

**BOARD OF SUPERVISORS**  
**Zoning & Code Enforcement**  
*Hanover Township Northampton County*  
3630 Jacksonville Road  
Bethlehem, Pennsylvania 18017-9302  
610.866.1140  
Fax 610.758.9116

March 26, 2024

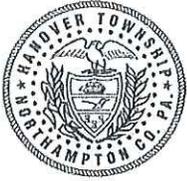
To: Board of Supervisors  
Mark Hudson  
Kimberly Lymanstall  
Barbara Baldo  
Brian Dillman  
Jesse Chupella  
Ted Lewis, Esquire  
Jim Broughal, Esquire  
Brien Kocher, HEA

RE: Zoning Petition: 24ZHB04  
Applicant: Shafnisky Electric Inc  
Property location: 3605 Old Airport Rd  
Zoning District: AFHBD-Aircraft Flightpath Highway Business District

Enclosed is a copy of the application received August 12 2024, requesting relief from the provisions of the Sign Ordinance.

The next meeting is tentatively scheduled 7:00 PM Thursday, September 26, 2024. Notice of Hearing to follow.

*Tracy Luissner*



HANOVER TOWNSHIP, Northampton County  
 3630 Jacksonville Rd, Bethlehem PA 18017  
 Phone 610-866-1140 Fax 610-758-9116



**PETITION**

NOTICE: This Petition, in order to be acted upon by the Zoning Hearing Board must be fully completed in accordance with the "instructions to applicant." Failure to do so will result in a denial of the Petition without refund of your filing fee.

Application is made this 12th day of August, 20 24

**I. PROPERTY INFORMATION** *(location and existing conditions for which a special permit is being applied):*

1. Address of property for which a special permit is requested: 3605 Old Airport Road, Allentown, PA
2. Tax Parcel No.: M5SE-1-7-6-0214
3. Current Zoning Classification: C-1
4. The Dimension of the land area are: 2.9844 CAMA Acres
5. The real estate contains 10,758 square feet.
6. The real estate in question is presently classified under the Hanover Township Zoning Ordinance as: C-1 Commercial
  - (a) The real estate is presently used for the purpose of: Electrical Contractor
  - (b) and contains buildings and other improvements consisting of (if real estate is vacant land, so note): 1-story building with 10,758 sq. ft.

**II. OWNER INFORMATION**

1. Owner of property: Lakeside Boulevard Realty LLC (Mendy Horowicz) Telephone (917) 359-5805  
*(all parties to the title must be listed, attach additional page if needed)*  
 Address 585 Seton Circle  
Lakewood, NJ 08701

**III. APPLICANT INFORMATION** *(herein after known at the "Petitioner")*

1. Applicant ("Petitioner(s)") Shafnisky Electric, Inc. Telephone (610) 435-2237  
*(all parties must be listed, attach additional page if needed)*  
 Address 3605 Old Airport Road  
Allentown, PA
2. Petitioner is the (check one or more)  
 Owner     Occupant     Agent for: \_\_\_\_\_     Other: Buyer under Sales Agreement
3. Attorney representing Petitioner(S): N/A Telephone \_\_\_\_\_  
 Address \_\_\_\_\_
4. Petitioner: (check appropriate action)  
 Hereby appeals from the decision of the Zoning Administrator, or other township Official; or  
 Hereby applies for a special exception or permit, or variance, from the terms of the Zoning Ordinance; or  
 Hereby applies for: \_\_\_\_\_
5. Petitioner appeals or makes application from the order, requirement, decision or determination of the Zoning Administrator or other Township Official made on July 15, 2024, which was as follows: (quote, or if insufficient space, attach additional page). Application rejection letter attached

6. Petitioner claims that the variance, exception, or other relief should be granted as herein requested under the following sections of the Hanover Township Zoning Ordinance. (cite all sections supporting your position, or relevant to the consideration of your Petition) See attached narrative

7. The variance or exception requested and the new improvements desired to be made as follows:

(a) Building(s) to be erected: N/A

(b) Building(s) to be changed: N/A

(c) Building(s) to be used for: N/A

8. The plot plan, drawings, sketches and other exhibits attached hereto are made a part hereof. Please include 22 copies of the petition and all these attachments.

9. Petitioner believes that the exceptions, variance, Conditional Use or other relief requested should be granted for the following reasons: (attach additional sheet if necessary)

10. Petitioner agrees to comply with all provisions of the Hanover Township Zoning Ordinance and is aware that the Ordinance provides for penalties for violations of its provisions.

11. The Petitioner further acknowledges that the Board does not have to consider any application until all information requested by the Board of Supervisors is submitted by said applicant, and that in the event this information is not submitted in full within twenty (20) days from the date of the initial Board of Supervisors Hearing, then the Board may deny such application, with or without prejudice to the applicant.

12. Wherever additional information is requested by the Zoning Hearing Board, and leave to submit additional information is specifically granted by the chairman of the Zoning Hearing Board, then in consideration of the Board's forbearance in not refusing the application at the conclusion of the hearing, the Petitioner agrees to extend the time for consideration of the application by the Zoning Board for the number of days after the date of decision specified in any Ordinance of the Township, by the same number of days which the Zoning Hearing Board's consideration of the Petition was delayed by failure on the part of Petitioner to submit additional information requested.

NOTE: All Petitioners must sign  
at least one must sign in the  
presence of a person capable  
of administering an oath (see below)

Thomas Shuford  
Petitioner

\_\_\_\_\_ (SEAL)

\_\_\_\_\_ (SEAL)

\_\_\_\_\_ (SEAL)

\_\_\_\_\_ (SEAL)

\_\_\_\_\_ (SEAL)

NOTE: The following affidavit must be taken before a Notary Public or other appropriate official by one of the Petitioners.

FOR INDIVIDUAL PETITIONERS:

COMMONWEALTH OF PENNSYLVANIA )  
 ) ss:  
COUNTY OF Lehigh )

*ON THIS*, the 12 day of August, 2024, before me, Jodi A. Cesanek  
the undersigned officer,  
personally appeared, Thomas Shafnisky  
known to me (or satisfactorily proven) to be the person whose name (is)(are) subscribed to the within instrument, and  
acknowledged that he executed the same for the purposes therein.

*IN WITNESS WHEREOF*, I hereunto set my hand and official seal.

Thomas Shafnisky (SEAL)  
Signature of the Petitioner taking affidavit

Sworn to and subscribed before me  
This 12 day of August 2024

Jodi A. Cesanek  
NOTARY PUBLIC

Commonwealth of Pennsylvania - Notary Seal  
Jodi A. Cesanek, Notary Public  
Lehigh County  
My commission expires November 29, 2024  
Commission number 1025281  
Member, Pennsylvania Association of Notaries

FOR CORPORATE PETITIONERS:

COMMONWEALTH OF PENNSYLVANIA )  
 ) ss:  
COUNTY OF \_\_\_\_\_ )

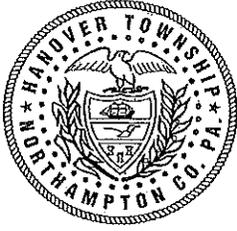
*ON THIS*, the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, \_\_\_\_\_  
the undersigned officer,  
personally appeared, \_\_\_\_\_  
who acknowledged \_\_\_\_\_ self to be the \_\_\_\_\_ of  
\_\_\_\_\_, a corporation, and that he as such \_\_\_\_\_ being  
authorized to do so, executed the foregoing instrument for the purposes therein contained by signing the name of the  
corporation by \_\_\_\_\_ self as \_\_\_\_\_.

*IN WITNESS WHEREOF*, I hereunto set my hand and official seal.

\_\_\_\_\_  
Signature of the Petitioner taking affidavit

Sworn to and subscribed before me  
This \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC



**BOARD OF SUPERVISORS**  
**Zoning & Code Enforcement**  
*Hanover Township Northampton County*  
3630 Jacksonville Road  
Bethlehem, Pennsylvania 18017-9302  
610.866.1140  
Fax 610.758.9116

July 15, 2023

Tom Shafnisky  
Shafnisky Electric  
212 S. Dauphin St  
Allentown PA 18109

Dear Mr. Shafnisky,

We received a Zoning and Building permit application for (2) wall mounted signs for Shafnisky Electric located at 3605 Old Airport Rd, Allentown PA 18109 on July 2, 2024. The application has been reviewed for compliance with Hanover Township Zoning Ordinance §185-19 Sign Regulations; the proposed signs exceed the maximum allowable wall mounted letter size, exceeds the maximum size and height of 16 square feet for allowable building signs, and the amount of signs allowed.

Therefore, your application for (2) wall mounted signs is hereby denied. Please be advised you are permitted one wall mounted sign having a maximum of 16 square feet meeting the following sign provisions of the Ordinance as noted below.

185-19 Sign Regulations  
(3) Employment Districts

(c) Individual uses shall be permitted only one wall-mounted business sign consisting of letters not to exceed 16 square feet in area and meeting the following criteria:

- [1] Letters to be a maximum of eight inches high.
- [2] Letters to be located four feet to 10 feet above grade.
- [3] Located on the users door or near the user's door.
- [4] All mounted signs for one building shall be similar to one another.

Consider this letter as rejection of your application in accordance with Section 185-26 of the Hanover Township Zoning Ordinance.

You have the right to appeal my decision to the Zoning Hearing Board in thirty (30) days.

Should you have any questions, please feel free to contact me.

*Tracy Luisser*

Tracy Luisser  
BCO & Zoning Officer Hanover Township Northampton County

Cc: Valley Wide Signs & Graphics; Lakeside Boulevard Realty LLC

212 S. Dauphin Street ~ Allentown, PA 18109 ~ Telephone: 610.435.2237 ~ Fax: 610.435.7710

August 12, 2024

**Shafnisky Electric Zoning Petition #6 Narrative**

1. Shafnisky Electric (Petitioner) has revised the size of the two (2) wall-mounted business signs to comply with **Section 185-19D(2)(a)** and, as such, no variance is needed.

**SOUTH WALL**

Permitted Sign Size	Proposed Sign Size 07/02/24 (Zoning & Building Permit Application)	Revised Sign Size 08/12/24
68.9 sq. ft.	76.31 sq. ft.	64.5 sq. ft See attached Exhibit A – Valley Wide Signs Plan Sheet

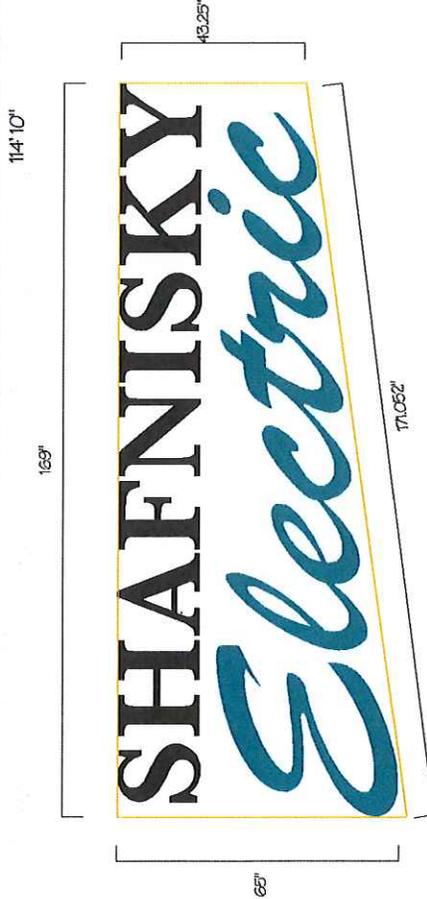
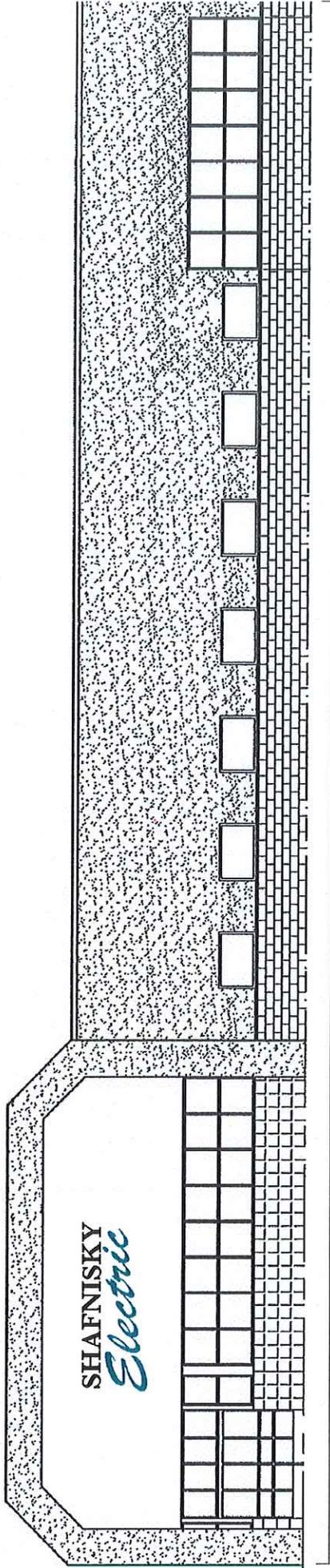
**WEST WALL**

Permitted Sign Size	Proposed Sign Size 07/02/24 (Zoning & Building Permit Application)	Revised Sign Size 08/12/24
55.1 sq. ft.	76.31 sq. ft.	55.0 sq. ft See attached Exhibit B – Valley Wide Signs Plan Sheet

2. Petitioner requests an interpretation of Section 185-19D(4)(a) which states that the total area of both signs shall not exceed 30 sq. ft., since Section 185-19D(2)(a) permits the size of the sign to be based on the lineal feet of the building wall and Petitioner complies with that ordinance section. In the alternative, Petitioner requests a variance from Section 185-19D(4)(a).
3. Petitioner requests a variance from Section 185-19D(4)(f) which states that letters of any sign shall not exceed 24". See attached Exhibit C for the South Wall letter size and Exhibit D for the West Wall.

Of the 17 letters of – Shafnisky Electric – only four (4) letters exceed the maximum permitted height of 24". Based on the lineal feet of the South wall (114.10') and the West Wall (91.85'), the letter sizes are appropriately sized in relation to the wall dimensions and the total sign area. Those letters are the capital "E" and lower case "i", "t" and "l" of the word Electric.

3605 Old Airport Road  
South Wall



Square Footage: 64.5

COMPUTER: GRS JOB NUMBER: Shafnisky 05-22-24 Rendering South Wall

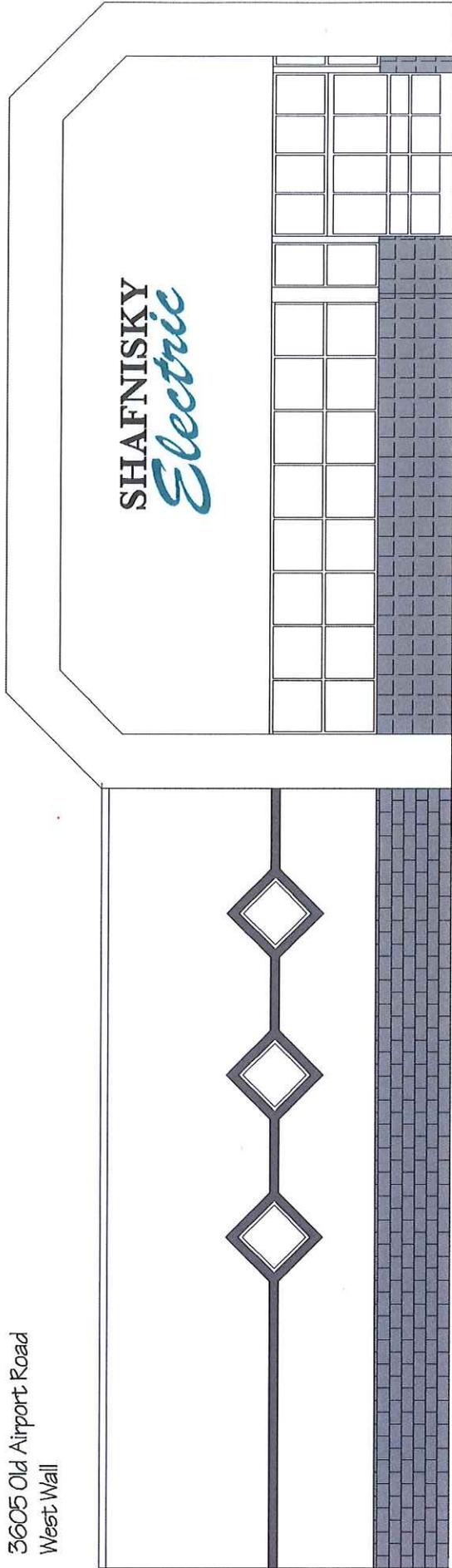
FILE SAVED IN: 05-24

APPROVED BY: \_\_\_\_\_ DATE APPROVED: \_\_\_\_\_

Please sign and return

This design & engineering presented on this drawing is to remain the exclusive property of Valley Wide Signs & Graphics. This design is submitted for your exclusive review under the agreement that the content herein will not be reproduced, copied lent or shown to any contractor or put to any other use without the express written consent from Valley Wide Signs & Graphics.

3605 Old Airport Road  
West Wall



91.85'

157.060'

40.186'

159.637'

Square Footage: 55.0

COMPUTER: GRS    JOB NUMBER: Shafnisky 05-22-24 West Wall Rendering    FILE SAVED IN: 05-24

APPROVED BY: \_\_\_\_\_ DATE APPROVED: \_\_\_\_\_

*Please sign and return*

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3605 Old Airport Road  
South Wall



19.39"



Letter Heights

COMPUTER: GRS JOB NUMBER: Shafrisky 05-22-24 South Wall Letter Heights FILE SAVED IN: 05-24

APPROVED BY: \_\_\_\_\_ DATE APPROVED: \_\_\_\_\_  
*Please sign and return*

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3605 Old Airport Road  
West Wall

18" [ ]  
**SHAFRISKY**  
**Electric**



Letter Heights

COMPUTER: GRS JOB NUMBER: Shafnisky 05-22-24 West Wall Letter Heights FILE SAVED IN: 05-24

APPROVED BY: \_\_\_\_\_ DATE APPROVED: \_\_\_\_\_

*Please sign and return*

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Michael P. Shay  
mshay@sskdllaw.com

Joanne Kelhart  
jkelhart@sskdllaw.com

Richard ("Ricky") E. Santee  
santeer10@sskdllaw.com



Richard E. Santee, Jr.  
rsantee76@sskdllaw.com

Michael C. Deschler  
mcdeschler@sskdllaw.com

Matthew J. Deschler  
mjdeschler@sskdllaw.com

August 29, 2024

**Via first-class U.S. mail and email to [klymanstall@hanovertwp-nc.org](mailto:klymanstall@hanovertwp-nc.org)**

Kimberly Lymanstall, Township Secretary  
Hanover Township, Northampton County  
3630 Jacksonville Road  
Bethlehem, PA 18017

**RE: Arcadia Development Corporation – Preliminary/Record Plan Submission for Proposed Industrial Development - Gateway Drive – Hanover Project No. H23-21 MPC Extension to November 30, 2024**

Dear Ms. Lymanstall:

I am counsel for Arcadia Development Corporation. The above-referenced preliminary/final land development and lot consolidation plan has been submitted to the Township and is pending before the Board of Supervisors, which has at present until September 30, 2024, to act and render a decision on the plan pursuant to Section 508 of the Municipalities Planning Code ("MPC"), 53 P.S. § 10508. The plan is presently on the Board's September 10, 2024 agenda for final land development approval, but we will not be seeking a decision on the plan at this time. Please consider this letter as a request and agreement, pursuant to Section 508(3) of the MPC, 53 P.S. § 10508(3), to extend the time for the Board of Supervisors to act and render a decision on the plan to November 30, 2024. Thank you for your attention to this correspondence. Should you have any questions, please do not hesitate to contact me.

Very truly yours,

SHAY, SANTEE, KELHART & DESCHLER LLC

Matthew J. Deschler

As authorized by:

ARCADIA DEVELOPMENT CORPORATION

By:

Richard E. Thulin, President

44 East Broad Street  
Suite 210  
Bethlehem, PA 18018

[www.sskdllaw.com](http://www.sskdllaw.com)  
Tel: (610) 691-7000  
Fax: (610) 691-3529

**ORDINANCE NO. 24-\_\_**

**AN ORDINANCE OF THE TOWNSHIP OF HANOVER, COUNTY OF NORTHAMPTON, COMMONWEALTH OF PENNSYLVANIA, AMENDING THE TOWNSHIP OF HANOVER'S CODE OF ORDINANCES, CHAPTER 44 ANIMALS; ARTICLE I CONTROL OF DOGS; BY ADDING A NEW § 44-9 STRAY DOGS, WHICH PROVIDES PROVISIONS FOR THE FUNDING OF ANIMAL CONTROL ACTIVITIES; AUTHORIZING COLONIAL REGIONAL POLICE COMMISSION TO ESTABLISH A POLICY FOR THE HANDLING OF STRAY DOGS, AND AUTHORIZING COLONIAL REGIONAL POLICE DEPARTMENT TO ENFORCE ALL LAWS FOR THE HUMANE TREATMENT OF ANIMALS; AND, REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT HEREWITH.**

*WHEREAS*, since 1995, Hanover Township (the "Township") and Lower Nazareth Township, Northampton County, Commonwealth of Pennsylvania have utilized Colonial Regional Police Department ("CRPD") to protect and promote the health, safety, and welfare of our communities; and

*WHEREAS*, through mutual agreement, each municipality appoints representatives to the Colonial Regional Police Commission ("CRPC") as the governing body of the CRPD; and

*WHEREAS*, neither municipality or CRPD employs an animal control officer to handle stray dog; and

*WHEREAS*, from time to time, Colonial Regional police officers are dispatched to pick up a lost or stray dog; and

*WHEREAS*, it is the desire of the Township, CRPC, and the personnel of the CRPD to promote the humane treatment of animals; and

*WHEREAS*, the CRPC has established a policy to provide guidance to the personnel of CRPD on the handling of stray dogs, which requires the Township to guarantee funding in their annual budget for the care of stray dogs found within the Township's borders and to authorize

CRPD and CRPC to handle the care and disposition of the dog in a manner consistent with Pennsylvania Dog Law (Amended December 11, 1996, P.L. 943, No. 151).

**NOW, THEREFORE, BE IT ORDAINED AND ENACTED**, by the Board of Supervisors of Hanover Township, Northampton County, Pennsylvania as follows:

**SECTION 1.** Chapter 44. *Animals*; Article I. *Control of Dogs*; is amended by adding the following:

**“§ 44-9 Stray Dogs**

A. Hanover Township Board of Supervisors shall on an annual basis provide funding in their general fund budget for animal control purposes, which shall include, but not be limited to, costs associated with feeding and basic veterinary care for the dog(s) as outlined in the Colonial Regional Police Commission policy that are picked up in Hanover Township.

B. Hanover Township Board of Supervisors shall empower and authorize the Colonial Regional Police Commission to determine the final disposition of the unclaimed dog(s), whether that should be adoption or euthanasia in a manner consistent with Pennsylvania Dog Law.

C. Hanover Township Board of Supervisors shall empower and authorize the Colonial Regional Police Commission and Colonial Police Department to enforce all Pennsylvania and local legislation pertaining to the humane treatment of animals, including, but not limited to, Pennsylvania Dog Law, Libre’s Law, and local ordinances.”

**SECTION 2.** All Ordinances and parts of Ordinances inconsistent herewith are hereby repealed.

**SECTION 3.** The provisions of this Ordinance shall be severable and if any provision thereof shall be declared unconstitutional, illegal or invalid, such decision shall not affect the validity of any of the remaining provisions of this Ordinance. It is hereby declared as a

legislative intent of the Township that this Ordinance would have been enacted had such unconstitutional, illegal or invalid provision(s) not been included herein.

**SECTION 4.** This Ordinance shall become effective within five (5) days of enactment.

**ENACTED AND ORDAINED** at a regular meeting of the Board of Supervisors of the Township of Hanover, County of Northampton on this \_\_\_\_ day of \_\_\_\_\_, 2024.

**ATTEST:**

**BOARD OF SUPERVISORS,  
HANOVER TOWNSHIP,  
NORTHAMPTON COUNTY,  
PENNSYLVANIA**

**By:** \_\_\_\_\_  
**BETH A. BUCKO,**  
**Asst. Secretary**

**By:** \_\_\_\_\_  
**SUSAN A. LAWLESS, ESQUIRE,**  
**Chair**

**HANOVER TOWNSHIP, NORTHAMPTON COUNTY  
RESOLUTION 2024 - 23**

**A RESOLUTION OF HANOVER TOWNSHIP, NORTHAMPTON COUNTY, PENNSYLVANIA,  
PERMITTING THE DISPOSAL OF MUNICIPAL ASSETS**

**WHEREAS**, Hanover Township owns assets to perform the general operational functions of a municipal government; and

**WHEREAS**, from time to time these assets become expendable due to the cost of repair; and

**WHEREAS**, the Township wishes to dispose of these assets with value, through posted public bidding, sealed bid, or auction for listed items; and

**WHEREAS**, the Township wishes to properly dispose of property having value.

ITEMS

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2001	Spartan	Fire Truck	VIN: 4S7AU40982C040437
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**NOW THEREFORE, BE IT RESOLVED AND IT IS HEREWITH RESOLVED**, as follows:

SECTION I. All “whereas” clauses are incorporated herein by reference.

SECTION II. The following is a list of property, with no value, that is to be properly disposed of:

APPROVED AND ADOPTED as a Resolution of the Township of Hanover this 23<sup>RD</sup> day of July 2024.

ATTEST:

HANOVER TOWNSHIP  
BOARD OF SUPERVISORS

By: \_\_\_\_\_  
Beth Bucko, Secretary  
Board of Supervisors

By: \_\_\_\_\_  
Susan A. Lawless, Esq., Chair  
Board of Supervisors



**BOARD OF SUPERVISORS**  
*Hanover Township Northampton County*  
3630 Jacksonville Road  
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610.866.1140  
Fax 610.758.9116

Susan A. Lawless, Esq., Chair  
908.963.6085

Jean Versteeg, Vice Chair  
610.739.8369

John N. Diacogiannis  
610.865.4410

Michael J. Prendeville  
484.788.8403

Stephen M. Gross  
484.553.8940

Mark L. Hudson  
Township Manager

Beth A. Bucko  
Township Treasurer

Kimberly R. Lymanstall  
Township Secretary

<http://www.hanovertwp-nc.org>

[hanover@hanovertwp-nc.org](mailto:hanover@hanovertwp-nc.org)

September 10, 2024

SUBJECT: 2025 Minimum Municipal Obligation

For the Retirement Plan for Employees of Township of Hanover

TO: Board of Supervisors

FROM: Beth A. Bucko, Chief Administrative Officer

Act 205 of 1984 requires that the “chief administrative officer” of the pension plan inform the “governing board” of the municipality of the Minimum Municipal Obligation for the following year by the last business day in September. This memo, provided under the guidance of Foster & Foster Company (our plans actuary), is intended to satisfy this legal requirement. Questions on our pension costs can either be addressed to me or Foster & Foster Company at 610-435-9577.

The calculation of the 2025 Minimum Municipal Obligation requires several assumptions relating to projected payroll. The attached 2025 Minimum Municipal Obligation certification details this determination.

**RETIREMENT PLAN FOR EMPLOYEES OF  
TOWNSHIP OF HANOVER  
WORKSHEET FOR 2025 MMO**

1. TOTAL ANNUAL PAYROLL (W-2 payroll for 2024)	\$ 559,372.59
2. TOTAL NORMAL COST PERCENTAGE	11.76%
3. TOTAL NORMAL COST (Item 1 x Item 2)	\$ 65,782.21
4. TOTAL AMORTIZATION REQUIREMENT	\$ 278,426
5. TOTAL ADMINISTRATIVE EXPENSES (Estimated based on recent experience)	\$ 0
6. TOTAL FINANCIAL REQUIREMENTS (Item 3 + Item 4 + Item 5)	\$ 344,208.21
7. TOTAL MEMBER CONTRIBUTIONS (Member Contribution Rate x Item 1)	\$ 0
8. FUNDING ADJUSTMENT	\$ 0
9. MINIMUM MUNICIPAL OBLIGATION (Item 6 - Item 7 - Item 8)	\$ 344,208.21

  
\_\_\_\_\_  
Signature of Chief Administrative Officer

9/10/2024  
\_\_\_\_\_  
Date Certified to Governing Body

**Note: The 2025 Minimum Municipal Obligation is based on the most recent Actuarial Valuation Report on January 1, 2023.**



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Susan A. Lawless, Esq., Chair  
908.963.6085

Jean Versteeg, Vice Chair  
610.739.8369

John N. Diacogiannis  
610.865.4410

Michael J. Prendeville  
484.788.8403

Stephen M. Gross  
484.553.8940

Mark L. Hudson  
Township Manager

Beth A. Bucko  
Township Treasurer

Kimberly R. Lymanstall  
Township Secretary

<http://www.hanovertwp-nc.org>

[hanover@hanovertwp-nc.org](mailto:hanover@hanovertwp-nc.org)

September 10, 2024

SUBJECT: 2025 Minimum Municipal Obligation

For the Non-Uniformed Employees' Money Purchase Pension Plan

TO: Board of Supervisors

FROM: Beth A. Bucko, Chief Administrative Officer

Act 205 of 1984 requires that the "chief administrative officer" of the pension plan inform the "governing board" of the municipality of the Minimum Municipal Obligation for the following year by the last business day in September. This memo, provided under the guidance of Foster & Foster (our plans actuary), is intended to satisfy this legal requirement. Questions on our pension costs can either be addressed to me or Foster & Foster Company at 610-435-9577.

The calculation of the 2025 Minimum Municipal Obligation requires several assumptions relating to projected payroll. The attached 2025 Minimum Municipal Obligation certification details this determination.

HANOVER TOWNSHIP  
NON-UNIFORMED EMPLOYEES'  
MONEY PURCHASE PENSION PLAN  
WORKSHEET FOR 2025 MMO

- |  |                 |
|--|-----------------|
| 1. TOTAL ANNUAL PAYROLL<br>(Estimated W-2 payroll for 2025)                | \$ 1,117,805.55 |
| 2. TOTAL NORMAL COST PERCENTAGE  | 6.00%           |
| 3. TOTAL NORMAL COST<br>(Item 1 x Item 2)                                  | \$ 67,068.33    |
| 4. TOTAL ADMINISTRATIVE EXPENSES<br>(Estimated based on recent experience) | \$ 0            |
| 5. TOTAL FINANCIAL REQUIREMENTS<br>(Item 3 + Item 4)                       | \$ 67,068.33    |
| 6. FORFEITURES APPLIED TO REDUCE<br>EMPLOYER CONTRIBUTIONS                 | \$ 0            |
| 7. MINIMUM MUNICIPAL OBLIGATION<br>(Item 5 - Item 6)                       | \$ 67,068.33    |



Signature of Chief Administrative Officer

9/10/2024

Date Certified to Governing Body