

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA**

**MINUTES FROM THE BOARD OF COMMISSIONERS
REORGANIZATION MEETING – 6:00 PM
January 4, 2010**

The Public Meeting of the Salisbury Township Board of Commissioners was held on the above date in the Township Municipal Building located at 2900 South Pike Avenue, Allentown, Lehigh County, Pennsylvania.

OATH OF OFFICE – The Honorable Anthony Rapp, District Judge

Commissioner-Elect James Seagreaves (Ward 2)
Commissioner Elect Brown (Ward 4)
Commissioner-Elect JoAnne Ackerman (Ward 5)
Linda Minger-Treasurer (Not present to take the oath)

Members attending:

JoAnne Ackerman
James Brown
Norma Cusick
Robert Martucci, Jr.
James Seagreaves

Staff attending:

Randy Soriano, Township Manager
Cathy Bonaskiewich, Assistant Township Manager/Finance Director
John Andreas, Director of Public Works - Excused
Allen Stiles, Chief of Police - Excused
Cynthia Sopka, Director of Planning & Zoning - Excused

CALL TO ORDER

Following the swearing-in ceremony, Mr. Soriano called the meeting to order at 6:10 P.M.

PLEDGE OF ALLEGIANCE

NOTIFICATION

Mr. Soriano informed the attendees that all sessions of the Salisbury Township Board of Commissioners regular meetings are electronically recorded for the purpose of taking the Minutes. All public comments on agenda items would be taken at the time of the vote. All public comments related to non-agenda items will be taken after the agenda has been satisfied.

Mr. Soriano announced that the Township does archive its tapes and are available pursuant the Right-to-Know Law.

Mr. Soriano reminded everyone of the 3-minute rule and asked that everyone sign in and announce themselves and speak into the microphones.

ELECTION OF OFFICERS

Mr. Soriano noted that the Commissioners should nominate and elect the officers for 2010. After the election of the President, he will step aside and the new President will preside over the remainder of the Meeting.

1. President

Commissioner Cusick made a Motion to nominate Commissioner Brown for President of the Board of Commissioners. Commissioner Martucci seconded the nomination. Commissioner Cusick made a Motion to close the nominations for President.

Commissioner Ackerman –yes
Commissioner Brown – yes
Commissioner Cusick – yes
Commissioner Martucci – yes
Commissioner Seagreaves –yes

The Board of Commissioners voted unanimously to approve the nomination of Commissioner Brown to President of the Board of Commissioners.

As the newly elected President, Commissioner Brown assumed his chairmanship and presided over the rest of the nominations.

2. Vice-President

Commissioner Cusick made a Motion to nominate Commissioner Martucci to Vice-President of the Board of Commissioners. Commissioner Seagreaves seconded the nomination. Commissioner Cusick moved to close the nominations for Vice-President.

Commissioner Ackerman –yes
Commissioner Brown – yes
Commissioner Cusick – yes
Commissioner Martucci – yes
Commissioner Seagreaves –yes

The Board of Commissioners voted unanimously to approve the nomination of Commissioner Martucci, Jr. as Vice-President of the Board of Commissioners.

3. President Pro-Tempore

Commissioner Martucci made a Motion to nominate Commissioner Cusick for President Pro-Tempore of the Board of Commissioners. Commissioner Ackerman seconded the nomination. Commissioner Martucci closed the nominations for President Pro-Tempore.

Commissioner Ackerman –yes
Commissioner Brown – yes
Commissioner Cusick – yes
Commissioner Martucci – yes
Commissioner Seagreaves –yes

The Board of Commissioners voted unanimously to approve the nomination of Commissioner Cusick as President Pro-Tempore of the Board of Commissioners.

APPOINTMENTS

1. Township Secretary

Commissioner Cusick made a motion to reappoint Mr. Randy Soriano, Township Manager, as Township Secretary. Commissioner Martucci seconded the motion.

Commissioner Ackerman –yes
Commissioner Brown – yes
Commissioner Cusick –yes
Commissioner Martucci –yes
Commissioner Seagreaves –yes

The Board of Commissioners voted unanimously to approve the appointment of Mr. Randy Soriano as Township Secretary.

2. Assistant Township Secretary

Commissioner Cusick made a motion to reappoint Mrs. Cathy Bonaskiewich, Assistant Township Manager/Finance Director as Assistant Township Secretary. Commissioner Ackerman seconded the Motion.

Commissioner Ackerman –yes
Commissioner Brown – yes
Commissioner Cusick –yes
Commissioner Martucci –yes
Commissioner Seagreaves –yes

The Board of Commissioners voted unanimously to approve the appointment of Mrs. Cathy Bonaskiewich, Assistant Township Manager/Finance Director, as Assistant Township Secretary.

3. Township Solicitor

Mr. Soriano noted that the Board should discuss whether they would like to reappoint Attorney John Ashley as Township Solicitor or defer the appointment until after the Board has had a chance to review the firms that responded to the Township Solicitor Request for Proposals.

Commissioner Cusick made a Motion to Table the appointment of Township Solicitor. The motion was seconded by Commissioner Martucci.

Commissioner Ackerman –yes
Commissioner Brown – yes
Commissioner Cusick –yes
Commissioner Martucci –yes
Commissioner Seagreaves –yes

The Board of Commissioners unanimously voted to Table the Township Solicitor appointment.

4. Township Engineer

Mr. Soriano noted that Board should discuss whether they would like to reappoint Mr. Dave Tettermer of Keystone Consulting Engineers as Township Engineer or defer the appointment until after the Board has had a chance to review the firms that responded to the Township Engineer Request for Proposals.

Commissioner Cusick made a Motion to Table the appointment of the Township Engineer. The motion was seconded by Commissioner Martucci.

Commissioner Ackerman –yes
Commissioner Brown – yes
Commissioner Cusick –yes
Commissioner Martucci –yes
Commissioner Seagreaves –yes

The Board of Commissioners unanimously voted to Table the Township Engineer appointment.

5. Alternate Township Engineer

Mr. Soriano noted that in the past, the Township has retained Hanover Engineering Associates to act as Alternate Township Engineer in the event there would be conflicts with the primary Township Engineer.

Commissioner Cusick made a motion to appoint Hanover Engineering Associates as Alternate Township Engineer. Commissioner Martucci seconded the motion.

Commissioner Ackerman –yes
Commissioner Brown – yes
Commissioner Cusick –yes
Commissioner Martucci –yes
Commissioner Seagreaves –yes

6. Sewage Enforcement Officers and Alternates

Mr. Soriano noted that Mr. John Burkhardt of Certified Inspection Services is the primary sewage enforcement officer. He also stated that the alternate sewage enforcement officers from Keystone Consulting Engineers perform sewage enforcement and inspections as required with subdivision and land development plans, as well as alternates from Hanover Engineering Associates if a conflict arises.

Commissioner Cusick made a Motion to Table the Sewage Enforcement Officer. Commissioners Martucci seconded the Motion. The Board of Commissioners unanimously voted to Table the Sewage Enforcement Officers and Alternates appointments.

7. Planning Commission (4 year term)

a. First Ward (Martucci)

Commissioner Martucci nominated **Mr. Richard Hassick** for reappointment to the Planning Commission. Motion was seconded by Commissioner Cusick.

Commissioner Ackerman –yes
Commissioner Brown – yes
Commissioner Cusick –yes
Commissioner Martucci –yes
Commissioner Seagreaves –yes

Board voted unanimously to reappoint **Mr. Richard Hassick** to the Planning Commission.

b. First Ward (Alt.)

Commissioner Martucci nominated **Dr. William Licht** for reappointment to the Planning Commission. Motion was seconded by Commissioner Cusick.

Commissioner Ackerman –yes
Commissioner Brown – yes
Commissioner Cusick –yes

Commissioner Martucci –yes
Commissioner Seagreaves –yes

Board voted unanimously to reappoint **Dr. William Licht** to the Planning Commission.

c. Fourth Ward

Commissioner Brown nominated **Mr. Keith Snyder** for reappointment to the Planning Commission. Motion was seconded by Commissioner Cusick.

Commissioner Ackerman –yes
Commissioner Brown – yes
Commissioner Cusick –yes
Commissioner Martucci –yes
Commissioner Seagreaves –yes

Board voted unanimously to reappoint **Mr. Keith Snyder** to the Planning Commission.

8. Zoning Hearing Board (5 year term)

a. Third Ward

Commissioner Cusick thanked Mr. Edward Minger for his long service on the Zoning Hearing Board and noted that she wanted to give other residents a chance to serve on the Board.

Commissioner Cusick nominated **Todd Laudenschlager** to serve on the Zoning Hearing Board. Commissioner Martucci seconded the nomination.

Commissioner Ackerman –yes
Commissioner Brown – yes
Commissioner Cusick –yes
Commissioner Martucci –yes
Commissioner Seagreaves –yes

The Board of Commissioners voted unanimously to appoint **Mr. Todd Laudenschlager** to the Zoning Hearing Board.

9. Civil Service Commission (6 year term)

a. Second Ward

Commissioner Seagreaves nominated **Mr. Scott Walker** for reappointment to the Civil Service Commission. Commissioner Martucci seconded the nomination.

Commissioner Ackerman –yes
Commissioner Brown – yes

Commissioner Cusick –yes
Commissioner Martucci –yes
Commissioner Seagreaves –yes

The Board of Commissioners voted unanimously to reappoint **Mr. Scott Walker** to the Civil Service Commission.

b. Fifth Ward-Vacancy of Jo Kraft- Term expires 2012

Commissioner Ackerman thanked Ms. Jo Kraft for her service to the Township over the years.

Commissioner Ackerman stated that she is still in need of applicants who want to serve, and asked whether she could appoint outside of her Ward. Mr. Soriano noted that unlike the Zoning Hearing Board which requires the Ward Commissioner to draw from his/her own Ward, he did not believe this to be the case for appointments to the Civil Service Commission. Attorney Ashley will review this matter to make sure that this is the case.

Commissioner Cusick made a motion to Table the appointment. Mr. Martucci seconded the motion.

Commissioner Ackerman –yes
Commissioner Brown – yes
Commissioner Cusick –yes
Commissioner Martucci –yes
Commissioner Seagreaves –yes

The Board voted unanimously to Table the appointment to the Civil Service Commission.

10. Vacancy Board (one year term)

a. Second Ward

Commissioner Seagreaves thanked the service of Mr. Dallas Heckman.

Commissioner Seagreaves stated that he has not received any applications and made a Motion to Table the appointment to the Vacancy Board. Commissioner Cusick seconded the motion.

Commissioner Ackerman –yes
Commissioner Brown – yes
Commissioner Cusick –yes
Commissioner Martucci –yes
Commissioner Seagreaves –yes

The Board voted unanimously to Table the appointment to the Vacancy Board.

11. Environmental Advisory Council (EAC) (3 Year Term)

a. First Ward

Commissioner Martucci nominated **Mr. Bruce Burchard** for reappointment to the Environmental Advisory Council. Commissioner Cusick seconded the nomination.

Commissioner Ackerman –yes
Commissioner Brown – yes
Commissioner Cusick –yes
Commissioner Martucci –yes
Commissioner Seagreaves –yes

The Board of Commissioners voted unanimously to reappoint **Mr. Bruce Burchard** to the EAC.

12. Recreation Advisory Committee (5 Year Term)

Commissioner Seagreaves stated that he received two applications and spoke to both applicants. Commissioner Seagreaves thanked **Randy Moyer** for his past service.

Commissioner Seagreaves nominated **Antonella DiMatteo** to be appointed to the Recreation Advisory Committee. Commissioner Ackerman seconded the nomination.

Commissioner Ackerman –yes
Commissioner Brown – yes
Commissioner Cusick –yes
Commissioner Martucci –yes
Commissioner Seagreaves –yes

The Board of Commissioners voted unanimously to appoint **Antonella Di Matteo** to the Recreation Advisory Committee.

APPROVAL OF THE BILLS PAYABLES

On motion of Commissioner Cusick, seconded by Commissioner Martucci, the Board of Commissioners voted unanimously to authorize payment of the bills for the period 12/23/2009 through 12/31/2009.

OTHER BUSINESS

Mr. Soriano noted that one final housekeeping item is the Board's ratification of the Agreement for the Public Works Department. Mr. Soriano noted that a copy of the Agreement was circulated to the Board and a formal vote is necessary. The Tentative Agreement subject to ratification by both the Commissioners and Union rank and file it as follows:

Pay increase: 2010-3.5%; 2011-3.5%; 2012-3.5%; 2013-3.75%; 2014-3.75%. Additional Holiday (Christmas Eve), bringing the total to 11 Holidays. Additional safety equipment allowance: \$150 for 2010-11; \$175 for 2012; \$200 for 2013-2014. Union to pay towards their Healthcare coverage- Single-\$10 per pay period; Family- \$20 per pay period. Retirement Incentive re-written to offer \$450 for 60 months for anyone that would meet the 20 year service with Township and attaining the age of 60. This will be in effect only from **June 1 2010 through October 31, 2010. These are notable changes from prior agreement.**

Commissioner Cusick made a motion to ratify the Collective Bargaining Agreement with terms negotiated by the Township Manger for the period 2010-2014. Commissioner Martucci seconded the motion.

Commissioner Ackerman –yes
Commissioner Brown – yes
Commissioner Cusick –yes
Commissioner Martucci –yes
Commissioner Seagreaves –yes

The Commissioners voted unanimously to ratify the Collective Bargaining Agreement with terms negotiated by the Township Manager for the period 2010-2014.

PUBLIC COMMENT

Commissioner Cusick discussed the process for interviewing the firms that responded to the Request for Proposals for both Engineering and Solicitor. The Board decided to hold a Special Meeting on January 11, 2010 at 6:00 p.m. to interview the following firms:

ENGINEERING:

- Spotts, Stevens & McCoy
- Hanover Engineering Associates
- Ott Consulting, Inc.
- Benchmark Civil Engineering Services, Inc
- Keystone Consulting Engineering

SOLICITOR:

- Fonzone & Ashley
- King, Spry, Herman, Freund & Faul
- Tallman, Hudders & Sorrentino

Mr. Soriano noted that he will proceed to advertise the Special Meeting and plan to space the interviews 20 minutes apart. Mr. Soriano noted that since the Meeting will be advertised, the

Board could, at the Special Meeting, make a selection or wait until the January 14, 2010 Regular Meeting.

ADJOURNMENT

Commissioner Cusick made a Motion to adjourn the Meeting. Commissioner Martucci seconded the motion. The time was 6:45 p.m.