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## **REGULAR SEMI-MONTHLY MEETING**

### **August 22, 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, Check, Nagle, Engineer Brien Kocher, Solicitor James Broughal, 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, 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 July 25, 2023.

Mr. Prendeville, 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 August 22, 2023.

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

#### **COURTESY OF THE FLOOR**

Janice Morrison, 3882 Post Drive, Bethlehem stated the pedestrian walk sign is missing on Southland. Mr. Finnigan stated he believed it was removed for line stripping and will be replaced.

#### **REPORT OF THE CHAIR**

Mr. Diacogiannis reported that on Friday, August 11, 2023, CRPD and Lehigh Township conducted a Traffic Task Force DUI checkpoint, which resulted in 10 DUI violations.

#### **REPORT OF THE VICE CHAIR**

Mr. Nagle wanted to recognize Sean Connolly, teacher from Hanover Elementary School, for his TikTok videos that have gone viral; using songs to help the kids learn things like math, grammar and science.

#### **SUPERVISOR'S COMMENTS**

Mr. Diacogiannis – Road District #1, had nothing to report. Mr. Diacogiannis mentioned that on September 11, 2023, the local Boy Scout troop will be in attendance at Patriot's Day at the Community Center doing a flag retirement ceremony; beginning at 5:30 pm.

Mr. Nagle – Road District #2, had nothing to report.

Mr. Check – Road District #3, had nothing to report.

Ms. Lawless – Road District #4, was absent.

Mr. Prendeville – Road District #5, had nothing to report. Mr. Prendeville asked for a moment of silence for the tragedy in Hawaii. Mr. Prendeville has been told by a constituent that the use of jake brakes is continuing on Route 512. He suggested that CRPD be notified.

#### APPOINTMENTS AND RESIGNATIONS – Mr. Nagle

##### **Special Event Committee Resignations**

Mr. Nagle moved the Board to accept with regret the resignation of Tricia Milite and Sandy Rezac from the Special Event Committee, effective immediately. Mr. Nagle asked the Secretary to send letters of thanks. Mr. Nagle did mention that we are looking to fill the two empty seats for the Special Event Committee.

Mr. Prendeville seconded the motion.

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

#### PLANNING & ZONING – Mr. Check

##### **Zoning Variance – 1220 Illick's Mill Rd**

Upon a motion from Mr. Check, the Board unanimously agreed no representation is required at the Zoning Hearing Board for the applicant seeking relief from the maximum size sign requirement allowed for a home occupation at 1220 Illick's Mill Road.

#### DEVELOPMENTS – Mr. Check

##### **52 Highland Avenue – Final Inspection**

Mr. Check moved the Board, per the recommendation of Hanover Engineering's letter dated August 16, 2023, to grant the developer a reduction in the required security in the amount of \$61,675.50, resulting in a security balance of \$2,500.00. The reduction is conditioned upon the following:

1. The developer acknowledges the security provided for all improvements will remain in force at a minimum of \$2,500.00 for the remaining work, plus contingencies.
2. The developer adheres to Township Policy 8 (payment of plans and appeals accounts).

Mr. Nagle seconded the motion.

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

#### ADMINISTRATION – Mr. Prendeville

##### **Note for the record – Pool Change Order #6**

Noted for the record on July 26, 2023, a change order was signed by the Township Manager for the municipal pool for the cost of the removal and replacement of topsoil unsuitable for bearing foundation walls of the pump house, check-in building, and snack bar/lifeguard building, the increase will be \$72,030.03.

Mr. Finnigan, Township Manager stated that during a meeting on Monday; it was explained that there was a GPS error during the initial grading and there are 100 loads of dirt that need to be removed. There is no additional cost to the Township for this error.

##### **Note for the record – Pool Change Order #7**

Noted for the record on August 9, 2023, a change order was signed by the Township Manager for the municipal pool for the cost to repair sinkhole in rain garden basin subgrade opened after heavy overnight rain at a cost increase of \$3,094.87. Also, the cost to install 1" PVC conduits from new pump house to check-in building and snack bar for data and security lines for a cost increase of \$3,263.05.

**Resolution 2023 – 26; Nazareth Area Multi-Municipal Comprehensive Plan Implementation Agreement**

Mr. Prendeville moved the Board to adopt Resolution 23-26, stating Hanover Township is participating with nine other municipalities, and under the auspices of the Nazareth Area Council of Governments, with consultant services provided by the Lehigh Valley Planning Commission.

Mr. Nagle seconded the motion.

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

**Nazareth Area Multi-Municipal Comprehensive Plan Intermunicipal Cooperative Implementation Agreement**

Mr. Prendeville moved the Board to authorize the Chairman and Secretary to execute the Nazareth Area Multi-Municipal Comprehensive Plan Intermunicipal Cooperative Implementation Agreement.

Mr. Kocher, Hanover Engineering, did state that Mr. Broughal will be required to amend SALDO ordinances.

Mr. Nagle seconded the motion.

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

**Ordinance 23 -4; Amend Chapter 136 Residential Rental Permitting and Inspection**

Mr. Prendeville moved the Solicitor to advertise Ordinance 23-4 to amend Chapter 136 residential rental permitting and inspection.

Mr. Nagle seconded the motion.

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

**Resolution 2023 – 27; Volunteer Service Credit Program**

Mr. Prendeville moved the Board to adopt Resolution 23-27, stating the criteria to be eligible for the Incentive for Township Volunteers of Fire Companies.

Mr. Finnigan, Township Manager explained Resolution 2023-27 was a requirement of Ordinance 23-2 to list the criteria to be eligible.

Mr. Check seconded the motion.

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

**Shade Tree / Sidewalk Proposal – Discussion**

Mr. Finnigan began the discussion by explaining that the Township ordinance which required the planting of a shade tree by the developer in many of our developments is now causing the sidewalks to crack and lift. When the misalignment reaches an unsafe height of 1 inch, Zoning notifies the property owner, this year we had 65 notifications that sidewalks needed repair or replacement. Also, due to the requirement to maintain the Shade Tree, the potential for future lifting of the sidewalk remains.

Mr. Finnigan's suggestion was when the property owner is notified that the sidewalk needs to be repaired or replaced, the property owner should be allowed to remove the shade tree and replace it with a tree from the approved Shade Tree list meeting all required requirements any. Once the sidewalk is repaired or replaced, the property owner can submit a copy of the sidewalk invoice and the replacement shade tree invoice. Once verified that the sidewalk and tree are satisfactory to the Township. The property owner will be reimbursed three hundred and fifty [\$350.00] towards the cost of the tree. Reimbursements to include any sidewalks repaired or replaced in 2023, as directed by the Township, or reviewed by the Township prior to repair or replacement meeting the requirements for repair or replacement. Up to \$35,000 can be used towards this initiative, once the cap is reached, the program expires.

Jane Cook, Shade Tree Advisory raised a few concerns about the proposal and the tree fund, since her understanding was the tree fund was for trees to be for planting trees in the park. Ms. Cook was concerned that funds would not be available if no funds were replenished. Ms. Cook wanted the accounting for the last few years to verify that funds would be available in the future for parks.

Mr. Diacogiannis directed the Township Manager to begin creating a policy.

### **Handbook Clarification**

Mr. Prendeville moved the Board to clarify the Handbook relative to Anniversary/Birthday's section of the Employee Handbook. The clarification mirrors the procedure handled since this section was added to the handbook in 2007.

Mr. Check seconded the motion.

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

Mr. Prendeville invited Mr. T. Diacogiannis, Library Representative, to provide an update. Mr. T. Diacogiannis and Mr. Terenzio, Recreation Director, are planning to meet with the Bethlehem Library Head of Outreach to discuss the pop up library.

### PUBLIC WORKS – Mr. Nagle

#### **Pickleball Court - Bids**

Mr. Nagle moved the Board to award the Pickleball Court project to LB Construction Enterprises, Inc. / DB Utility in the amount of \$211,300.00. I further move the Board to return the other bid bonds except Kobalt Construction.

Mr. Finnigan, Township Manager stated that six bids were received for the pickleball court; the budget was \$400,000.00. The pickleball courts will be located by the dog park and expected to be completed by the end of November; weather permitting.

Mr. Prendeville seconded the motion.

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

### COURTESY OF THE FLOOR

Jean Versteeg, 4948 Cheryl Drive, stated Change Order #6 delays the pool project by nine days; and the timeline has not been updated on the website. Mr. Finnigan, Township Manager explained that the person was on vacation and the meeting was held on Monday. The website will be updated on Wednesday and Ms. Versteeg was given hard copies of the report.

### STAFF REPORTS

**Engineer** – Mr. Kocher stated that they are working with Entek to replace the entire roof and HVAC system at the Community Center.

**Solicitor** – Mr. Broughal had nothing to report.

**Recreation Director** – Mr. Terenzio stated the Community Center is doing well with their programs; rentals are increasing. Mr. Terenzio mentioned upcoming events; Patriots Day, September 11, 2023, at 5:30 pm, Fall Festival, October 7, 2023. Preschool enrollment is growing with the potential of adding a third classroom.

**Public Works Director** – Mr. Limpar stated that the paving on Stoke Park Rd and Courtney Street are complete. Public Works crew is painting crosswalks. A new roller has been delivered and the old one will be cleaned up and placed on MunciBid. A few weeks ago, a storm came through with many trees coming down; most of the debris has been cleaned up.

**Township Manager** – Mr. Finnigan stated that the next phase of water main replacements will be completed in 2024 and 2026 by Utilities Inc. Staff members met with the company to re-do the website that was budgeted for 2023. Pool project timeline will be updated on the website tomorrow. The pool project does have a current delay in installation of the grease trap for the concession stand; delivery is expected next Thursday. The other pool project delay is the water meter pit. Mr. Finnigan, Mr. Terenzio and Mr. Diacogiannis met with the Swim Team, flags for the backstroke will be installed. Mr. Finnigan stated that during a recent Crime Watch Meeting it was mentioned that motorists do not stop for pedestrians in the cross walk. Today there was an enforcement in the cross walks at the Municipal Driveway / Jacksonville Road in the first hour 18 stops were made by three officers.

Upon motion of Mr. Diacogiannis the Board adjourned at 8:44 p.m.

Christina M. Thomas  
Secretary