

HANOVER TOWNSHIP, LEHIGH COUNTY
SPECIAL COUNCIL MEETING

October 19, 2022
6:30 P.M.

Present: Councilmen Heimbecker, Lawlor, Paulus, Rossi, Woolley; Melissa A. Wehr; Vicky Roth

Absent: 0

Attendance: 1

Courtesy of the Floor: None.

New Business:

1. Public Hearing – Proposed 2023 Operating, Capital, Liquid Fuels, Water and Sewer Budgets (Review and Discussion)

General Fund

Expenditures -

Administration/Legal Fees. Legal fees and Auditor fees will increase slightly for 2023. The Township Attorney approached the Township Manager and requested a slight raise. He is asking for \$225 per hour which is approximately a 15% increase. There is a new category in the Administration Department, titled Admin/Tax Collection Commission. All Lehigh County municipalities belong to Lehigh Tax Collector's Commission along with the school districts. They had several tax appeals over the last few years. The funds that were in there were depleted to the point where they need to go back to everyone in that group to refund that amount which is a weighted amount by population. The EIT/BPT/LST Tax Commission is based upon how much they collect. The Manager would like to increase this category from \$75,000 to \$95,000.

Municipal Building/Alarm Monitoring and Maintenance shows a \$24,000 decrease. The category Municipal Building: Property Tree Maintenance/Removal is a new category that was added last year. It was dropped down by \$10,000. The Public Works Supervisor recommended bringing this category back down to \$10,000 and thinks it should be okay. The Municipal Building/Garage: Loan Payback. In 2023, the Township will be down to four years left on loan.

Fire has some adjustments. The Fireman's Fund has been taken from \$15,000 back down to \$10,000 for several reasons. While the new Fire Chief is communicating better than the past, the Manager still does not have reports that are required to be given to the Township for this line. The purchasing policy put into place by this Board that was adopted prior to the Manager coming into her position originally stated that they had to have the expenditures for this line item

and what the purchases were and what they did with that money to the Manager by September. Earlier this year, it was bumped back to August and the Fire Department was aware of the new date. To date, the Manager has never received any such report and she has no idea where that money is going or being spent on. To date, she does not have the updated list with contact information on it, i.e. email, phone numbers, etc. of all the officers after the last one left. There are some line items where they ask for a little bit more. Some of the line items were bumped up but not quite to what they wanted. A Councilmember said that someone in control of the list and the hiring is the person who should be signing off and providing it to the Manager and if they do not want to cooperate, he suggests withholding their funds. The Manager stated that the most communication she has with the Fire Company is through their President. He stops by every Friday to pick up invoices and drop off invoices usually on a Monday or a Tuesday. The Fire Chief contacts the Manager if there is a fundraiser. She has not seen anything advertising or looking for new members. In the newsletter, they state that they will be out at Christmas and Easter, but the communication isn't there. The Manager received the Firemen's Relief which is from the State, and she will be releasing that check after the next Council meeting after the Bill List. The Chairman agreed that if the Manager does not get what she needs from the Fire Company, she may hold back their funds.

Planning and Zoning. Planning and Zoning for the most part has remained the same. In the category titled Comprehensive Plan and Zoning Ordinance Update that we are currently reviewing was scheduled to be completed in the Fall of this year. Unfortunately, it will not be completed until Spring of 2023. The natural succession to this would be to update the Zoning Ordinance and this is the reason why that money is still in there and there is no line item since we already paid for the Comprehensive Plan two years ago.

Emergency Management remains the same with no changes.

Highway. We added a category to this department titled Hwy-GIS and are recommending \$10,000. This is a track of GIS mapping updates that our Engineer does for us. We had a category in the Water and Sewer departments, but nothing in the Highway department. This will keep everything consistent. The Public Works Supervisor said that the goal is to one day have all the zoning and planning permits attached to GIS for easier access to property files and everything associated with a certain property will be listed.

Recreation remains the same. Community Night will continue in 2023. The contributions made toward Community Night went toward the new proposed signs that are being installed at Chestnut Grove and Sherwood Park. Contributions remain the same and an adjustment will be made to Misc-Contingencies to make up for the adjustments discussed over the past two meetings.

The Chairman said the Township looks in good shape even through the rough times during the pandemic.

Courtesy of the Floor: None.

Chairman said that the Budget is complete, and this will be the last Budget Hearing meeting.

Adjournment:

The meeting was adjourned at 7:01 P.M.

Respectfully submitted,

Melissa A. Wehr
Township Manager