
REGULAR SEMI-MONTHLY MEETING

June 27, 2023

The regular semi-monthly meeting of the Board of Supervisors, Hanover Township, Northampton County, was called to order by Vice Chairman John Nagle at the Hanover Township Municipal Building, 3630 Jacksonville Road, Bethlehem, PA, 18017 at 7:00 P.M.

Present were Supervisors Prendeville, Lawless, Check, Engineer Brien Kocher, Solicitor James Broughal.

The Pledge of Allegiance was performed.

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

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

Upon motion of Ms. Lawless seconded by Mr. Prendeville, the Board approved the minutes from the meeting of the Board of Supervisors dated May 23, 2023.

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

Upon motion of Ms. Lawless seconded by Mr. Prendeville, the Board approved the list of bills and transfers dated June 27, 2023.

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

COURTESY OF THE FLOOR

Michael Perruso, 4245 Kemmerer Street, Bethlehem, PA addressed the Board to introduce himself as the new president of the Lions Club. Mr. Perruso is looking to build a relationship with the Hanover Township. He is looking to grow the membership and is willing to work with Hanover Township on any suggested projects with the main goal of service.

REPORT OF THE CHAIR

Mr. Diacogiannis was absent.

REPORT OF THE VICE CHAIR

Noted for the record that in observance of Independence Day the Township office will be closed July 3rd and 4th and the Township staff will be off. The Community Center will have normal hours on July 3rd and closed on July 4th.

SUPERVISOR'S COMMENTS

Mr. Diacogiannis – Road District #1, was absent.
Mr. Nagle – Road District #2, had nothing to report.
Mr. Check – Road District #3, had nothing to report.
Ms. Lawless – Road District #4, had nothing to report.
Mr. Prendeville – Road District #5, had nothing to report.

APPOINTMENTS AND RESIGNATIONS – Mr. Prendeville

Appointment – Assistant Recreation Director

Mr. Prendeville moved the Board to appoint Kendell Lowe, Assistant Recreation Director effective July 10, 2023, or agreed upon date. I further move to adopt Resolution Number 2023-22. Appointment contingent upon the completion of Act 15 background checks.

Mr. Check seconded the motion.

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

Appointment – Building Code Official/Zoning Assistant

Mr. Prendeville moved the Board to appoint Tracy L. Luisser, Building Code Official/Zoning Assistant effective July 3, 2023.

Ms. Lawless seconded the motion.

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

PLANNING & ZONING – Ms. Lawless

Zoning Variance – 4451 Susan Drive

Upon motion from Ms. Lawless, the Board unanimously agreed no representation is required at the Zoning Hearing Board for the applicant at 4451 Susan Drive seeking relief from the ordinance to install a fence in the front yard setback.

Zoning Variance – 1224 Alyssa Place

Upon motion from Ms. Lawless, the Board unanimously agreed no representation is required at the Zoning Hearing Board for the applicant at 1224 Alyssa Place seeking relief from the prior zoning hearing board decision regarding the Dewire Estates Subdivision for maximum lot cover and Woodlands Ordinance to construct a single-family dwelling (2-story) with 3-car garage.

ADMINISTRATION – Mr. Prendeville

Note for the record – Administrative Assistant

Noted for the record that Kimberly Lymanstall has been appointed Administrative Assistant.

Note for the record – Organization Chart

Noted for the record that the Township Manager provided the Board an updated Organization Chart on June 27, 2023, and it has been posted on the Township's website.

Note for the record – Change Order # 5

Noted for the record on May 31, 2023, a change order #5 was signed by the Township Manager for the municipal pool for the added cost for installation of low mobility grouting as agreed upon in the Memorandum of Understanding executed between Hanover Township and Heim Construction. The increase will be \$291,284.31.

Note for the record – Construction Change Directive #2

Noted for the record on June 14, 2023, a Construction Change Directive #2 was signed by the Township Manager for the municipal pool. At the northeast area of the site under the pump house, check-in building, and snack bar/lifeguard room there is topsoil between three and five feet greater than expected. Heim Construction has been directed to remove excess topsoil from the area. The topsoil will be stockpiled on-site for removal by the Township to their offsite storage area. Heim Construction will import, place and compact fill in areas where topsoil has been removed to prepare building subgrade.

Note for the record – Cost of Change Orders

Noted for the record that the Township Manager supplied the Board with a Memo that stated Change Order 1-5 totaled \$366,183.27, or 5.43% of the Contract Value of \$6,745,325.00

Ordinance 23 – 1 – Amend Chapter 44, Animals

Mr. Prendeville moved the Board to adopt Ordinance 23 -1 to amend Chapter 44 Animals; to add a new Article III Control of Horses to provide regulations for certain equine related activities with the Township to its ordinance and repeal all ordinances or parts of ordinances inconsistent herewith. The Ordinance has been advertised and the Secretary has proof of publication.

Ms. Lawless seconded the motion.

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

Ordinance 23 – 2 – Amend Chapter 163, Taxation

Mr. Prendeville moved the Board to adopt Ordinance 23 -2 to amend Chapter 163 Taxation; to add Article IX Incentives for Township Volunteers of fire companies to add real property tax credit provisions to its ordinance and repeal all ordinances or parts of ordinances inconsistent herewith. The Ordinance has been advertised and the Secretary has proof of publication.

Ms. Lawless seconded the motion.

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

Vehicle Use Agreement with the Colonial Regional Police Commission

Mr. Prendeville moved the Board to authorize the Vice Chairman and Secretary to sign the Vehicle Use Agreement with the Colonial Regional Police Commission for use of the 2023 Ford Police Interceptor SUV.

Mr. Check seconded the motion.

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

Resolution 23 – 23 Township Fees

Mr. Prendeville moved the Board to adopt Resolution 23- 23 related to the Township fees.

Mr. Check seconded the motion.

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

Resolution 23 – 24 2024 Hotel Tax Grant

Mr. Prendeville moved the Board to adopt Resolution 23-24, stating Hanover Township Northampton County's desire to apply for grants with the Northampton County Department of Community & Economic Development from the 2024 Hotel Tax Grant Program. The Township is requesting a 2024 Hotel Tax grant of \$2,800.00 from the Northampton County Department of Community & Economic Development to be used for entertainment and advertising expenses for the Hanover Township Tree Lighting Event on Friday, December 6, 2024.

Ms. Lawless seconded the motion.

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

Ordinance 23 – 3 – Amend Chapter 172, Vehicles and Traffic

Mr. Prendeville moved the Solicitor to advertise Ordinance 172 to amend parking and speed limit on Harriet Lane, Crawford Drive & portions of Southland Drive.

Ms. Lawless seconded the motion.

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

Advanced Door Service – Agreement Renewal

Mr. Prendeville moved the Board to authorize the Vice Chairman to sign the Preventative Maintenance Agreement with Advanced Door Service.

Mr. Check seconded the motion.

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

Mr. Prendeville invited T. Diacogiannis to update the Board on the most recent library meeting. Ms. Lawless attended the meeting with T. Diacogiannis to encourage the Library Board to setup programs for Hanover Township. During the discussion at the library meeting, it was mentioned that Hanover Township residents use the library more than any other supporting area. The Library Board suggested possibly doing a survey then have Hanover Township to provide suggestions for future programs. Mr. Nagle suggested that there are shelves in the Community Center could we suggest to the library that they utilize them for a small library. Mr. Perruso, from the Lions suggested free libraries; his group may be able to assist. Library literature will be placed at the Community Center.

DEVELOPMENTS – Mr. Check

90 Highland Avenue and 3864 Adler Place

Mr. Check moved the Board to approve a revision to the conditionally approved Preliminary/Record Lot Consolidation and Land Development Plan of Jaindl Land Company - Commercial 90 Highland Avenue/3864 Adler Place, which was conditionally approved by the Board of Supervisors on February 8, 2022, as revised May 23, 2023, and identified as Revision 15 – 05/30/2023. The revision provides for the removal of the existing bank branch as previously shown and grass to be planted on the land associated with the removed building. This approval is also conditioned upon the following:

(1) Satisfaction of any conditions set forth in Hanover Engineering's correspondence to the Township of June 14, 2023; and

(2) Satisfaction of all conditions previously set forth in the Board of Supervisors' approval of February 8, 2022, and May 23, 2023.

Mr. Prendeville seconded the motion.

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

Freshpet Plant 2 Addition – Line of Credit Release

Mr. Check moved the Board to release the \$165,568.71 line of credit for the Freshpet Plant 2 Addition per the Hanover Engineering letter dated June 16, 2023, conditioned upon the Developer adhering to Township Policy 8 (payment of Plans and Appeals Accounts).

Mr. Prendeville seconded the motion.

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

Hanover Township Senior Living Improvements Extension

Mr. Check moved the Board to grant the developer of Hanover Township Senior Living an extension to August 28, 2023, regarding the improvement's deadline, per the developer letter dated June 16, 2023.

Mr. Prendeville seconded the motion.

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

HCC2 – Jaindl - Steuben & Township Line Roads Construction – Lot 11 Extension

Mr. Check moved the Board to grant the developer of HCC2 Steuben & Township Line Roads construction – lot 11 an extension to December 31, 2024, regarding the improvement's deadline, per the attorney letter dated June 20, 2023.

Mr. Prendeville seconded the motion.

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

HCC2 – Jaindl Lots 1&4 Landscape Deferrals – Extension

Mr. Check moved the Board to grant the developer of HCC2 – Jaindl Lots 1 & 4 landscape deferrals an extension to December 31, 2024, per the attorney letter dated June 20, 2023.

Mr. Prendeville seconded the motion.

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

Kevin Drive Extension – Maintenance Period Expires

Mr. Check moved the Board to deny the release of maintenance security until the dead tree is replaced on the Kevin Drive Extension, per Hanover Engineering letter dated June 16, 2023.

Mr. Prendeville seconded the motion.

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

Northgate 1 2-Lot Subdivision Improvements Extension

Mr. Check moved the Board to grant the developer of Northgate 1 2-Lot Subdivision an extension to October 3, 2023, regarding the improvement's deadline, per the developer letter dated June 19, 2023.

Mr. Prendeville seconded the motion.

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

Northgate 1 Land Development Plan MPC Extension

Mr. Check moved the Board to grant the developer of Northgate 1 Land Development Plan an extension to October 3, 2023, regarding the MPC deadline, per the developer letter dated June 19, 2023.

Mr. Prendeville seconded the motion.

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

Northgate 1 Lot Consolidation Plan Record Plans Conditions Extension

Mr. Check moved the Board to grant the developer of Northgate 1 Lot Consolidation Plan an extension to October 3, 2023, regarding the record plans conditions deadline, per the developer letter dated June 19, 2023.

Mr. Prendeville seconded the motion.

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

4000-4030 Airport Road Lot Consolidation and Land Development MPC Extension

Mr. Check moved the Board to grant the developer of 4000-4030 Airport Road an extension to October 3, 2023, regarding the MPC deadline, per the developer letter dated June 19, 2023.

Mr. Prendeville seconded the motion.

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

Advanced Health Care – LVCC 2 Lot 10 Land Development Improvement Extension

Mr. Check moved the Board to grant the developer of Advanced Health Care an extension to December 7, 2023, regarding the improvement's deadline, per the developer email dated June 20, 2023.

Mr. Prendeville seconded the motion.

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

Hindu Temple Society Land Development MPC Extension

Mr. Check moved the Board to grant the developer of Hindu Temple Society Land Development an extension to October 10, 2023, regarding the MPC deadline, per the developer letter dated June 16, 2023.

Mr. Prendeville seconded the motion.

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

Lehigh Valley Flex Center Improvements Extension

Mr. Check moved the Board to grant the developer of Lehigh Valley Flex Center an extension to January 12, 2024, regarding the improvement's deadline, per the developer email dated June 16, 2023.

Mr. Prendeville seconded the motion.

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

Arcadia Dev. Corp – Industrial Development MPC Extension

Mr. Check moved the Board to grant the developer of Arcadia Dev. Corp – Industrial Development an extension to January 30, 2024, regarding the MPC deadline, per the developer email dated June 20, 2023.

Mr. Prendeville seconded the motion.

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

School Sisters of St. Francis – Convent Addition MPC Extension

Mr. Check moved the Board to grant the developer of School Sisters of St. Francis – Convent Addition an extension to October 31, 2023, regarding the MPC deadline, per the developer email dated June 20, 2023.

Mr. Prendeville seconded the motion.

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

Jaindl Wawa/MOB/ Bank Recording Deadline Extension

Mr. Check moved the Board to grant the developer of Jaindl Wawa/MOB/Bank an extension to February 8, 2024, regarding the recording deadline, per the attorney letter dated June 21, 2023.

Mr. Prendeville seconded the motion.

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

Mr. Check mentioned that he and Mr. Nagle attended the ribbon cutting of Vero. Mr. Check stated it was a great addition to the Township. Mr. Terenzio mentioned Vero has been a sponsor to the Community Center and looks forward to working with them.

Mr. Check mentioned that no parking signs have been placed on Harriet Lane.

PUBLIC WORKS – Mr. Nagle

Road Work Bid Award

Noted for the record the Road Work Bids were opened at 1:00 pm on June 20, 2023; present for the opening was the Township Manager, John Finnigan, Public Works Director, Martin Limpar, Board of Supervisors Chairman, John N. Diacogiannis and Township Secretary, Christina Thomas.

Mr. Nagle moved the Board to award the Road Bid project for Stoke Park Road and Courtney Street to Grace Industries, Inc. of Bath, PA in the amount of \$298,746.35. I further move the Board to direct the Secretary to return the other bid bonds to the developers.

Mr. Prendeville seconded the motion.

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

COURTESY OF THE FLOOR

No one offered comments.

STAFF REPORTS

Engineer – Mr. Kocher had nothing to report.

Solicitor – Mr. Broughal had nothing to report.

Recreation Director – Mr. Terenzio stated that June is a busy month with lots of traffic, summer camps and preschool camps. Everyone is excited about Mr. Lowe starting.

Public Works Director – Mr. Limpar stated that a revised pool schedule has been requested for the pool; once received the website will be updated. The pool walls should be in within the next two weeks. Mr. Check has volunteered to take drone pictures. The forklift is expected to be delivered this week.

Township Manager – Mr. Finnigan was absent.

Upon motion of Mr. Nagle the Board adjourned at 7:57 p.m.

Christina M. Thomas
Secretary