

**RESOLUTION NO. 01-2022-1729**

**BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, APPOINTING HANOVER ENGINEERING ASSOCIATES AS THE ALTERNATE TOWNSHIP ENGINEER FOR THE TOWNSHIP OF SALISBURY.**

**WHEREAS**, the Board of Commissioners desires to appoint Hanover Engineering Associates as the Alternate Township Engineer for the Township of Salisbury; and

**WHEREAS**, it is the feeling of the Commissioners that the services which the Alternate Township Engineer is to render shall be enumerated to the maximum extent possible.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, and it is hereby resolved by the same that Hanover Engineering Associates, Inc. of 252 Brodhead Road, Suite 100, Bethlehem, PA 18017 be appointed to the office of Alternate Township Engineer for the Township of Salisbury; term to expire on January 1, 2023 or upon any such prior date at the discretion of the Board of Commissioners to terminate said services;; and

**BE IT FURTHER RESOLVED** that the Alternate Township Engineer be paid compensation on an hourly basis, as outlined in the attached Fee Schedule, or upon such other basis as may be agreed upon between the Alternate Township Engineer and the Board of Commissioners, for all work performed, including, but not limited to, the construction, reconstruction, maintenance and repair of all streets, bridges, culverts, and other engineering work. The Alternate Township Engineer shall prepare plans, specifications and estimates of all such work undertaken by the Township and shall, whenever required, furnish the Board of Commissioners and Township Manager with reports, information or estimates of any Township engineering work and/or in response to questions by any of them in their official capacity.

**AND BE IT FURTHER RESOLVED** that said Alternate Township Engineer shall be authorized to designate other engineers who are engaged with the engineering firm of Hanover Engineering Associates, Inc. to render services required by the Township, provided, however, that the Alternate Township Engineer shall be responsible

for any and all engineering services rendered by the Alternate Township Engineer or anyone designated by the Alternate Township Engineer.


**AND BE IT FURTHER RESOLVED** that the Alternate Township Engineer shall not accept any commissions from outside "clients" requiring the processing of engineering work by Salisbury Township boards or commissions without the prior approval of the Board of Commissioners as documented in the minutes of the Board of Commissioners or in writing by the Township Manager as authorized by the Board of Commissioners.

**APPROVED AND ADOPTED** this 3<sup>rd</sup> day of January, 2022 at a regular public meeting.

TOWNSHIP OF SALISBURY  
(Lehigh County, Pennsylvania)

  
\_\_\_\_\_  
President, Board of Commissioners

ATTESTED:

  
\_\_\_\_\_  
Township Secretary

# 50 YEARS Hanover Engineering

252 Brodhead Road • Suite 100 • Bethlehem, PA 18017-8944

Phone: 610.691.5644 • Fax: 610.691.6968 • HanoverEng.com

November 10, 2021

Ms. Cathy Bonaskiewich, Manager  
Salisbury Township Municipal Building  
2900 South Pike Avenue  
Allentown, PA 18103

RE: Request for Alternate Engineer and  
Alternate Sewage Enforcement Officer  
Reappointment for 2022  
Salisbury Township, Lehigh County

Dear Ms. Bonaskiewich:

We sincerely thank the Board of Commissioners for the appointment of Hanover Engineering as the Alternate Engineer and Alternate Sewage Enforcement Officer during 2021 and respectfully request the opportunity to be reappointed to these positions in 2022.

Enclosed please find one (1) copy of our 2022 Professional Fee Schedule for your reference.

The Department of Environmental Protection requires appointment of named Sewage Enforcement Officers with their Certification Number at the beginning of each year. The record of your named Sewage Enforcement Officers, as officially approved by the Township, must be transmitted to the Department of Environmental Protection after approval. The appointment of more than one Officer from Hanover Engineering will ensure coverage and flexibility for any tasks we may need to assist with during the upcoming year. We request the following Officers be included:

Christopher A. Taylor – 03138  
Justin P. Robbins – 04079

Jacob A. Schray – 03134  
Luke E. Eggert – 04090

Thank you sincerely for the Township's consideration of these reappointments. Please contact me if you have any questions regarding the above-referenced information.

Respectfully,

HANOVER ENGINEERING



Jill Lipovsky Smith, PE  
Vice President, COO

jls:sas

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Enclosure(s)

**HANOVER ENGINEERING ASSOCIATES, INC  
2022 MUNICIPAL PROFESSIONAL FEE SCHEDULE**

<u>DESCRIPTION</u>	<u>HOURLY RATE</u>
<u>ENGINEER</u>	
Senior Engineer	\$ 122.50
Registered	115.50
Graduate Engineer (Nonregistered)	100.00
<u>CERTIFIED PLANNER</u>	115.50
<u>REGISTERED GEOLOGIST / SENIOR SCIENTIST</u>	115.50
<u>REGISTERED LANDSCAPE ARCHITECT</u>	115.50
<u>TRAFFIC SPECIALIST</u>	115.50
<u>REGISTERED SURVEYOR</u>	108.50
<u>SENIOR PROJECT MANAGER</u>	116.00
<u>ENVIRONMENTAL</u>	
Environmental Specialist	102.00
Environmental Technician	89.50
<u>GIS (GEOGRAPHIC INFORMATION SYSTEMS) WORK</u>	
GIS Specialist	94.50
GIS Technician	80.00
<u>DESIGN / DRAFTING / TECHNICAL WORK</u>	
Senior Designer/Senior Technician	99.50
Design/Calculations/Technician	88.20
Draftsperson 1 (CAD Drafting)	78.50
Draftsperson 3/Technician 3	58.00
<u>GROUND PENETRATING RADAR / GLOBAL POSITIONING SERVICE FIELD PERSON</u>	112.00
<u>ZONING OFFICER / CODES ENFORCEMENT</u>	93.00
<u>SURVEY CREW</u>	
One-Person Field Crew	102.00
Two-Person Survey Crew (2 @ \$78.00 each)	156.00
Three-Person Survey Crew (3 @ \$66.00 each)	198.00
One-Person Crew w/Survey Equipment	129.50
3D Scanning w/One-Person Crew	192.00
<u>CONSTRUCTION OBSERVER / SEWAGE OFFICER</u>	
Highway, Heavy, Commercial, or Residential Construction	81.50
Highway, Heavy, Commercial, or Residential Construction (Senior)	88.00
Certified Sewage Enforcement Officer	79.50
Onlot Sewer Percolation Test (Pass or Fail)	Lump Sum 465.00
Observe Percolation Test	Lump Sum 392.00
<u>SECRETARIAL / WORD PROCESSOR</u>	42.75

1. Travel to and from the job site is chargeable time, with project mileage charged at current IRS rate for region.
2. Overtime is charged at 1.5 times base rate.
3. Ordinary overhead expenses are included in the above rates.
4. Extraordinary expenses required specifically for a particular project will be billed at direct cost plus 5%. Examples of these expenses include special consultants, soil borings costs or testing laboratory charges. All such additional expenses are to be specifically approved by the client prior to their use.
5. A special rate of \$175.00 per hour is established for formal hearings and court appearances as an expert witness for a Professional Engineer, Geologist, Surveyor, or other professional.
6. Cost for plan copies is \$0.55 per square foot (black & white); \$2.00 per square foot (color).
7. Cost for Mylars is \$1.65 per square foot (black & white); \$6.00 per square foot (color).
8. Cost for photocopies is \$0.25 per page (black & white); \$0.55 per page (color).
9. Field equipment usage will be charged as follows: Sewage Flow Meter - \$12.50/day, Traffic Counter - \$57.00/day, GPS Locator - \$23.50/day, RTKGPS - \$215.00/day, SUB-RTKGPS - \$52.00/day.
10. Push Camera - \$10.40/hour for Televising; \$15.60/hour for Televising and Locating Services.