

HANOVER TOWNSHIP, LEHIGH COUNTY  
REGULAR COUNCIL MEETING

April 18, 2018  
7:30 P.M.

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

Absent: 0

Attendance: 5

Courtesy of the Floor: None.

Approval of Minutes: April 4, 2018 Regular Council Meeting

Motion: I move we waive the reading of the Minutes of the April 4, 2018 Regular Council Meeting and accept same as presented.

Paulus, Woolley: Moved and Seconded

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

Reports:

1. Christopher J. Garges  
Township Manager

- A. The Township Manager reported he received a letter dated April 3 from Lehigh County regarding a DCNR Grant Application which the County had filed for work on the D&L Trail. Subsequently, after a discussion with representatives of D&L on April 18 regarding the Hanover Township portion of the trail, D&L has requested that Hanover Township consider sending a letter of support to DCNR for the grant and they also noted they would add Hanover Township to the Greenways group to keep us up-to-date on any progress. The entire Board favored the support letter to DCNR for the grant.
- B. The Public Works Supervisor and I have obtained a quote to update the meeting room AV equipment to allow for digital recording of minutes which would greatly aid in the preparation of the minutes. The Applied Video Technology quote would cost approximately \$2,300. The entire Board supported purchasing the Applied Video Technology equipment.
- C. The Township Manager noted he had received a final cost for ordering tablets for the Councilmembers at a cost of \$1,400. This was approved by the entire Board.
- D. The Lehigh Valley Planning Commission has contacted the Township regarding a freight study they are conducting which would focus on the municipalities

- surrounding as well as northeast of the Lehigh Valley International Airport. The Township Manager stated he would attend these meeting which should begin in May and conclude some time in December. It should be three meetings and the Manager questioned which Board member would like to attend. Once the dates are firmed up, the Board will be apprised and it will be determined which Council member would be interested in attending these meetings.
- E. The Township Engineer notified the Manager that the Troxell Street Area Water Line Replacement Project should see the final restoration of the paving in late April or early May.
- F. Tom Stoudt, the Executive Director, of the airport as well as Darrin Betters, Director of Business Development, stopped in on April 13 to introduce themselves. In the course of the meeting, we discussed the ongoing issues surrounding Pinnacle Logistics on Postal Road, specifically, about truck staging and being poorly managed. I stressed the safety concerns with the airport who stated they would in turn discuss this matter with Pinnacle Logistics. The Township will continue to monitor this situation. Councilman Wegfahrt questioned what the Township can do with our application of resources to handle this situation. The Corporal from the Pennsylvania State Police, who was in the audience, stated the State Police had also been monitoring this situation and will continue to patrol this area in an attempt to alleviate this hazard. The Board thanked the Corporal and the State Police in joining our efforts to bring this situation to a conclusion. The Chairman felt when the gravel parking lot is completed for the tractor trailers, this should reduce this safety concern. However, the weather has hampered getting this project finished.
- G. The Manager and Jackson Eaton had discussions concerning the Greater Lehigh Valley Chamber of Commerce. The Manager stated the Township is not a member at this time; however, there are many municipalities in the Lehigh Valley who are members. Hanover Township has many businesses which may benefit from the Township joining the chamber. The annual membership dues are \$400 and the Manager questioned whether the Board would be interested in becoming a member. He stated there are a number of resources that are available to the Township which may be of value to both the Township and to our business community. The Township attorney stated the Chamber of Commerce is very active and one of the highest rated chambers in the United States. He also reported, it is a great place to exchange information and ideas for attracting new businesses. In that regard, the following Motion was made:
- Motion: I move we authorize the Township Manager to join the Greater Lehigh Valley Chamber of Commerce with an annual dues membership of \$400.
- Heimbecker, Wegfahrt: Moved and Seconded  
Heimbecker, Lawlor, Wegfahrt, Woolley, Paulus: Aye Unan.
- H. Manager reported he and Vicky Roth finalized the Spring Newsletter and this should be mailed out to the residents within the next seven to ten days.

Councilman Heimbecker questioned the Township Manager concerning the curing of holes in the Sherwood/Troxell Street area. He noted that the Township Maintenance Department placed large cones by some of these holes and he felt there should be a longer period of time before any resurfacing of the streets. Councilman Paulus stated he was informed that Troxell Street would be paved to the curb and he felt that if there was any settlement dropping that the contractor would have to come back to any area and fix this. Jeff Mouer, Public Works Supervisor, added that he felt the underlayment on Sherwood Street is pretty shot and he also felt there should be a longer period of time than 90 days before any resurfacing should be done.

2. Al Kortze, P.E.  
Township Engineer

A. The Township Engineer stated Keystone Engineers received the Sherwood Park Agreements from the contractor and it was noted after speaking to the contractor that the notice to proceed will begin sometime around May 7 of this year. The infield mix would then follow, which can be ordered and put in within a day or two. Concerning the Lower Lloyd Street Bid, the Engineer noted he had not received the agreements from Anrich at this time. However, he stated the agreements should be in very soon and this project should also begin in early May. The Board questioned whether the ballfield would alleviate any drainage situation. And the Township Engineer reported that the goal is to have it drain with the stone underlayment system that we have and the drainage will certainly be better than what we have at the present time.

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

A. The Township Attorney stated there had been a recent article in the Morning Call concerning the FedEx Development on Willowbrook Road opening early. The Board had questioned whether Hanover Township has any authority to control this. The Attorney informed the Board that this facility opening would be entirely up to Allen Township. The article in the newspaper stated several Allen Township officials do not want the full operation to begin in September until all of the road improvements are completed and would approve limited operations in July only after Willowbrook Road is completed which would include the Race Street intersection. Our Infrastructure Agreement does not control the opening of the FedEx facility and in any case, Federal Express is not a party to this agreement rather the Rockefeller Group and Hanover Township is part of this agreement. He reported Hanover Township should be in touch with Allen Township concerning this matter since there seems to be an agreement amongst officials that road improvements should precede the Federal Express operations. The Township's (Allen and Hanover) may be more effective if they work together in this matter. There was further discussion concerning the certain size of trucks which would use Willowbrook Road without all of the improvements being completed in Hanover Township. The Township Engineer stated the culvert will be replaced which will hold the excess tonnage of the tractor trailers. PennDOT

- had previously been asked by PennDOT to approve Willowbrook Road as some kind of access route which was rejected and determined PennDOT could give its approval once it took over the road. Councilman Wegfahrt agreed there should be communication with Allen Township. In that regard, the Township Manager will speak to Eileen Eckert of Allen Township concerning the cooperation of the municipalities in this matter.
- B. As a final note, the Township Attorney stated on Monday, the 16<sup>th</sup> during a very windy day in Boston, that our Township Manager attended, ran and completed the Marathon and offered his congratulations for completing the Marathon. The Council also extended their congratulations to the Manager in accomplishing this feat.
4. Maintenance (Written)
- A. Mr. Mouer apprised the Board that the two new mowers are in and he has placed the two old mowers as well as the chipper on Municibid. This has been well received and we should get more money than what he expected. When questioned by the Board, he stated that the buyer pays a percentage of the bid to pay for the cost of the bid and there is no cost to Hanover Township to place bids on Municibid. Mr. Mouer stated he has been working on the P.S. 3 generator transfer switch and everything should be in place and working as of Friday, April 20. He also stated the fuel tank at Station 3 was removed and he will be placing an ad in Municibid for the sale of this fuel tank.
- B. Mr. Mouer reported he had placed cards on many car windows to warn people of the street sweeping which commenced in April. He stated he noted there was a reduction in the number of cars parked illegally in the Troxell Street area for the street sweeping. However, he did not notice a reduction in the Chestnut Grove area and in May the fines would commence for same.
5. Storm Water Issues
- A. Mr. Mouer stated there was some sanitary sewer infiltration issues in the St. Luke's property on American Parkway. He stated with the recent hard rain he noticed via Telog there was quite a bit of infiltration. After reviewing this matter with a Keystone Engineer representative, it was noted manhole inserts are needed and after meeting with St. Luke's representatives who volunteered to work with the Township to install these inserts and alleviate this issue.
6. Fire Company Report (Written)
7. Code Enforcement Officers' Reports (Written)
8. Building Inspector's Report (Written)

Chairman Paulus acknowledged receipt of a written Maintenance Report, written Fire Company Report, written Code Enforcement Officers' Reports, and written Building Inspector's Report and same were noted for the record.

9. Treasurer's Report (Written)

Motion: I move we accept the computer printouts dated April 18, 2018, 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, Wegfahrt, Woolley, Paulus:                      Aye                      Unan.

Unfinished Business:

1. Bill No. 2018-03, An Ordinance of Hanover Township, Lehigh County, Commonwealth of Pennsylvania, Electing to Amend its Municipal Pension Plan Administered by the Pennsylvania Municipal Retirement System Pursuant to Article IV of the Pennsylvania Municipal Retirement Law; Agreeing to be Bound by all Provisions of the Pennsylvania Municipal Retirement Law as Amended and as Applicable to Member Municipalities (Public Hearing)

The Township Manager stated this Ordinance was required to increase the Pension for the employees from 8% to 10%. This Ordinance is required to amend the Municipal Pension Plan which is administered by PMRS. In that regard, the following Motion:

Motion: I move we adopt Bill No. 2018-03, An Ordinance of Hanover Township, Lehigh County, Commonwealth of Pennsylvania, Electing to Amend its Municipal Pension Plan Administered by the Pennsylvania Municipal Retirement System Pursuant to Article IV of the Pennsylvania Municipal Retirement Law; Agreeing to be Bound by all Provisions of the Pennsylvania Municipal Retirement Law as Amended and as Applicable to Member Municipalities as Ordinance No. 594.

Wegfahrt, Heimbecker: Moved and Seconded

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

New Business:

1. Resolution No. 2018-34, A Resolution Proclaiming May 2, 2018 as Pennsylvania State Police Day in Hanover Township, Lehigh County (Vote)

Wegfahrt, Heimbecker: Moved and Seconded

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

2. Resolution No. 2018-35, A Resolution Providing for the Appointment of Eamon Murray to the Hanover Township Zoning Hearing Board. (Vote)

Wegfahrt, Heimbecker: Moved and Seconded

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

3. Security Reduction, Phase 1 and Phase 2, the Rockefeller Group, Willowbrook Road Improvements (Vote)

The Township Manager stated this was placed on the Agenda since the Rockefeller Group is requesting a letter a credit reduction for the Willowbrook Road Project and the Township Engineer's office has performed a site review of Phase 1 of the secured improvements which encompasses sanitary sewer, soil erosion controls and miscellaneous items. The Township Engineer stated he would recommend the Letter of Credit be reduced for Phase 1 by an amount of \$216,891.78 and also Phase 2 reduction which encompasses the storm sewer, soil erosion control and excavation items and recommended the letter of credit be reduced by an amount of \$443,869.49. In that regard, the following Motion was made:

Motion: I move we reduce the Letter of Credit for the Rockefeller Group, Willowbrook Road Improvements for Phase 1 in the amount of \$216,891.78 and Phase 2, a reduction in the amount of \$443,869.49.

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

Payment of Bills:

Motion: I move Council authorize payment of Payroll (3/23/18), Payroll (4/6/18), Voucher Nos. 23492-23507 (Prepays), Voucher Nos. 23508-23561, from the General Fund Account in the amount of \$212,981.34; Voucher Nos. 4362-4367 from Capital Reserve in the amount of \$57,330.72; Voucher No. 153 from the Liquid Fuels Account in the amount of 8,814.74; Voucher Nos. 4614-4615 (Prepays), Voucher Nos. 4616-4619 from the Escrow Account in the amount of \$55,951.93; Voucher No. 4195 (Prepaid), Voucher Nos. 4196-4201 from Water Account in the amount of \$3,280.64; Voucher No. 5607 (Prepaid), Voucher Nos. 5608-5614 from the Sewer Account in the amount of \$114,396.66 for a Grand Total Expenditure of \$449,756.03.

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

Courtesy of the Floor:

Councilman Heimbecker questioned the Corporal from the State Police concerning the Camp Cadet program. He requested the Community Relations Officer contact the Township in that regard.

Councilman Heimbecker noted there was a recent robbery at one of the hotels in the Township. He noted due to the poor quality of the images on the camera they provided no help in the apprehension of the criminals. He stated he felt the Township should upgrade to digital cameras especially since there are more drug and gang activity in the area and stated there should be cameras at the entrance of Sherwood Park and at the back area of Sherwood Park. It was also noted that there are other areas in the Township of

which the Township Manager had spoken to our current security company which needs more cameras. In that regard, the Township Manager stated he would research obtaining digital cameras.

Adjournment:

The Meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Christopher J. Garges  
Township Manager