

HANOVER TOWNSHIP, LEHIGH COUNTY
REGULAR COUNCIL MEETING

December 2, 2015
7:30 P.M.

Present: Councilmen Heimbecker, Lawlor, Paulus, Wegfahrt, Woolley; J. Jackson Eaton, III, Esquire; Al Kortze, P.E.; Sandra A. Pudliner

Absent: Vicky Roth

Attendance: 7

Courtesy of the Floor: None.

Approval of Minutes: November 18, 2015 Regular Council Meeting
November 16, 2015 Special Council Meeting (Budget)

Motion: I move we waive the reading of the Minutes of the November 18, 2015 Regular Council Meeting and accept same as presented.

Paulus, Heimbecker: Moved and Seconded

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

Motion: I move we waive the reading of the Minutes of the November 16, 2015 Special Council Meeting (Budget) and accept same as presented.

Paulus, Heimbecker: Moved and Seconded

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

Reports:

1. Sandra A. Pudliner
Township Manager

1. The Township Manager noted that she had provided the Board with an email from a Township resident regarding the lawn care issue with Carmike Cinemas. Mrs. Pudliner noted that she was not aware that the grass cutting ceased in the month of August. If the Board wishes, she will contact Carmike and indicate to them that the Township would like the grass cutting operations to continue through October 1 of a given year. Council indicated that they would appreciate such notification to Carmike by the Township Manager.

At this point in the meeting, a discussion ensued with a representative from B & K Security Systems regarding information provided to the Board relative to the costs associated with the Township Building and associated structures. In particular, there was a discussion regarding the reports setting forth the monthly monitoring records regarding entrance and exits from Township facilities. Vice Chairman Heimbecker

felt that the Township should have those reports. Other than that there was no discussion regarding any other aspects of the security system.

2. Al Kortze, P.E.
Township Engineer

1. Mr. Kortze advised the Board that he has received the second and final payment request for the work regarding the Chestnut Grove Sanitary Sewer Replacement Project. In that regard, Mr. Kortze noted he has put together a letter recommending the payment in the amount of \$114,960.60. He did note that the project came in less than the bid amount by \$25,369.00.

There was a discussion regarding the condition of Catasauqua Lake and it was noted that the lake is getting really low and if it gets to a critical state, it will be necessary to get the fish out. Jeff Mouer, Township Maintenance Supervisor, who was in attendance at the meeting advised the Board that they are closely monitoring the lake situation. Chairman Paulus questioned whether or not the lake was as low as it was when the first sinkholes appeared and Mr. Mouer indicated that it is not as low as it was then. He also indicated it is dropping an inch a week now and before it was dropping four inches in a week.

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

1. The Township Attorney advised that as the Board might recall, we have been contacted by the state with respect to unclaimed funds which they indicated appeared to belong to Hanover Township. Necessary forms were provided and we have been advised that the amount is \$6,684. The Township Attorney indicated he would keep Council advised regarding this matter and when the funds are received by the Township.
2. The Township Attorney advised the Board that there are several property tax appeals before the Court of Common Pleas of Lehigh County involving businesses located within Hanover Township. As has been prior practice, we will allow the County and the School District to prosecute same.
3. The Township Attorney advised the Board that if they were unaware the Township has had a continuing relationship with the Lehigh County Communications Center whereby the Township can get confidential state DMV information. They provide the Township with the name and address when Code Enforcement Officer gives them a license plate number. Code Enforcement utilizes same with respect to citations issued for parking violations. For some reason, the system for receiving the information has slowed down and the head of the Code Enforcement Department had contacted me to see what the problem was. Attorney Eaton advised that conversations with the COMM Center indicates that they only provide the information and mail it out on a monthly basis. However, they have agreed to provide the Code Enforcement Officers with the information by phone upon request. Also, there is now a new agreement which the Communication Center has in place and they would like the Township and the

COMM Center to sign the agreement and in that regard Attorney Eaton noted that a motion authorizing the Township Manager to complete the agreement would be necessary. At this point in the meeting, a discussion ensued regarding liability issues. Vice Chairman Heimbecker felt that before the Township signs an agreement with the Lehigh County Communication Center we should review our liability coverage to make sure we have coverage for the release of confidential information and/or compliance insurance. The Township Manager was directed to contact the Township's insurance carrier to review those matters.

Unfinished Business:

1. Bill No. 2015-05, An Ordinance Amending the Hanover Township Zoning Ordinance to Permit Directional Signs in Certain Zones (Public Hearing)

Chairman Paulus opened the Public Hearing relative to Bill No. 2015-05. The Township Manager/Zoning Officer advised the Board that as they may recall this matter involved an amendment to the Township Zoning Ordinance. Accordingly, the matter was submitted to both the Hanover Township Planning Commission and the Lehigh Valley Planning Commission for review in accordance with the Municipalities Planning Code. Responses were received by both entities. Lehigh Valley Planning Commission made a recommendation that all the zoning districts only permit directional signage if there is more than one building on same. However, the Hanover Township Planning Commission felt that directional signage should be permitted even if there is only one building in place. The Township Engineer commented that he agreed with the Hanover Township Planning Commission in that he felt that there need only be one building for directional signage to be applicable. In resolution of this matter, the Board made the following Motion:

Motion: I move that Bill No. 2015-05, An Ordinance Amending the Hanover Township Zoning Ordinance to Permit Directional Signs in Certain Zones, be adopted as Township Ordinance No. 576.

Wegfahrt, Woolley: Moved and Seconded

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

New Business:

1. Bill No. 2015-06, An Ordinance Amending Chapter One, Part 7 (Employment Provisions), Section I-761 (Township Job Classifications) of the Statutory Code of Hanover Township (Introduce)

The Township Manager noted that Bill No. 2015-06 provides for the amendment of the job classification of the Secretary/Bookkeeper to Administrative Assistant. This matter was introduced at this time with a Public Hearing on same to be held on Wednesday, December 16, 2015 at 7:30 p.m.

2. Resolution No. 2015-33, A Resolution Adopting the Subdivision Plan for Patriot American Parkway LP, 1110 American Parkway, Allentown, PA 18109 (Vote)

At this point in the meeting, the Board reviewed Resolution No. 2015-33 with the engineer in attendance on behalf of Maser Consulting, as well as the representative from Patriot Equities; namely, Geoffrey Kase. It was noted by Maser Consulting that the property is 142 acres and they would like it to be broken down into three parcels. 77.7 acres contains all the existing features on site including buildings, parking, etc. The two additional parcels would be 34 acres and 30.3 acres, respectively. Cross easements for access, etc. would exist on all three lots. Geoffrey Kase of Patriotic Equities indicated that it is his company's intent to subdivide at this time for effective marketing purposes. He noted there is no proposed land development at this time. Chairman Paulus questioned what exists on the other lots which would be created and Mr. Kase indicated that it is simply undeveloped property, grass, woods, etc. There was some discussion regarding how utilities would be provided for the new tracts and Mr. Kase indicated they are working on that right now. There was discussion regarding the proposed resolution, particularly, in terms of amending same. Accordingly, numbers 5 and 6 on the Resolution were amended to specifically set forth that the waiver from all the supplemental data requirements in Section 22-301.5 is not granted (Item 5 on the Resolution). Item 6 was amended to indicate that the Township Solicitor's approval needed to be secured. In resolution of this matter, the Board made the following Motion:

Motion: I move that Resolution No. 2015-33, A Resolution Adopting the Subdivision Plan for Patriot American Parkway LP, 1110 American Parkway, Allentown, PA 18109, be adopted as amended.

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

3. Resolution No. 2015-34, Budget Amendments (Vote)

The Township Manager advised that Resolution No. 2015-34 includes all amendments made to the proposed 2016 Budgets. In resolution of this matter, the Board made the following Motion:

Motion: I move that Resolution No. 2015-34, Budget Amendments, be adopted as presented.

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

4. Resolution No. 2015-35, Amendment of the Five-Year Capital Program for the Year 2016 (Vote)

The Township Manager noted that Resolution No. 2015-35 provides for an amendment to the Five Year Capital Program to include appropriating additional monies to various programs as a result of the Budget process and an overage of Revenues which need to be budgeted in 2016. In resolution of this matter, the Board made the following Motion:

Motion: I move that Resolution No. 2015-35, Amendment of the Five-Year Capital Program for the Year 2016, be adopted as presented.

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

5. Ordinance No. 577, An Ordinance Adopting the Budget of Hanover Township for the Year 2016 (Adopt)

Motion: I move that Ordinance No. 577, An Ordinance Adopting the Budget of Hanover Township for the Year 2016 be adopted as presented.

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

Courtesy of the Floor: None.

Adjournment:

The meeting was adjourned at 8:20 P.M.

Respectfully submitted,

Sandra A. Pudliner
Township Manager