
REGULAR SEMI-MONTHLY MEETING

November 28, 2023

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 Prendeville, Lawless, Check, Nagle, Engineer Brien Kocher, Solicitor Anthony Giovannini, and Manager Finnigan.

The Pledge of Allegiance was performed.

Upon motion of Mr. Nagle, seconded by Mr. Prendeville, the Board approved the agenda.

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

Upon motion of Mr. Nagle seconded by Mr. Prendeville, the Board approved the minutes from the meeting of the Board of Supervisors dated November 14, 2023.

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

Upon motion of Mr. Nagle, seconded by Mr. Prendeville, the Board approved the list of bills and transfers dated December 19, 2023.

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

COURTESY OF THE FLOOR

No one offered comments.

REPORT OF THE CHAIR

Mr. Diacogiannis noted for the record there was an executive session prior to the meeting to discuss personnel and contractual issues. Mr. Diacogiannis reported that the Police Commission met Monday, November 27 and signed the new police collective bargaining agreement for the period 2024-2026. The agreement was worked on for 6 months and will take us into the next three years. He stated that structural changes have been made to the agreement and the most effective is the payment for the police wages which lead to a 5% increase for the next three years across the board. Mr. Diacogiannis also mentioned the three officers who received commendations, Officer Breneman, who initiated lifesaving attempts to render aide after witnessing a motor vehicle accident. Officer Breneman was commended for his prompt action. Sergeant Kulp and Officer Schippang also received lifesaving commendations.

REPORT OF THE VICE CHAIR – Mr. Nagle had nothing to report except that he was commended and given a plaque for serving the Police commission during his last meeting with the police. Mr. Nagle was very honored and humbled to receive the plaque after serving for eight years.

SUPERVISOR'S COMMENTS

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

Mr. Nagle - Road District #2, nothing to report.

Mr. Check – Road District #3, had nothing to report. Mr. Check complimented Public Works for doing a great job with leaf collection.

Ms. Lawless – Road District #4, had nothing to report. Ms. Lawless complimented Public Works on leaf collection.

Mr. Prendeville – Road District #5, had nothing to report. Mr. Prendeville complimented Public Works on leaf collection.

APPOINTMENTS AND RESIGNATIONS – Mr. Nagle

PLANNING & ZONING – Ms. Lawless

Zoning Variance – 573 Kevin Drive

The applicant at 573 Kevin Drive is requesting relief from the setback provisions of the Ordinance maximum allowed land coverage. Does the Board want to send representation to the Zoning Hearing Board meeting December 21, 2023?

The Board will not be sending representation.

Re-Examination of Ordinances (AFHBD and other locations) DISCUSSION

Ms. Lawless discussed retention of a professional planner to assist with a review of current ordinances where Hanover Township may face new “warehouse” type applications to review for appropriate noise mitigation standards relative to the development as a whole and data centers. Ms. Lawless would like to explore what Hanover Township could do to protect Orchard Lane and Crawford Drive from truck traffic and would like to take a deeper look at the compatible and non-compatible use of the land as recommended by the FAA. Ms. Lawless requests that Hanover Township review the ordinances to make sure they are in compliance with the current Multi-Municipal Comprehensive Plan. Ms. Lawless understands there will be a cost involved. Mr. Diacogiannis agrees that Hanover Township needs to review the ordinances to make sure they comply and the items mentioned are critical. Mr. Diacogiannis would like to properly engage the Planning Commission and seek opinions from the Zoning Hearing Board. Ms. Lawless would like to start thinking about it and have a plan in place for 2024.

DEVELOPMENTS – Mr. Check

Advanced Health Care – LVCC2 Lot 10 Land Development Improvements Extension

Mr. Check move the Board grant the developer of Advanced Health Care – LVCC2 Lot 10 an extension of the completion date for all improvements required under the Site Plan Agreement executed July 7, 2021, to December 7, 2024, regarding the improvements deadline, per the developer letter dated November 21, 2023.

Mr. Prendeville seconded the motion.

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

ADMINISTRATION – Mr. Prendeville

2023 Budget Amendment

Mr. Prendeville move the Board authorize the budget amendments for 2023, as presented by the Township Treasurer.

Mr. Nagle seconded the motion.

Ms. Bucko explained that the Budget amendments happen twice a year, July, and December. Ms. Bucko notates items that are over \$10,000 of adjustment. The fire hydrant rental was underbudgeted due to a recent increase, the code enforcement assistant wages were never budgeted for since the position was not filled, but Tracy received a promotion, so the code enforcement assistant line was adjusted, outside professional help had a lot of inspections which increased the number, and the employee retirement from the state which had a

\$20,000 difference. In Recreation, budgeting for children's services with Preschool and Camp, due to hiring more teachers through the year and the wages were higher. Ms. Bucko mentioned that Public Works is a wild card and it's hard to predict how often the public works employees are working between the community center and the parks. Social Security taxes needed to be increased because they were underbudgeted. Those wages go hand in hand with how much employees were paid. Mr. Diacogiannis gave clarity that Hanover Township is not just changing the budget, that they are amending it and transferring funds from underutilized accounts. In the end it is a net zero change.

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

Hough Associates – Recycling Grant Agreement 2023-2025

Mr. Prendeville move the Board authorize the Chairman to sign the Recycling Grant Agreement with Hough Associates for 2023 – 2025.

Mr. Nagle seconded the motion.

Ms. Lawless questioned if it offsets the fee paid for recycling? Mr. Finnigan stated the Commonwealth requires us to gather information on commercial concerns in the Township. Instead of us doing it, Hough Associates does it for us. They file appropriate paperwork of the Commonwealth and some of our grants are based on the information that Hough Associates collects for us.

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

2024 Residential Waste & Recycling Fees

Mr. Prendeville move the Board approve the 2024 Residential Waste & Recycling Fees as presented by the Township Manager.

Mr. Nagle seconded the motion.

Mr. Finnigan explains we are in year three out of a five-year agreement with Republic Services. The only modification in year three is a single family residential to multifamily in both situations remain the same.

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

Mr. Finnigan noted that he had a discussion with both Republic Services and other companies, new contracts that are being delivered to municipalities will show that when we're up for renewal, the cost will almost be doubled. We will not have the ability to bid on it but will have to add bulk pickups. The trucks will go to automated trucks - single operators. There will be two ways to bid; the hauler would pay for the 96-gallon containers delivered to residential homes or the residents could buy them if they adapt to the arm that swings out on the truck. It all has to do with the fact of labor and inability to get crews.

2024 Salary Increase Guidelines

Mr. Prendeville move the Board approve the 2024 Salary Increase Guidelines as presented to the Board by the Township Manager to be used for employees effective with the 2023 reviews.

Mr. Nagle seconded the motion.

Ms. Lawless asked if we used a countywide/statewide benchmark for the percentages to make sure they're in line? Mr. Finnigan explained that he customarily reviews what PSATs has and based on the COLA from Social Security. Mr. Finnigan states that he based it on what was budgeted and next year's budget, which is significantly less than last year in all categories.

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

Hanover Pool Fees 2024

Mr. Prendeville move the Board authorize the Hanover Pool fees for 2024.

Mr. Nagle seconded the motion.

Ms. Lawless questioned the billing for seniors, the pool rates state age 67 but the Community Center considers age 62 for senior citizens. Mr. Finnigan explained that we based it off a document from old rates. Ms. Lawless asked if we should consider keeping the age consistent by updating the pool rate age for senior citizens to age 62 since the pool is the arm of the Community Center? Ms. Lawless asked if a member has a lifetime membership for the pool, are we still honoring them? Mr. Finnigan stated yes. Mr. Diacogiannis added one more correction under the daily rate for a child ages 3-7, the correction should be ages 3-17. The age for seniors will be corrected to age 62. Ms. Lawless asked if the rates for the pool are consistent with other Township pool rates? Mr. Terenzio stated he checked in with Palmer Township and Bethlehem Township. We have a lifetime membership where other pools don't offer that feature.

Mr. Prendeville amended the motion. Mr. Prendeville move the Board to authorize the amended Hanover pool fees for 2024 to include senior citizens starting at age 62 and then children from the daily resident child rate ages 3-17.

Mr. Nagle seconded the motion.

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

Resolution – Approved Towing and Storage Companies

Mr. Prendeville move the Board adopt Resolution 23-33 establishing the certified list of licensed and approved Towing and Storage Companies.

Ms. Lawless seconded the motion.

Mr. Finnigan added that MSG towing is back this year. MSG towing did not want to be included for the 2023 year but since then requested to be approved for the 2024 year. Mr. Finnigan stated the list is the same as previous years in 2020, 2021, and 2022.

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

Resolution – Local Share Account – Statewide Grant Program

Mr. Prendeville move the Board adopt Resolution 23-34 requesting a Local Share Account – Statewide Grant of \$674,881.20 from the Commonwealth Financing Authority to be used for constructing a field house at First Responders Park.

Mr. Nagle seconded the motion.

Mr. Finnigan stated we have the support from Senator Miller and Representative Samuelson who assured him that Representative Emrick would also be a supporter of the program. This is the second grant that they

have suggested because of the dollar value of the fieldhouse. They suggested we go to the statewide share as well as the local share. Mr. Diacogiannis questioned if this application is for the statewide grant in addition to what we've asked for and is not an overlap? Ms. Bucko replied that it's the same exact amount and doesn't overlap.

Stephanie Anthony, 40 Lynnwood Drive asked where the fieldhouse was going. Mr. Finnigan explained based on the layout, it's on the south/east corner of the second field, SW corner past the rotary.

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

Note for the Record – Change Order #10

Mr. Prendeville note for the record on November 15, 2023, change order #10 was signed by the Township Manager for the municipal pool to provide sod in lieu of seed grass. The increase will be \$15,892.00.

Mr. Nagle seconded the motion.

Mr. Diacogiannis added that in hindsight it was a good move to add the sod.

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

Transitions – DISCUSSION

Ms. Lawless stated the Township is about to face a lot of institutional change. The Township Manager is retiring along with long time Zoning Officer. Ms. Lawless would like a transition memo to be completed by the Township Manager and Zoning Officer so that the Township can make sure things are taken care of in the transition, both in the zoning and manager roles. Mr. Finnigan reassured Ms. Lawless that he is in the process of working on his list that she had provided.

Tree City Application

Mr. Prendeville move to authorize the Chairman to sign the Tree City application.

Mr. Nagle seconded the motion.

Mr. Finnigan stated last year we attempted to apply for the application, but we did not have a formal Proclamation for 2022. We have one for 2023 with the Arbor Day Event hosted back in April 2023 and we had the Proclamation was adopted by the Board in March 2023. If the application is signed, it goes to the State Forester for approval in Harrisburg and they forward it to the Tree City Committee.

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

Advertise January Meeting Dates

Mr. Prendeville move the Board approve to authorize the Secretary to advertise the January Meeting Dates.

Mr. Nagle seconded the motion.

Ms. Lawless asked what the dates are. Mr. Finnigan replied the dates are the second and fourth Tuesdays. The Reorganization Meeting will remain at 6pm.

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

Consulting Services Agreement with John J. Finnigan, Jr.

Mr. Prendeville move the Board approve to authorize the Chairman and the Secretary to sign the Consulting Services Agreement with John J. Finnigan, Jr. to perform consulting services for the Township.

Mr. Nagle seconded the motion.

Mr. Diacogiannis gave an overview of the Consulting Services Agreement. Mr. Diacogiannis stated the agreement would be that Mr. Finnigan would assist the office staff and do what he has been doing the whole time. Mr. Finnigan would oversee the staff at the office and the community center. It would be no more than 24 hours a week for a four-month period. If the new hire comes in before the four months, there wouldn't be four months. Four months is the estimate that the Meyner Center has given us, it could be less than that. It ends when the work is done, and the consulting services aren't needed anymore.

DISCUSSION FROM AUDIENCE

Jennifer Levins, 1370 Gaspar Avenue shared her concerns with the Board regarding the agreement. Ms. Levins had questioned the time frame of four months and the \$4,000 buyout. She does not feel it's appropriate. Mr. Prendeville explained that it's not the term of the contract. If the Board terminates Mr. Finnigan for cause, then that is applicable for the \$4,000, cause or not cause. Ms. Levins shares that it shouldn't cost the Township \$4,000 if the goal is accomplished. Mr. Diacogiannis explained the point is that if the job is done, could be two months, could be three months, that's not terminating the contract. Mr. Diacogiannis stated they talked to their attorney and are confident that there are no billable hours after that. Ms. Lawless stated a termination would have to be a resolution by the Board with a majority vote that would kick in. If the vote occurs before the four months has come, then the \$4,000 is owed. Mr. Giovannini explains if the termination would occur then the \$4,000 payout is done. If somebody gets hired and is ready, then Mr. Finnigan's services are no longer needed. A new person is coming in and there is no \$4,000 payout, there is no termination for Mr. Finnigan. In the event, if the Board hires Mr. Finnigan's replacement, his services are no longer needed, a new person is coming in, Mr. Finnigan's consulting services end. The Township is moving forward. Ms. Lawless states that the difference is that he is not employed for 24 hours, but he would be a part-time employee, which promises up to 24 hours but if we need less, we need less. It should be symbiotic.

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

Hiring of the Lafayette College Meyner Center to assist in the recruitment and evaluation of a Hanover Township Manager

Mr. Prendeville move the Board accept and approve the letter agreement with the Meyner Center for the study of State and Local Government at Lafayette College in accordance with the letter from the Meyner Center dated October 17, 2023, for the recruitment of a new Township Manager for the Township.

Mr. Nagle seconded the motion.

Mr. Diacogiannis explained the Meyner Center will come up with the requirements of the posting of the job, reviewing the applicants, and doing preliminary workforce depending on how many there are for the Board to interview. At that point, there will be an additional background investigation being done by Inner County Investigations of Harleysville Company. They do an extensive background check. The cost for the Meyner Center is \$110 an hour with travel expenses. The fee would not exceed \$8,500 plus travel. The Meyner Center is centered on local government and are very well trained in what we need as a municipality.

DISCUSSION FROM AUDIENCE

Marguerite Georges, 4501 Susan Drive, asked if we would be enlisting the Meyner Center's help to find Yvonne's replacement? Mr. Diacogiannis stated that would be something different, we are not sure we will

need their assistance due to assistance from contractual services. He will look into it in the future if we need it.

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

Library – Telly Diacogiannis, library liaison apologized about the last meeting with not getting his thoughts out clearly. Telly reiterated what he meant about library representation with having people as decision makers being a library representative or if it should be residents? He feels that someone who is not a supervisor would work out better as a library representative. Telly engaged in numerous residents regarding the library and the staff, he would like the community to have a better understanding of how the library works and how it's funded. Telly would prefer Hanover Township to not use the library as a point of contention.

PUBLIC WORKS – Mr. Nagle had nothing to report.

COURTESY OF THE FLOOR

STAFF REPORTS

Engineer – Mr. Kocher had nothing to report.

Solicitor – Mr. Giovannini had nothing to report.

Recreation Director – Mr. Terenzio stated the tree lighting is set for Friday, December 1, rain, or shine from 6-8pm. Horse and carriage rides, ice sculpture, DJ, kids crafts, food and beverage including hot dogs, popcorn, hot chocolate in front of a big screen showing the Polar Express in the meeting room and special guests of Mr. and Mrs. Clause. Breakfast with Santa will be Saturday, December 9th, session one is filled, but there are some slots open for session two. Hanover Hoops is for ages 6-11 with two groups 6-8 and 9-11. Thirty kids are registered but he wishes to double that number. Registration is open until December 15. Youth Clinic is included in the Hanover Hoops and will begin on December 26th and he would love to get the numbers up. Mr. Prendeville complimented Mr. Terenzio with how well of a job he performs.

Public Works Director – Mr. Limpar stated leaf collection is still on. Discussed a leaf machine is down but hopes to get it up and running immediately. The parks haven't been touched for leaf collection; they fell behind a little bit but plan to get the leaves cleaned up soon. The Public Works guys have been working on the tree lighting between decorating and replacing bulbs. Mr. Limpar stated every time they go to the dump, it's 30 yards of leaves per truck, which is a significant amount. The completion projection of leaf collection will be until December 8th. The Public Works Department is good on salt and ready for the winter.

Township Manager – Mr. Finnigan discussed the letter from Community Utilities and asked if the Board wanted any action on it due to the rate increase per letter received by Community Utilities? The Board agreed upon a letter written to the PUC. Mr. Finnigan discussed the punch list on the pool is to be prepared. The work is substantially completed on contract terms. PPL went silent and aren't answering any emails regarding the power supply. The remainder of the fence is on order and should be received in 6-8 weeks.

Upon motion of Mr. Prendeville the Board adjourned at 8:11pm.

Kimberly R. Lymanstall
Secretary