

HANOVER TOWNSHIP, LEHIGH COUNTY  
REGULAR COUNCIL MEETING

February 7, 2018  
7:30 P.M.

Present: Councilmen Heimbecker, Lawlor, Paulus, Wegfahrt, Woolley; J. Jackson Eaton, III, Esquire; Al Kortze, P.E.; Vicky Roth; Josephine Romano

Absent: 0

Attendance: 7

Courtesy of the Floor: None.

Approval of Minutes: January 17, 2018 Regular Council Meeting

Motion: I move we waive the reading of the Minutes of the January 17, 2018 Regular Council Meeting and accept same as presented.

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

Reports:

1. Vicky Roth  
Acting Township Manager

1. Mrs. Roth reminded the Board of the upcoming Lehigh County dinner meeting to be held this coming Friday, February 9, in Coplay, Pennsylvania. The Board was also notified that the Lehigh Valley Airport will be coming to the next Planning Commission Meeting for review of a large proposed hangar to be placed on the airport grounds off of Hangar Place. Mrs. Roth stated the Board had been given a flyer from Penn Bid as well as a copy of the Hanover Township Charter referencing the bidding process as we have it at the present time. This new process is a forward-thinking way of bidding and after reviewing the charter would meet our requirements. In that regard, Mrs. Roth invited Freddy Lutz, the Director of Strategic Planning and Client Development, to speak to the Board. Mr. Lutz informed the Board that the use of the internet has changed drastically since 2009. He explained that there are 500 agencies that use Penn Bid process at the present time. He gave a brief overview of Penn Bid and asked the Board if they had any questions. Mr. Heimbecker stated at first glance he felt this process would not be transparent enough that at the present time sealed bids come in and are date and time-stamped and only opened publicly at the Board meetings. Mr. Lutz said the bids would come in, be locked and only opened by a designated person or persons at a precise given time. This can be accomplished at a Board meeting and this is no cost at all to the municipalities. The person who is granted the bid would be assessed a fee of ¼% not to exceed \$5,000 as a cap. Mr. Lutz also stated any addendums are immediately posted and given to all of the bidders

and any bid bonds can be uploaded into the bidding process. Attorney Eaton questioned how all of the important documents in the bid would be shown and Mr. Lutz stated it depends on any individual preferences that they can be set all together and shown in one area. The system organizes the bidders generally by the high to the low bid, but if any bid entry form needs to be set in one area, this is something that can be created since it is a standardized format. The bidders enter all of the information and their bidding amounts online and the program totals each line item so there is less chance of a math error. There was also a question of showing the bid bonds versus any checks submitted and there can be a provision showing a scanned copy of checks or you can state any checks would have to be submitted to the Township prior to the bid opening. At this point, Mr. Heimbecker questioned about the possibility of having a demonstration for the Board members. Mr. Lutz stated they could either have a “go to meeting” in which everyone goes online to view the demonstration or he could bring the demonstration to the Township building. It was determined that Mr. Lutz and the Acting Township Manager would decide when this demonstration would take place in the near future.

Councilman Paulus stated he and the Township Manager had a previous discussion with airport personnel concerning the parking lot for the Amazon truck drivers on Postal Rd. He attended a kickoff meeting for the gravel parking lot and was informed this parking lot, weather permitting, would take three weeks for completion and then they would close the parking lot off of Postal Rd. permanently.

2. Al Kortze, P.E.  
Township Engineer

1. Mr. Kortze stated he has previously reviewed upcoming bids with the Council and received approval to bid this process. There is a project for the Sherwood Park ballfield as well as the Lower Lloyd Street Sewer Project. The ballfield should be bid by early April and the Lower Lloyd Sewer Project would have no impact but by bidding this in the winter time could possibly save the Township some money. The Board determined they would hold off with any bid process until after the upcoming demonstration from Penn Bid. It was also stated that for upcoming projects for smaller jobs which might encompass smaller bidders, could be done with the submission of signed, sealed bids as was done previously. Using Penn Bid does not preclude us to use the internet or signed, sealed bids. The Township Attorney did say that any check submitted electronically would delay possible depositing of said funds and this check should be in our hands immediately upon the approval of a bid. Mr. Kortze informed the Board that the City of Bethlehem opened the bids for the water line for Troxell Street this morning. They approved the replacement of the main line on Troxell Street as well as an alternate bid of the water service replacement only. Once this begins, this would take approximately three to four weeks to complete. He also stated Jeff Mouer would be conducting pressure and flow tests both before and after this project. It was also determined that we will also be testing various houses throughout the neighborhood, including Sherwood Street since we need to have before and after numbers for our comparisons.

Councilman Wegfahrt questioned the Township Engineer as to the swale at the rear of the Saylor's Mobile Home Park. The Township Engineer has had a conversation with Eric Miller of Saylor's Mobile Home Park, but has heard nothing from the City of Bethlehem. It was suggested to Mr. Miller that he should call the City of Bethlehem to voice his concerns personally. After further discussions concerning this matter, it was suggested that the Engineer contact various owners around the swale area. Except for one business, the swale is not being maintained by the rest of the businesses. Councilman Wegfahrt also questioned the basin area and the Township Engineer stated this was not constructed according to plan since it was changed with the FLSmith installing the parking lot. Councilman Heimbecker questioned the culpability of the size of the pipe and the storm water and the Township Engineer stated this is a PennDOT issue but rather than attacking the entire matter at one time we are taking care of each issue in attempting to alleviate the situation. The Township Engineer will report on same at the next meeting.

At this point in the meeting, the Chairman went to New Business.

New Business:

1. Resolution No. 2018-25, A Resolution Granting Preliminary/Final Land Development Approval, Primo Produce Warehouse Expansion, 2100 Hoover Avenue, Primo Enterprises LP, Allentown PA 18109 (Vote)

Matthew Longenberger as well as George Paxos appeared before the Board. Mr. Longenberger represents Bohler Engineering and Mr. Paxos is the principal owner of Primo Produce. This project would add an extension to the existing warehouse, expand the parking lot, add loading bays and minor improvements to Hoover Avenue. This has received approval from both the Hanover Township Zoning Hearing Board and a recommendation from the Hanover Township Planning Commission. This 39,500 square feet addition to the building would also add 10,000 square feet of office expansion as well as 66 new parking spaces and would move various vehicles off of Hoover Avenue. Mr. Paxos stated Primo Produce does a lot of repackaging services of produce. He stated that the noise from the trucks presently running at night would be reduced. He also stated they do load some trucks and take it over to U S Foods which would continue. He had conversations with one of the Township residents concerning adding some trees on the AP Allentown properties. He has recently discovered who the owner is and is requesting an easement for fencing and trees. He is willing to assist in adding a few more trees on the bank to fill up some of the gaps. In that regard, the following Motion was made:

Motion: I move that we approve Resolution 2018-25, A Resolution Granting Preliminary/Final Land Development Approval, Primo Produce Warehouse Expansion, 2100 Hoover Avenue, Primo Enterprises LP, Allentown PA 18109.

Wegfahrt, Heimbecker: Moved and Seconded

- Heimbecker, Lawlor, Wegfahrt, Woolley, Paulus: Aye Unan.
2. Resolution No. 2018-26, A Resolution Proclaiming April 2018 as Pennsylvania 811 Safe Digging Month (Vote)
- Wegfahrt, Heimbecker: Moved and Seconded  
Heimbecker, Lawlor, Wegfahrt, Woolley, Paulus: Aye Unan.
3. J. Jackson Eaton, III, Esquire  
Township Attorney
1. The Township Attorney advised the Board he is reviewing the Developer's request for the reduction of the letter of credit for Rockefeller. He also questioned about the possible road closure on Willowbrook Road and Mrs. Roth stated she had heard from the contractor who would not need to close the road at this point, thus it was a moot point. If the contractor needed to close the road at a later time, he would be appearing before the Board and asking permission for same. The Township Attorney gave a copy of the Codification concerning Chapter 21, Section 114, Notice of Improvements and reviewed same with the Board. Section 114 stated notification shall be done within 45 days from the date of the Notice given out and it was noted it should be 90 days' notice to the property owners. He also reviewed Section 116 which is the penalty for the opening of the new streets. This states if a permit is issued to open any paved and improved street surfaces less than five years old, a penalty shall be made for the opening except that the penalty shall be waived in the event the work is of an emergency nature. Councilman Heimbecker said this would add five years to any repair project such as a water line replacement on Sherwood Street. He stated since Sherwood Street was supposed to be on the program this year, the City of Bethlehem could not repair or replace the lines for another five years. Attorney Eaton stated we could eliminate the waiver for public utilities except for emergency repairs, which would allow the Council to add general waivers for improvements. The Board determined it would not be wise to resurface the streets until we have experience with the "improved" lines on Troxell Street. It was also stated that the pressure test the Township would be doing may give us answers. Councilman Heimbecker felt we should put the Troxell Street paving on hold and have the next road project to be Postal Rd. area instead. The Township Attorney stated he would get together with the Acting Township Manager on advising the public via letters on the road closures.

Unfinished Business: None.

New Business:

3. Resolution No. 2018-27, A Resolution Providing for the Appointment of Larry Hawk to the Hanover Township Planning Commission (Vote)

Councilman Paulus stated he has a listing of people willing to serve on Boards and the next name he had was Mr. Larry Hawk. Mr. Hawk was very receptive in

being placed on the Hanover Township Planning Commission and in that regard,  
the following Vote was taken:

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

Courtesy of the Floor:

It was determined the demonstration for the Penn Bid would be held at 6:30 p.m. on the  
21<sup>st</sup> of February.

Adjournment:

The meeting was adjourned at 8:56 P.M.

Respectfully submitted,

Vicky Roth  
Acting Township Manager