



JUNE 23, 2025

HANOVER TOWNSHIP COMMUNITY CENTER  
3660 JACKSONVILLE ROAD  
BETHLEHEM, PA 18017

ATTN: MARK HUDSON, [MHUDSON@HANOVERTWP-NC.ORG](mailto:MHUDSON@HANOVERTWP-NC.ORG)  
KIMBERLY LYMANSTALL, [KLYMANSTALL@HANOVERTWP-NC.ORG](mailto:KLYMANSTALL@HANOVERTWP-NC.ORG)

RE: AUTOMATIC DOORS

SUBJECT: PREVENTIVE MAINTENANCE AGREEMENT-RENEWAL

WE HOPE THAT YOU ARE COMPLETELY SATISFIED BOTH WITH THE EQUIPMENT AND THE SERVICE YOU HAVE RECEIVED.

PLEASE BE ADVISED THAT, AS OF AUGUST 31, 2025, YOUR AUTOMATIC DOOR SERVICE AGREEMENT IS DUE FOR RENEWAL.

WE ARE TAKING THE LIBERTY TO ENCLOSE OUR SERVICE AGREEMENT FOR YOUR CONSIDERATION. IF THIS AGREEMENT MEETS WITH YOUR APPROVAL, PLEASE SIGN AND RETURN ONE COPY. YOU WILL BE BILLED ACCORDING TO THE TERMS NOTED.

THANK YOU FOR THE OPPORTUNITY AND PLEASURE TO HAVE BEEN OF SERVICE TO YOU THIS PAST YEAR.

YOURS VERY TRULY,

*PAT COLFLESH*

PAT COLFLESH  
SERVICE MANAGER

PC:KAS

CODE 2

PREVENTIVE MAINTENANCE AGREEMENT

HANOVER TOWNSHIP COMMUNITY CENTER

THE PURPOSE OF THIS AGREEMENT IS TO HELP ENSURE THE CONTINUOUS SATISFACTORY PERFORMANCE OF YOUR AUTOMATIC DOOR SYSTEM.

THE PROGRAM INCLUDES TWO ANNUAL PARTIAL DISASSEMBLY, CLEANING, LUBRICATING, INSPECTION, TUNING, AND ADJUSTMENT OF EQUIPMENT.

STANDARD SERVICE CALLS WILL BE PROVIDED AND WILL COINCIDE WITH OUR BUSINESS HOURS, 8:00AM-5PM MONDAY THROUGH FRIDAY. EMERGENCY SERVICE CALLS REQUESTED OUTSIDE OUR BUSINESS HOURS OR SAME DAY SERVICE WILL BE CHARGED \$700.00 FOR TRAVEL AND ONE HOUR ON SITE. ALL HOURS SPENT OVER THE FIRST HOUR WILL BE CHARGED AT \$175.00 AN HOUR.

MATERIALS, WHEN REQUIRED WILL BE BILLED SEPARATELY, AND ARE NOT PART OF THIS AGREEMENT. YOU WILL BE CHARGED FOR MATERIAL USED, NOT IN WARRANTY, AT STANDARD ESTABLISHED PRICES.

THIS AGREEMENT INCLUDES ALL LABOR NECESSARY TO MAINTAIN, IN WORKING ORDER, AUTOMATIC OPERATORS.

NOTE: THIS AGREEMENT DOES NOT COVER RAILS, PIVOTS, CRASH BARS, DOORS, FRAMES, GLASS, LOCKS (ELECTRIC OR MANUAL) AND MANUAL DOORS, VANDALISM OR ABUSE OF DOOR CONTROLS, OR ANY CHANGES FOR COMPLIANCE DUE TO BUILDING CODES.

PRICE AGREEMENT: \$520.00

BILLED: ANNUALLY

LOCATION: SEE DOOR SCHEDULE

PREVENTIVE MAINTENANCE CALLS: TWO (2) PER YEAR

REGULAR SERVICE PHONE: FOR CALLS BETWEEN 8:00 A.M. THROUGH 5:00 P.M. MONDAY THROUGH FRIDAY (800) 492-2392

EMERGENCY SERVICE PHONE: FOR CALLS BEFORE 8:00 A.M. OR AFTER 5:00 P.M., SATURDAY AND SUNDAY (215) 368-8700

PREVENTIVE MAINTENANCE AGREEMENT

HANOVER TOWNSHIP COMMUNITY CENTER

THIS AGREEMENT SHALL REMAIN IN FULL FORCE, AND EFFECT FOR THE PERIOD SPECIFIED, OR UNTIL EITHER PARTY HERETO SHALL GIVE TO THE OTHER PARTY THIRTY (30) DAYS WRITTEN NOTICE OF INTENTION TO TERMINATE THIS AGREEMENT.

THE CONTRACTOR WILL EXERCISE HIS BEST EFFORTS IN PERFORMING THE ABOVE SERVICES, AND THE CUSTOMER AGREES THAT IN CONNECTION THEREWITH, THE CONTRACTOR DOES NOT ASSUME RESPONSIBILITY FOR DELAYS, OR FAILURE IN FURNISHING PARTS THEREUNDER CAUSED BY: ACTS OF GOD, ABUSE, STRIKES, FAILURE OF TRANSPORTATION, DISCONTINUANCE OF MANUFACTURE, AND CAUSES BEYOND THE CONTRACTOR'S CONTROL; OR INJURY OR DAMAGE TO PERSONS OR PROPERTY ON THE PREMISES FOR ANY CAUSE, OR FROM INTERRUPTION IN THE OPERATION OF THE CUSTOMER'S BUSINESS OR ANY EQUIPMENT ON THE PREMISES OR ANY CAUSE BEYOND THE CONTRACTOR'S CONTROL OR FOR ANY CONSEQUENTIAL DAMAGES WHATSOEVER.

THE ASSUMPTION MUST BE MADE THAT ALL EXISTING ENTRANCES ARE IN COMPLIANCE WITH EXISTING REGIONAL, FEDERAL, AND STATE BUILDING CODES, AND THE CONTRACTOR SHALL NOT BE REQUIRED TO MAKE ANY SAFETY TEST, NOR TO INSTALL NEW ATTACHMENTS TO ALTER FUNCTION OR DESIGN OF THE EQUIPMENT UNDER THE TERMS OF THIS AGREEMENT, WHICH MAY BE RECOMMENDED OR DIRECTED BY INSURANCE COMPANIES, THE FEDERAL GOVERNMENT, STATE OR MUNICIPAL OR OTHER AUTHORITIES.

ADVANCED DOOR SERVICE SHALL NOT BE RESPONSIBLE FOR ANY PERSONAL INJURY OR PROPERTY DAMAGE ARISING OUT OF THE OPERATION OF THE EQUIPMENT, UNLESS ADVANCED DOOR SERVICE HAS BEEN INFORMED THAT A MALFUNCTION OF THE EQUIPMENT CREATES AN UNSAFE CONDITION AND ADVANCED DOOR SERVICE HAS NEGLIGENTLY FAILED TO CORRECT SUCH UNSAFE CONDITION OR, UNLESS SUCH INJURY OR DAMAGE WAS CAUSED BY ADVANCED DOOR SERVICE'S SOLE AND DIRECT NEGLIGENCE.

**If you would like a specific date and time for your preventive maintenance performed, please note that on the signature page (4) or call our dispatch department to schedule.  
Please also send a copy of your tax exemption form.**

PREVENTIVE MAINTENANCE AGREEMENT

HANOVER TOWNSHIP COMMUNITY CENTER

THE CUSTOMER AGREES TO CONDUCT A WALK-THROUGH DAILY, TO ASSURE THE PROPER WORKING OF ALL SAFETY FEATURES ON THE DOOR (DOORS). IF THE SAFETY FEATURES ARE MALFUNCTIONING, HE AGREES TO DISCONTINUE USE OF THE DOOR, AND TO PLACE A SERVICE CALL. ALL ACCIDENT REPORTS IN REGARD TO THE DOORS ARE TO BE FORWARDED TO OUR OFFICE IN A TIMELY MANNER.

THIS AGREEMENT IS FOR THE PERIOD BEGINNING SEPTEMBER 1, 2025 AND ENDING AUGUST 31, 2026.

ACCEPTED BY:

ACCEPTED BY:

PAT COLFLESH

(PLEASE PRINT OR TYPE)

HANOVER TWP COMMUNITY CENTER  
COMPANY OR INSTITUTION

ADVANCED DOOR SERVICE

<u>SIGNATURE,</u>		<u>SERVICE MGR.</u>	
<u>TITLE</u>	<u>SIGNATURE</u>	<u>TITLE</u>	<u>SIGNATURE</u>

DATE

DATE: JUNE 23, 2025

THIS PROPOSAL VALID UNTIL: SEPTEMBER 15, 2025

MAINTENANCE SUPERVISOR AT FACILITY

PHONE NUMBER & EXT.

**\*\*\*Please email your signed service agreement along with any additional support to the following person:**

**Kimberly Sullivan:** [ksullivan@adedoors.com](mailto:ksullivan@adedoors.com)

**As noted on page 3**

**\*\*\*PM Schedule by Month:** \_\_\_\_\_ and \_\_\_\_\_

**\*\*\*Please supply your tax exemption form**

## ADVANCED DOOR SERVICE

### FACILITIES LIST

SHOW PROOF (IF REQUIRED) OF MAINTAINING SUFFICIENT STOCK READILY ACCESSIBLE TO EFFICIENTLY HANDLE SERVICE LOAD. INDICATE NUMBER OF SERVICE EQUIPPED VEHICLES FOR EACH BRANCH INVOLVED WITH HANOVER TWP COMM BLDG. - 15 VEHICLES.

SERVICE SUPERVISOR	PAT COLFLESH
REGULAR SERVICE TELEPHONE	(800) 492-2392
DISPATCHER	CAROL ROBERTS
TELEPHONE NUMBERS	(215) 368-8700 (800) 492-2392
EMERGENCY SERVICE PHONE NUMBER (FOR CALLS <u>BEFORE</u> 8:00 A.M. OR <u>AFTER</u> 5:00 P.M. <u>ONLY</u> )	(215) 368-8700

### DEFINITIONS LIST

1. EMERGENCY SERVICE - A SERVICE CALL WILL BE DEFINED AN EMERGENCY SERVICE CALL FOR THE PURPOSE OF THIS AGREEMENT WHERE ONE OR MORE OF THE FOLLOWING CONDITIONS EXIST:
  - A. DOOR WILL NOT CLOSE.
  - B. DOOR WILL NOT LOCK - LOSS OF SECURITY.
  - C. LOSS OF ANY SAFETY PERFORMANCE.
2. CALL-IN-TIME - IS A REFERENCE TO THE TIME A SERVICE CALL IS RECEIVED BY THE ADVANCED DOOR SERVICE DISPATCHER DURING NORMAL WORKING HOURS.

JUNE 23, 2025

PREVENTIVE MAINTENANCE

DOOR SCHEDULE

HANOVER TOWNSHIP COMMUNITY CENTER  
3660 JACKSONVILLE RD, BETHLEHEM, PA

DOOR LOCATION	QTY	DOOR TYPE	
MAIN ENTRANCE	2	HORTON H/C SWINGER SINGLE	
TOTAL OPERATOR COUNT	2	SUB TOTAL	\$520.00
TOTAL OPENING COUNT	2	TOTAL	\$520.00

CODE 2

AGREEMENT PERIOD BEGINNING: SEPTEMBER 1, 2025  
ENDING: AUGUST 31, 2026

## **ORDINANCE NO. 25 - 01**

**AN ORDINANCE ENACTED BY THE BOARD OF SUPERVISORS OF HANOVER TOWNSHIP, NORTHAMPTON COUNTY, PENNSYLVANIA AUTHORIZING (1) THE REPEAL OF ORDINANCE 17-2, AN ORDINANCE APPROVING AN INTERMUNICIPAL COOPERATION AGREEMENT WITH EAST ALLEN TOWNSHIP BY CREATING A JOINT BOARD OF APPEALS UNDER THE CONSTRUCTION CODE STATUTE AND (2) AMENDING THE CODE OF ORDINANCES CHAPTER 65 CONSTRUCTION CODES, UNIFORM, SECTION 65-9 BOARD OF APPEALS, BY ELIMINATING THE HANOVER TOWNSHIP BOARD OF APPEALS AND REPLACING IT WITH THE NAZARETH COUNCIL OF GOVERNMENTS (“NAZ COG”) BUILDING OFFICIALS AND CODE ADMINISTRATORS (“BOCA”) BOARD OF APPEALS**

*WHEREAS*, Hanover Township, Northampton County, Pennsylvania (“Hanover”) adopted Ordinance 17-2 creating a Joint Board of Appeals with East Allen Township, Northampton County, Pennsylvania (“East Allen”) pursuant to the Uniform Construction Code Statute; and

*WHEREAS*, Hanover and East Allen now desire to eliminate the Joint Board of Appeals by Hanover repealing Ordinance 17-2; and

*WHEREAS*, Hanover desires to amend Ordinance 17-2 by replacing the Joint Board of Appeals with the Nazareth Council of Governments Building Officials and Code Administrators Board of Appeals (NAZ COG BOCA Board of Appeals).

*NOW, THEREFORE*, be it enacted and ordained by the Board of Supervisors of Hanover Township, Northampton County, Pennsylvania and the same is hereby ordained and enacted as follows, to wit:

SECTION 1. The Board of Supervisors of Hanover Township, Northampton County, Pennsylvania, under the powers vested in it by the “Second Class Township Code” and the authority and procedures of the “Intergovernmental Cooperation Law”, as amended, as well as other laws of the Commonwealth of Pennsylvania, do hereby enact and ordain the following:

(a) Ordinance 17-2 is hereby amended by repealing the provisions that created a Joint Board of Appeals with East Allen;

(b) Ordinance 17-2 is hereby amended by amending the Code of Ordinances, Chapter 65, Section 65-9 Board of Appeals to read as follows:

“§65-9 – The Township hereby establishes the NAZ COG BOCA Board of Appeals as the Township’s official Building Officials and Code Administrators Board of Appeals pursuant to the Uniform Construction Code Statute”.

SECTION2. All provisions of Hanover ordinances and resolutions and parts thereof that were adopted prior to this Ordinance and that are in conflict with this Ordinance are hereby amended by this Ordinance.

SECTION 3. The provisions of this Ordinance shall become effective five (5) days from the date of enactment.

SECTION4. ENACTED AND ORDAINED this \_\_\_\_ day of \_\_\_\_\_, 2025.

ATTEST

HANOVER TOWNSHIP  
NORTHAMPTON COUNTY,  
PENNSYLVANIA

By: \_\_\_\_\_  
Kimberly Lymanstall, Secretary

By: \_\_\_\_\_  
Susan A. Lawless, Chair  
Board of Supervisors



## **Municipal Solid Waste Collection and Recycling 2021-2025 Contract**

### **Bid Opening – July 15, 2025**

The Bids for Municipal Solid Waste Collection and Recycling 2026 – 2028 or 2026 – 2030 Contract were opened at the Hanover Township Municipal Building, 3630 Jacksonville Road, Bethlehem, PA 18017 at 2:00pm.

Present for the bid opening was Township Manager, Mark Hudson, Public Works Director, Martin Limpar, Township Secretary, Kim Lymanstall and Township Manager Secretary Alicia Aziz.

It was noted that bids were advertised and each of the 4 bidders attended the mandatory pre-bid meeting held on July 1, 2025 at 9:00am.

Lowest Bidders were as follows

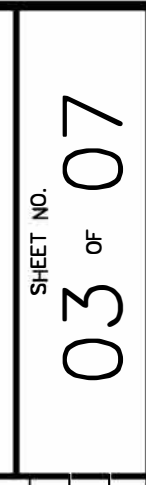
<b>Option</b>	<b>Length</b>	<b>Lowest Bidder</b>	<b>Cost for term</b>
Option 1 - 3 year:		JP Mascaro	\$5,440,353.00
Option 1 – 5 year:		JP Mascaro	\$9,658,992.00
Option 2 – 3 year:		Republic	\$3,728,295.86
Option 2 – 5 year:		Whitetail	\$6,443,414.66

Option 1: Collection equivalent to what you currently have, residents supply their own cans and trash would be picked up by hand. The Township only received one bid for this option as most companies have moved to automated pickups.

Option 2: Is the collection of Refuse and Recycling by the means of 96 gallon totes. Refuse will be collected weekly and Recycling will be collected every other week, which is the current schedule. Bulk waste will need to be scheduled by the resident with the contractor and there will be a cost to the resident for bulk pickups. The Township received 4 bids for both the 3 year and 5 year options.



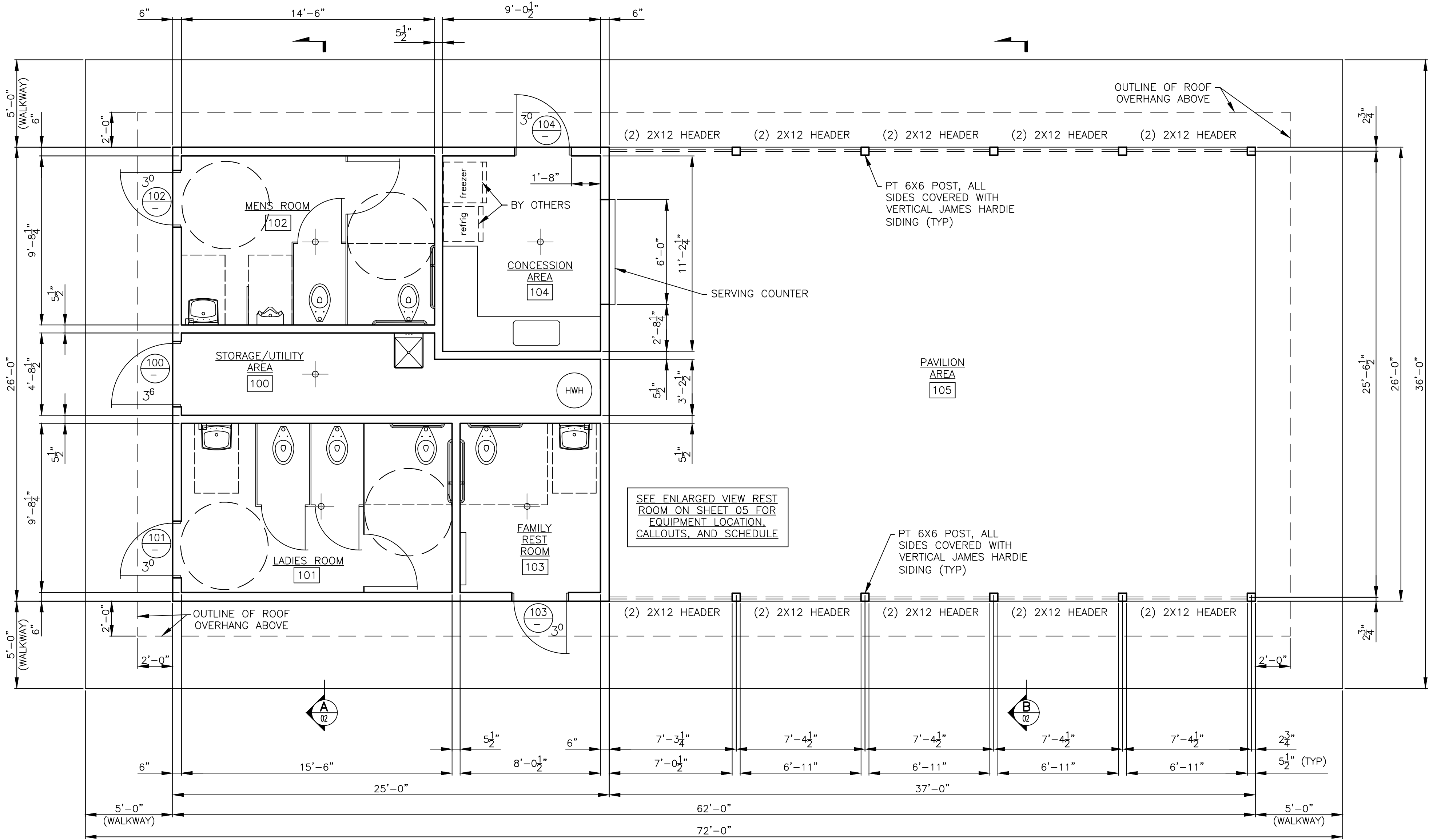




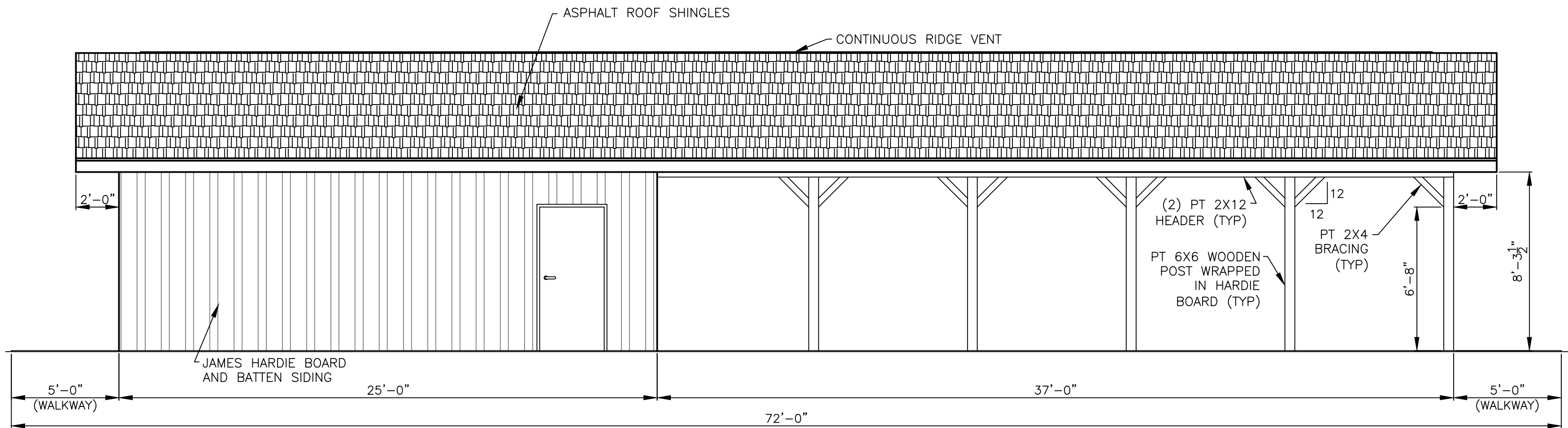


S:\Projects\Municipal\HanoverTwp\H18-22-FirstResponders\ParkConcessionsStand\Drawg\ H18-22 Pavilion.DWG May 09,2025 9:18am

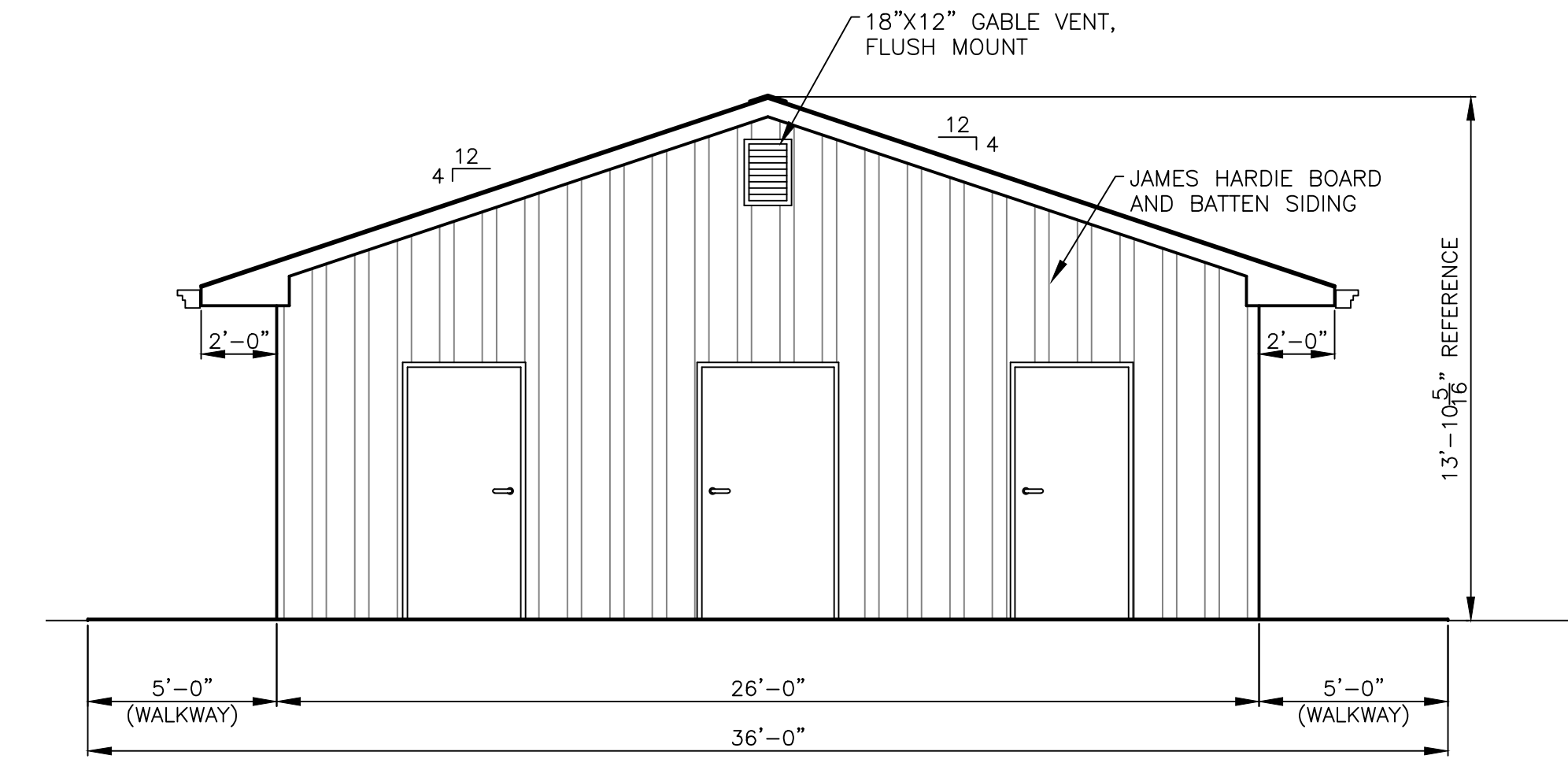
DRAFT



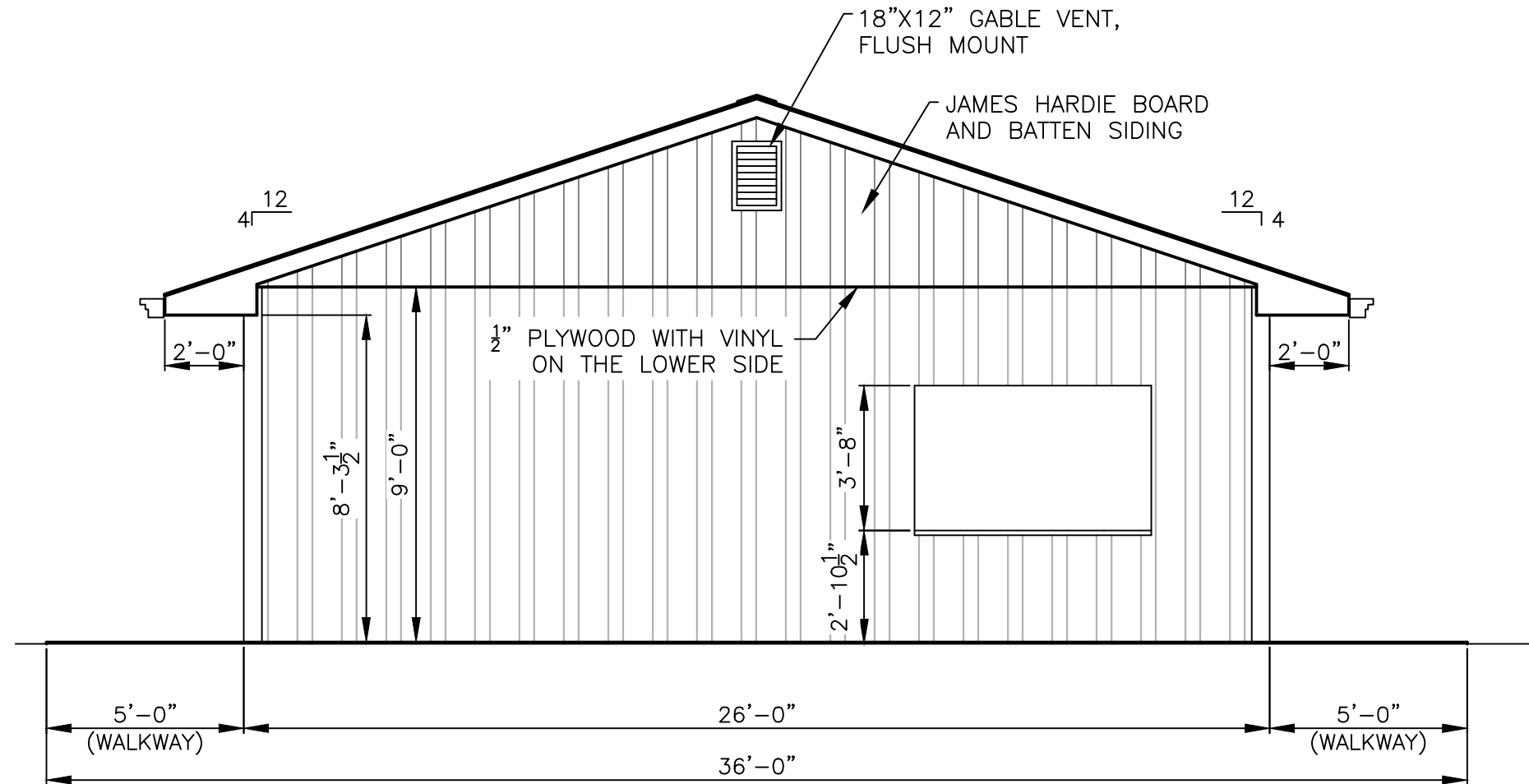
FLOOR PLAN  
SCALE 1/4"=1'-0"



SIDE ELEVATION  
SCALE 1/4"=1'-0"



REST ROOM – SIDE ELEVATION  
SCALE 1/4"=1'-0"



PAVILION – SIDE ELEVATION  
SCALE 1/4"=1'-0"

FOLLOWING INFORMATION FROM 2018 INTERNATIONAL BUILDING CODE:

1. USE AND OCCUPANCY CLASSIFICATION, ASSEMBLY GROUP A-3.
2. CONSTRUCTION CLASSIFICATION, TYPE VB.

NOTES:

1. ALL DOORS TO HAVE TIMER DOOR LOCKS.
2. REST ROOMS, UTILITY ROOM, AND CONCESSION AREA TO HAVE FLOOR DRAINS.
3. INTERIOR WALLS OF REST ROOMS AND CONCESSION AREA TO HAVE MARLITE SMOOTH WHITE FRP (FIBERGLASS REINFORCED PLASTIC) FROM FLOOR TO CEILING.
4. STRUCTURE IS NON-CONDITION, NOT INSULATED.
5. FOR FRAMING NOTES AND LOADS, SEE SHEET 02.

DOOR SCHEDULE						
DOOR NO.	SIZE		FRAME	MAT'L	HARDWARE	REMARKS
	WIDE	HIGH				
100	3'-6"	7'-0"	1	3/4"	H.M. EXTERIOR ADA KNOB, INTERIOR PANIC BAR WITH DOOR CLOSURE	INSULATED
101	3'-0"	7'-0"	1	3/4"	H.M. EXTERIOR ADA KNOB, INTERIOR PANIC BAR WITH DOOR CLOSURE	INSULATED
102	3'-0"	7'-0"	1	3/4"	H.M. EXTERIOR ADA KNOB, INTERIOR PANIC BAR WITH DOOR CLOSURE	INSULATED
103	3'-0"	7'-0"	1	3/4"	H.M. EXTERIOR ADA KNOB, INTERIOR PANIC BAR WITH DOOR CLOSURE	INSULATED
104	3'-0"	7'-0"	1	3/4"	H.M. EXTERIOR ADA KNOB, INTERIOR PANIC BAR WITH DOOR CLOSURE	INSULATED

DRAWING LIST:

- |                |                            |
|----------------|----------------------------|
| SHEET 01 OF 06 | PLAN AND ELEVATIONS        |
| SHEET 02 OF 06 | TYPICAL SECTIONS AND NOTES |
| SHEET 03 OF 06 | FOUNDATION PLAN AND NOTES  |
| SHEET 04 OF 06 | FOUNDATION DETAILS         |
| SHEET 05 OF 06 | ENLARGED PLUMBING PLAN     |
| SHEET 06 OF 06 | PLUMBING SCHEMATICS        |



**HanoverEngineering**

**Bethlehem Office**  
257 Brodhead Road, Suite 100  
Bethlehem, PA 18017-8944  
P:610.691.5644  
F:610.691.6968  
HanoverEng.com

HANOVER TOWNSHIP  
NORTHAMPTON COUNTY  
PENNSYLVANIA

PLAN TITLE:  
PROJECT TITLE:  
**PLAN & ELEVATIONS**  
**FIRST RESPONDER'S PARK PAVILION**

SCALE

NO.

REVISIONS

DATE

DRAWN BY: EAF

CHECKED BY: JLC

SCALE:

AS NOTED

DATE:

05-09-25

PROJECT NO.

H18-22

SHEET NO.

01

OF

06