

HANOVER TOWNSHIP, LEHIGH COUNTY
REGULAR COUNCIL MEETING

March 20, 2019
7:30 P.M.

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

Absent: 0

Attendance: 7

Courtesy of the Floor:

Margaret Hess of 2251 Irma Drive in the Township addressed the Board. She told Council that she and the neighbors have had several discussions and were wondering what would happen if the Homeowner's Association dissolved? She wanted to know if the Township would take over the responsibilities that the Association had and what would happen to the parking lot and maintenance of everything. Mrs. Hess wanted to know if the Township would raise the taxes to cover costs. She said she's been thinking on this for quite a while. She also noticed that the sinkholes seem to be coming closer together and the Association dues keep rising and residents are struggling to pay them. Mrs. Hess wondered how different it would be if the Township stepped in. Chairman Paulus thanked Mrs. Hess for bringing her concern to them and they will take it under advisement.

County Executor, Philip Armstrong, addressed the Board. He said once a year, he will get out to every single municipal meeting. He just wants to observe and get informed on what's going on in Hanover Township and answer questions that the Board may have. Mr. Armstrong said he thinks the County has to be more involved with all the municipalities. He said several years ago, the County tried to move one of their meetings to different spots to get other individuals involved and that went over like a lead balloon. Mr. Armstrong said instead of moving their meeting he moves himself. He said it's very interesting to go to all the municipal meetings, listen to what is going on, particular problems and sometimes he can help and sometimes he can't. Mr. Armstrong said he is always willing to do whatever he can to help anyone out. Councilman Heimbecker said he attended the last dinner held with all the Township Supervisors and he thanked Mr. Armstrong for being in attendance at that dinner. Mr. Heimbecker told Mr. Armstrong that he gave a nice presentation. Mr. Heimbecker said if Mr. Armstrong recalls, Hanover Township took the lead on the Pennsylvania State Association of Township Supervisors (PSATS) Convention in putting together a lovely gift basket from the entire Lehigh County. To date, Hanover Township is the only municipality participating. Mr. Heimbecker asked Mr. Armstrong if he wouldn't mind talking to the Secretary at Heidelberg Township since he's left several messages. Hanover Township is not crying poor mouth, but is looking for some participation from other municipalities. Mr. Armstrong said he will make a note to call her tomorrow. Mr. Heimbecker wanted Council to know that Anna Wegfahrt, Receptionist for the Township, who is also an excellent photographer, took a picture of one of Lehigh County's famous roosters and put

it on canvas and embellished it and called it the Holy Roaster. Mr. Heimbecker told Mr. Armstrong that he will see it out at PSATS and that it is glorious. Mr. Armstrong clarified with Mr. Heimbecker that he wanted him to contact the Secretary for Heidelberg Township who in turn contacts all the local municipalities so she can ask them to participate in the gift basket from Lehigh County at the PSATS Convention. Mr. Armstrong said he can also discuss this with Frank Kane. Mr. Armstrong said they have a nice Lehigh County Centennial banner and a book that was written on the history of Lehigh County and wanted to know if they could drop them off at the Township Building. Mr. Heimbecker mentioned that Jackson Eaton's firm, Gross, McGinley, contributed a booklet from the Historical Society. Chairman Paulus said a good idea would be to get businesses in the County to contribute to the basket. Mr. Armstrong said as of last Friday, they have on the County webpage a special section from the Public Information Officer who will be posting on the County website anything they need to get across to individuals. Mr. Armstrong gave Vicky Roth, Township Clerk, his email and asked her to send him the information so he could follow up on it. He will make sure the information gets on their website and he will drop off a banner and history book to the Township Building. Mr. Heimbecker said he would appreciate it. Mr. Armstrong said these are the little things that make a difference. Mr. Garges, Township Manager, commented that he really likes the Friday video updates that Mr. Armstrong and an assistant put together to inform people of what's happening or coming up. Mr. Armstrong said they also bring in guests. This week's guest is the Street Doctor from Allentown who works for the Lehigh Valley Hospital. He was on their 100-day challenge to solve the homeless problem. They've brought in Kathy Kellard from Arts Quest. He said Arts Quest is considered Northampton County, but it's actually half Bethlehem, the part that's in Lehigh County. They are going to run a Sangria Fest in Macungie Park this summer. Mr. Armstrong said they are getting them to do some things on this side of the river and hopefully if this works, they can move some events up north and move some around. Mr. Heimbecker said that the Township has two lovely parks and they are invited to them. Mr. Armstrong said it's a start. The Board thanked him and Mr. Heimbecker thanked him for being visible.

Approval of Minutes: March 6, 2019 Regular Council Meeting

Motion: I move we waive the reading of the Minutes of the March 6, 2019
Regular Council Meeting and accept same as presented.

Paulus, Heimbecker: Moved and Seconded

Heimbecker, Lawlor, Tocci, Woolley, Paulus:

Aye

Unan.

Reports:

1. Christopher J. Garges
Township Manager

Mr. Garges told Council that for this Agenda packet he included an overview of his items which he previously has not done. Council will find a brief list in their packets of what he was going to review with them as. They are as follows:

A. Council will see an email from Carey Furlow to Mr. Garges which is included in their packets regarding the USDA Wildlife Services. They contacted Jeff Mouer, Public Works Maintenance Supervisor, and told him that they were contacted by the Airport regarding a geese issue in the flight path. They reached out to Mr. Mouer to obtain permission to treat the geese in Canal Park. Mr. Mouer will give Council an overview of what their discussion was. Basically, what they are looking for is permission where the Township would have to execute a form for them to enter the Township's property on Canal Park to treat the geese.

Mr. Mouer addressed Council and told them that the Airport is required by the Federal Aviation Administration (FAA) to address potential threats to life and flights that could cause life. The USDA is involved because it's wildlife. There is an officer that is assigned to the Airport full-time. He travels to Braden and Queen City and not at the Airport all the time but most of the time. As Mr. Garges said, the Airport contacted Mr. Mouer to let him know they identified an issue with the Canadian geese roosting down at Canal Park. It's within 10,000 feet of the Airport which gives them jurisdiction to do something about the wildlife. And being that it fits into that criteria, his plan is to visit Canal Park once every ten days and maybe even more at this time of the year. They try to find the nests of the geese and place corn oil on the eggs. That will prevent the eggs from breathing which will essentially disassemble the egg and control the population. Mr. Mouer said this is a practice that happens all over. He said the theory behind this is the Mother Goose feels that the eggs aren't working right here so the Mother Goose goes somewhere else. Mr. Mouer said the corn oil does not affect any other wildlife, the lake or anything else around the park. It is just controlling the eggs. Eventually, with the other wildlife, they will get to the eggs and the eggs will disappear through the cycle of life. The other end of this is harassment of the geese, which is stated in Mr. Furlow's letter. This is accomplished by pyrotechnics. When we hear a bang from our offices every now and then, they are over here shooting a bottle rocket into the air to spook them. This is another form of keeping the geese moving. What Mr. Furlow is looking to do, is to get permission to perform these two acts at Canal Park to protect the flight path. Mr. Mouer said as a follow-up to a previous discussion with Mr. Tocci regarding the large amounts of crows in his area, Mr. Furlow is trying to get together a potential management group together in Lehigh County, since most of the issues are in Lehigh County to try to figure out how to control the crows. Mr. Furlow basically said you can't. You can harass them and they'll go away, but most likely come back. It's all based on food, area, and weather. They seem to like the Lehigh Valley. Mr. Furlow said it's within the flight path and he will harass them when he can. He is not disregarding it but trying to lean more to the potential management group to try and figure out a way to prevent it. Mr. Mouer said they've tried as a Public Works Department to put down grit along the trail, but once it rains it disappears. There is only so much they can harass, themselves. Chairman Paulus said the Council was all in agreement to move forward with this and told Mr. Mouer to do whatever necessary to get this accomplished. A discussed followed.

B. Mr. Garges said he and Mr. Paulus attended the Lehigh County COG meeting on Tuesday, March 12. The main topics included that he and Mr. Paulus thought were very beneficial were a bunch of presentations from Department of Conservation and Natural Resources (DCNR) and Department of Community and Economic

Development (DCED) about grants and technics for applying for grants and what grants are open, as well as updates on West Nile/Vector control and Spotted Lanternfly programs from Lehigh County Conservation District (LCCD), which Mr. Mouer has reached out to. They have new materials available. They are not actually physically available yet, i.e. bands for the trees and public information card for scraping eggs this time of year, etc.

C. Mr. Garges gave Council a follow-up on the timeframe for the Troxell Street Geophysical Study. Jackson Eaton's, Township Attorney, office reviewed the contract and they are in the process of getting it ironed out. They said they are about two to three weeks out. Mr. Garges said he doesn't have a firm date as of yet, but they should be able to start the borings within two to three weeks. While discussing a road project, Mr. Garges mentioned that previously he mentioned a right-of-way permit for Postal Rd. for a road closure over last weekend. That took place last weekend and is done. There were no issues. The road has been paved and opened.

D. Mr. Garges reported that 1660 N. Irving Street is a residential property which sanitary sewer was connected somewhere around 1998 and has not been billed. He and Mr. Mouer along with Township Engineer were looking at Allendale Apartments which is just behind this property and they happened to notice on the GIS lateral to the property. Somehow, and they are not sure, when this property was connected it was not entered into the Township's billing system. They have been paying for water but not sewer since 1998. Mr. Garges said they took the water consumption for that property and basically went back six years, which is the statute of limitation for collections, which Mr. Eaton confirmed. Based off of that, they totaled the amount of what would be owed there. Mr. Garges said he is bringing this to Council's attention because it is their decision if they want to pick up and just start billing now or do they want to go back after any billings that weren't collected and how far back do they want to go. Mr. Garges said they are also able to collect it over a payment period spread out over a period of time. Mr. Garges said if Council will notice, he spread out the previous six years by consumption and rates over those years and then the total amount that would be owing to the Township. Mr. Garges is looking to Council where they would stand as far as what they would like the Township to go back and collect, if anything; and, if not, they are now in the Township's billing system and will be billed for sewer going forward. Councilman Lawlor asked if they have been the same occupant since 1998. Mr. Garges said as far as he knows, yes, they have been. Councilman Woolley asked who made the mistake that it wasn't put into the system. Mr. Garges replied that they don't know. Mr. Woolley asked if it was potentially by the homeowner. Mr. Lawlor said he doesn't think it would have been the homeowner's mistake. Mr. Garges said he couldn't say who made the mistake. Mr. Garges said that a letter was sent to homeowner. Mr. Mouer went out and performed a dye test to confirm that it is connected. Mr. Garges said the resident stated that it had been connected since 1998. Mr. Paulus said the homeowner admitted that they knew they were connected. Prior to being connected, they were septic. Mr. Mouer said when the homeowner bought the home, they said the septic system failed and got connected. Mr. Tocci asked how far apart can the payments be spread out. Mr. Garges said they would have to approach the resident and work something out with them. He said that the Township's Ordinance allows for payments to spread out. Mr. Paulus stated that the homeowners had sewer for 21

years free and the Township can charge for six of those years. A discussion followed. Mr. Eaton said repayment would be without interest or penalties. Council was all in agreement to move forward with billing the homeowner for six years and working out a payment plan.

E. Mr. Garges brought up two new reports that Council will start receiving in their packets once per month. Council will see, following the Manager's Report, a Treasurer's Report 2019 on one page and the second page is monthly Building Permits. Mr. Garges is attempting to give to Council a bigger picture summary of where the Township stands from a cash balance standpoint, from an interest standpoint, and budgeted revenue and expenditure standpoint. Every month they will see information added to these reports. Within the actual Treasurer's Report, there is still the same background information that was provided to Council previously so they would have the breakdown to see what all the individual components were. This is meant to be a bigger picture that Council can look at quickly and understand where each of the accounts fall. Mr. Garges reviewed the breakdown of the reports with Council. He also wanted to give Council a glimpse in the Township's MuniLogic program. One of the things Mr. Garges wanted from this program once the program was up and running was an easy Permit Log that staff would be able to print out and add to the Building Inspector's Report. Mr. Garges has included February's in Council's packets. Council will be able to see the permits issued, the types of permits, addresses, etc. Council will be seeing every month as well with the Building Inspector's Report. Council as a whole was positive about receiving these additional reports.

F. Mr. Garges gave Council an update on a submission received on March 13, 2019 for the April 16, 2019 Planning Commission meeting by GoodMac Properties for the Middle Lloyd property that straddles Allentown and Hanover which includes apartments and commercial and fronts American Parkway. They had come to the Township for some formal discussions and the Township received a formal submission. It will require rezoning. The Township received a sketch but it is not a formal Land Development Application. It is also scheduled for April 9, 2019 with the City of Allentown Planning Commission meeting at 12:15 at City Hall. If Council would like to attend that meeting, they are welcome to do so. Mr. Tocci asked if this is a continuation of the last presentation. Mr. Garges replied that the Allentown one was discussed at a meeting which would make it a continuation, but it was also a sketch and it went before the Township's Planning Commission but never made it for discussion before the Council. Mr. Tocci asked if it's based on the same sketch they received for Planning. Mr. Garges replied, exactly.

G. Mr. Garges said that the Auditor has prepared and filed the DCED financial report. It is scheduled to be published in the Morning Call. He provided a copy in Council's packets for their information. As Council will recall, this is the DCED report that is required by the end of the month. The full-blown Audit Report, itself, is later this summer.

H. Mr. Garges gave Council an update regarding Sewer Capital Project titled Valley Plaza Sewer Main Replacement that is scheduled for this year. The line was inspected via video and the Township Engineer's office has made recommendations

and they are included in Council's packets. In a nutshell, the Township Engineer's office is recommending that the Township has two to four more years of use of those pipes in perfect condition. There is always a clog that could occur or a root. They are recommending; and, if Council agrees the project can be put off and try to allow the property owner to get as much use out of their new paving as possible. If the Township goes this route, they recommended two other projects that can be done to fill the gap this year for the planned Capital Expenditures for Sewer Upgrades. One would be manhole work that would pick up from this proposed project and tie into where the Township ties into Bethlehem Sewer which is in the Catasauqua Road area near Troxell Street. The other piece would be a repair that they just found out is needed to manhole #1 right out by the pump station at the Township Building from some shifting that's occurred to the manhole. The estimated cost for manhole #1 is in the \$85,000 to \$100,000 range and the estimated price for the sewer at Catasauqua Road is between \$200,000 and \$250,000, which is less than what was budgeted for the Valley Plaza project, but this will carry some of the projects forward. Mr. Heimbecker asked how a manhole settles six to ten inches for an unknown reason. Al Kortze, Township Engineer, replied that there could be a sinkhole underneath or something of that nature. He said it seems to be a little more settlement than you would normally expect. If there was settlement to the backfill, there could have been rock underneath and there was settlement under there that could have been a sinkhole. At this time, he won't be sure until it's dug up and replaced. Mr. Heimbecker asked how long has the manhole been in place and what needs to be done to remediate when it's dug up. Do you take the manhole out and put another one in. Mr. Kortze replied that he thinks the manhole would need to be replaced. Mr. Kortze also said they would take a look, dig a little deeper below to see if it was poorly consolidated soils or if there is a void underneath. And if there is a void, you would need to put in flowable fill or maybe in this case since it's so deep, one of the recommendations was to just pouring a concrete pad like a footing and have it sit on top of that. Mr. Heimbecker asked if this is work right outside the Municipal Building on the same Airport Road that's going to be worked on over the next summer. Mr. Mouer said it would be between the Township's fence area and the pump station. Mr. Garges said it's in the grassy area, not in the roadway. Mr. Garges asked Mr. Kortze if he anticipates that this work would be out in the roadway. Mr. Kortze replied that it wouldn't have any impact on what is anticipated to be done with the Airport Road project. Mr. Garges said if Council is in agreement, they would switch gears and get these two projects ready to bid and get them going as soon as possible. Another matter that Mr. Garges and Mr. Kortze discussed was that all the bid specs for Valley Plaza are nearly complete. If the Township decides to shelf that, Mr. Kortze recommends to finish those specs so that even if something were to happen in the meantime, they can be pulled off the shelf and bid it immediately. Mr. Kortze said as opposed to having something 80% to 90% complete, putting it away for a couple of years, you lose some of the intellectual process whenever you shelf it like that. This way, it will be done and ready to go. A discussion followed regarding the manhole project. Mr. Heimbecker would rather wait until the Airport Road project is done and then do the manhole repairs to not disturb either project. His concern is collateral damage. Mr. Garges asked Mr. Mouer if from a maintenance standpoint it's okay to wait. Is it something that the Township should do sooner rather than later? Mr. Mouer replied that the Township is not getting the proper flow from Airport Road in. They would have to go in every two months to suck it out, jet it to make sure there's

no collection of solids. Mr. Heimbecker asked how long has it been like this. Mr. Mouer said he didn't know for sure. They happened to come across it when they were doing the testing for the force main. Mr. Mouer said they've been watching it since December, 2018. Mr. Woolley asked where the exact location is. Mr. Mouer replied that it's about 20 feet from the pump house toward Airport Road. The manhole was part of the design. Mr. Woolley asked if it was there when the old Township building existed and Mr. Mouer replied, yes it was. Mr. Heimbecker has no objection to doing the first project at Catasauqua Rd. and Troxell St., but has reservations on the manhole at the Township's pump station off Airport Road. Mr. Paulus, Mr. Lawlor, Mr. Tocci and Mr. Woolley were in agreement to doing both projects.

I. Mr. Garges said last month the Board passed the Ordinance that allows fishing at Canal Park. Mr. Mouer ordered signs to post. Mr. Garges and Mr. Mouer met with Travis from the Boat Commission. He said as soon as the Township has the signs and is ready to proceed to let him know and he will begin enforcement. Mr. Heimbecker asked if the Township was planning to put any feeder fish in the lake. The Conservation Officer, Travis, educated Mr. Mouer and Mr. Garges on some matters that they need to be cautious with. Mr. Mouer said they will be watching it. There was recommendation of stocking the lake, but it won't take place this year.

2. Al Kortze, P.E.
Township Engineer

A. Mr. Kortze gave an update on B. Braun. Their contractor got a permit from Department of Environment Protection (DEP) to utilize a mobile crushing plant. He wasn't sure if they started yet. But, the purpose of it is not for rock, but primarily to break up the old foundation at the old Sure Fit building that they'll be working on. It will create dust and a lot of noise and you may hear some complaints. But they did get a DEP permit to operate it.

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

A. Mr. Eaton said he had nothing further to report on Willowbrook Road. Mr. Garges has been in touch with Rockefeller for a report and update on the project. Mr. Garges said they will be present at the Council Meeting on April 17 to update the Township on their construction schedule. Mr. Eaton has nothing further on the completion process of Willowbrook Rd. He made a call this week but has not heard back.

B. Mr. Eaton sent Council an email with regard to the Tax Appeal regarding the property for Lloyd Street Associates, LLC, 211 Lloyd Street. The Assessment had been at \$526,800. The School District appealed it and felt it should be higher. There is an agreement for settlement raising it from \$526,800 to \$802,500. It's an increase of over \$300,000 in the assessed value of the property. Mr. Eaton said that in these matters the Township doesn't really participate very much because the School District has the burden and Township follows their lead. He said they agreed to split expert fees for the appraisals based upon the various proportion of assessment

between Hanover, the School District and the County. Mr. Eaton's recommendation is to approve the settlement proposed for Lloyd Street Associates, LLC at 211 Lloyd Street for an assessed value of approximately \$802,500. He says approximately because if there is some minor change in it, he assumes that won't be a problem as they're processing the settlement documents.

Motion: I move that we accept the Township Attorney's recommendation to approve the settlement proposed for Lloyd Street Associates, LLC at 211 Lloyd Street for an assessed value of approximately \$802,500.

Paulus, Woolley: Moved and Seconded

Mr. Tocci asked Mr. Eaton what triggered the reassessment. Mr. Eaton replied that the School District monitors properties within its jurisdiction and if it feels something is substantially under assessed, it will file an appeal to raise the assessment. Mr. Paulus said it happens quite often when you have industrial parks and businesses. Mr. Tocci asked if what happened was that it was a new owner. Mr. Garges replied, yes, it changed hands this year. Mr. Eaton added that then there was a new price on record and that gave a good indication of the market price.

Heimbecker, Lawlor, Tocci, Woolley, Paulus: Aye Unan.

4. Maintenance Report (Written)

A. Mr. Mouer said earlier he briefly discussed the salt use for the winter. He is confident that the salt use is done for the season. They used approximately 150 tons of salt. He will be ordering the same for next year.

B. Mr. Mouer reported on some of the Capital Programs they are doing, i.e. gas meters, the pump houses and metering station are about 95% complete. They will be putting audible alarms in tomorrow and the meter technician who is doing all of the electronics will be at the Township on Friday. The meters are to protect the employees. Not that the Township is in any gas-type situations while working in there. At this time, Mr. Mouer directed Council to the pump station outside of the Municipal Building to a green light on the pump station building. He said that light is on all the time as long as the levels are acceptable. If the light goes yellow, and there are two sides of yellow. If it's at the low-end yellow, nothing happens, but if it gets to the high-end of yellow, the fans turn on automatically and evacuates the gases that are in there. If it gets to red, the fans are already running, and the employees will get a text message saying hazardous situation, don't enter, and the alarms will ring inside the building. The text messages only go to them from 6:00 a.m. until 6:00 p.m. It's up to the employees to know what the lights are if they need to go to the pump station at 2:00 a.m. for some reason. Mr. Mouer said they have wanted this for years and it's finally here. Maintenance personnel appreciate it and Mr. Mouer extended a thank you on behalf of the Public Works Department for getting it and protecting them. Mr. Mouer said there are definitely gases in there. They are visible in the copper and the wires, etc. Mr. Mouer said it's a pricey system but well worth the money. He said they bought portable meters for when they go in to the manholes, etc. and they do see

some reads, but not that high. Mr. Woolley said the employees' safety is important to Council.

C. Mr. Mouer reported that he took delivery of the new Utility truck that will be replacing the 2001 Ford. He said there is some warranty work that needs to go to the outfitter. It will not be on the road for at least another month or so until they put lights on and lettering, etc. Mr. Mouer is asking for permission of the sale of the 2001 Ford. It will go on Municibid. Mr. Mouer won't place it for bid until they receive the new truck back. With that said, there are other items that Mr. Garges brought up in the past that are not on Municibid as of yet. They found out that if they put a lot on from, in this case, Hanover Township, they get better dollars. Mr. Mouer is waiting until they have everything ready to go to bid and sell them all at once.

Motion: I move that we approve the sale of the 2001 Ford Utility Truck as presented by the Public Works Maintenance Supervisor.

Heimbecker, Paulus: Moved and Seconded

Mr. Woolley asked if the new one is the one that will have a crane. Mr. Mouer replied that it's supported to have a crane, but they don't have a use for two cranes so they didn't have it put on. But, at some point they could put one on. Mr. Woolley wasn't sure if the Township got rid of the one that had a crane on it and Mr. Mouer replied that the Township still has it.

D. Mr. Mouer said that street sweeping will be starting the 1st week of April and will run until the end of October every other week at different locations. Code Enforcement will be enforcing the parking regulations so the Township can maintain their MS4 compliance. Mr. Woolley said that a neighbor asked him if the Township was going to be picking up leaves and Mr. Mouer replied that the Township will pick up leaves in the fall.

E. Mr. Mouer is starting to set up his Capital Projects and Maintenance Projects for the summer. In reference to one of the Capital Projects that wasn't listed as a Capital, the prior Township Manager had requested to update the fountain at the Veteran's Memorial and Mr. Mouer has been working on it for a year and one-half and looking for something that would be proper, respectful, but at the same time, affordable. It's not around. Mr. Mouer said it would cost between \$80,000 to \$110,000 to do something that would look nice at that location. Keeping this in mind, Mr. Mouer would like to change what's there, but keeping respectful to the Memorial. Mr. Mouer would like the opinion of Council regarding this matter. Mr. Mouer proposed instead of having water running there, he has seen pictures and drawings of flower beds arranged nicely, different sizes with different plants, etc. similar to the ones that are on the outside. There are four there presently. The Township gets them professionally planted every year. Mr. Mouer is recommending and asking permission to remove the water fountain and replace it with flowers. Mr. Mouer said they are having some work done on the waterfalls and the contractor that Mr. Mouer will be dealing with has access to it and he would be able to deliver them and place them because they are 1,000 pounds each. Mr. Woolley said he knows where the waterfall is located, but asked where the water fountain is located. Mr. Mouer

explained to him that it is past the restrooms where the flags are and sits in the middle of the Memorial representing the different branches of the military, right in the circle. Mr. Mouer said it needs to be replaced. It's old and dingy. Mr. Paulus said it sounds good to him. Mr. Heimbecker said he thinks something more permanent should be done without moving parts and to get rid of the fountain. Mr. Heimbecker said Lower Macungie is doing a chestnut tree planting because the chestnut trees were wiped out all up and down the east coast and now there is a resurgence of planting them. He would like to see the Township start planting them, at least every year, getting five or ten veteran's names and plant one in their honor either in the park or along the Canal walkways. A living tribute to those that are gone before us. He feels that would be fitting. Mr. Eaton said he knows someone involved with the association involved in the replanting of the chestnut trees and so forth. He can give Mr. Mouer the contact information. Mr. Mouer said he has no problem with this idea. He said they are in the process of redoing signs anyway. Mr. Heimbecker said the Township should also let their residents and businesses know that the Township will be doing this every year to memorialize our veterans. He feels it's easier than taking care of planters. A discussion ensued. Mr. Tocci asked Mr. Mouer to submit something to Council with his ideas and views for their review and then they can incorporate his ideas with Mr. Heimbecker's ideas. Mr. Mouer said they couldn't plant anything around the Memorial since there is a lighted flag pole and poured concrete. He will develop a draft for Council's review. Mr. Tocci would like to see a picture of what Mr. Mouer has in mind so they can get a visual. Mr. Paulus asked the Board if Mr. Mouer can remove the fountain beforehand until the Board decides what to do. Council was in agreement to removing the fountain at the Memorial until the Board decides what to replace it with. Mr. Mouer will put something together for the next Council Meeting.

5. Storm Water Issues

A. Mr. Mouer gave an update regarding the Township's MS4 Permit. He is still waiting to hear back from the DEP regarding permit. There has been some correspondence back and forth and the Township doesn't have their permit as of yet. But the Township is continuing to do what is needed to meet requirements of the MS4, which is public education and Township inspections. Township will start the inlet repairs this summer. DEP and Keystone Consulting have been communicating back and forth.

6. Fire Company Report (Written)

A. Garren Knoll, Fire Chief, made a few announcements. Han-Le-Co Volunteer Fire Company is holding their annual Easter Egg Hunt for the residents on April 14 at 1:00 p.m. behind the Fire Station at 1001 Postal Rd. with a rain date on Saturday, April 20 at Noon. The Fire Company's Engine 3311 will be going out-of-service next week for repairs. There are a series of plumbing problems with it. They had 22 total calls last month and already up to 20 this month. Mr. Heimbecker said he spoke with Assistant Chief Nick Marlowe. He told him that Altronics belongs to the Community Partnership for Kids, which is anti-sex trafficking which does a child I.D. program. Altronics would like to sponsor a program in the Township community and spoke to Mr. Marlowe about maybe doing it at the Fire House during their Easter Egg

Hunt. Mr. Heimbecker asked Chief Knoll if he would bring it up to his membership and get back to him. Mr. Knoll said he would touch base with Mr. Heimbecker after the meeting to get more details. Mr. Garges told Mr. Knoll that if he had a flyer for the Easter Egg Hunt, he should send it over to him and he would make sure it's posted on the Township's social media. Mr. Knoll said he will make sure Candy Dannenhower follows up on that.

7. Code Enforcement Report (Written)

8. Treasurer's Report (Written)

Motion: I move we accept the computer printouts dated March 19, 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

Heimbecker, Lawlor, Tocci, Woolley, Paulus: Aye Unan.

9. Building Inspector's Report (Written)

Unfinished Business: None.

New Business:

1. Resolution No. 2019-28, A Resolution Designating an Area of Compliance in Accordance with Chapter 4, Part 4 of the Statutory Code of Hanover Township (Vote)

Mr. Garges said this is moving into the next area of compliance. This Resolution will allow Base Engineering to move forward with the ongoing fire, life and safety inspections under the Township's Property Maintenance Code. The recommendation is for approval of Resolution No. 2019-28, a Resolution designating compliance Area No. 1 as the next area, subject to inspection under the Property Maintenance Code.

Motion: I move that Resolution No. 2019-28, A Resolution Designating an Area of Compliance in Accordance with Chapter 4, Part 4 of the Statutory Code of Hanover Township, be adopted as presented.

Paulus, Woolley: Moved and Seconded

Heimbecker, Lawlor, Tocci, Woolley, Paulus: Aye Unan.

2. Letter of Credit Reduction #9, Rockefeller Group (Vote)

Mr. Garges said this is the next installment which is #9. They have been going through these frequently. This is for Phase 1. This would reduce the retainer from 10% to 5%. The total release for this request is \$109,901.54. The Township Engineer's letter of March 11, 2019 recommends approval of this release.

Council will notice in their packets on the last page is a cumulative summary of the releases to date and the outstanding balance that is held should this release be approved would be \$1,801,062.46.

Motion: I move that we approve the release of the Letter of Credit Reduction #9, Rockefeller Group, as recommended by the Township Engineer.

Paulus, Woolley: Moved and Seconded

Heimbecker, Lawlor, Tocci, Woolley, Paulus: Aye Unan.

3. Primo Produce – Request to extend Improvements Agreement to March 31, 2020 (Vote)

Mr. Garges said the Township Engineer prepared a letter recommending the extension of this Agreement. This would add another year to the Improvements Agreement. The project was somewhat recently started. They have not used the full time of the Agreement and why they are requesting the extension. The extension per the Township Engineer's letter was part of Miscellaneous Correspondence and says that they are progressing and the Township Engineer has no issue with the requested extension. Mr. Kortze said they are done with the storm and sanitary work which were the majority of items they secured. They are moving along and he doesn't see any issues with giving them a one-year extension. Mr. Kortze also mentioned that they haven't asked for a reduction in their letter of credit and is still at the full amount.

Motion: I move that we approve Primo Produce Request to Extend Improvements Agreement to March 31, 2020 as recommended by the Township Engineer.

Paulus, Heimbecker: Moved and Seconded

Heimbecker, Lawlor, Tocci, Woolley, Paulus: Aye Unan.

4. Bill No. 2019-02 – An Ordinance Amending the Code of Hanover Township to Add Positions of Receptionist (Part Time) and Emergency Management Coordinator (Introduction)

Mr. Garges said there have been conversations in the past regarding these two positions. The current Emergency Management Coordinator (EMC) is an Interim EMC. Robin Yoder stepped down from that position as of the end of last year. Similar to the Township creating an actual Fire Marshall position, this creates an actual Township EMC. Mr. Garges included with the Agenda a job description for both these positions focusing on the EMC side. If Council had a chance to look through it, Mr. Eaton's office has reviewed it and the Fire Chief and Robin Yoder, the current Interim EMC, have reviewed it and they are fine with the contents of the job description. Mr. Garges said there is a lot of work involved with the position. Just last year, Lehigh Valley updated their Hazard Mitigation Plan. There is ongoing communication with Lehigh County's Emergency Management operation. One of the immediate needs for this position is to get the Township's Emergency Operations Plan updated, i.e. names, contact information,

etc. Mr. Garges is seeking authorization from Council to create this position. Mr. Garges did research with other Township Managers throughout the Lehigh Valley and had about 14 responses to who actually pays their EMC and who has volunteers. Of the responses, there were nine that do pay their EMC. Upper Macungie, which is a larger municipality, has a full-time position and part of their job requirements are EMC. Most of the other municipalities pay an annual stipend to their EMC. Mr. Garges included a chart for Council's information of which municipalities responded and how much they pay annually for the stipend for that position. The average is just over \$2,000. Mr. Garges' recommendation would be to create this position and once the position is created by Resolution Council can adopt the job description and the Township can seek applicants for the position. Mr. Garges' recommendation would also be to offer a stipend for the position starting off at \$1,500, which would be up to Council after seeing where the other municipalities fall. Mr. Garges said the Receptionist side was discussed at the last Council Meeting with Anna Wegfahrt moving and having her in that position and seeing the need and benefits of having a Receptionist. It was created as a part-time hourly position and the job description is included in Council's packets as well. If the Township creates the position, then subsequently would adopt and approve the job description. Bill No. 2019-02 creates the two positions of EMC and Receptionist.

Payment of Bills:

Motion: I move Council authorize payment of Payroll (02/22/2019), Payroll (03/08/2019); Voucher Nos. 24233-24243 (Prepays), Voucher Nos. 24244-24291, from the General Fund Account in the amount of \$198,722.97; Voucher Nos. 165 from the Liquid Fuels Account in the amount of \$5,322.24; Voucher Nos. 4411 (Prepays), Voucher Nos. 4412-4418 from Capital Reserve in the amount of \$61,827.22; Voucher Nos. 4767-4768 from the Escrow Account in the amount of \$23,888.00; Voucher Nos. 4274-4275 (Prepays), Voucher Nos. 4276-4280 from the Water Account in the amount of \$17,937.93; Voucher Nos. 5718-5719 (Prepays), Voucher Nos. 5720-5728 from the Sewer Account in the amount of \$168,136.71 for a Grand Total Expenditure of \$475,835.07.

Paulus, Heimbecker: Moved and Seconded

Heimbecker, Lawlor, Tocci, Woolley, Paulus:

Aye

Unan.

Courtesy of the Floor: None.

Mr. Paulus said Council would be going into Executive Session and would not be returning to meeting.

Adjournment:

The meeting was adjourned at 8:39 P.M.

Respectfully submitted,

Christopher J. Garges
Township Manager