipient; and that the sender is clearly and fully informed that a message received by means of social media is not a substitute for required reporting procedures.

The objective of the use of social media by the Township or its departments is to expand and facilitate communication between the Township and its residents, taxpayers and the general public.

1. This policy governs all social media use by or on behalf of the Township and/or its departments.
2. The Township shall have a single presence on each social media site approved for use. Any pages or sites created and/or maintained by an individual department or instrumentality of the Township require prior approval of the Township Manager, and shall comply with this Social Media Policy.
3. All Township presence and activity on social media are an integral part of the Township's information networks and must comply with all rules and policies governing the Township's computers and electronic media, including but not limited to the applicable Computer and Electronic Communications Systems Policy.
4. All Township use of social media, including use by departments or instrumentalities of the Township, are responsible for complying with applicable federal, state, and county laws, regulations, and policies. This includes adherence to established laws and policies regarding copyright, records retention, Freedom of Information Act (FOIA), Open Public Record Act (OPRA), First Amendment, privacy laws, sunshine laws, and information security policies (if applicable) established by the Municipality, its departments, affiliated boards, commissions and authorities.
5. Wherever possible, links to more information should direct users back to the Municipality's official website.
6. Employees representing Municipal government on social media outlets must identify themselves by name, and when relevant, by role at the Municipality. All Municipal policies are applicable to interactions on social media sites when acting in an official capacity and representing the Municipality.
7. The designated municipal webmaster shall monitor content on all social media sites to ensure adherence to the Social Media Policy for appropriate use, message, and branding consistent with the goals of the Municipality.
8. No "friending" or other special relationship between a Township employee and a third person is permitted.
9. Social media sites are not to be used for making any official communications to the Township,

for example, reporting crimes or misconduct, reporting dangerous conditions, giving notice required by any statute, ordinance or regulation (e.g. notice of claim). Prominent notice of this paragraph shall be displayed on every Township social media site, along with the appropriate contact information for submitting such a communication.

10. The Municipal Webmaster shall have the authority to remove any Prohibited Content (see below) from any Township social media site at any time, subject to archiving and retention requirements. See section III, Prohibited Content.

### III. Prohibited Content

1. The following content is prohibited and subject to removal:

- a. Comments unrelated to the particular post being commented upon;
- b. Comments that promote, foster, or perpetuate discrimination on the basis of creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability or sexual orientation;
- c. Comments containing vulgar, offensive, threatening, or harassing language, personal attacks, or unsupported accusations;
- d. Obscene or sexually suggestive or explicit content or links to obscene or sexual content;
- e. Illegal activity or encouragement of illegal activity;
- f. Information that may compromise the safety or security of the public or public systems;
- g. Comments from children under thirteen (13) cannot be posted in order to comply with the Children's Online Privacy Protection ACT. By posting on a Hanover media site, users acknowledge that they are at least 13 years old;
- h. Content that violates a legal ownership interest of any other party;
- j. Comments with website, email or Internet links of any kind;
- k. Content that incites violence;
- l. Photographs or videos;
- m. Personal information of a person other than the poster; and
- n. Spamming or repetitive content.

2. Persons posting prohibited content are subject to being barred from posting comments on Township Social Media.

3. Repetitive comments of a negative nature.

### IV. Applicability

This policy shall apply to all Municipal agencies and departments as well as any affiliated government or non-government agency or official permitted by the Municipality to post on Municipal social media sites.

Mr. Salvesen seconded the motion.

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

### **Authorize Chairman to Sign the Agreement for Services with Peak Software Systems, Inc.**

Mr. Nagle moved that the Board authorize the Chairman to sign the Agreement for Services with Peak Software Services, Inc. for the new software system at the Community Center.

Mr. Salvesen seconded the motion.

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

## PUBLIC WORKS

### **Village View Park Phase I – Payment #1**

Mr. Salvesen moved that the Board approve the request for Payment Number 1 for Village View Park Phase I construction to Livengood Excavators, Inc. in the amount of \$85,213.38 conditioned upon confirmation from NCCD of suitable site conditions; as recommended by the Township Engineer in his letter dated December 16, 2013.

Mr. Salvesen seconded the motion.

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

## DEVELOPMENTS

### **Hanover Township Retirement Residence – Improvements Status/Maintenance Report**

Mr. Tanczos moved that the Board approve, as recommended by the Township Engineer's letter dated December 12, 2013, to accept the Improvements as complete for the Hanover Township Retirement Residence Development Plan, authorizes the start of the eighteen (18) month Maintenance Period, effective December 17, 2013, and to return the balance of the Improvements Bond conditioned upon the following:

1. That the Developer provides Maintenance Security in the amount of \$61,227.30 prior to December 24, 2013.
2. That the Developer acknowledges the previously noted deficiencies will be corrected during the maintenance period. (Construction observation is required)
3. That the Developer adheres to Township Policy #24 (payment of Plans and Appeals Account charges).

Mr. Tanczos further moved to notify the Developer of the Board's action.

Mr. Salvesen seconded the motion.

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

### **The 215 Project Preliminary/Record Land Development Plan – Conditional Approval**

Mr. Tanczos moved that the Board, as recommended by the Township Engineer in his letter dated December 13, 2013, approve to adopt the terms and conditions relative to The 215 Project Preliminary/Record Land Development Plan, prepared and provided to the Developer/Owner for signature as follows, and the Township Secretary is to notify the Developer/Owner of the Board's action relative to this matter.

#### CONDITIONS:

1. The Developer/Owner shall address all outstanding comments in the Hanover Engineering Associates, Inc. review letter dated December 13, 2013 to the satisfaction of the Township Engineer prior to recording the Preliminary/Record Land Development Plan.
2. Two (2) copies of the most recent reports and supporting documentation (i.e. PCSM Report, E&S Report, stormwater infiltration report, trip generation calculations, descriptions and plans, etc.), signed and sealed by the preparer as necessary, shall be submitted to the Township Engineer prior to recording the Preliminary/Record Land Development Plan.
3. A List of Waivers and Deferrals granted by the Board of Supervisors, including the Ordinance Section Number, a brief description of each Section and the date of the Board of Supervisors meeting, shall be added to the plan.

4. The Developer/Owner shall enter into an Improvements Agreement with the Township and provide appropriate security. (SALDO Section 159-30.D.(5))
  - A. The Improvements Agreement shall include a notarized statement, satisfactory to the Township Solicitor, stating that the Township shall be held harmless against any claim of damage from the downstream property owners that may result from the proposed development. (Stormwater Section 152-10.E)
  - B. The Improvements Agreement and a separate Covenant running with the land shall include provisions, satisfactory to the Township Solicitor, that the stormwater collection, conveyance, BMPs and control facilities located on private property shall be properly operated and maintained by the property owner. (Stormwater Sections 152-10.M and 152-24.3)
  - C. The Improvements Agreement shall include a statement that a BMP Operations and Maintenance Plan (Post Construction Stormwater Management Plan) shall be recorded, listing the person(s) responsible for operations and maintenance, signed by the landowner. (Stormwater Section 152-24.5)
5. The Developer/Owner shall enter into a Maintenance Agreement with the Township and provide appropriate security. (SALDO Section 159-30.D.(6))
6. The Developer/Owner shall provide an Open Space Contribution in the amount of \$18,432.00 (four percent (4%) of gross area by \$120,000.00 per acre by 3.84 acres). (SALDO Section 159-16.D.3, Resolution 05-12)
7. The Developer/Owner shall provide a Tapping Fee in the amount of \$1,131.90 (\$5.39/gpd x 210 gpd additional flow), a Connection Fee in the amount of \$397.50, and a Customer Facilities Fee in the amount of \$330.00 at the time of Building Permit issuance. (Sewers Section 140-13)
8. The Developer/Owner shall provide an Impact Fee in the amount of \$3,822.00 (\$294.00/peak hour trip x 13 trips) prior to recording the Preliminary/Record Land Development Plan. (Impact Fee Ordinance 91-12, Resolution 97-11)
9. The Developer/Owner shall provide a Storm Sewer Interceptor Improvements value of \$7,878.60 (\$1.80/SY new impervious cover x 4,377 SY) prior to recording the Preliminary/Record Land Development Plan. (Stormwater Section 152-12.B.(2))
10. The Developer/Owner shall pay all current fees, including any outstanding plans and appeals account charges. (SALDO Section 159-36J)
11. The Developer/Owner shall provide two (2) Mylars for recording the plans and ten (10) sets of plans which are signed and notarized by the Owner and sealed by the Surveyor/Engineer. (SALDO Section 159-34.B)

12. The Developer/Owner shall meet all conditions of the Preliminary/Record Plan approval, and the Preliminary/Record Plan shall be recorded within twelve (12) months of Conditional Plan approval, and agrees that if such conditions are not met, the conditional Preliminary/Record Plan approval shall be considered void, and the application for the Preliminary/Record Plan approval shall be considered void and withdrawn.

Mr. Tanczos further moved that the granting of conditional Preliminary/Record approval of this plan recognizes that the Township is agreeing to the following on the Preliminary/Record Land Development Plan:

- A. That the Board of Supervisors waives the requirement to utilize reinforced concrete storm sewer pipe with “O” ring joints and to allow HDPE pipe as shown on the plans. (Construction Standards Section 67-9.A.(1) and SMO Section 152-11.G.(3))
- B. That the Board of Supervisors waives the requirement to provide a ten (10) foot wide easement with planting screen along Township Line Road and to allow the plantings as shown on the plan. (SALDO Section 159-15.F)
- C. That the Board of Supervisors waives the requirement to locate the proposed driveway radius a minimum of ten (10) feet from the southern property line and to allow the driveway as shown on the plans. (SALDO Section 159-15.I.(1) and Driveways Section 73-7.C)
- D. That the Board of Supervisors waives the requirement to plant additional trees within or immediately adjacent to the Township Line Road right-of-way and to allow the existing trees along Township Line Road to remain. (SALDO Section 159-17.C.(4))
- E. That the Board of Supervisors waives the requirement to provide tree protection fence extending twenty (20) feet from the center of the trunk of the tree or the distance from the trunk to the drip line, whichever is greater, and allow the tree protection fence as shown on the plans. (SALDO Section 159-17.E.1)
- F. That the Board of Supervisors waives the requirement to locate all existing features within two hundred feet (200’) of any part of the land to be developed and to allow the existing features as shown on the plans. (SALDO Section 159-29.C.(1))
- G. That the Board of Supervisors waives the requirement to identify the species of all trees four (4) inches or more in trunk diameter at a height of four and one-half (4 ½) feet above the original grade and to allow the tree identification as shown on the plans. (SALDO Section 159-29.C.(3))
- H. That the Board of Supervisors waives the requirement to identify all existing trees, including trees within tree rows and woodlands, and to allow the tree identification as shown on the plans. (SALDO Section 159-29.C.(6).(a))



- I. That the Board of Supervisors waives the requirement to identify the designation of all trees to be saved or removed, including their trunk and dripline locations, drawn to scale, and to allow the tree identification and designation as shown on the plans. (SALDO Section 159-29.C.(6).(b))
- J. That the Board of Supervisors waives the requirement to locate the infiltration basin a minimum of 100 feet from the property lines unless documentation is provided to show that all setbacks from existing or potential future wells, foundations, and drainfields on neighboring properties will be met and to allow the infiltration basin as shown on the plans, noting that the properties to the south and west of the infiltration basin have a 100-foot building setback from the common property lines. (SMO Section 152-9.1.I.(4)(e))
- K. That the Board of Supervisors waives the requirement to line the proposed detention/infiltration basin with a synthetic impervious line and to allow an unlined infiltration basin to meet Township and PennDEP water quality requirements. (SMO Sections 152-10.I.(4) and 152-10.I.(9))
- L. That the Board of Supervisors defers the requirement to construct sidewalks with accessible ramps along Township Line Road. (SALDO Section 159-13.B)
- M. That the Board of Supervisors defers the requirement to define the entire proposed driveway by the use of curbing and to allow the driveway curbing as shown on the plans. (SALDO Section 159-15.I.(5))

Mr. Salvesen seconded the motion.

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

### **Traditions of America at Bridle Path Phase 3 Record Plan Approval**

Mr. Tanczos moved that the Board, as recommended by the Township Engineer in his letter dated December 13, 2013, approve to adopt the terms and conditions relative to Traditions of America at Bridle Path, Phase III Record Land Development Plan, prepared and provided to the Developer/Owner for signature as follows, and the Township Secretary is to notify the Developer/Owner of the Board's action relative to this matter.

#### **CONDITIONS**

- 1. The Developer/Owner shall address all outstanding comments in the Hanover Engineering Associates, Inc. review letter dated December 13, 2013 to the satisfaction of the Township Engineer prior to recording the Record Land Development Plan.
- 2. The Developer/Owner shall enter into an Improvements Agreement with the Township and provide appropriate security. (SALDO Section 159-30D.(5)).
  - A. The Improvements Agreement shall include a notarized statement, satisfactory to the Township Solicitor, stating that the Township shall be held harmless against any claim of damage from the downstream property owners that may result from the proposed development. (Stormwater Section 152-10E).

- B. The Improvements Agreement and a separate Covenant running with the land shall include provisions, satisfactory to the Township Solicitor, that the stormwater collection, conveyance, BMPs and control facilities located on private property shall be properly operated and maintained by the property owner. (Stormwater Sections 152-10M and 152-24.3).
- C. The Improvements Agreement shall include a statement that a BMP Operations and Maintenance Plan (Post Construction Stormwater Management Plan) shall be recorded, listing the person(s) responsible for operations and maintenance, signed by the landowner, acknowledging that the stormwater BMPs are fixtures that cannot be altered or removed without approval by the Township. (Stormwater Section 152-24.5).
3. The Developer/Owner shall enter into a Maintenance Agreement with the Township and provide appropriate security. (SALDO Section 159-30D.(6)).
4. The Developer/Owner shall provide a plan containing the Uniform Parcel Identifier Number for each dwelling unit in Phase III. (SALDO Section 159-30.E.(8)).
5. The Developer/Owner shall provide an Open Space Contribution of \$228,800.00 for Phase III (44 Units x 0.04 acres/unit x \$130,000.00/acre). (SALDO Section 159-16).
6. The Developer/Owner shall provide a Tapping Fee of \$55,252.12 (\$1,255.73 per unit x 44 Units), a Connection Fee of \$17,490.00 (\$397.50 per unit x 44 Units), and a Customer Facilities Fee of \$14,520.00 (\$330.00 per unit x 44 Units). These fees are payable at the time the Building Permit is applied for on each building. (Sewers Section 140-13).
7. The Developer/Owner shall not be required to provide a Traffic Impact Fee to the Township, as the estimated value of proposed improvements at the Jacksonville Road/Bridle Path Road intersection exceeds the total Impact Fee of \$26,460.00 for the entire project (\$294.00 per PM Peak Hour Trip X 90 PM Peak Hour Trips). (Chapter 102 Impact Fees, Resolution 07-10).
8. The Developer/Owner shall not be required to provide a Storm Sewer Interceptor Improvements value to the Township, as the estimated value of proposed improvements to the storm sewer interceptor system exceeds the total Storm Sewer Interceptor Improvements value of \$140,128.50 for the entire project (\$12.50 per linear foot of street x 11,210.28 feet). (SMO Section 152-12.B.(2)).
9. The Developer/Owner shall pay all current fees, including any outstanding plans and appeals account charges. (SALDO Section 159-36J).
10. The Developer/Owner shall provide two (2) Mylars for recording the plans and ten (10) sets of plans which are signed and notarized by the Owner and sealed by the Surveyor and/or Engineer. (SALDO Section 159-34B).

11. The Developer/Owner shall meet all conditions of the Preliminary and Record Plan approvals, and the Record Plan shall be recorded within twelve (12) months of Conditional Plan approval, and agrees that if such conditions are not met, the conditional Preliminary and Record Plan approvals shall be considered void, and the application for the Preliminary and Record Plan approvals shall be considered void and withdrawn.

Mr. Tanczos further moved that the granting of conditional approval of this plan recognizes that the Township is agreeing to the following on the Land Development Plan:

A. That the Board of Supervisors waives the requirement that concrete curb be installed along the private, interior streets and allow Granite block curb as proposed in lieu of concrete curb. (SALDO Section 67-4)

B. That the Board of Supervisors waives the requirement that fencing be four-foot high chain link and allow four and one-half (4½) foot high split rail vinyl fence with vinyl coated mesh as proposed around the retention ponds. (SALDO Section 67-13)

C. That the Board of Supervisors waives the requirement that all stormwater detention facilities provide a minimum freeboard of one (1.0) foot above the maximum pool elevation associated with the 2- through 25- year runoff events, and a freeboard of one-half (0.5) foot be provided above the maximum pool elevation of the 100-year runoff event and allow a nine (9) inch freeboard as provided for the 25-year storm and a one and two tenths (1.20) inch freeboard as provided for the 100-year storm in the underground detention facility in Jacksonville Road. (SMO Section 152-9.H)

D. That the Board of Supervisors waives the requirement that the maximum depth of detained runoff shall be twenty-four (24) inches for a 10-year storm event and allow the depth in Retention Pond 2 as 32.64 inches, an increase of 8.64 inches. A fence is proposed around the pond. (SMO Section 152-10.I.(6)(a))

E. That the Board of Supervisors waives the requirement that the maximum depth of detained runoff shall be thirty-six (36) inches for a 100-year storm event and allow the depth in Retention Pond 2 as 44.88 inches, an increase of 8.88 inches. A fence is proposed around the pond. (SMO Section 152-10.I.(6)(b))

F. That the Board of Supervisors waives the requirement that interior slopes of a basin shall not be steeper than a ratio of 4:1 horizontal to vertical and allow the area below the permanent water elevation to have a five (5) foot wide bench with an 5H:1V slope with the remaining side slopes to be 3H:1V. A fence is proposed around the pond. (SMO Section 152-10.I.(6)(c))

G. That the Board of Supervisors waives the requirement that the minimum slope of the bottom of a pond shall be two (2) percent toward the outlet structure and allow flat bottoms as proposed for the wet ponds. (SMO Section 152-10.I.(10))

H. That the Board of Supervisors waives the requirement that the storm sewer conveyance system for a residential area be designed for the 100-year storm and allow storm sewer structures DMH1003, DMH1004, and CB1006 to surcharge during the 100-year storm event. (SMO Section 152-10.K.(1))

I. That the Board of Supervisors waives the requirement that storm drains be designed to produce a maximum velocity of 15.0 feet per second and allow the pipe velocity in four (4) storm sewer pipe runs as proposed to exceed the maximum allowable velocity of 15.0 feet per second. The full flow pipe velocities range from 16.07 to 31.86 feet per second; however, the actual-flow pipe velocities range from 8.56 to 8.63 feet per second. (SMO Section 152-11.B)

J. That the Board of Supervisors waives the requirement that local roadways have a minimum centerline radius of one hundred fifty (150) feet and a minimum tangent of seventy-five (75) feet be provided between a curve and street intersection and allow three (3) private, interior roadway intersections to have a 90° bend. (SALDO Section 159-11.M.(2))

K. That the Board of Supervisors waives the requirement that Bridle Path Road have a minimum centerline radius of three hundred (300) feet and allow Bridle Path Road to have a one hundred fifty (150) foot centerline radius near the Jacksonville Road intersection. (SALDO Section 159-11.M.(2))

L. That the Board of Supervisors waives the requirement that the centerline of a driveway at the point of access to a street shall not be located closer than seventy-five (75) feet to a local street intersection and allow ten (10) driveways to be closer than seventy-five (75) feet from a street intersection. (SALDO Section 159-15.I.(4)(a)[3])

M. That the Board of Supervisors waives the requirement that the location and species of trees four (4) inches or more in trunk diameter at a height of four and one half (4½) feet above the original grade be identified and allow the trees on Lot 2, other than in an area of disturbance, to not be identified. The trees along the Bridle Path Road frontage for both Lots 1 and 2 must be identified. (SALDO Section 159-29.C.(3))

N. That the Board of Supervisors defers the requirement that sidewalks be installed along the south side of Bridle Path Road, between the St. Francis Academy driveway and the Monocacy Creek bridge, until such time as requested by the Board of Supervisors. (SALDO Section 159-13.C.(1))

Mr. Salvesen seconded the motion.

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

### **Bright Dental Office Preliminary/Record Land Development Plan – Conditional Approval**

Mr. Tanczos moved that the Board, as recommended by the Township Engineer in his letter dated December 13, 2013, approve to adopt the terms and conditions relative to Bright Dental Office Preliminary/Record Land Development Plan, prepared and provided to the Developer/Owner for signature as follows, and the Township Secretary is to notify the Developer/Owner of the Board's action relative to this matter.

## CONDITIONS

1. The Developer/Owner shall address all outstanding comments in the Hanover Engineering Associates, Inc. review letter dated December 13, 2013 to the satisfaction of the Township Engineer prior to recording the Preliminary/Record Land Development Plan.
2. The Developer/Owner shall address all outstanding conditions of the Conditional Use approval by the Board of Supervisors at its November 12, 2013 meeting.
3. The SALDO Relief Granted and Zoning Relief Granted Notes shall be revised to identify the meeting date of the Board of Supervisors Preliminary/Record Plan action.
4. The Developer/Owner shall enter into an Improvements Agreement with the Township and provide appropriate security. (SALDO Section 159-30.D.(5))
  - A. The Improvements Agreement shall include a notarized statement, satisfactory to the Township Solicitor, stating that the Township shall be held harmless against any claim of damage from the downstream property owners that may result from the proposed development. (Stormwater Section 152-10.E)
5. The Developer/Owner shall enter into a Maintenance Agreement with the Township and provide appropriate security. (SALDO Section 159-30.D.(6))
6. The Developer/Owner shall provide an Open Space Contribution in the amount of \$1,785.60 (four percent (4%) of gross area by \$120,000.00 per acre by 0.372 acres). (SALDO Section 159-16.D.4, Resolution 05-12)
7. The Developer/Owner shall not be required to provide Tapping, Connection and Customer Facilities Fees, as the proposed sanitary sewage usage does not exceed the original allocation for this property. (Sewers Section 140-13)
8. The Developer/Owner shall provide an Impact Fee in the amount of \$2,352.00 (\$294.00/peak hour trip x 8 trips) prior to recording the Preliminary/Record Land Development Plan. (Impact Fee Ordinance 91-12, Resolution 97-11)
9. The Developer/Owner shall provide a Storm Sewer Interceptor Improvements value of \$1,144.80 (\$1.80/SY new impervious cover X 636 SY) prior to recording the Preliminary/Record Land Development Plan. (Stormwater Section 152-12.B.(2))
10. The Developer/Owner shall provide a tree maintenance contribution in the amount of \$300.00 to the Township for the waived street tree along Bath Pike (Route 512) prior to recording the Preliminary/Record Plan.
11. The Developer/Owner shall pay all current fees, including any outstanding plans and appeals account charges. (SALDO Section 159-36J)

12. The Developer/Owner shall provide two (2) Mylars for recording the plans and ten (10) sets of plans which are signed and notarized by the Owner and sealed by the Surveyor/Engineer. (SALDO Section 159-34.B)

13. The Developer/Owner shall meet all conditions of the Preliminary/Record Plan approval, and the Preliminary/Record Plan shall be recorded within twelve (12) months of Conditional Plan approval, and agrees that if such conditions are not met, the conditional Preliminary/Record Plan approval shall be considered void, and the application for the Preliminary/Record Plan approval shall be considered void and withdrawn.

Mr. Tanczos further moved that the granting of conditional Preliminary/Record approval of this plan recognizes that the Township is agreeing to the following on the Preliminary/Record Land Development Plan:

- A. That the Board of Supervisors waives the requirement to locate the proposed driveway radius a minimum of ten (10) feet from the southern property line and allows the driveway location as shown on the plans. (Chapter 73, Driveways, Section 73-7.C)
- B. That the Board of Supervisors waives the requirement to provide a minimum driveway curb radius of twenty (20) feet and allows a driveway curb radius of ten (10) feet, as shown on the plans. (Chapter 73, Driveways, Section 73-7.D.(2))
- C. That the Board of Supervisors defers the requirement to construct sidewalks along Bath Pike (Route 512). (SALDO Section 159-13.B.(1))
- D. That the Board of Supervisors waives the requirement to construct the sidewalks along Fairview Street no closer than one (1) foot from the ultimate right-of-way line and allow the sidewalks to align with the existing sidewalks to the north. (SALDO Section 159-13.C.(1))
- E. That the Board of Supervisors waives the requirement to provide a ten (10) foot wide planting screen easement with planting screen along Bath Pike (Route 512). (SALDO Section 159-15.F)
- F. That the Board of Supervisors waives the requirement to provide a street tree along Bath Pike (Route 512) and accepts a cash contribution in lieu of planting the street tree. (Section 159-17.C.(4))
- G. That the Board of Supervisors waives the requirement to provide a Noise Study. (Section 159-25)
- H. That the Board of Supervisors waives the requirement to locate all existing features within two hundred feet (200') of any part of the land to be developed and allow the existing features as shown on the plans. (SALDO Section 159-29.C.(1))

- I. That the Board of Supervisors waives the requirement to submit separate Preliminary and Record Plan submissions and allow a joint Preliminary/Record Plan submission. (SALDO Sections 159-33 and -34)

Mr. Salvesen seconded the motion.

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

**Note for the Record - HCC 2, Lot 10 – Stormwater Management Facilities Plan – Extension**

Mr. Tanczos noted for the record that the Developer of Hanover Corporate Center 2, Lot – Stormwater Management Facilities Plan has granted the Township an extension to April 30, 2014 for review and decision.

**Note for the Record – SWB & R Associates – 3865 Adler Place – Extension**

Mr. Tanczos noted for the record that the Developer of SWB & R Associates has granted the Township an extension of time to February 28, 2014 to review and approve the plan.

COURTESY OF THE FLOOR

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

STAFF REPORTS

Mr. Milot had nothing to report.

Mr. Broughal had nothing to report.

Mr. Milite is out plowing.

Mr. Finnigan reported on the following:

- Investigated the City's proposed water rate change and received a water cost estimate
- In regards to the server issue at the Center; HP sent the wrong items so that is on delay
- Needed to order salt

Upon motion of Mr. Nagle, seconded by Mr. Salvesen, the Board approved adjournment at 8:12 P.M. and entered into an Executive Session for Personnel and Litigation Matters.

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

Lori Stranzl  
Township Secretary

