

HANOVER TOWNSHIP, LEHIGH COUNTY
REGULAR COUNCIL MEETING

September 18, 2019
7:30 P.M.

Present: Councilmen Lawlor, Paulus, Tocci, Woolley; J. Jackson Eaton, III,
Esquire; Al Kortze, P.E.; Christopher Garges; Vicky Roth

Absent: Heimbecker

Attendance: 7

Courtesy of the Floor:

Ellie McCafferty of 2074 Troxell Street approached the Board. Her husband Danny was also present. She wanted to speak to Council regarding the restoration on Troxell Street and the curb situation and water damage that goes down to the end of the street. Mrs. McCafferty provided Christopher Garges, Township Manager, with pictures. Mrs. McCafferty went out during several rain storms and took pictures of what happens at the lower end of Troxell Street, in particular, in front of their residence. Mrs. McCafferty wanted the Council and Township Engineer to know if they are going to discuss anything about what's going to happen with the roadway and any changes at that lower end with curbing, that they talk with her and her husband about their thoughts so they are not blindsided. She feels nothing will change and you can see the deterioration of their curbing where the water rushes down during a heavy rain storm. Mr. Garges told Mrs. McCafferty that he responded to her via email at 9:00 a.m. on Friday after she had sent the pictures to him. He went over the pictures with the Township's Public Works Supervisor. What they saw wasn't anything out of the ordinary of what they would expect to see at their location and during a rain event. At this time, Mrs. McCafferty shared her pictures with the Council. Chairman Paulus said when the Township looked at doing sewer on Troxell Street about 18 years ago and the cost was really up there and the Township decided not to do it, at that time the engineering firm said that the Troxell Street is just a nice flow and when it flows down Troxell it goes right across Catasauqua Road and right into the Bethlehem storm sewer. It was their recommendation at the time that it was good. A discussion followed. Mrs. McCafferty said it's disheartening and she doesn't understand why storm drains were put up at the park and not at the lower end of Troxell Street which needed it. Mr. Paulus said that was the Engineer's request at that time to alleviate flooding up there into the park and it also took away from a lot of the Troxell flow. Mrs. McCafferty wanted the Township to talk to the residents that were impacted. Her understanding is that there has been talk about grading the roadway and asked if that is still in place for the lower end of Troxell. Mr. Garges replied that the Township will be doing a reconstruction of the roadway and the Township Engineer will make an evaluation at that time. A discussion followed.

Dan McCafferty asked the Board what is taking place where they are bringing in heavy equipment and parking it at Dr. Solomon's. Mr. Garges replied it's for the Sanitary Sewer Replacement Project in front of the Valley Plaza Shopping Center. They are setting up the staging equipment. Mr. McCafferty questioned the green markings. Mr.

Garges said those are PA-One Call markings so the contractor doing the work knows where all the underground utilities are.

Jennifer Tropeano approached Council and said she is from Embassy Bank and has rented the Canal Park pavilion for Saturday, September 28. She is requesting that their sunset hour be extended to 8:00 from 7:00. Mr. Paulus said the serving of alcohol must stop at the sunset hour of 7:00 p.m. with cleanup by 8:00 p.m.

Motion: I move we allow Embassy Bank to extend their sunset hour one hour from 7:00 p.m. until 8:00 p.m.

Paulus, Lawlor: Moved and Seconded
Lawlor, Tocci, Woolley, Paulus:

Aye Unan.

Approval of Minutes: September 4, 2019 Regular Council Meeting

Motion: I move we waive the reading of the September 4, 2019 Regular Council Meeting Minutes and accept same as presented.

Paulus, Woolley: Moved and Seconded
Heimbecker, Lawlor, Tocci, Woolley:
Paulus:

Aye
Abstained

Reports:

1. Christopher J. Garges
Township Manager

1. Mr. Garges gave an update regarding Lehigh Valley Planning Commission's Future LV. LVPC has released Future LV, which is the updated Comprehensive Plan for the Lehigh Valley, in draft form. LVPC performed a 90-minute presentation of Future LV, which the Township hosted at the Township Building last evening from 6:00 – 7:30 p.m. and there were approximately 12 attendees. It's a change from over the years in the way they prepared it, the way they are going to do reviews going forward with subdivisions and land developments, and make recommendations. Mr. Garges said it was an informative gathering.

2. Trick or Treat Night has been designated for Friday, October 25 from 6:00 – 8:00 p.m. in Hanover Township, Lehigh County. If Council so desires, staff will post it to the Township's website and social media.

Motion: I move that Hanover Township, Lehigh County, Trick or Treat Night has been designated for Friday, October 25, 2019 from 6:00 – 8:00 p.m., rain or shine.

Paulus, Lawlor: Moved and Seconded
Lawlor, Tocci, Woolley, Paulus:

Aye Unan.

3. The 2020 Budget preparation is under way. It will be submitted to Council on or before October 1. Mr. Garges said he would like to schedule October 16 and November 6 hearings at 6:30 p.m. with a final adoption of the Budget on December 4, 2019. They are on Council Meeting nights and would hold a special meeting for the Budget hearings one hour prior to Council's Regular meetings. Council agreed on the scheduled dates.

4. The Township received a reimbursement check for \$2,600 from the Pennsylvania Municipal League for the summer intern. The Township is in the process of securing the reimbursement for the \$7,500 grant for the Township's electric car.

Councilman Tocci said that a couple of his neighbors were asking what the parameters were for the mini mobile that went in regarding the hours. There are some concerns about the trucks. Mr. Garges said he will look into it and email Mr. Tocci with more information. Mr. Tocci also asked Mr. Garges if he could find out the weekend hours. Mr. Tocci said the neighbors had understood operations were only Monday through Friday and there was activity on Saturday. Mr. Garges said they will have to look at what they were doing as site work. Part of their agreement was that they would clean up around the property, put in some landscaping and fencing. Mr. Garges knows they were working on some of that. If they are working on that, it would not fall under the normal operating hours. It should be a short-term thing. Mr. Garges will email the Decision for Mr. Tocci to review.

Mr. Tocci also asked if the Township has heard back from PennDOT on the banning of trucks on Middle Lloyd. Has there been any progress? Mr. Garges replied that they reached out to PennDOT to let them know the signs were going up at that location. PennDOT said the Township is not allowed to put their signs on their road and they recommended the Township put their signs on their road and make them bigger. In Mr. Garges' opinion, if a truck is already making a turning movement, once they see the sign and they are in the middle of Airport Road, the Township will have a dangerous situation. The Township Engineer's office was going to reach out to PennDOT's traffic people and try and make some headway there.

2. Al Kortze, P.E.
Township Engineer

1. Mr. Kortze said following up on the truck issue, they took a look at the area out there and put together a plan showing where they thought the signs should go. Based on previous situations they've had in other municipalities; they have allowed those townships to place signs on state roads in advance where a truck would make a turn. Mr. Kortze does not know where the mindset and philosophy changed. But, when you go northbound on Airport Road approaching Lloyd Street, there is plenty of distance. There isn't a whole lot of sign pollution that the sign can be placed on the shoulder or where there is the eight-foot concrete median where there is already a sign. It would be easy enough to place a sign on that median before the turn lane. You want to let the truck driver know they can't take that left turn before they get into

that lane. Coming southbound there is no way they would be able to see the sign because of the grade drop. There are plenty of good areas there to put the signs. There aren't a lot of signs there now. Mr. Kortze said his office put a sketch together but hasn't heard back from the PennDOT sign person. He said he will keep pushing them. It's not acceptable to have the signs on Lloyd Street.

2. Mr. Kortze asked Council for their authorization to prepare the specs to advertise for bids for the Troxell neighborhood curb replacement project.

Motion: I move that Council authorize Keystone Consulting Engineers to prepare the specs to advertise for bids for the Troxell neighborhood curb replacement project.

Paulus, Woolley: Moved and Seconded

Lawlor, Tocci, Woolley, Paulus:

Aye

Unan.

3. Mr. Kortze said that at the last meeting he was asked to look into costs and types of units for the speed digital devices. The one company that he had worked with for another municipality is called The Land City and they have 14" solar amber radar speed signs and they do have the message display underneath that can be programmed to say either "Slow Down", "Thank You", etc. Mr. Kortze received an official quote from the supplier. He estimated \$3,500 for each sign and their quote came in for two signs for \$5,800, which is a special they are having. Mr. Kortze said that at this price it would be worthwhile if Council looks at purchasing two signs and they could be placed at two separate locations. To get the signs up legally, the Township would have to get a temporary permit from PennDOT which is a year-to-year type permit and specify on the permit where the Township will place the signs and what roads. It is fairly straightforward to get that permit. Once the Township acquires the permit, they can put up the digital signs and move them weekly or monthly or leave them where they are at for the entire year which would be up to Council's discretion. Mr. Kortze said Council had asked what they look at. He showed them pictures of the ones that Lower Nazareth has. Mr. Paulus suggested that the Township get a few more quotes and then decide. Mr. Kortze will get some other quotes and bring them back to Council for their decision. A discussion followed.

Mr. Eaton followed up with saying that he thought the levels are if it's below the amount of \$10,600, the Township can just do the contract. They won't need to get additional quotes. If it is above this amount, up to \$18,500, you need to get telephone quotes. If the quote comes in under \$10,600, the Township is not required to get additional quotes. Mr. Paulus said they want the additional quotes for their own comparison.

3. J. Jackson Eaton, III, Esquire
Township Attorney

1. Mr. Eaton said that Council had previously approved by Resolution as they normally do for contracts the Multi Municipal Agreement to do a Joint Comprehensive Plan and since determined that under the state local government

Code, which is comprised of all the municipalities, they encourage cooperative agreement between municipalities but those contracts need to be done by ordinance. Mr. Eaton has given Council an Ordinance with Exhibit "A" attached. It is the same contract that Council approved previously by Resolution. This evening it is just an introduction and it needs to be approved by Ordinance, Bill No. 2019-08.

4. Maintenance Report (Written)

5. Storm Water Issues (None)

6. Fire Company Report (Written)

1. Garren Knoll, Fire Chief, was in attendance this evening to give the Board an update on the fire company. As of the end of last month, they've hit the 224 mark of calls in the Township. Some of the calls are part of the Mutual Aid where they assist other fire companies which is about one-half dozen throughout the year to present. They had 37 incidents this past month meaning they are averaging more than one per day. Some included a helicopter accident in the Township and an electrocution. Han-Le-Co is stepping up with training. They have opened up classes to surrounding fire departments. They had a PPL class last week where PPL came to Han-Le-Co and put on a big demonstration. They had 50 individuals attend from other fire companies. Mr. Knoll said the fire company is also working with Lehigh Valley International Airport regarding training. They have an airplane that they offered allowing Han-Le-Co to do some rescue training and cut it apart which is an unusual thing. One of his Assistant Chiefs has put together a couple of classes for everyone to come to their classroom and update their training. Mr. Knoll wanted Council to know that Han-Le-Co is still thriving.

7. Code Enforcement Report (Written)

8. Treasurer's Report (Written)

Motion: I move we accept the computer printouts dated September 18, 2019, for the General Fund Account, Capital Reserve Account, Escrow Account, Liquid Fuels Account, Sewer Account and Water Account subject to audit.

Paulus, Lawlor: Moved and Seconded

Lawlor, Tocci, Woolley, Paulus:

Aye

Unan.

9. Building Inspector's Report (Written)

Mrs. McCafferty approached Council to say that there are large trees in the neighborhood and most recently they had an incident where there was a large branch that came down from a tree onto the street. She, personally, did not make any calls to anyone but she knows that the resident did not remove the large branch. It is concerning to her that someone might hit it and end up in their driveway or hitting one of their cars. The debris was not removed until it got to be dusk. Her concern is what can be done or what is the property owner's responsibility when something like

that happens. Mr. Paulus replied that if there are branches on the roads during normal Township business hours, Public Works will push it back out of the way without a doubt. If it happens on the weekend, it is the homeowner's responsibility. Mrs. McCafferty asked if a letter could go out to the residents informing them of that. She is acting as a concerned citizen. Mr. Garges said if it is an immediate emergency the resident should call 911. What he recommends in a situation like this one is to call the county non-emergency number. The county has all the dispatch information for the Township's Public Works, Code Enforcement and Fire Company. They would most likely contact the Township's Public Works Supervisor and he would dispatch someone out. Even if it was on a weekend and a branch is blocking half the roadway, then someone from the Township would be dispatched out to remove the blockage from the roadway. Mr. Garges said there is contact information on the Township's website Code Enforcement and Public Works. Mrs. McCafferty said she didn't know Code Enforcement could be called. Mr. Garges said if they are on duty and are called out, they would come out and evaluate the situation and they know who to call out. A discussion ensued. Mr. Eaton said he believes the residents should follow the guidance of the Township Manager and call the Township officials first before there is any kind of direction for residents to do work in the public streets. It's one thing if there is a small branch and you can pull it back, but something that needs more attention should go through the Township officials. Mr. Garges said there could be a live electrical wire. He said there needs to be someone there to evaluate certain situations. Mr. Eaton doesn't recommend that the Township should send letters to residents instructing them to clean their streets and then something would happen. Mr. Paulus said he agrees with Mr. Eaton. The Township can't take the chance that if something were to go wrong, the resident could go back to the them and say that the Township told them to do it in a letter. The Township will clean it up, but not tell the residents that they have too.

Unfinished Business: None.

New Business:

1. MMO Minimum Municipal Obligation Report (Review and Discussion)

Mr. Garges said per Act 205 of 1984 requires that the Administration notify the governing body of what the Township's minimum obligation is for next year's pension. Mr. Garges included in the packet the memo that would get sent back and the worksheet that gets sent back to PMRS, which is the Township's pension holder. Mr. Garges also included in the packet a summary from 2011 through 2018 of what the Township has paid out with their pension contributions and then what the Township has received back via dividend. These minimum municipal obligations come out quarterly to PMRS and then at the end of the year the Township receives a reimbursement for a percentage of that. For instance, for 2018, the Township paid \$39,688 total into the pension and they received a credit back of \$33,586. The net cost to the Township on \$439,000 worth of payroll was \$6,000. The Township's MMO for next year is estimated at \$51,597. Mr. Paulus said that is not a bad deal.

Payment of Bills:

Motion: I move Council authorize payment of Payroll (08/23/2019), Payroll (09/06/2019); Voucher Nos. 24636-24648 (Prepays), Voucher Nos. 24649-24690, from the General Fund Account in the amount of \$382,523.34; Voucher Nos. 171 from the Liquid Fuels Account in the amount of \$5,500.55; Voucher Nos. 4452-4453 from Capital Reserve in the amount of \$10,277.50; Voucher Nos. 4859-4878 (Prepays), Voucher Nos. 4879-4880 from the Escrow Account in the amount of \$29,316.25; Voucher Nos. 4314-4315 (Prepaid), Voucher Nos. 4316-4320 from the Water Account in the amount of \$63,128.61; Voucher Nos. 5776-5777 (Prepays), Voucher Nos. 5778-5786 from the Sewer Account in the amount of \$35,752.38 for a Grand Total Expenditure of \$526,498.63.

Paulus, Woolley: Moved and Seconded
Lawlor, Tocci, Woolley, Paulus:

Aye

Unan.

Courtesy of the Floor:

Adjournment:

The meeting was adjourned at 8:18 P.M.

Respectfully submitted,

Christopher J. Garges
Township Manager