

HANOVER TOWNSHIP, LEHIGH COUNTY  
REGULAR COUNCIL MEETING

August 21, 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: 2

Courtesy of the Floor:

Stephanie Murray of 1805 Sherwood Street expressed her concern to the Board that the bus stops were moved last year from where they historically were and this year they were moved even further away. Ms. Murray called Catasauqua Area School District's transportation and they told her that they spoke with Council and Chris Garges, the Township Manager, who requested to remove the bus stop from Hoover Avenue. Ms. Murray said where they live on Sherwood Street, there are a lot of families there and they are not happy that their children have to now walk four blocks to the bus stop. Chairman Paulus asked Ms. Murray where they would want the bus stop and Ms. Murray replied at the corner of Sherwood Street and Hoover Avenue. Mr. Garges said that Council instructed him last May to contact the school district regarding the bus stop because there was an attempted abduction of a young girl at that intersection. Ms. Murray said that is not where the bus stop was last year. That is where the girl lived and it was the house behind where she lived at the corner of Tacoma St. and Hoover. Ms. Murray told Council she thinks it would be safer for the children if Sherwood and Hoover were the bus stop which is closer to residents' homes. There are four families on Sherwood and then there are the children from the apartments. Ms. Murray said she doesn't mind if the bus stop stays where it is now, but she would like another one added at Sherwood and Hoover. A discussion ensued. Councilman Heimbecker agreed with placing a bus stop at Sherwood and Hoover. Mr. Garges said that the Township does not set the bus stops. Mr. Heimbecker was aware of the attempted abduction and asked Council to direct Mr. Garges to send a letter to the school district. Mr. Garges suggested that Mr. Heimbecker might want to approach the school district about bus stop changes. Mr. Paulus said regarding the bus stops, it is up to the school district. His recommendation to Ms. Murray would be to find out who the children are that get on the bus, get to the parents, have them sign a petition and take it to the school district. Ms. Murray said she spoke with the school district's transportation and she was told that it changed because of the recommendation of the Council and the Township Manager. The school district's transportation recommended that Ms. Murray go to the Council with her concern. Mr. Garges reiterated that Council directed him to contact the Catasauqua School District last May. Mr. Paulus asked Ms. Murray to put together a statement letting the Council know what she and her neighbors want and the Township will send the school district a letter. A discussion ensued. Ms. Murray said she would get a letter together to give to Council the next day.

Approval of Minutes: July 17, 2019 Regular Council Meeting  
July 17, 2019 Special Council Meeting – Capital Budget

Motion: I move we waive the July 17, 2019 Regular Council Meeting Minutes and Accept same as presented.

Paulus, Heimbecker: Moved and Seconded  
Heimbecker, Lawlor, Tocci, Woolley, Paulus: Aye Unan.

Motion: I move we waive the July 17, 2019 Special Council Meeting-Capital Budget Minutes and Accept same as presented.

Paulus, Lawlor: Moved and Seconded  
Heimbecker, Lawlor, Tocci, Woolley, Paulus: Aye Unan.

Reports:

1. Christopher J. Garges  
Township Manager

Mr. Garges included his report that has six items on it along with some backup information in the packets as follows:

1. Mr. Garges and Al Kortze, the Township Engineer, will be presenting the three projects that the Township submitted to Lehigh Valley Transportation Study's Open Call in January on Monday, August 26 at PennDOT HQ in Allentown. Mr. Garges included information from LVPC in the packets.

2. Following the previous meeting where Council authorized Mr. Garges to move ahead with the Access Control System installation by B&K Security, it was brought to staff's attention that B&K is not an authorized dealer of the specific brand (DMP) of products that was quoted. Mr. Garges attached a memo from Jackson Eaton, Township Attorney, explaining the issue. It appears as though there are a limited number of local dealers for this product, DMP's website is not very helpful in this regard. Mr. Garges went back to B&K and asked if they would be willing to provide basically a similar warranty but self-insured from that standpoint, which they said they would do. At this point I'd suggest that Council move forward in one of the following courses of action:

- a. B&K has offered to provide their own warranty on the product (basically self-insuring the product). It would have to be in writing that Mr. Eaton's office would approve.
- b. Select from one of the other two bidders or attempt to find a third bidder who is a DMP dealer.
- c. Re-bid the project as a whole and specify or "equal" to the DMP product so the Township would likely get more bidders that are capable of providing the Township with similar products that would accomplish the

Township's goal from an access management standpoint. From the research I've done there are several other manufacturers of similar products. This is likely to save the Township money.

Here are the previous bids for the DMP product: (B & K Security \$5,135, Altronics \$9,686 & Protect Alarms \$11,460).

Mr. Heimbecker said he thinks it would be fair to rebid it and he thinks that any prospective bidder needs to understand that the long-term goal of using the DMP product is because that particular product enjoys a complete suite of options or applications so that in the long run there are bits and pieces in this building that Council would like to have an access control system. The Township already has a fire system and a security system. The DMP product will allow the Township, in time, if anyone of the components fails, the DMP product has a suite that can take over the fire. The maintenance that the Township has on the system presently is expensive because it is proprietary. In time, that particular segment can be brought over into the DMP product and it would be included in whomever is monitoring the charge. It would just be part of that. The Township would save money in the long run there. Also, on the security side of it, there is a separate control panel. Instead of having three separate segments, there could be one DMP product that could do all the functions that the Township currently has just by starting off with the access control. Mr. Heimbecker is in favor of rebidding and answering any questions to prospective bidders. A discussion followed. Mr. Eaton suggested that Mr. Heimbecker recuse himself from any votes on the matter. Mr. Heimbecker replied that on the advice of the Township Solicitor, he is recusing himself from voting.

Motion: I move that Council move forward and bid an access control system.

Tocci: Moved

Mr. Paulus asked for a Second. No one seconded the vote. The Motion died.

Motion: I move that Council accept the low bidder, B & K Security at \$5,135 for installation of the Access Control System.

Paulus, Lawlor: Moved and Seconded

Lawlor, Paulus: Aye

Tocci, Woolley: Nay

Motion: I move that Council rebids the project and specifies that an equal product will be accepted for the whole suite.

Tocci, Woolley: Moved and Seconded

Lawlor: Nay

Tocci, Woolley: Aye

Paulus:

Nay

3. Lehigh Valley Planning Commission has released Future LV in draft form. Future LV is the combined update of the regional plan and transportation study. The public review and comment period run from August 9 to September 23. LVPC will be performing a 90-minute presentation of Future LV here, at the Township Building, on September 17, 2019 from 6pm to 7:30pm. Township officials and staff are invited and encouraged to attend. I've included information from LVPC in the packets. Mr. Heimbecker asked Mr. Garges to send them a notice and Mr. Garges said he would follow up with an invite.

4. Lehigh Valley Planning Commission has submitted a BUILD grant to the US Department of Transportation. This grant is seeking funds to construct a 3.25-mile project that would create a 10-foot-wide hiking and biking commuter trail on the West side of the Lehigh River which would close a trail gap on the D&L trail. Mr. Garges is seeking Council's authorization to send a letter of support for the project to the Secretary of Transportation. He attached a draft letter to the packets.

Motion: I move that Council authorizes the Township Manager to send a letter of support for the project to the Secretary of Transportation.

Paulus, Tocci: Moved and Seconded

Heimbecker, Lawlor, Tocci, Woolley, Paulus:

Aye

Unan.

5. On July 12, 2019 there was a motor vehicle accident on Dauphin Street which took the life of the driver. His fiancé has requested permission to place a small plaque on the tree which was hit. Mr. Garges included a photo of the plaque. The Public Works Director does not have a problem with the request. Mr. Paulus said that the Township's rescue squad hates to see memorials on the side of the road because it reminds them of someone they lost. He's been asked to never have that happen in the Township. Mr. Garges said there is a section in the Code that talks about the roadside memorials and how long flowers and that type of things can be placed there. This would be a plaque. Jeff Mouer, Public Works Supervisor, would place it on a piece of wood onto the tree. The tree is on Township property. Chris Spadaccia, who is a first responder, said that they've had several accidents in that area. The plaque is not flashy. They offer counseling to first responders if they would need it to cope with such matters. From his point of view, he doesn't see an issue with placing the plaque on the tree. A discussion followed. Mr. Eaton mentioned that the City of Allentown has a program that people donate to plant a tree in a park in memory of someone with dates memorializing the event. Mr. Eaton mentioned that Mr. Garges, when explaining to the fiancé, might want to mention this option. Mr. Garges will explain to the fiancé what Council discussed including the option of donating a tree at the park.

6. On August 12 the Township received a \$24,672 Performance Recycling Grant for 2018. This exceeds the \$6,500 in revenue which was in the budget.

7. Update on Irving / Lloyd study:

- a. Mr. Kortze has completed his study of the intersection as it relates to truck traffic and concluded that the intersection should be restricted. Mr. Eaton has drafted an ordinance for introduction this evening.
- b. Mr. Kortze is recommending vegetation and the school bus stop structure within the clear sight triangle be removed. We will be notifying property owners.
- c. Mr. Kortze is preparing an estimate for permitting and purchase of a speed notification device which can be utilized at various locations at the Township, which permits are good for one year.
- d. Mr. Kortze is preparing recommendations for striping and signage with regard to the "Dead End" and the school bus stop.

8. Mr. Garges sent an email to Council regarding a meeting request from HanLeCo (Aug 15) regarding procedure to pay their bills. He presented two dates (8/27 and 8/29). Mr. Garges asked Council to respond with interest and availability. A discussion ensued. Mr. Heimbecker and Mr. Woolley said they would be willing to meet with HanLeCo representatives and Mr. Garges on Tuesday, August 27, before any decision is made. Mr. Garges said he would take this information back to HanLeCo and try to set up a meeting with them.

Mr. Tocci questioned the Irving & Lloyd Street study. Being one of the residents in that area, Mr. Tocci appreciates the Ordinance addressing the issue of the trucks. Mr. Tocci questioned if Mr. Mouer would be taken care of the vegetation removal that was mentioned earlier in Mr. Garges' report. Mr. Garges responded that the Township will make the initial contact with the property owners. The Township will offer to do it, at the Township's cost, which would be minimal since the Township has the equipment and would be in and out. The Township would also need permission to go on the property, but the property owners can also do it themselves. Mr. Tocci asked if it also includes trees. Mr. Garges said they are limiting it to just brush. There is a tree there, but they are going to see if removal of the brush helps the situation before removing the tree. They don't want to remove the tree unless it is necessary. Mr. Tocci questioned the removal of the Yocco bus stop structure. Mr. Garges responded that it is within the clear sight triangle so they will be contacting the owner to remove it. Mr. Tocci mentioned that at the July 17 Council meeting, Mrs. D'Ambrosio mentioned bicycles being stolen and concerns in the neighborhood. Mr. Tocci recalls telling Mrs. D'Ambrosio that the Township would send a letter to the State Police about the situation. He asked Mr. Garges if the Township followed up on contacting the State Police and asking for more patrols or oversight in that neighborhood. Mr. Tocci said he is bringing this up because on July 23 there was a vehicle stolen on Halstead Street and a shed on Lloyd Street that someone tried to

break into. Mr. Tocci said the Township needs to ask the State Police for extra patrols not only in Mrs. D'Ambrosio's neighborhood but also in the area of Lloyd Street. Mr. Garges said he did not get that direction from Council at that meeting so he did not contact the State Police. Mr. Tocci also feels that it is good to have something official in the neighborhood such as a Crime Watch. Mr. Garges said he did some research after the last meeting. There have been Crime Watch in the Township over the years. The Crime Watch is always run by the residents. The Township has opened the Township Building to allow them to meet, but it has been nothing that any Staff or any of the governing members has sponsored or run a Crime Watch Program. Mr. Garges said you can go on the State Police's website. They have information about Crime Watch. Crime Watch is nothing more than the residents taking action in their neighborhood, being responsible, being more aware, notifying other residents when moving or going on vacation. Mr. Garges read previous Minutes and it mentioned that Crime Watch meets once a year and State Police may come to that meeting and give them tips on what they could be doing unless Council has other direction. Mr. Garges said that the residents need to be the driving factor. The State Police will provide information and partner with them, but the Township does not get involved. A discussion ensued.

2. Al Kortze, P.E.  
Township Engineer

Mr. Kortze asked Council for authorization to prepare bid specs for the sanitary sewer work in the Allendale Apartments area.

Motion: I move that Council authorize the Township Engineer to prepare bid specs for the sanitary sewer work in the Allendale Apartments area.

Paulus, Woolley: Moved and Seconded  
Heimbecker, Lawlor, Tocci, Woolley, Paulus:                   Aye                   Unan.

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

Mr. Eaton reported that the Rockefeller Group will be filing plans within the next week or two for construction of development in the Township near the border. That plan is going forward.

Mr. Eaton said all other items he has to discuss are on the Agenda. There will be a short Executive Session after the meeting regarding a possible complaint.

4. Maintenance Report (Written)

5. Storm Water Issues (None)

6. Fire Company Report (Written)

Chris Spadaccia from the fire company addressed the Board. He said for the month of July, they had 43 calls and 34 calls last year at that time and 36 calls in 2017. As of the end of July, they have had 187 calls and 216 calls to date for year. As of end of July last year, there were 211 and in 2017 there were 170 calls. Fire Chief Knoll asked Mr. Spadaccia to let the Council and Staff know that they are welcome to go to the Fire Company any time and watch the firefighters train. They normally train every Monday evening at 6:30. If anyone is interested, contact either Mr. Spadaccia or Fire Chief Knoll ahead of time since they have classes on those evenings also.

7. Code Enforcement Report (Written)

8. Treasurer's Report (Written)

Motion: I move we accept the computer printouts dated August 21, 2019, for the General Fund Account, Capital Reserve Account, Escrow Account, Liquid Fuels Account, Sewer Account and Water Account subject to audit.

Paulus, Heimbecker: Moved and Seconded  
Heimbecker, Lawlor, Tocci, Woolley, Paulus: Aye Unan.

Mr. Garges told Council that the 2018 Audit has been completed and an email went out to Council with all the information.

9. Building Inspector's Report (Written)

Unfinished Business: None.

New Business:

1. Resolution No. 2019-36, A Resolution Adopting the Five-Year Capital Program for the Years 2020-2024 (Vote)

Mr. Garges said there was a Special Meeting on July 21 to go over the draft Five-Year Capital Plan. Before Council is an unchanged Plan from that draft except for some typos. The Plan has been advertised and the Resolution is in Council's packets for approval.

Motion: I move we accept Resolution No. 2019-36, A Resolution Adopting the Five-Year Capital Program for the Years 2020-2024 in accordance with the attached appropriated schedule reviewed by the Council.

Heimbecker, Woolley: Moved and Seconded  
Heimbecker, Lawlor, Tocci, Woolley, Paulus: Aye Unan.

2. Authorization to enter into Inter Municipal Agreement with Catasauqua, North Catasauqua and East Allen Township (Vote)

Mr. Garges told Council that this is part 1 of a three Agenda items that all have to deal with the pending start of the River Central Multi Municipal Comprehensive Plan.

This is the Inter Municipal Agreement between the four municipalities which has been prepared by Mr. Eaton's office and reviewed by the other three municipalities. Mr. Garges is seeking authorization from Council to execute this Agreement with Catasauqua, North Catasauqua and East Allen Township.

Motion: I move we authorize the Township Manager to enter into the Inter Municipal Agreement with Catasauqua, North Catasauqua and East Allen Township.

Heimbecker, Lawlor: Moved and Seconded

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

3. Approval of "Scope of Services – River Central Area Multi-Municipal Comprehensive Plan" with the Lehigh Valley Planning Commission (Vote)

Mr. Garges told Council that this is the actual nuts and bolts of the Multi Municipal Comprehensive Plan. It's the scope of services that Lehigh Valley Planning Commission will provide for the entire plan process through completion and adoption. The Township's portion of that will be split four ways between the four municipalities and the Township's portion would be \$19,250 which will be billed and spent in 2020. Mr. Heimbecker asked if it's already budgeted and Mr. Garges replied that it will be included in the 2020 Budget. At this time, Mr. Garges is seeking approval of the Scope of Services referenced by Exhibit in the Inter Municipal Agreement Which Council gave Mr. Garges authorization to enter into this evening. Mr. Heimbecker asked Mr. Eaton if they needed to vote on this separate from the Inter Municipal Agreement and Mr. Eaton replied that they did not need to vote on it since it is an Exhibit to the Agreement.

4. Authorization to advertise commencement and meeting dates/places for the River Central Area Multi-Municipal Plan (Vote)

Mr. Garges explained that this is the commencement of the Plan itself. They have worked out the date to be the third Tuesday at 6:00 p.m. of every month. Mr. Garges has a calendar that he can hand out to Council. This would rotate between the four municipalities. This will be advertised in the newspaper. The next meeting, they are looking at is September 17 when the Township is having the Future LV presentation at the Township Building by Lehigh Valley Planning Commission. The four municipalities are going to stay and plan their first kick-off meeting which would be the third Tuesday in October, which are the Township's Planning Commission dates. Planning Commission is at 7:30 p.m. and the River Central meetings would be at 6:00 p.m.

Motion: I move that we authorize the Township Manager to advertise commencement and meeting dates/places for the River Central Area Multi-Municipal Plan.

Paulus, Woolley: Moved and Seconded

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

Mr. Garges asked Council for two members to attend the River Central Area Multi-

Municipal Plan meetings. It can be two Council members or one Council member and one Planning Commission member. Ideally, Mr. Garges would like a team of three which would include himself, one Council member and one Planning Commission member or two Council members that would attend these meetings regularly every third Tuesday for the next 13 months from 6:00 until 7:30 p.m. This is the Township's Comprehensive Plan. This is an update and is very important because it is planning for the future of the Township. A discussion followed.

Payment of Bills:

Motion: I move Council authorize payment of Payroll (07/26/2019), Payroll (08/09/2019); Voucher Nos. 24576-24589 (Prepays), Voucher Nos. 24590-24635, from the General Fund Account in the amount of \$514,328.06; Voucher No. 667 from the Distribution Account in the amount of \$36,600.96; Voucher Nos. 170 from the Liquid Fuels Account in the amount of \$5,500.49; Voucher Nos. 4442 (Prepaid), Voucher Nos. 4443-4451 from Capital Reserve in the amount of \$34,550.07; Voucher Nos. 4831-4857 (Prepays), Voucher No. 4858 from the Escrow Account in the amount of \$5,976.00; Voucher Nos. 4306 (Prepaid), Voucher Nos. 4307-4313 from the Water Account in the amount of \$1,816.08; Voucher Nos. 5761-5763 (Prepays), Voucher No. 5771 (Prepaid), Voucher Nos. 5772-5775 from the Sewer Account in the amount of \$24,366.80 for a Grand Total Expenditure of \$623,138.46.

Paulus, Heimbecker: Moved and Seconded

Heimbecker, Lawlor, Tocci, Woolley, Paulus:

Aye

Unan.

Courtesy of the Floor:

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

Adjournment:

The meeting was adjourned at 8:47 P.M.

Respectfully submitted,

Christopher J. Garges  
Township Manager