
REGULAR SEMI-MONTHLY MEETING

December 17, 2024

The regular semi-monthly meeting of the Board of Supervisors, Hanover Township, Northampton County, was called to order by Chair Susan Lawless at the Hanover Township Municipal Building, 3630 Jacksonville Road, Bethlehem, PA, 18017 at 7:00 P.M.

Present were Supervisors Lawless, Prendeville, Gross, Versteeg, Diacogiannis, Township Engineer Brien Kocher, and Township Solicitor James Broughal.

The Pledge of Allegiance was performed.

Upon motion of Mr. Prendeville, seconded by Mr. Gross, the Board approved the agenda.

Mr. Diacogiannis amended the agenda under Administration – the Colonial Regional Police Commission 2025 Budget should state the Colonial Regional Police Commission 2025 Hanover Township Allocation Approval.

Mr. Diacogiannis, aye, Mr. Prendeville, aye, Mr. Gross aye, Ms. Versteeg aye, Ms. Lawless, aye.

Ms. Lawless noted that Angelo Villani and Sean Davis took their oath as Fire Police Officers in Hanover Township.

Upon motion of Mr. Prendeville seconded by Mr. Gross, the Board approved the minutes from the meeting of the Board of Supervisors dated November 26, 2024.

Mr. Diacogiannis, aye, Mr. Prendeville, aye, Mr. Gross aye, Ms. Versteeg aye, Ms. Lawless, aye.

Upon motion of Mr. Prendeville, seconded by Mr. Gross, the Board approved the list of bills and transfers dated December 17, 2024.

Mr. Diacogiannis, aye, Mr. Prendeville, aye, Mr. Gross aye, Ms. Versteeg aye, Ms. Lawless, aye.

COURTESY OF THE FLOOR

REPORT OF THE CHAIR

“As my final report of 2024, I feel the need to reflect on the past year. We began the year with a new administration taking office. I want to start by thanking Mr. Diacogiannis. While I am still filling the shoes of a dedicated decades long public servant, you provided me with a very good role model, have always been available to offer advice and took the time to meet with me to make the transition a smooth one.

Our first challenge as a group was to replace another decades long public servant. I want to thank the entire Board for the teamwork necessary to so quickly secure a new Township Manager. At the same time, our long-time Zoning Officer and Department Manager, Yvonne Kutz, retired. Any one of those changes could be scary and anxiety inducing. Adding to that were staffing shortages along the way. Our staff, including our new Manager, rose to the occasion at every opportunity. Mr. Hudson set a calming, collaborative tone for which I thank him. On behalf of each member of the Board, I wish to thank our Township employees for not only keeping the ship steady but achieving a lot along the way.

We have kept our promise to invest in the Community Center, what I have called the beating heart of our community. The pool was well received and well attended. The pickle ball courts are state of the art. We look forward to investments of the remaining Biden Administration ARPA funds to repair and replace a significant number of pieces of exercise equipment early in the New Year. Programing at the community

center has been expanding steadily. I applaud that entire team and its leadership not only for their hard work but also their creativity. In 2025, we look forward to building a Field House at First Responders Park, further work on a possible pump track and exploration of funding sources to replace the HTCC's roof and HVAC.

Public Works not only managed to ride the learning curve of a new, state of the art pool maintenance system, but also another challenge by learning to resurface our tennis courts so that the Township can do so "in house" realizing a significant cost savings for the Township. We thank that Public Works teams for those accomplishments, all while maintaining the level of services that is second to none in the County AND managing the retrofitting of storm water system in the Township's original residential community.

I would like to thank Rep. Steve Samuelson and Senator Nick Miller for aggressively fighting to bring Hanover Township tax dollars back to our residents in the form of grants that made the stormwater upgrade and field house possible, just to highlight the largest of the grants received in 2024 as a result of their efforts. And folks that we have here in this building deserve a thank you. The team, though most often understaffed for various reasons, kept the proverbial trains running on time and delivered yet another budget with no tax increase. Funding for things like the Fieldhouse and other park upgrades resulted largely from grants prepared expertly by this team – and at a time when the staff already had a hefty TO DO LIST. In 2025, we look forward to a new website for all departments including the HTCC, new financial software, a new auditor and opportunities to mine our procedures for increased efficiencies, and to continue to build more transparency in the budget and other processes.

In 2025, we will continue to face the challenges that arise from the Township's proximity to major transportation hubs: We will endeavor to develop parcels, like the Arcadia and LNAA-Majestic sites, in the manner that serves the primary interests of this community as you have so clearly."

Ms. Lawless wishes a Merry Christmas, happy holidays, and a healthy prosperous New Years to the residents, professional staff, employees, and Board members.

REPORT OF THE VICE CHAIR

"For me, 2024 began with a variety of emotions and goals. I started my first year as a Township Supervisor with optimism and, to be honest, a touch of apprehension. This was all very new to me. We started off shorthanded, with a number of open positions, including the critical role of Township Manager. I can only thank and commend our staff for keeping everything on track. It was a huge effort by everyone, and I know there were some especially difficult points. (Not the least of which, having to deal with a couple of newbie Supervisors.)

Our first major goal for the year was to search for, and hire, a new Township Manager. For me, that process actually was a benefit in helping us, the full Board, start to get a feeling for the dynamics of working together. Ultimately, we selected Mr. Hudson and I feel like he has been an excellent fit for us. I thank him for the time he has given me to get to know him, and to understand the hot topic of the moment.

There has been a lot to learn but I see that as a process that really does not end. I look forward to continuing to collaborate and learn from our Township staff, volunteers, and outside professional support. It is an honor to serve our community, and also a responsibility that I take very seriously. In 2025, I will continue to keep the best interests of Hanover Township in the forefront of any decisions brought before this Board."

Ms. Versteeg wishes everyone a Happy Holiday Season and only the best wishes for the coming New Year!

SUPERVISOR'S COMMENTS

Mr. Diacogiannis – Road District #1, had nothing to report. Mr. Diacogiannis thanked Susan for giving him the relief that he sought as Chair. Mr. Diacogiannis stated the CRPD had their annual Shop with a Cop and it was a success.

Ms. Versteeg - Road District #2, had nothing to report. Ms. Versteeg stated she enjoyed participating in the CRPD annual Shop with a Cop event.

Mr. Gross – Road District #3, had nothing to report. Ms. Gross commended the staff and volunteers for the Tree Lighting event.

Ms. Lawless – Road District #4, had nothing to report.

Mr. Prendeville – Road District #5, had nothing to report.

APPOINTMENTS AND RESIGNATIONS – Mr. Diacogiannis

Proclamation 2024-7 – Susan M. Check

Mr. Diacogiannis authorized the Board to approve Proclamation 2024-7 – Susan Check. Hanover Township applauds and recognizes Susan M. Check on her retirement and the Board of Supervisors congratulates her for her efforts in making, assisting, and keeping Hanover Township the premier Township to Live, Work, and Play in the entire Lehigh Valley. The Board of Supervisors proclaims the week of January 6, 2025, as Susan M. Check Week in Hanover Township.

Ms. Lawless shared the Proclamation with Ms. Check.

Mr. Prendeville seconded the motion.

Mr. Diacogiannis, aye, Mr. Prendeville, aye, Mr. Gross aye, Ms. Versteeg aye, Ms. Lawless, aye.

PLANNING & ZONING – Ms. Versteeg

Ordinance 2024 – 05 Volunteer Fire Company Real Estate Property Tax Credit

Ms. Versteeg moved the Board to adopt Ordinance 2024-05, 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. The Ordinance has been advertised and the Secretary has proof of publication.

Mr. Hudson summarized that any volunteer firefighter that lives in or owns property in Hanover Township can receive up to a 100% rebate for their property tax.

Mr. Prendeville seconded the motion.

Mr. Diacogiannis, aye, Mr. Prendeville, aye, Mr. Gross aye, Ms. Versteeg aye, Ms. Lawless, aye.

DEVELOPMENTS – Mr. Prendeville

Muller Martini Corp. Building Expansion – Deferral of Land Development Plan Submission Expires

Mr. Prendeville moved the Board, to grant the developer of the Muller Martini Corp. Building expansion, a deferral extension to October 12, 2025, for the land development plan submission, per the developer's letter dated December 5, 2024.

Mr. Gross seconded the motion.

Mr. Diacogiannis, aye, Mr. Prendeville, aye, Mr. Gross aye, Ms. Versteeg aye, Ms. Lawless, aye.

Arcadia Dev. Corp. Industrial Development – MPC Deadline

Mr. Prendeville noted for the record, the applicant for Arcadia Dev. Corp. Industrial Development is granting the Township an extension under the MPC deadline to February 28, 2025, per the attorney's letter dated December 8, 2024.

SWB&R Building Addition Land Development – Recording Deadline

Mr. Prendeville moved the Board to grant the developer of SWB&R Building Addition an extension to March 31, 2025, to finalize the plans, per the attorney letter dated December 3, 2024.

Mr. Gross seconded the motion.

Mr. Diacogiannis, aye, Mr. Prendeville, aye, Mr. Gross aye, Ms. Versteeg aye, Ms. Lawless, aye.

Jaindl WAWA/MOB/Bank – Recording Deadline

Mr. Prendeville moved the Board to grant the developer of Jaindl WAWA/MOB/Bank an extension to March 31, 2025, to finalize the plans for recording, per the attorney letter dated December 3, 2024.

Mr. Gross seconded the motion.

Mr. Diacogiannis, aye, Mr. Prendeville, aye, Mr. Gross aye, Ms. Versteeg aye, Ms. Lawless, aye.

Lehigh Valley Flex Center – Improvements Deadline

Mr. Prendeville moved the Board to grant the developer of Lehigh Valley Flex Center an extension to December 31, 2025, regarding the improvements deadline, per the developer's letter dated December 5, 2024.

Mr. Gross seconded the motion.

Mr. Diacogiannis, aye, Mr. Prendeville, aye, Mr. Gross aye, Ms. Versteeg aye, Ms. Lawless, aye.

LVCC Lot 12 – Holiday Inn Express – Restaurant Pad Site Landscaping Deferral – BOS Yearly Review DISCUSSION

LVCC Lot 12 – Holiday Inn Express has a deferral extension to December 31, 2028, regarding the landscaping for the restaurant pad site. The owner agreed to the two conditions outlined in the Hanover Engineering Associates letter dated November 7, 2011.

1. That the developer maintains the Performance Bond (No. B-9107271) in the amount of \$9,930.00 for the deferred landscaping for the "Restaurant Pad Site."
2. That the Developer adheres to the Township Policy #25 (Payment of Plans and Appeals Accounts).

Mr. Kocher reviewed the sketch with the Board and explained that there were plans for a restaurant and the developer wanted to wait to put in the landscaping until the restaurant was built. The developer has not built anything on the pad. The Board granted the extension that goes out several years but with the stipulation, the Board reserves the right to review it every year.

Hanover Corporate Center II – Jaindl Lot 1 & Lot 4 Landscape Deferrals – BOS Review of Deferral Request

Mr. Prendeville moved the Board to grant the developer of HCC2 – Jaindl Lots 1 & 4 an extension to December 31, 2025, to complete the required landscaping improvements, per the attorney letter dated December 11, 2024.

Mr. Kocher explained the sketch with the Board.

Mr. Gross seconded the motion.

Mr. Diacogiannis, aye, Mr. Prendeville, aye, Mr. Gross aye, Ms. Versteeg aye, Ms. Lawless, aye.

Dewire Estates 2010 – Improvements Deadline

Mr. Prendeville moved the Board to grant the owner of Dewire Estates 2010 an extension to December 31, 2025, regarding the improvement's deadline, per the owner's letter dated December 9, 2024.

Domenic Villani, 930 Wafford Lane, owner of Dewire Estates, requested to use the year extension to close out the project. Mr. Kocher stated one year is appropriate to complete the final improvements, repairs, and inspections. Mr. Kocher requested Mr. Villani write a letter or an email to the Township Manager stating the project is done so that Hanover Engineering can do a final inspection.

Mr. Gross seconded the motion.

Mr. Diacogiannis, aye, Mr. Prendeville, aye, Mr. Gross aye, Ms. Versteeg aye, Ms. Lawless, aye.

ADMINISTRATION – Mr. Gross

Resolution 2024 – 31 - Adoption of the 2025 General Fund, Capital Reserve, State Fund, and Recreation Budget

Mr. Gross moved the Board to adopt Resolution 24-32 adopting the 2025 general fund, capital reserve, state fund, and recreation budgets.

Mr. Prendeville seconded the motion.

Mr. Diacogiannis, aye, Mr. Prendeville, aye, Mr. Gross aye, Ms. Versteeg aye, Ms. Lawless, aye.

Authorize to Advertise the Adoption of the 2025 budget

Mr. Gross moved the Board to authorize the Secretary to advertise the adoption of the 2025 budget.

Mr. Prendeville seconded the motion.

Mr. Diacogiannis, aye, Mr. Prendeville, aye, Mr. Gross aye, Ms. Versteeg aye, Ms. Lawless, aye.

Colonial Regional Police Commission 2025 Hanover Township Allocation Approval

Mr. Gross moved the Board approve the 2025 Hanover Township Allocation of a maximum of \$2,666,976 towards the operation of the CRPD in compliance with Article V, Section B of the Colonial Regional Police Commission Articles of Agreement and to send a letter to the Commission informing them of the Board's actions.

Mr. Prendeville seconded the motion.

Mr. Diacogiannis, aye, Mr. Prendeville, aye, Mr. Gross aye, Ms. Versteeg aye, Ms. Lawless, aye.

Resolution 2024 – 32 - Approval of 2025 Tax Rate

Mr. Gross moved the Board to adopt Resolution 24-32 setting the 2025 tax rate.

The tax rate is the same setting as 2024.

Mr. Prendeville seconded the motion.

Mr. Diacogiannis, aye, Mr. Prendeville, aye, Mr. Gross aye, Ms. Versteeg aye, Ms. Lawless, aye.

Resolution 2024 – 33 - Approval of 2025 Tax Rate for 611 Taxes

Mr. Gross moved the Board to adopt Resolution 24-33 setting the 2025 Tax Rate for Act 611 Taxes.

The merchant tax, earned income tax, real estate transfer tax, and the LST rates are the same as 2024.

Mr. Prendeville seconded the motion.

Mr. Diacogiannis, aye, Mr. Prendeville, aye, Mr. Gross aye, Ms. Versteeg aye, Ms. Lawless, aye.

Resolution 2024 – 34 - Approved Towing and Storage Companies

Mr. Gross moved the Board to adopt Resolution 24-34 establishing the certified list of licensed and approved towing and storage companies.

Mr. Prendeville seconded the motion.

Mr. Diacogiannis, aye, Mr. Prendeville, aye, Mr. Gross aye, Ms. Versteeg aye, Ms. Lawless, aye.

Resolution 2024 - 35 - Amendment No. 1 to Intergovernmental Agreement with the City of Bethlehem

Mr. Gross moved the Board to adopt Resolution 24-35 amending the intergovernmental agreement with the City of Bethlehem for the continued use of their Yard Waste Center by Hanover Township and our residents.

The fee went up 3% from 2024.

Mr. Prendeville seconded the motion.

Mr. Diacogiannis, aye, Mr. Prendeville, aye, Mr. Gross aye, Ms. Versteeg aye, Ms. Lawless, aye.

Resolution 2024 – 36 - Penn Community Bank Signature Page

Mr. Gross moved the Board to adopt Resolution 24-36 approving the signers for our Penn Community Bank Accounts: Kim Lymanstall, Susan Lawless, Jean Versteeg, Mark Hudson and Beth Bucko.

Mr. Prendeville seconded the motion.

Mr. Diacogiannis, aye, Mr. Prendeville, aye, Mr. Gross aye, Ms. Versteeg aye, Ms. Lawless, aye.

Resolution 2024-37: ARPA 2024 Expenditures

Mr. Gross moved the Board to adopt Resolution 24-37 allocating expenditures in 2024 to utilize funding the Township received from the American Rescue Plan Act.

Mr. Hudson reviewed the expenditures with the Board.

Mr. Prendeville seconded the motion.

Mr. Diacogiannis, aye, Mr. Prendeville, aye, Mr. Gross aye, Ms. Versteeg aye, Ms. Lawless, aye.

Resolution 2024-38: ARPA Obligated Expenditures for 2025

Mr. Gross moved the Board to adopt Resolution 24-38 obligating expenditures in 2025 to utilize funding the Township received from the American Rescue Plan Act.

Mr. Prendeville seconded the motion.

Mr. Diacogiannis, aye, Mr. Prendeville, aye, Mr. Gross aye, Ms. Versteeg aye, Ms. Lawless, aye.

GLICA – Counteroffer of Appraisal of Real Property

Mr. Gross moved the Board to approve the counteroffer presented by Northampton County showing a market value of \$60,000,000 in 2024 and a market value of \$55,000,000 in 2025 and for the following years.

Mr. Prendeville seconded the motion.

Mr. Diacogiannis, aye, Mr. Prendeville, aye, Mr. Gross aye, Ms. Versteeg aye, Ms. Lawless, aye.

Empire Fitness Services – Preventative Maintenance Agreement

Mr. Gross moved the Board to authorize the Chair to execute the contract with Empire Fitness Services for the 2025 Preventative Maintenance Agreement. The cost of the preventative maintenance is \$4,170.00 for the year.

Mr. Prendeville seconded the motion.

Mr. Diacogiannis, aye, Mr. Prendeville, aye, Mr. Gross aye, Ms. Versteeg aye, Ms. Lawless, aye.

Lehigh Valley Cleaning Services – Service Agreement

Mr. Gross moved the Board to authorize the Chair to execute the contract with Lehigh Valley Cleaning Services, LLC, for the cleaning of the Hanover Township Community Center. The cost of the cleaning services is \$4,825.60 for the year.

Mr. Prendeville seconded the motion.

Mr. Diacogiannis, aye, Mr. Prendeville, aye, Mr. Gross aye, Ms. Versteeg aye, Ms. Lawless, aye.

PUBLIC WORKS – Mr. Diacogiannis

Kobalt Construction Inc. – Storm Sewer Project Extension

Mr. Diacogiannis moved the Board to grant Kobalt Construction, Inc. a time extension for the completion of the paving restorations and any final lawn/other restoration work of the Storm Sewer Project to July 31, 2025.

Mr. Hudson noted a letter was sent to residents that live in the development around Thanksgiving stating that the contractor was not able to complete the project due to the weather. The project will resume in the Spring/Summer. The base course asphalt that is currently there is temporary.

Jennifer Levins, 1370 Gaspar Avenue, asked if the roads were going to be repaved. Mr. Kocher stated any roads that get excavation will be paved. Ms. Levins shared her concerns regarding the trees.

Mr. Prendeville seconded the motion.

Mr. Diacogiannis, aye, Mr. Prendeville, aye, Mr. Gross aye, Ms. Versteeg aye, Ms. Lawless, aye.

COURTESY OF THE FLOOR

Telly Diacogiannis, shared that the Bethlehem Area Public Library received the new book mobile. Mr. Telly Diacogiannis credited the library for funding their mobile from donations. He encouraged people to check out the library website for the schedule, events, and what's happening.

Mr. Prendeville complimented Mr. Diacogiannis' efforts within the library.

STAFF REPORTS

Engineer – Mr. Kocher had nothing to report. Mr. Kocher thanked the Township for allowing their services.

Solicitor – Mr. Broughal had nothing to report. Mr. Broughal wished everyone a Merry Christmas and Happy Holidays.

Recreation Director – Mr. Terenzio reported the 2025 Hanover Township Pool memberships are available for purchase. The rates remain the same as 2024. A twilight pass has been added, which is a daily pass for patrons arriving after 5:00pm, any age. The cost is \$5 for residents, \$10 non-residents. Hanover Hoops is still accepting registration, which will begin Sunday, January 5, and will run every Sunday from 1:00pm-3:00pm until March 2, 2025. The Tree Lighting and Breakfast with Santa was well attended and Mr. Terenzio thanked the volunteers, staff, partners, vendors, and sponsors.

Mr. Prendeville recognized Mr. Terenzio for his ability to keep growing the programs at the Hanover Township Community Center and his efforts.

Public Works Director – Mr. Limpar recognized Susan Check and congratulated her on her retirement. Mr. Limpar reported that leaf collection has ended. There were 180 truckloads of leaves and the total leaves collected was about 5 tons. Any extra leaves will need to be placed in a bag or container for yard waste collection in January. Mr. Limpar wished everyone a Merry Christmas and Happy Holidays.

Mr. Prendeville recognized Mr. Limpar for his efforts.

Township Manager – Mr. Hudson noted the Board of Supervisors Reorganization meeting will be held Monday, January 6 at 6:00pm, followed by the Board of Auditors meeting Tuesday, January 7, at 7:00pm. Newsletter articles are due by Friday, January 17, 2025. The Township office will be closed for Christmas on Tuesday, December 25, Wednesday, December 26, and Thursday, December 27. Mr. Hudson thanked Ms. Check for her years of service and thanked the Board and staff for the opportunity in Hanover Township.

Mr. Prendeville recognized Mr. Hudson for his efforts.

Ms. Lawless noted the next Board of Supervisors meeting will be Tuesday, January 14, 2025.

Upon motion of Mr. Prendeville the Board adjourned at 8:05pm.

Kimberly R. Lymanstall
Township Secretary