

HANOVER TOWNSHIP, LEHIGH COUNTY
REGULAR COUNCIL MEETING

March 6, 2013
7:30 P.M.

Present: Councilmen Atkinson, Dreisbach, Kovacs, Paulus, Woolley; J. Jackson Eaton, III, Esquire; Frederick W. Hay, P.E.; Sandra A. Pudliner; Vicky Roth

Absent: 0

Attendance: 4

Courtesy of the Floor: None.

Approval of Minutes: December 6, 2012 Special Council Meeting
February 6, 2013 Regular Council Meeting

Motion: I move we waive the reading of the Minutes of the December 6, 2012 Special Council Meeting and accept same as presented.

Dreisbach, Kovacs: Moved and Seconded
Atkinson, Kovacs, Paulus, Woolley, Dreisbach: Aye Unan.

Motion: I move we waive the reading of the Minutes of the February 6, 2013 Regular Council Meeting and accept same as presented.

Dreisbach, Kovacs: Moved and Seconded
Atkinson, Kovacs, Paulus, Woolley, Dreisbach: Aye Unan.

Reports:

1. Sandra A. Pudliner
Township Manager

1. The Township Manager advised the Board that they have been provided with a copy of correspondence sent to the resident on Pennsylvania Avenue with respect to the violation of the International Property Maintenance Code. The Township Manager noted that the resident has 14 days to bring the property into compliance.
2. The Township Manager advised the Board that she would like to take this opportunity to review with Council the Township's sewer billing system. Mrs. Pudliner noted the Township had acquired equipment which we are now implementing to read the meters of the accounts we had always had to manually read because they were not associated with the files we receive from Bethlehem. Basically, she noted we are talking about the accounts involving Allentown Water and Sewer. The new system allows Public Works to read the meters with a gun which automatically transfers that data to our computer system. Just by way of

explanation, the Township Manager indicated to the Board that the Township has two means for billing the sewer accounts. With respect to the Bethlehem sewer customers, the Township receives a file from the City of Bethlehem based on their water readings and utilizes the same by transferring it into our computer system for sewer billing purposes. The other accounts on the Allentown system are manual reads, which the Township was inputting manually into the computer system.

The Township Manager advised that in setting up the new system, the Township performed an internal audit of our sewer account which revealed that there were some issues with approximately 15 of our 600 accounts. It was determined that either as a result of computer error, human error, or a glitch in the software systems, those accounts have been under billed. With respect to those accounts, all but two have agreed to pay or are awaiting corporate approval to issue payment. The two accounts that have not agreed to pay have legal counsel involved and should the Board wish to discuss those issues, same should be discussed in Executive Session.

The Township Manager advised Council that in light of the above, Vicky Roth, Jeff Mouer and I have determined that it is in the best interest of the Township for our Public Works staff to read all the meters in the Township. Since we have only 600 accounts it's manageable for us to do and by doing so we will eliminate human error. Also, we will have a quicker turnaround since we can eliminate the month plus delay which exists now due to the fact that we need to wait for Bethlehem to electronically transfer the files to us. Jeff Mouer, who was present at the meeting, advised the Board that he agreed with the Township Manager's assessment of this situation. He noted that they would need an additional gun to read the meters but that cost should be under \$4,000. Mr. Mouer also advised that the Township would still want the Bethlehem records forwarded to us and that the Township would also seek Bethlehem's cooperation with information to assist Township staff on how the meters are read. In resolution of this matter, the Board made the following motion:

Motion: I move that Council authorize the Public Works personnel to proceed with reading all the meters in the Township for sewer billing purposes.

Kovacs, Woolley: Moved and Seconded

Atkinson, Kovacs, Paulus, Woolley, Dreisbach:

Aye

Unan.

2. Frederick W. Hay, P.E.
Township Engineer

1. The Township Engineer advised the Board that the underground conduit in the front of the Municipal Building is scheduled within the near future. With respect to the utilities being placed underground, the Township is continuing to address the issue with the one utility company; namely, Level One, to place their lines underground.

Chairman Dreisbach questioned the Township Engineer as to the status of the sinkholes off the parking lot area of the new Municipal Building. The Township Engineer advised that they have been aware of this for some time and would be filling those sinkholes in the near future.

2. The Township Engineer noted that the use of roller compacted concrete for road reconstruction would result in the road needing to be closed for a period of five days. Accordingly, with respect to the Road Program, the Township Engineer noted that they would just reconstruct an overlay on Lower Lloyd Street from Irving Street to Liquid Fuels and also repave Grove Road. The Township Engineer also noted that perhaps Council might want to consider making the final paving of the Township's parking lot and driveway part of the Road Program. He noted that by doing so, the Township might get better prices.
3. J. Jackson Eaton, III, Esquire
Township Attorney
 1. The Township Attorney advised that as the Board may recall the Township had repaired a sinkhole at 951 Marcon Blvd. and liened the property. With respect to that lien the Township has now been paid the monies owed plus interest.

At this point in the meeting, Chairman Dreisbach noted that the Board is in receipt of correspondence dated March 16, 2013 from Kimmel Bogrette involving a potential litigation issue and in that regard, Chairman Dreisbach wished to schedule an Executive Session to review the matter. It was determined that the Board would meet on Wednesday, March 13, 2013 at 4:00 P.M. for such Executive Session.

Unfinished Business: None.

New Business: None.

Courtesy of the Floor: None.

Adjournment:

The meeting was adjourned at 7:55 P.M.

Respectfully submitted)



Sandra A. Pudliner
Township Manager