
2023

RE-ORGANIZATION MEETING
January 3, 2023

The annual re-organization meeting of the Board of Supervisors, Hanover Township, Northampton County, Pennsylvania, was called to order at the Township Municipal Building, 3630 Jacksonville Road, Bethlehem, PA 18017, at 7:00 P.M. by the Township Manager, Mr. John J. Finnigan, Jr.

Present were Supervisors Check, Diacogiannis, Lawless, Nagle, and Prendeville.

The Pledge of Allegiance was performed.

Mr. Finnigan on behalf of the staff and Supervisors wished Mr. Milite good luck for a successful surgery and recovery next week.

The next order of business is to reorganize the Board of Supervisors.

Mr. Finnigan asked for nominations for Chair for 2023. **Mr. Prendeville** nominated **Mr. Diacogiannis**. Mr. Finnigan asked three more times for any other nominations and hearing none directed the Secretary to cast one vote for the unanimous appointment of Mr. John N. Diacogiannis Chair of the Board of Supervisors for the year 2023.

Mr. Diacogiannis thanked the Board for their confidence and support, and indicated he was looking forward to a successful and productive 2023.

Mr. Finnigan asked for nominations for Vice Chair for 2023. **Mr. Prendeville** nominated **Mr. Nagle**. Mr. Finnigan asked three more times for any other nominations and hearing none directed the Secretary to cast one vote for the unanimous appointment of Mr. John D. Nagle as Vice Chair of the Board of Supervisors for the year 2023.

Mr. Nagle thanked the Board for their confidence and support.

Mr. Finnigan thanked the Board and staff for their support in 2022 and indicated he was looking forward to working with everyone again in 2023. Mr. Finnigan turned the meeting over to Mr. Diacogiannis.

Mr. Nagle motioned to move the agenda and that an **aye** vote be recorded for each board member on all motions except where to do so would constitute a conflict of interest. **Mr. Prendeville** seconded the motion. Mr. Diacogiannis asked if any member wanted to discuss or vote on any motion individually. He stated that it is customary during Reorganization Meetings to move the agenda as opposed to making, seconding, and conducting a roll call on each motion. Reorganization meetings are required by the Second Class Township and are mostly procedural. Without that request, Mr. Diacogiannis called for a roll call vote on the motion.

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

The following items were approved based on **Mr. Nagle's** motion and its passage:

Upon a motion of **Ms. Lawless**, seconded by **Mr. Nagle**, the Board unanimously approved to re-appoint Mr. James Broughal, representing the Law Firm of Broughal & DeVito, L.L.P., as Township Solicitor for the year 2023 at the rate of \$185.00 per hour - regular issues and \$185.00 per hour - court

appearances for all work as well as \$185.00 per hour for the attendance at any meeting as indicated in his letter dated October 10, 2022. The fees are also extended to any partner or associate of Broughal & DeVito, L.L.P. in the absence of Mr. Broughal.

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

Upon a motion of **Ms. Lawless**, seconded by **Mr. Nagle**, the Board unanimously approved to re-appoint Mr. Brien R. Kocher, representing Hanover Engineering Associates as the Township Engineer for the year 2023 with a retainer fee of \$250.00 per month. This retainer fee represents payment for regularly scheduled meetings of the Board of Supervisors and engineering, advice, and assistance of a general nature. The retainer fee also represents payment for an associate of the firm who attends in Mr. Kocher's absence. All other time spent by Mr. Kocher, or an associate of Hanover Engineering on Township matters shall be noted by assigned work orders and work order numbers and charged at rates set forth in the 2023 Fee Schedule, submitted by Mr. Brien R. Kocher, PE with his cover letter dated November 8, 2022, a copy of which is attached and made part of the minutes.

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

Upon a motion of **Mr. Nagle**, seconded by **Mr. Nagle**, the Board unanimously approved to re-appoint Mr. Theodore Lewis as Solicitor to the Zoning Hearing Board. The time spent by Mr. Lewis on Zoning Hearing Board matters is to be assigned subject designations and charged to the designated subject at a rate of \$160.00 per hour as indicated in his letter of September 17, 2022.

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

Upon a motion of **Mr. Nagle**, seconded by **Mr. Check**, the Board unanimously approved to renew the authorization for the Secretary, Assistant Secretary or Township Manager's Secretary to attend the Board of Supervisors meetings at \$100.00 per meeting attended.

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

Upon a motion of **Mr. Nagle**, seconded by **Mr. Check**, the Board unanimously approved to renew the authorization for the Planning Commission to retain clerical and secretarial services for attendance and preparation of minutes required by the Planning Commission at \$75.00 per meeting and an hourly rate of \$15.00 per hour for other services as approved by the Planning Commission Chairman. Total cost of such services for the calendar year 2023 shall not exceed \$2,000.00. A copy of this motion is to be sent to the Chairman of the Planning Commission by the Township Secretary.

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

Upon a motion of **Mr. Nagle**, seconded by **Mr. Check**, the Board unanimously approved compensation for Crossing Guards at the rate of \$17.50 per hour in 2023 with the rate being apportioned between the Bethlehem Area School District and Hanover Township as per the 1980 Agreement.

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

Upon a motion of **Mr. Nagle**, seconded by **Mr. Check**, the Board unanimously approved the hiring of snow emergency help at the rate of up to \$37.50 per hour for individuals with CDL licenses and up to \$25.00 per hour for all others. Hiring is at the discretion of the Township Manager.

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

Upon a motion of **Mr. Check**, seconded by **Ms. Lawless**, the Board unanimously approved the following paid Holiday schedule for 2023 for all Township and Community Center full-time employees.

Good Friday (4/7/2023)
Memorial Day (5/29/2023)
Independence Day (7/4/2023)
Labor Day (9/4/2023)

Thanksgiving Day (11/23/2023)
Friday after Thanksgiving (11/24/2023)
Christmas Eve Celebrated (12/22/2023)
Christmas Day Celebrated (12/25/2023)
Day after Christmas Celebrated (12/26/2023)
New Year's Day (1/1/23)

Floating Day (Choice of MLK Birthday (1/16/2023), Presidents' Day (2/20/2023), Juneteenth (6/19/2023), Columbus Day (10/9/2023), General Election Day (11/7/2023) or Veterans Day (11/10/2023)

Paid holidays does not mean the Community Center will be closed those days. On selective holidays, as approved by the Township Manager, hours may be shortened.
Ms. Lawless – aye, Mr. Prendeville – aye, Mr. Check – aye, Mr. Nagle - aye, Mr. Diacogiannis - aye.

Upon a motion of **Mr. Check**, seconded by **Ms. Lawless**, the Board unanimously approved the following paid Holidays for Crossing Guards for the calendar year 2023 as follows:

Good Friday (4/7/2023)
Memorial Day (5/29/2023)
Labor Day (9/4/2023)
Thanksgiving Day (11/23/2023)

Unless any of these days are designated legal school days by the Bethlehem Area School District or a parochial school attended by a Hanover resident.

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

Upon a motion of **Mr. Check**, seconded by **Ms. Lawless**, the Board unanimously approved to re-appoint Mr. Scott J. Brown #01716, Mr. Christopher A. Taylor #03138, and Mr. Jacob A. Schray #03134, of Hanover Engineering Associates, Inc. as State Sewage Enforcement Officers for Hanover Township.
Ms. Lawless – aye, Mr. Prendeville – aye, Mr. Check – aye, Mr. Nagle - aye, Mr. Diacogiannis - aye.

Upon a motion of **Mr. Check**, seconded by **Ms. Lawless**, the Board unanimously approved to appoint Mr. Stephen J. Elton as the Hanover Township Fire Marshal. Mr. Elton's appointment remains in effect until further action by the Board of Supervisors.

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

Upon a motion of **Mr. Check**, seconded by **Ms. Lawless**, the Board unanimously approved to appoint the following as Special Fire Police for Hanover Township under Section 1914 of the Second Class Township Code; Tyler Issac (1591), Cody Chaszar (1592), Andrew Milham (1593) Scott Milham (1594) and Robert Dilliplane (1595).

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

Upon a motion of **Mr. Check**, seconded by **Ms. Lawless**, the Board unanimously approved to re-appoint the Township Manager, and in the absence of the Township Manager, the Public Works Director, as Purchasing Officers with a purchase authorization to a maximum of \$22,500.00. Purchases more than \$22,500.00 requires a bid. In addition, the minimum purchase for telephone quotes is \$12,200. Purchases and contracts between \$12,200 and \$22,500 require three written/telephonic quotations. Purchases more than the \$21,900 in an emergency requires the approval of the Chairman of the Board of Supervisors, followed by authorization by the entire Board.

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

Upon a motion of **Mr. Check**, seconded by **Mr. Prendeville**, the Board unanimously voted to approve compensation for each member of the Planning Commission at \$300.00 annually, paid quarterly. Ms. Lawless – aye, Mr. Prendeville – aye, Mr. Check – aye, Mr. Nagle - aye, Mr. Diacogiannis - aye.

Upon a motion of **Mr. Check**, seconded by **Mr. Prendeville**, the Board unanimously voted to approve compensation for each member of the Zoning Hearing Board at \$300.00 annually, paid quarterly. Ms. Lawless – aye, Mr. Prendeville – aye, Mr. Check – aye, Mr. Nagle - aye, Mr. Diacogiannis - aye.

Upon motion of **Mr. Check**, seconded by **Ms. Lawless**, the Board unanimously approved to re-appoint Robert E. Roll, Michael J. Stasak, Jr., Thomas J. Dredge, Jon-Erik Miller and Melissa Garcsar to the Recreation Advisory Board for a three-year term to expire January 5, 2026. Ms. Lawless – aye, Mr. Nagle – aye, Mr. Check – aye, Mr. Prendeville - aye, Mr. Diacogiannis - abstain.

Upon motion of **Ms. Lawless**, seconded by **Mr. Prendeville**, the Board unanimously approved to appoint Marianne Rivera to the Shade Tree Advisory Commission for a four-year term to expire January 5, 2027. Ms. Lawless – aye, Mr. Prendeville – aye, Mr. Check – aye, Mr. Nagle - aye, Mr. Diacogiannis - aye.

Upon motion of **Ms. Lawless**, seconded by **Mr. Prendeville**, the Board unanimously approved to re-appoint Jesse J. Chupella and Peter M. Garland as alternates to the Zoning Hearing Board for a three-year term to expire January 5, 2026. Ms. Lawless – aye, Mr. Prendeville – aye, Mr. Check – aye, Mr. Nagle - aye, Mr. Diacogiannis - aye.

Upon a motion of **Ms. Lawless**, seconded by **Mr. Prendeville**, the Board unanimously approved to adopt the following Resolution regarding the Township Manager's wages. Ms. Lawless – aye, Mr. Prendeville – aye, Mr. Check – aye, Mr. Nagle - aye, Mr. Diacogiannis - aye.

RESOLUTION 23-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF HANOVER TOWNSHIP – NORTHAMPTON COUNTY, PENNSYLVANIA, ESTABLISHING THE COMPENSATION OF THE TOWNSHIP MANAGER FOR 2023.

WHEREAS, Section 1301 (b) of the Second-Class Township Code, P.L. 350, No. 60, as amended, requires that the Board of Supervisors establish the compensation of the Township Manager by Resolution.

THEREFORE, BE IT RESOLVED AND IT IS HEREBY RESOLVED on this day that compensation for the office of Township Manager of Hanover Township, Northampton County, be fixed at an annual salary of \$161,322.60 per year, payable bi-weekly (\$6,204.72) from the General Fund of the Township. Effective date of salary is January 1, 2023. The Township Manager is salaried for forty hours per week. Position is Exempt.

Any resolution or part of this resolution conflicting with any other resolution shall be and the same is hereby repealed insofar as the same affects this resolution.

Upon a motion of **Ms. Lawless**, seconded by **Mr. Prendeville**, the Board unanimously approved to adopt the following Resolution regarding the Director of Administration, Public Works Director, Treasurer, Zoning Officer and Assistant Public Work Director wages.

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

RESOLUTION 23-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF HANOVER TOWNSHIP – NORTHAMPTON COUNTY, PENNSYLVANIA, ESTABLISHING THE COMPENSATION OF THE TOWNSHIP SECRETARY, PUBLIC WORKS DIRECTOR, TOWNSHIP TREASURER, ZONING OFFICER AND ASSISTANT PUBLIC WORKS DIRECTOR FOR 2023.

WHEREAS, the Board of Supervisors on an annual basis establishes the compensation for the Director of Administration/Township Secretary/Assistant Treasurer, Public Works Director, Township Treasurer/Assistant Secretary, Zoning Officer, and Assistant Public Works Director.

THEREFORE, BE IT RESOLVED AND IT IS HEREBY RESOLVED on this day that compensation for the Township Secretary/Assistant Treasurer \$64,575.08 (\$2,483.66 bi-weekly) per year, Public Works Director is established at \$104,615.95 (\$4,023.69 bi-weekly) per year, Township Treasurer/Assistant Secretary \$71,959.95 (\$2,767.69 bi-weekly) per year, Zoning Officer \$86,203.97 (\$3,315.54) per year and the Assistant Public Works Director \$89,448.15 (\$3,440.31), all payable bi-weekly from the General Fund of the Township. Effective date of salary is January 1, 2023. These positions are salaried for forty hours per week and are Exempt.

Any resolution or part of this resolution conflicting with any other resolution shall be and the same is hereby repealed insofar as the same affects this resolution.

Upon a motion of **Ms. Lawless**, seconded by **Mr. Prendeville**, the Board unanimously approved to adopt the following Resolution regarding the Recreation and Assistant Recreation Director's wages. Ms. Lawless – aye, Mr. Prendeville – aye, Mr. Check – aye, Mr. Nagle - aye, Mr. Diacogiannis - aye.

RESOLUTION 23-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF HANOVER TOWNSHIP – NORTHAMPTON COUNTY, PENNSYLVANIA, ESTABLISHING THE COMPENSATION OF ASSISTANT RECREATION DIRECTOR AND PRESCHOOL DIRECTOR FOR 2023.

WHEREAS, the Board of Supervisors on an annual basis establishes the compensation for the Recreation Director and Assistant Recreation Director.

THEREFORE, BE IT RESOLVED AND IT IS HEREBY RESOLVED on this day that compensation for the Assistant Recreation Director is established at \$53,550.04 (\$2,059.62 bi-weekly) per year payable bi-weekly from the Recreation Fund of the Township. Effective date of salary is January 1, 2023. Position is salaried for forty hours per week and is Exempt.

THEREFORE, BE IT ALSO RESOLVED AND IT IS HEREBY RESOLVED on this day that compensation for the Pre School Director at \$43,575.17 (\$1,675.97 bi-weekly) per year payable bi-weekly from the Recreation Fund of the Township. Effective date of salary is January 1, 2023. Position is salaried for forty hours per week and is Exempt.

Any resolution or part of this resolution conflicting with any other resolution shall be and the same is hereby repealed insofar as the same affects this resolution.

Upon a motion of **Ms. Lawless**, seconded by **Mr. Prendeville**, the Board unanimously approved to

adopt the following Resolution for Township Depositories.

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

RESOLUTION 23-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF HANOVER TOWNSHIP – NORTHAMPTON COUNTY, PENNSYLVANIA, DESIGNATING OF DEPOSITORIES FOR THE TOWNSHIP FUNDS FOR 2023.

WHEREAS, Section 708 of the Second-Class Township Code, P.L. 350, No. 60, as amended, requires the designation of depositories for Township funds on an annual basis; and

WHEREAS, security is not required from those institutions insured by the Federal Deposit Insurance Corporation or the Commonwealth Credit Union Share Insurance Fund or their successor agencies unless the amount of any deposits are more than the insured limits.

Be it resolved and it is hereby resolved that the following institutions are designated as depositories for Township funds for the year 2023:

Embassy Bank for the Lehigh Valley, 100 Gateway Drive, Suite 100, Bethlehem, PA 18017-9423; and

Penn Community Bank, 3969 Durham Road, Doylestown, PA 18902-1326; and

Truist, 2 City Center, 645 Hamilton Street, Suite 1000, Allentown, PA 18101-2188; and

TD Bank, N.A. 1701 Route 70 East, Cherry Hill, NJ 08003-2390.

Any resolution or part of a resolution conflicting with this resolution and the same is hereby repealed insofar as the same affects this resolution.

Also, to authorize the Secretary to forward a letter to this bank advising them that the Board has designated them as a Township depository and request that the banks state their policy pledging assets against municipal deposits.

Upon a motion of **Ms. Lawless**, seconded by **Mr. Prendeville**, the Board unanimously approved to authorize the Chairman, Vice Chairman, Township Manager, Treasurer or Assistant Treasurer to co-sign checks drawn on Township funds and that the signature cards be updated reflecting this motion.

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

Upon a motion of **Ms. Lawless**, seconded by **Mr. Prendeville**, the Board unanimously approved to authorize the Secretary to duly advertise in a local newspaper, that the Board of Supervisors, Hanover Township, Northampton County, Pennsylvania will hold their regularly scheduled monthly meetings as follows: January, February, March, April, May, September, October and November on the second and fourth Tuesday of each month; June, July and August the fourth Tuesday of the month and December the third Tuesday of the month.

All meetings will be held at the Township Municipal Building, 3630 Jacksonville Road, Bethlehem, Pennsylvania except for the Recreation Advisory Board and Special Events Committee which will be held at the Hanover Township Community Center, 3660 Jacksonville Road and are scheduled to start at 7:00 P.M. unless otherwise advertised. All meetings are open to the public; further, that the Secretary be authorized to advertise the scheduled meetings of all other Boards, Commissions and Committees for 2023. Meetings of other Boards, Commissions and Committees cannot be moved or altered without the approval

of the Chairman of the Board of Supervisors or Township Manager.

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

Upon a motion of **Ms. Lawless**, seconded by **Mr. Prendeville**, the Board unanimously approved to appoint the members of the Board of Supervisors for 2023 as Roadmasters for the following Districts:

Supervisor Diacogiannis	District #1
Supervisor Nagle	District #2
Supervisor Check	District #3
Supervisor Lawless	District #4
Supervisor Prendeville	District #5

Districts are outlined on a map attached at the end of these minutes.

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

Upon a motion of **Ms. Lawless**, seconded by **Mr. Prendeville**, the Board unanimously approved to adopt the following Resolution for Supervisors responsibilities acting as Roadmasters.

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

RESOLUTION 23-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF HANOVER TOWNSHIP – NORTHAMPTON COUNTY, PENNSYLVANIA, APPOINTING SUPERVISORS AS ROADMASTERS FOR 2023.

WHEREAS, the Township Solicitor has indicated to the Board of Supervisors that pursuant to Section 602(C) of the Second Class Township Code, that the Board of Supervisors may delegate certain responsibilities as outlined in Section 2302 to Supervisors acting as Roadmasters.

Be it resolved and it is hereby resolved that the Board of Supervisors, Hanover Township, Northampton County, Pennsylvania hereby issues a general order of the Board of Supervisors requiring that Supervisors serving as Roadmasters shall be responsible for all such items designated in Section 2302 (1), (2) & (3) of the Second Class Township Code including, but not limited to, the review of all plans and construction with regard to municipal facilities and responsible for the handling of all citizen complaints and responsibility of all other matters that may be delegated to Supervisors pursuant to Second Class Township Code at such times other than official meetings of the Board of Supervisors.

Upon a motion of **Ms. Lawless**, seconded by **Mr. Prendeville**, the Board unanimously approved to adopt the following Resolution for the Compensation of the Tax Collector.

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

RESOLUTION 23-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF HANOVER TOWNSHIP – NORTHAMPTON COUNTY, PENNSYLVANIA, ESTABLISHING THE COMPENSATION FOR THE TAX COLLECTOR FOR 2023.

WHEREAS, Section 35 of the Local Tax Collection Law (72 PS Section 5511.35) provides that the tax collector in Townships of the Second Class shall receive as compensation for the collection of Township Taxes, salary, wages, or a commission on all such taxes to be fixed by the taxing authorities levying such taxes not exceeding per centum of the amount collected; and

WHEREAS, for the collection of Township Taxes, the tax collector shall be allowed by the taxing authorities, needful expenditures for printing, postage, books, blanks, and forms; and

WHEREAS, Section 36.1 of the same act further provides that the taxing authorities set the compensation for the office of tax collector.

THEREFORE, BE IT RESOLVED AND IT IS HEREBY RESOLVED on this day that compensation for the office of tax collector of Hanover Township, Northampton County, be fixed at the rate of one hundred fifty-one dollars and twenty-five cents (\$151.25) for the fiscal year 2023 and be it further

RESOLVED, that the Township shall make payment or otherwise provide for printing, postage, books, blanks, training and forms as required in the duties of this office.

Any Resolution or part of this resolution conflicting with any other resolution shall be and the same is hereby repealed insofar as the same affects this resolution.

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

Upon a motion of **Mr. Check**, seconded by **Mr. Nagle**, the Board unanimously approved to adopt the following Resolution for the Appointment of a Certified Public Accountant and establishing their compensation.

Resolution 23 – 07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF HANOVER TOWNSHIP –
NORTHAMPTON COUNTY, PENNSYLVANIA, APPOINTING A CERTIFIED PUBLIC
ACCOUNTANT AND ESTABLISHING THEIR COMPENSATION.

WHEREAS, Section 917 (b) (1) of the Second-Class Township Code, P.L. 350, No. 60, as amended, subject to the provisions of paragraph (2), the Board of Supervisors at its annual organization meeting, or anytime thereafter, may by resolution appoint a certified or competent public accountant or a firm of certified or competed public accounts, either of which shall be registered in the Commonwealth of Pennsylvania, to make an examination of all the accounts of the township for the fiscal year stated in the resolution. The board shall also determine the compensation of the appointed accountant.

THEREFORE, BE IT RESOLVED AND IT IS HEREBY RESOLVED on this day that Hanover Township appoints Todd J. Bushta, CPA, to act as the certified public accountant and to make an examination of all of the accounts of the Township of Hanover, Northampton County, Pennsylvania, for the 2022 fiscal year and who shall replace the elected auditors of the Township insofar as it deals with the examination of Township accounts at the cost of \$8,000.00 per agreement dated October 11, 2022. Any resolution or part of this resolution conflicting with any other resolution shall be and the same is hereby repealed insofar as the same affects this resolution.

IN TESTIMONY WHEREOF, the undersigned TOWNSHIP has caused this Resolution to be signed by a duly authorized officer and its corporate seal, duly attested by the Board Secretary, to be hereunto affixed this 3rd day of January 2023.

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

Upon a motion of **Mr. Prendeville**, seconded by **Mr. Nagle**, the Board unanimously approved to authorize the Secretary to send letters to all newly appointed, resigning or retiring members of Boards, Commissions or Committees notifying them of their appointments, or thanking them for their services during their terms of office.

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

Upon a motion of **Mr. Prendeville**, seconded by **Mr. Nagle**, the Board unanimously approved to authorize the Secretary to send letters to all Boards, Commissions, Committees and Agencies advising them of the amount allocated for 2023. Expenditure of any funds requires the approval of the Township Manager.

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

Upon a motion of **Mr. Prendeville**, seconded by **Mr. Nagle**, the Board unanimously approved to appoint the following Supervisors as Chairperson of the following Committees:

Administration	Prendeville
Development	Check
Planning & Zoning	Lawless
Public Works	Nagle

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

Upon a motion of **Mr. Prendeville**, seconded by **Ms. Lawless**, the Board unanimously approved the following pay schedule for full and part-time Township positions effective January 1, 2023, as recommended by the Township Manager. 2023 wages are determined by the associates 2022 wages, 2022 performance evaluation and the 2023 Salary Increase Guidelines.

Township	Position	Hourly Wage/Up To
	Township Manager's Secretary	26.00
	Code Enforcement Officer	24.50
	Office Support Associate	22.00
	Receptionist/Clerk	22.25
	Permit Coordinator/Zoning Assistant	20.50
	Laborer	25.00
	Equipment Operator	39.50
	Equipment Operator – Mechanic	39.75

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

Upon a motion of **Mr. Prendeville**, seconded by **Mr. Nagle**, the Board unanimously approved the following pay schedule for part-time Township positions effective January 1, 2023, as recommended by the Assistant Recreation Director.

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

Community Center Part – Time	Position	Hourly Wage/Up to Effective 1/1/2023
	Aerobics Instructor	18.35
	Facility Coordinator	18.00
	Custodian	14.00
	Fitness Instructor / Personal Trainer	16.00
	Fitness Instructor / Personal Trainer – Advanced	19.00
	Front Desk – Customer Service Associate / Child Care Worker	12.00
	Front Desk Supervisor	15.70
	Accounting Support	17.30

Program Instructor – Art	25.00
Program Instructor – Baseball	16.84
Program Instructor – Basketball	16.85
Program Instructor – Cheer	12.60
Program Instructor – Dance	15.75
Program Instructor – Golf	19.95
Program Instructor – Karate	22.10
Program Instructor – Miscellaneous	15.75
Program Instructor – Music	16.85
Program Instructor – Pickle Ball	21.10
Program Instructor – Soccer	16.85
Program Instructor – Tennis	26.75
Program Instructor – Zumba	18.95

Pre-School Age Programming

Preschool Age Program Coordinator	17.00
Lead Instructor – Enrichment Coordinator / Extended Care	16.00
Preschool Age Program Instructor	16.75

Parks & Camps

Assistant Park Coordinator	17.00
P & R Park Counselor	12.00
Lead Counselor	13.75
Camp Counselor	12.00

COURTESY OF THE FLOOR

There weren't any members of the public present.

Upon a motion of **Mr. Nagle**, seconded by **Mr. Check**, the Board unanimously approved adjournment at 7:05 P.M.

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

Christina M. Thomas
Secretary