

ORDINANCE NO. 24-05

AN ORDINANCE OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF HANOVER, COUNTY OF NORTHAMPTON, COMMONWEALTH OF PENNSYLVANIA AMENDING THE TOWNSHIP OF HANOVER CODE OF CODIFIED ORDINANCES, CHAPTER 163 TAXATION; ARTICLE IX INCENTIVES FOR TOWNSHIP VOLUNTEERS OF FIRE COMPANIES TO AMEND REAL PROPERTY TAX CREDIT PROVISIONS TO ITS ORDINANCE AND REPEAL ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT HERewith.

WHEREAS, Chapter 79A of Title 35 (Health and Safety) of the Pennsylvania Consolidated Statutes, Act of Nov. 21, 2016, P.L. 1509, No. 172, found at 35 Pa.C.S. § 79A03, et seq., entitled “Incentives for Municipal Volunteers of Fire Companies and Nonprofit Emergency Services Agencies” (“Act 172”), authorized municipal governments to grant local tax credits to volunteers at volunteer fire companies and nonprofit emergency medical service agencies; and

WHEREAS, the Board of Supervisors of Hanover Township, Northampton County, Pennsylvania (the “Board”), adopted Ordinance No 17-11 on December 19, 2017, to implement the provisions of Act 172 of 2016, Incentives for Municipal Volunteers of Fire Companies; with further amendments via Ordinance 23-2 adopted on June 27, 2023; and

WHEREAS, on October 29, 2020, Act 91 of 2020 further amended Chapter 79A of Title 35 to authorize a municipal governing body to increase the real estate tax credit for certain active volunteers to 100% of the volunteer’s real estate tax liability (“Act 91”); and

WHEREAS, the Board seeks to further amend the Real Property Tax Credit provisions to its ordinance, Chapter 163 Taxation; Article IX Incentives for Township Volunteers of Fire Companies; and

NOW, THEREFORE, BE IT ORDAINED AND ENACTED, by the Board of Supervisors of Hanover Township, Northampton County, Pennsylvania as follows:

SECTION 1. The Board, under the powers vested in them by the "Second Class Township Code" as amended, as well as other laws of the Commonwealth of Pennsylvania, including Act 172 and Act 91, do hereby ordain and enact the following amendment to the Code of Codified Ordinances of the Township of Hanover, as amended.

SECTION 2. Chapter 163 *Taxation*; Article IX *Incentives for Township Volunteers of Fire Companies*; §163-83 *Real Property Tax Credit*; Subsection A. *Tax Credit* and Subsection B. *Claim* are deleted in their entirety and replaced as follows:

“A. Tax credit. Each active volunteer who has been certified under the Township Volunteer Service Credit Program shall be eligible to receive a real property tax credit of 100% of the Township tax liability discounted rate on qualified real property (the "tax credit") when paid during the discount period. If the tax is paid during the base period or penalty period, the volunteer will be responsible for paying the difference in liability after the credit is applied.

B. Claim.

(1) An active volunteer who has submitted a Volunteer Tax Credit Application may file a claim for the tax credit on their qualified real property tax liability for the Township's real estate tax levy. The tax credit shall be administered as a refund by the Township Treasurer. An active volunteer shall file the following with the Township Manager:

(a) A true and correct receipt from the Township real estate Tax Collector of the paid Township real property taxes for the tax year which the claim is being filed.

(b) The tax credit certificate.

(c) Photo identification.

(d) Documentation that the tax paid was for qualified real property as defined in this article.

(2) If the active volunteer provides all documents required under this subsection, the Township Treasurer shall issue the tax refund to the active volunteer.”

SECTION 3. All Ordinances and parts of Ordinances inconsistent herewith are hereby repealed.

SECTION 4. The provisions of this Ordinance shall be severable and if any provision thereof shall be declared unconstitutional, illegal or invalid, such decision shall not affect the validity of any of the remaining provisions of this Ordinance. It is hereby declared as a legislative intent of the Township that this Ordinance would have been enacted had such unconstitutional, illegal or invalid provision(s) not been included herein.

SECTION 5. This Ordinance shall become effective within five (5) days of enactment.

ENACTED AND ORDAINED at a regular meeting of the Board of Supervisors of the Township of Hanover, County of Northampton on this ____ day of _____, 2024.

ATTEST:

**BOARD OF SUPERVISORS,
HANOVER TOWNSHIP,
NORTHAMPTON COUNTY,
PENNSYLVANIA**

By: _____
**KIMBERLY LYMANSTALL,
Secretary**

By: _____
**Susan A. Lawless, Esquire,
Chairwoman**

I hereby certify that the within is a true and correct copy of the proposed Ordinance in this matter.

James L. Broughal, Esquire
Solicitor
Hanover Township, Northampton County

OTT CONSULTING INC.

CIVIL ENGINEERS · SURVEYORS · LANDSCAPE ARCHITECTS

JEFFREY L. OTT, P.E., M.B.A., S.E.O.
REYNOLD E. PETRE, P.L.S., P.D.C.
JASON W. BUCHTA, R.L.A.
J. MICHAEL PRESTON, P.E.
DEVON J. CONTREL, P.E.

LEHIGH VALLEY OFFICE
P.O. BOX 386
EMMAUS, PA 18049

TELEPHONE (610) 928-4690
FAX (610) 928-4695
WEBSITE: WWW.OTTENG.COM
EMAIL: INFO@OTTENG.COM

MULL 2301

December 5, 2024

Hanover Township, Northampton County
3630 Jacksonville Road
Bethlehem, PA 18017-9302
Attn: Board of Supervisors

**Re: Muller Martini Corporation
Building Expansion
4444 Innovation Way
Hanover Township, Northampton County, Pennsylvania**

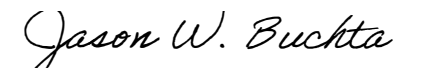
Dear Members:

On behalf of Muller Martini Corporation, please except this time extension request to grant the Applicant an additional one-year deferral from land development plan submission until October 12, 2025. The previous deferral was conditioned on review and approval of the Site Plan and stormwater management calculations by the Township Manager and Township Engineer, and no certificate of occupancy for the remaining portion of the building will be issued until review and approval of a land development plan submission.

The Applicant has completed the construction of the approved building expansion and received their Certificate of Occupancy. They anticipate submitting land development plans for the remaining portion of the site and building work within the next year.

Thank you for your assistance in this matter. Please feel free to contact the undersigned with any questions or comments.

Sincerely,
OTT CONSULTING INC.



Jason W. Buchta, R.L.A.
Senior Landscape Architect

Cc: Steve Schoeneberger, Muller Martini Corporation
File

Michael P. Shay
mshay@sskdllaw.com

Joanne Kelhart
jkelhart@sskdllaw.com

Richard ("Ricky") E. Santee
santeer10@sskdllaw.com



Richard E. Santee, Jr.
rsantee76@sskdllaw.com

Michael C. Deschler
mcdeschler@sskdllaw.com

Matthew J. Deschler
mjdeschler@sskdllaw.com

December 9, 2024

Via first-class U.S. mail and email to klymanstall@hanovertpw-nc.org

Kimberly Lymanstall, Township Secretary
Hanover Township, Northampton County
3630 Jacksonville Road
Bethlehem, PA 18017

*RE: Arcadia Development Corporation – Preliminary/Record Plan Submission for Proposed Industrial Development, Dated April 10, 2023, last revised October 31, 2023 – 300 Gateway Drive – Hanover Project No. H23-21
MPC Extension to February 28, 2025*

Dear Ms. Lymanstall:

I am counsel for Arcadia Development Corporation. The above-referenced preliminary/final land development and lot consolidation plan has been submitted to the Township and is pending before the Board of Supervisors, which has at present until December 31, 2024, to act and render a decision on the plan pursuant to Section 508 of the Municipalities Planning Code ("MPC"), 53 P.S. § 10508. Please consider this letter as a request and agreement, pursuant to Section 508(3) of the MPC, 53 P.S. § 10508(3), to extend the time for the Board of Supervisors to act and render a decision on the plan to February 28, 2025. Thank you for your attention to this correspondence. Please confirm that the above-referenced plan shall not be on the December 17, 2024, Board of Supervisors' agenda. Should you have any questions, please do not hesitate to contact me.

Very truly yours,

SHAY, SANTEE, KELHART & DESCHLER LLC


Matthew J. Deschler

As authorized by:

ARCADIA DEVELOPMENT CORPORATION

By:


Richard E. Thulm, President

44 East Broad Street
Suite 210
Bethlehem, PA 18018

www.sskdllaw.com
Tel: (610) 691-7000
Fax: (610) 691-3529



FITZPATRICK
LENTZ & BUBBA
ATTORNEYS AT LAW

eschock@flblaw.com
Direct Dial: 610-797-9000 ext 355

December 3, 2024

VIA E-MAIL (klymanstall@hanovertwp-nc.org)

Board of Supervisors
Hanover Township – Northampton County
3630 Jacksonville Road
Bethlehem PA 18017-9302
Attn: Ms. Kimberly Lymanstall, Township Secretary

**Re: Land Development Approval
Expansion Plan—3865 Adler Place**

Dear Board:

We represent 90 Highland, LLC (“Owner”), which acquired the above property in September 2021. The property had previously been approved for an expansion of the existing office building. My client’s understanding is that unless extended that approval expires on December 31, 2024.

As the Board is aware, Owner is in the process of redeveloping the adjacent property to 3865 Adler Place, which plan will incorporate the above property. While efforts continue to finalize that plan, Owner does wish to extend the approval for above expansion. Accordingly, Owner requests an extension of that approval through March 31, 2025.

Please place this matter on an upcoming agenda of the Board of Supervisors, at which time a representative can appear to answer any questions, if necessary. Thank you for your consideration.

Very truly yours,

Erich J. Schock

EJS/sk

cc: 90 Highland, LLC (via email)



FITZPATRICK
LENTZ & BUBBA
ATTORNEYS AT LAW

eschock@flblaw.com
Direct Dial: 610-797-9000 ext 355

December 3, 2024

VIA E-MAIL (klymanstall@hanovertwp-nc.org)

Board of Supervisors
Hanover Township – Northampton County
3630 Jacksonville Road
Bethlehem PA 18017-9302
Attn: Ms. Kimberly Lymanstall, Township Secretary

**Re: Jaindl Land Company – Proposed Commercial Development
90 Highland Avenue
Recording Deadline Extension**

Dear Board:

My office represents Jaindl Land Company developer of the land which is the subject of the above-referenced preliminary/record land development plan. There is an upcoming deadline of December 31, 2024, for recording of the above plan. As the Township is aware, my client continues to work to finalize the outside agency approvals. I am writing to advise that Jaindl Land Company requests an extension for recording through March 31, 2025.

If you require anything further, please advise.

Very truly yours,

Erich J. Schock

cc: Jaindl Land Company (via email)
Bohler Engineering (via email)
Benchmark Consulting Engineers (via email)



December 5, 2024

VIA E-MAIL: klmanstall@hanovertwo-nc.org

Board of Supervisors

Hanover Township – Northampton County

3630 Jacksonville Road

Bethlehem PA 18017-9302

Attn: Kimberly Lymanstall/Township Secretary & Assistant Treasurer

Re: Lehigh Valley Flex Center – Extension of Improvements Deadline

Dear Board:

On behalf of the owner of Lehigh Valley Flex Center, we are requesting an extension of December 31, 2025 to complete the improvements to the subject.

Please do not hesitate to reach out to me with any questions.

Sincerely,

Peter P. Polt
Executive Vice President

J.G. PETRUCCI CO., INC.
171 Route 173, Suite 201, Asbury, NJ 08802
Tel: 908.730.6909 Fax: 908.730.6166
www.jgpetrucci.com
Offices in NJ & PA



jzator@zatorlaw.com

December 11, 2024

TRANSMITTED VIA EMAIL

klymanstall@hanoverwp-nc.org

Board of Supervisors
c/o Kimberly Lymanstall
Township Secretary/Assistant Treasurer
Hanover Township – Northampton Township
3630 Jacksonville Road
Bethlehem, PA 18017-9303

**RE: Jaindl – Hanover Corporate Center 2
Lot 1 and Lot 4 Landscaping Requirements
Time Extension Request**

Dear Supervisors:

I am contacting you on behalf of Jaindl Land Company. Jaindl respectfully requests a time extension to December 31, 2025 to complete the required landscaping improvements for Lot 1 and Lot 4 of Hanover Corporate Center 2. The final streetscape for Lots 1 and 4 is not yet known because there is no development plan pending for either of these lots. Driveway location is uncertain. Also, given the Jaindl presentation to the Board of Supervisors in connection with possible zoning changes and permanent preservation of certain areas in Hanover Corporate Center, there is uncertainty surrounding landscaping. In addition, given discussions about possible future use for Lot 1, there may be a significant berm put on that lot, which obviously impacts landscaping.

If you have any questions, or if there is a need for a Jaindl representative to be in attendance at your next Board of Supervisors' meeting, do please let us know, and we would be glad to accommodate. Thank you.

Very truly yours,

Joseph A. Zator II

Joseph A. Zator II

JAZ:jlw

cc Mark L. Hudson (via email mhudson@hanoverwp-nc.org)
James L. Broughal, Esq. (via email jimbroughal@broughal-devito.com)
Brien Kocher, P.E. (via email bkocher@hanovereng.com)
James A. Milot (via email jmilot@hanovereng.com)
David M. Jaindl (via email david.jaindl@jaindl.com)

AMERICAN HERITAGE BUILDING

4400 Walbert Avenue at Ridgeview Drive

Allentown, Pennsylvania 18104

Ph: 610.432.1900 F: 610.432.1707

www.zatorlaw.com

ATTORNEYS AND
COUNSELORS AT LAW

Joseph A. Zator II

Andrew D. Hoffman

OF COUNSEL

Paul D. North, Jr., P.E.

Adam Jaindl (via email adam.jaindl@jaindl.com)
Wendy Nicolosi, Esq. (via email wendy.nicolosi@jaindl.com)
John McRoberts (via email jmacroberts@pidcockcompany.com)

DOMENIC VILLANI

930 WAFFORD LANE
BETHLEHEM, PA. 18017
610-570-8373
DV420@AOL.COM

RE: DEWIRE ESTATES 2010-IMPROVEMENTS DEADLINE EXTENSION
TOWNSHIP ENGINEER FILE# HANOVER PROJECT H10-38

BOARD OF SUPERVISORS
HANOVER TWP, NORTHAMPTON COUNTY
3630 JACKSONVILLE ROAD
BETHLEHEM, PA. 18017-9302
610-866-1140

DEAR BOARD MEMBERS,

I AM REQUESTING AN EXTENSION OF ONE YEAR
TO 12-31-25 TO COMPLETE ALL IMPROVEMENTS REQUIRED
SO THAT I CAN TURN OVER THE JOB TO THE TOWNSHIP.
PLEASE INFORM YOUR ENGINEER OF MY DESIRE.

THANK YOU,
Domenic Villani

OWNER
12-9-24

**HANOVER TOWNSHIP
NORTHAMPTON COUNTY**

Resolution 24 - 31

A RESOLUTION of the Township of the Township of Hanover, County of Northampton, Commonwealth of Pennsylvania, appropriating specific sums estimated to be required for the specific purposes of the municipal government, hereinafter set forth, during the year **2025**.

BE IT RESOLVED AND ENACTED, and it is hereby resolved and enacted by the Board of Township Supervisors of the Township of Hanover, County of Northampton, and Commonwealth of Pennsylvania:

Section 1. That for the expenditures and expenses of the fiscal year **2025** the following amounts are hereby appropriated from the fund equities, revenues, and other financing sources available for the year **2025** for the specific purposes set forth on the following pages.

Section 2. That any Resolution conflicting with this Resolution be and the same is hereby repealed insofar as the same affects this Resolution.

IN TESTIMONY WHEREOF, the undersigned TOWNSHIP has caused this Resolution to be signed by a duly authorized officer and its corporate seal, duly attested by the Board Secretary, to be hereunto affixed this **17th** day of **December 2024**.

ATTEST:

HANOVER TOWNSHIP
BOARD OF SUPERVISORS

By: _____
Kimberly R. Lymanstall, Secretary
Board of Supervisors

By: _____
Susan A. Lawless, Esq., Chair
Board of Supervisors



Colonial Regional Police Department

248 Brodhead Road, Suite 1

Bethlehem, Pennsylvania 18017

Phone (610) 861-4820

Fax (610) 861-4829

www.colonialregionalpd.org

James DePalma
Chief of Police

November 26, 2024

Mr. Mark Hudson
Hanover Township Manager
3630 Jacksonville Rd.
Bethlehem, Pa. 18017

Dear Manager Hudson:

On November 25, 2024, the Colonial Regional Police Commission adopted the 2025 budget of the Police Department in the amount of \$4,765,935 to be sent to the respective municipalities.

Following is a table of the monthly contributions for each municipality:

	Contribution	Monthly	Percent
Hanover	\$2,666,976	\$222,248.00	55.95914206%
Lower Nazareth	\$2,098,959	\$174,913.25	44.04085794%

Please contact me with any questions you may have.

Sincerely,

A handwritten signature in black ink, appearing to read "James DePalma".

James DePalma

Chief of Police

**HANOVER TOWNSHIP
NORTHAMPTON COUNTY**

Resolution 24 - 32

TAX LEVY RESOLUTION

SECOND CLASS TOWNSHIP

A RESOLUTION OF THE Township of HANOVER, County of Northampton, Commonwealth of Pennsylvania, fixing the tax rates for the year **2025**.

BE IT RESOLVED AND ENACTED, and it is hereby resolved and enacted by the Board of Township Supervisors of the Township of Hanover, County of Northampton, Commonwealth of Pennsylvania:

That a tax be and the same is hereby levied on all real property and within the said Municipality subject to taxation for the fiscal year **2025** as follows:

Tax rate for general purposes, the sum of **3.40** mills on each dollar of assessed valuation or the sum of 34.0 cents on each one hundred dollars of assessed valuation.

Tax rate for fire tax purposes, the sum of **0.05** mills on each dollar of assessed valuation or the sum of **5.0** cents on each one hundred dollars of assessed valuation.

The same being summarized in tabular form as follows:

	Mills on Each Dollar of Assessed Valuation	Cents on Each One Hundred Dollars of Assessed Valuation
Tax Rate for General Purposes	<u>3.40</u> Mills	<u>34.0</u> Cents
Tax Rate for Fire Tax Purposes	<u>0.50</u> Mills	<u>5.0</u> Cents
TOTAL	<u>3.90</u> Mills	<u>39.0</u> Cents

That any resolution, or part of resolution, conflicting with this resolution be and the same is hereby repealed insofar as the same affects this resolution.

IN TESTIMONY WHEREOF, the undersigned TOWNSHIP has caused this Resolution to be signed by a duly authorized officer and its corporate seal, duly attested by the Board Secretary, to be hereunto affixed this **17th** day of **December 2024**.

ATTEST:

HANOVER TOWNSHIP
BOARD OF SUPERVISORS

By: _____
Kimberly R. Lymanstall, Secretary
Board of Supervisors

By: _____
Susan A. Lawless, Esq., Chair
Board of Supervisors

**HANOVER TOWNSHIP
NORTHAMPTON COUNTY**

Resolution 24 - 33

A RESOLUTION OF THE Township of Hanover, County of Northampton, Commonwealth of Pennsylvania, fixing the tax rate for the year **2025**.

BE IT RESOLVED AND ENACTED, and it is hereby resolved and enacted by the Board of Township Supervisors of the Township of Hanover, County of Northampton, Commonwealth of Pennsylvania, that a tax be and the same is hereby levied on all property transfers and occupation tax within said municipality subject to taxation for the Fiscal Year **2025** as follows:

REAL ESTATE TRANSFER TAX	1%
EARNED INCOME TAX	1%
LOCAL SERVICES TAX	\$52.00
MERCANTILE TAX	
PERFORMANCE OF SERVICES	1 ½ MILLS
WHOLESALE SALES OF MERCHANDISE	1 MILL
RETAIL SALE OF MERCHANDISE	1 ½ MILLS

The latter three taxes to be shared with the Bethlehem Area School District in such proportions as prescribed by law.

IN TESTIMONY WHEREOF, the undersigned TOWNSHIP has caused this Resolution to be signed by a duly authorized officer and its corporate seal, duly attested by the Board Secretary, to be hereunto affixed this **17th** day of **December 2024**.

ATTEST:

HANOVER TOWNSHIP
BOARD OF SUPERVISORS

By: _____
Kimberly R. Lymanstall, Secretary
Board of Supervisors

By: _____
Susan A. Lawless, Esq., Chair
Board of Supervisors

RESOLUTION 24 - 34

WHEREAS, Chapter 172 Vehicles and Traffic, Article VII Towing, of the Code of Ordinances of the Township of Hanover, Northampton County, Pennsylvania (“TOWNSHIP”) sets forth certain provisions and regulations regarding the towing of motor vehicles in the TOWNSHIP (the “Towing Ordinance”); and

WHEREAS, the Towing Ordinance provides for the approval, by the Board of Supervisors of the TOWNSHIP, of certain towing and storage garages that are permitted to tow and store vehicles within the Township, pursuant to the terms and conditions of the Towing Ordinance, including but not limited to, Resolution 20-18 and all subsequent Resolutions establishing the towing fees; and

WHEREAS, the Board of Supervisors of the TOWNSHIP desires to establish a certified list of the towing and storage garages which have been licensed and approved pursuant to the Towing Ordinance, so that the use of the towing and storage garages are utilized on a fair, equitable and rotating basis by all parties, including the Colonial Regional Police Department (“CRPD”), such that each licensed towing and storage garage operation receives a fair share of the requested towing or storage opportunities.

NOW, THEREFORE, BE RESOLVED, and it is resolved and enacted that a certified list of all licensed and approved towing and storage garages has been established by the Board of Supervisors of the TOWNSHIP and may be modified from time to time, and provided to the CRPD and the Northampton County 911 Center, and the utilization of such list shall be on a fair, equitable and rotating basis, and the list of towing and storage garages is attached hereto as ***Exhibit “A”***.

IN TESTIMONY WHEREOF, the undersigned TOWNSHIP has caused this resolution to be signed by a duly authorized officer and its corporate seal, duly attested by the Board Secretary, to be hereunto affixed this **17th** day of **December 2024**.

ATTEST:

**BOARD OF SUPERVISORS
HANOVER TOWNSHIP,
NORTHAMPTON COUNTY**

By: _____
Kimberly R. Lymanstall, Secretary

By: _____
Susan A. Lawless, Esq., Chair
Board of Supervisors

Exhibit “A”

APPROVED TOWING COMPANIES HANOVER TOWNSHIP, NORTHAMPTON COUNTY

1/1/2025

DHELL, Inc. dba: Bath Auto Towing 2350 Schoenersville Road Allentown, PA 18109-9596 610.837.1700	Fast Lane Towing & Transport, Inc. 4045 Newburg Road Easton, PA 18045-8222 610.365.8200
Randy W. Knecht dba: Randy W. Knecht Auto Sales & Service 3866 Northwood Avenue Easton, PA 18045-8220 484.695.4584 610.515.0200	Hank's Auto Service & Sons LLC 226 Mechanic Street Bethlehem, PA 18015-1710 484.239.2135 610.866.2022
Austin's Auto Services 1843 West Broad St Bethlehem, Pa 18018 610) 866-5440	

**TOWNSHIP OF HANOVER
NORTHAMPTON COUNTY, PENNSYLVANIA
RESOLUTION NO. 24-35**

A RESOLUTION OF THE BOARD OF SUPERVISORS OF HANOVER TOWNSHIP, NORTHAMPTON COUNTY, PENNSYLVANIA AUTHORIZING THE EXECUTION OF A CERTAIN AMENDMENT NO. 1 TO INTERGOVERNMENTAL COOPERATION AGREEMENT BETWEEN HANOVER TOWNSHIP, NORTHAMPTON COUNTY, AND THE CITY OF BETHLEHEM, CONCERNING THE PROVISIONS OF THE USAGE OF THE CITY OF BETHLEHEM YARD WASTE FACILITY BY HANOVER TOWNSHIP AND ITS RESIDENTS

WHEREAS, there have been instances where Hanover Township, Northampton County and City of Bethlehem (collectively referred to as the “Parties”) have acknowledged, it is in the best interest of the public and the Parties, to allow Hanover Township and its residents to use the City of Bethlehem Yard Waste Facility;

WHEREAS, the Parties previously entered into an Intergovernmental Cooperation Agreement concerning the Yard Waste Facility of the City of Bethlehem; and

WHEREAS, the Parties desire to amend the terms of the Intergovernmental Cooperation Agreement.

NOW, THEREFORE, BE IT RESOLVED AND IT IS HEREBY RESOLVED, by the Board of Supervisors of Hanover Township, Northampton County, Pennsylvania, that:

1. The Board of Supervisors of the Township of Hanover hereby approve the Amendment No. 1 to the Intergovernmental Cooperation Agreement between the Parties attached hereto and marked ***EXHIBIT “A”*** and the Chair and Township Manager are authorized to execute the Amendment No. 1 to the Intergovernmental Cooperation Agreement, which is attached hereto and marked as ***EXHIBIT “A”***.

ADOPTED AND RESOLVED at a duly conducted meeting of the Board of Supervisors of the Township of Hanover the 17th day of December, 2024.

ATTEST:

HANOVER TOWNSHIP
BOARD OF SUPERVISORS

By: _____
Kimberly R. Lymanstall, Secretary
Board of Supervisors

By: _____
Susan A. Lawless, Esq., Chair
Board of Supervisors

Amendment No. 1 to Intergovernmental Cooperation Agreement
By and Between
City of Bethlehem
And
Hanover Township, Northampton County
Related to Yard Waste Facility Usage

THIS AMENDMENT NO. 1 TO INTERGOVERNMENTAL COOPERATION AGREEMENT (this “Agreement”) is made this _____ day of _____, 20____, by and between the CITY OF BETHLEHEM, a municipal corporation being a City of the Third Class, subject to the Optional Third Class Charter Law, organized and existing under the laws of the Commonwealth of Pennsylvania, with offices at City Hall, 10 E. Church Street, Bethlehem, Pennsylvania 18018 (hereinafter referred to as “City”) and HANOVER TOWNSHIP, NORTHAMPTON COUNTY, a second class township organized under the laws of the Commonwealth of Pennsylvania with offices at 3630 Jacksonville Road, Bethlehem, Pennsylvania 18017 (hereinafter referred to as “HTNC”).

WHEREAS, the City owns and operates a yard waste facility located at 1480 Schoenersville Road, Bethlehem, Pennsylvania, 18017 (hereinafter referred to as “Facility”), and

WHEREAS, the City and HTNC entered into an Intergovernmental Cooperation Agreement dated June 8, 2022 (hereinafter referred to as the “Agreement”) to allow HTNC and its residents to use the Facility; and

WHEREAS, the City and HTNC desire to extend the term of the Agreement for a one-year period.

NOW, THEREFORE, in consideration of the covenants and conditions contained herein, the parties agree as follows:

1. The term of the Agreement is hereby extended for a one-year period, beginning on January 1, 2025 and ending on December 31, 2025 (the “Extended Term”),

unless terminated in accordance with Paragraph 12 of the Agreement.

2. HTNC agrees to pay the City in accordance with the following schedule:

Extended Term – 2025 – \$77,272.00

The City will invoice HTNC for the Extended Term upon full execution of this Agreement and will direct all invoices to the Township Manager. All payments will be due thirty (30) days from invoice date.

3. Paragraph 13 of the Agreement is hereby amended to reflect current contract representatives for the purpose of providing all notices and other written communications required under the Agreement and this Amendment.

Communication and details concerning this contract shall be directed to the following contract representatives:

For City:

City of Bethlehem
Attn: Michael J. Halbfoerster, Director of Recycling
10 East Church Street
Bethlehem, PA 18018

For FHB:

Hanover Township, Northampton County
Attn: Martin Limpar, Public Works Director
3630 Jacksonville Road
Bethlehem, PA 18017

4. All other terms and conditions contained in the Agreement are hereby ratified and confirmed and shall remain in full force and effect.

5. This Amendment may be executed in counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument.

[signatures appear on the next page]

IN WITNESS WHEREOF, and intending to be legally bound hereby, the parties hereto have set their hands and seals on the date first above written.

ATTEST:

HANOVER TOWNSHIP, NORTHAMPTON
COUNTY

Title:

By: _____
Title:

ATTEST:

CITY OF BETHLEHEM

City Controller

By: _____
Mayor

The within Agreement is certified to be
Needed, necessary and appropriate.

By: _____
City of Bethlehem Department Head
Print Name: Laura Collins

RESOLUTION 2024 – 36
HANOVER TOWNSHIP – NORTHAMPTON COUNTY
PENN COMMUNITY BANK SIGNATURES

Penn Community Bank
219 S 9th Street
Perkasie, Pa 18944
Phone: (610)703-6004

By: Hanover Township- Northampton County
3630 Jacksonville Rd
Bethlehem, Pa 18017

Referred to in this document as “Financial Institution”

Referred to in this document as “Association”

I, Kim R. Lymanstall, certify that I am the secretary (clerk) of the above-named association organized under the law of Pennsylvania, Federal Employer I.D. Number 24-6002415, and that the resolutions on this document are a correct copy of the resolution adopted at a meeting of the association duly and properly called and held on (date). The resolutions appear in the minutes of the meeting and have not been rescinded or modified.

Agents. Any Agents below, subject to any written limitations, is authorized to exercise the powers granted as indicated below:

Name and title or Position	Signature
<u>Mark L. Hudson, Manager</u>	<u>x</u>
<u>Jean E. Versteeg, Chairperson</u>	<u>x</u>
<u>Susan A. Lawless, Chairperson</u>	<u>x</u>
<u>Beth A. Bucko, Treasurer</u>	<u>x</u>
<u>Kimberly R. Lymanstall, Secretary</u>	<u>x</u>

RESOLVED this 17th day of December 2024.

ATTEST

BOARD OF SUPERVISORS
Hanover Township,
Northampton County

By: _____
Kimberly R. Lymanstall, Secretary
Board of Supervisors

By: _____
Susan A. Lawless, Esq., Chair
Board of Supervisors

HANOVER TOWNSHIP, NORTHAMPTON COUNTY
RESOLUTION 2024 - 37
2024 AMERICAN RESCUE PLAN ACT EXPENDITURES

WHEREAS, Hanover Township received \$1,211,491.70 from the American Rescue Plan Act (ARPA), and

WHEREAS, Hanover Township spent \$126,000.00 during the prior years; and

WHEREAS, Hanover Township paid for the following items using the ARPA funds during 2024;
and

Payee	Project	Amount
Kobalt Construction	Lord Byron & Chaucer Storm Sewer Project	\$203,697.44
Horizon Sports Group	Municipal Park Pickle Ball Courts	\$166,645.00
Golden Equipment Co., Inc	Tymco Street Sweeper	\$363,800.00
Total Spent in 2024:		\$734,142.44

APPROVED AND ADOPTED as a Resolution of the Township of Hanover this 17TH day of December 2024.

ATTEST:

HANOVER TOWNSHIP
BOARD OF SUPERVISORS

By: _____
Kimberly R. Lymanstall, Secretary
Board of Supervisors

By: _____
Susan A. Lawless, Esq., Chair
Board of Supervisors

HANOVER TOWNSHIP, NORTHAMPTON COUNTY
RESOLUTION 2024 – 38
2025 AMERICAN RESCUE PLAN ACT OBLIGATED EXPENDITURES

WHEREAS, Hanover Township received \$1,211,491.70 from the American Rescue Plan Act (ARPA), and

WHEREAS, Hanover Township spent \$860,142.44 during the prior years; and

WHEREAS, Hanover Township has obligated the remaining ARPA funds to purchase the following items, by having these items under contract or having signed quotes/purchase orders; and

Payee	Project	Amount
Crafco	Tar Machine	\$ 72,500.00
John Deere	Track Skid Steer	\$ 92,750.00
Frederick Chevy	Chevy Blazer EV	\$ 51,207.00
Innova	Disk Golf Goals	\$ 3,739.00
General Recreation	Pharo Park Playground	\$ 55,105.00
R&J Carpet Connection	HTCC Preschool Room New Vinyl Floor	\$ 4,765.00
Lehigh Valley Cleaning	HTCC Vinyl Floor Clean and Refinish	\$ 4,825.60
Empire Fitness Services	HTCC Weightroom Equipment Maintenance	\$ 3,561.35
Lifetime Fitness	HTCC Weightroom Equipment	\$ 57,261.72
Premier Environments	Office Chairs / Mtg Chairs / Conference Chairs	\$ 15,148.84
Total obligated for in 2025:		\$360,863.51

WHEREAS, Hanover Township has any remaining ARPA funds after all the obligated purchases are completed any remaining ARPA funds would paid to the Colonial Regional Police Department to offset the Township's yearly cost; and

APPROVED AND ADOPTED as a Resolution of the Township of Hanover this 17TH day of December 2024.

ATTEST:

HANOVER TOWNSHIP
BOARD OF SUPERVISORS

By: _____
Kimberly R. Lymanstall, Secretary
Board of Supervisors

By: _____
Susan A. Lawless, Esq., Chair
Board of Supervisors

Empire Fitness Services
1927 Stout Drive, Suite 6
Warminster, PA 18974
Tel: 215-773-6900 Fax: 215-443-0100
www.empire-fitness-services.com

Preventive Maintenance Agreement

The following clauses and stipulations in this contract will include preventive maintenance of the fitness equipment for the following location:

Hanover Township Community Center
3660 Jacksonville Rd.
Bethlehem, PA 18017

This contract will begin Jan. 1, 2025 and terminate Dec. 31, 2025. The cost of this preventive maintenance agreement is \$4,170.00 per annum.

Preventive maintenance will be done at the facility listed above on a quarterly basis, a total of four preventive maintenance visits.

Service calls between maintenance visits will be billed at the rate of \$80.00 per call, plus \$80.00 per hour for labor. There will be a service charge of \$65.00 for return visits that are for services or part replacement suggested at the time of the preventive maintenance, in addition to a charge for parts and labor. This contract does not cover the cost of any parts.

This agreement will become effective upon the receipt of payment, a purchase order or the affixation of an authorized signature. Either party can terminate this agreement with a thirty day written notice to the other party. If this contract is not accepted within sixty days, this offer is void and prices are subject to change.

This Agreement Covers The Following Equipment:

Manufacturer	Description	Model	Quantity
Life Fitness	Bike	93Ri	1
Sci-Fit	UBE	Pro-1	1
Life Fitness	Bike	CLSCS	1
Precor	Bike	846i	1
Keiser	Bike	M3	3
Matrix	Spin Bike	S-Series	3
Schwinn	Spin Bike	Pro Johnny G	7
Star Trac	Spin Bike	9-5800	2
Cybex	Arc Trainer	620A	1
Nu-Step	Stepper	TRS-4000	1
Life Fitness	Cross Trainer	95Xi	1
Life Fitness	Cross Trainer	CLSXS	1
Precor	EFX	546	1
Precor	EFX	556	1

StairMaster	Stepmill	Step Mill 5	1
Concept II	Rower	D	1
Life Fitness	Treadmill	CST	1
Life Fitness	Treadmill	CLST	2
Life Fitness	Treadmill	93T	1
Life Fitness	Treadmill	95T	1
Life Fitness	Gym	MJ-5	1
Cybex	Single Station	Leg Extension	1
Cybex	Single Station	Arm Curl	1
Cybex	Single Station	Arm Extension	1
King	Single Station	Chin/Dip Assist	1
King	Single Station	Smith Machine	1
Life Fitness	Single Station	Hip Ad / Ab	1
Life Fitness	Single Station	Abdominal Crunch	1
Magnum	Single Station	PL Seated Row	1
Magnum	Single Station	PL Leg Press	1
Magnum	Single Station	PL Adj. Incline Press	1
Nautilus	Single Station	PL Seated Calf Raise	1
Parabody	Single Station	VKR	1
Hammer Strength	Single Station	Chest Press	1
Hammer Strength	Single Station	Pec Fly/Rear Delt	1
Hammer Strength	Single Station	Seated Leg Press	1
Hammer Strength	Single Station	Seated Leg Curl	1
Hammer Strength	Single Station	Leg Extension	1
Hammer Strength	Single Station	Shoulder Press	1
Hammer Strength	Bench	45 Degree Back	1
Rogue	Rack	Squat Rack	1
King	Bench	Various	2
Powerline	Bench	Adj. Incline	1
York	Bench	Adj. Incline	1
Misc.	Bench	Misc.	1

Authorized Signature

Name (Print)

Charles D. Sherwood

Charles D. Sherwood
Service Manager

November 4, 2024
Date

LEHIGH VALLEY CLEANING SERVICES, LLC

SERVICE AGREEMENT

This contract is for services made effective as of **November 26th, 2024**, by and between **Hanover Township Community Center of 3660 Jacksonville Rd, Bethlehem, PA 18017** and **Lehigh Valley Cleaning Services, LLC ("LVCS")** of 35 East Elizabeth Avenue, Suite 303, Bethlehem, PA 18018. "LVCS" shall be responsible for the cleaning services of **Hanover Township Community Center** as agreed upon in the proposal. To protect both parties, all services are covered by General Liability Insurance & Worker's Compensation Insurance.

"LVCS" shall provide: <<All Relative Supplies/Equipment>>.

Hanover Township Community Center is responsible for providing: <<Water Source, Electricity>>

For these services, **Hanover Township Community Center** shall be billed <<4,825.60 >> for services performed and agreed to in the proposal. *Payment shall be made to Lehigh Valley Cleaning Services.* Full payment is due upon completion of the agreed upon services. A 25% deposit is required to book service. All payments must be received when services are completed. If **Hanover Township Community Center** requests an increase in the services provided, outside of the agreed upon proposal, "LVCS" reserves the right to rightfully alter the price for services. All areas worked will be cleaned by our crew **Hanover Township Community Center** is responsible for the removal and storage of all personal property from the work area. All federal holidays are observed and excluded as work days and can be rescheduled. "LVCS" reserves the right to reschedule any day because of severe weather conditions. In addition, if **Hanover Township Community Center** fails to pay for services "LVCS" reserves the right to treat such failure as a material breach of this contract and may cancel this contract and will seek legal remedies.

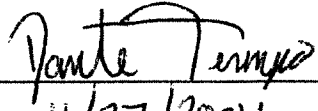
"LVCS" shall provide its services and meet its obligations.

Your use of our services or your signature below indicates your understanding and agreement of these terms.

X _____

Date: _____

Lehigh Valley Cleaning Services, LLC

X  _____
Date: 11/27/2024

Hanover Township Community Center



KOBALT CONSTRUCTION INC.

216 Route 196
Tobyhanna PA 18466
570-895-4613 570-614-2134 fax

11-30-24

Hanover Township
3630 Jacksonville Road
Bethlehem PA 18107

Extension of Time
Project # H 21-24 Storm Sewer Project

Mark Hudson,

We are requesting an extension of time on the project to July 31 2025 at this time to allow for us to return and complete paving restorations and any other final lawn or other restoration work on the project once school is off for summer break 2025

Please accept this Extension of Time Request and please feel free to reach out with any questions.

Sincerely,

A handwritten signature in cursive script that reads "julius kollar jr".

Julius Kollar President