

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
REGULAR MEETING – 7:00 PM
April 28, 2011**

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.

Members attending:

James Brown, President
Robert Martucci, Jr., Vice President
Norma Cusick, President Pro-Tempore
James Seagreaves-
Joanne Ackerman

Staff attending:

Randy Soriano, Township Manager
Cathy Bonaskiewich, Assistant Township Manager/Finance Director-EXCUSED
John Andreas, Director of Public Works
Allen Stiles, Chief of Police-EXCUSED
Cynthia Sopka, Director of Planning & Zoning
John Ashley, Esquire, Township Solicitor
David Tettermer, representative of Township Engineer, Keystone Consulting Engineers

CALL TO ORDER

President Brown called the meeting to order at 7:00 P.M.

PLEDGE OF ALLEGIANCE FOLLOWED.

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 prior to 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 records the meetings and archives its tapes and are available pursuant the Right-to-Know Law, if requested.

Mr. Soriano reminded everyone of the 3-minute rule and asked that everyone who wishes to speak to come to the podium, sign up, announce themselves and speak clearly in the microphone.

Mr. Soriano added that the speaker has a choice not to list his/her address; however, it is preferred that the speaker announce if he or she is a Township resident. He noted that if a resident does not divulge his or her address, it will impair the Township with administrative follow ups on a particular issue.

APPROVAL OFFINANCIAL REPORT AND BILLS PAYABLE

Motion by Commissioner Cusick, seconded by Commissioner Ackerman, to approve the unaudited Financial Report for the period ending March 31, 2011 and the list of Bills Payable for the period 4/9/2011 through 4/22/2011.

Roll Call:

COMMISSIONER ACKERMAN -YES
COMMISSIONER SEAGREAVES-YES
COMMISSIONER MARTUCCI-YES
COMMISSIONER CUSICK-YES
COMMISSIONER BROWN-YES

The Motion passed by 5-0

MINUTES

April 14, 2011

Commissioner Brown declared the April 14, 2011 Board of Commissioners Regular Meeting Minutes approved as presented.

NEW BUSINESS

ORDINANCES

None

RESOLUTIONS

Resolution to rename the Laubach Park Baseball Field in honor of Frank Adamcik.

Mr. Soriano noted that the intention is to formally dedicate the field at the opening day ceremony on April 30, 2011. Commissioner Brown presented Mr. Adamcik with the Resolution:

RESOLUTION NO. 04-2011-1391

A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, TO RENAME THE LAUBACH PARK DUGOUT BASEBALL FIELD IN HONOR OF FRANK ADAMCIK.

WHEREAS, Frank Adamcik has served as a member of the Salisbury Youth Association (SYA), a nonprofit youth sports organization, for over twenty-five (25) years including serving as a baseball coach, Board Director, Vice-President and ultimately as its President during his tenure; and

WHEREAS, Frank Adamcik also serves as a member of the Salisbury Township Recreation Advisory Committee, as Vice-Chairman and later Chairman during his tenure; and

WHEREAS, the Board of Commissioners recognizes that the efforts of Frank Adamcik have been instrumental in impacting the children of the community with the ideals of good citizenship, sportsmanship, honesty, courage and respect for authority; and

WHEREAS, the Board wishes to recognize Mr. Adamcik many years of service and community involvement and for strengthening our recreation program by renaming the Dugout Ballfield at Laubach Park in his honor.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania and it is hereby resolved by same, on behalf of all of the citizens of Salisbury Township, that the Dugout Baseball Field at Laubach Park shall be renamed "**FRANK ADAMCIK FIELD**" and shall be identified as such with a plaque be placed in a conspicuous location.

APPROVED AND ADOPTED this 28th day of April, 2011 at a regular public meeting.

TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)

By: _____
James A. Brown, President
Board of Commissioners

Attest:

Randy Soriano, Secretary

Motion by Commissioner Cusick, seconded by Commissioner Martucci, to approve the Resolutions as read.

Roll Call:

COMMISSIONER ACKERMAN -YES
COMMISSIONER SEAGREAVES-YES
COMMISSIONER MARTUCCI-YES
COMMISSIONER CUSICK-YES
COMMISSIONER BROWN-YES

The Motion passed by 5-0

MOTIONS

Consideration of a Motion to approve the Agreement Memo of Understanding and Mutual Aid Compact for Officer David M. Petzhold Digital Forensic Laboratory of Lehigh County.

Mr. Soriano stated that this is a cooperative effort with various Police Departments (Allentown, Bethlehem, Berks-Lehigh Regional, Coopersburg, Emmaus, Lower Milford, Salisbury, Slatington, South Whitehall, and Upper Saucon) and the Lehigh County District Attorney to designate an officer or officers to work in the Computer Task Force at least 4 hours each week at the Petzhold Forensic Laboratory, located at the DeSales University in Dooling Hall.

Mr. Soriano added that the only unknown will be the amount of overtime that the Chief will expend by not being able to find personnel to work the shifts vacated by the officer. Mr. Soriano stated that it is his understanding the County will provide the Chief with a proposed staffing schedule months prior to assignments in order to allow the Chief to develop a schedule that will not necessitate overtime in order to cover the vacant shifts. Mr. Soriano noted that he will monitor the situation, and if there is a pattern that may impact the budgeted overtime amount, he will apprise the Board. He stated that he cannot recommend that the Township overspend on this line item because of this assignment.

Motion by Commissioner Cusick, seconded by Commissioner Seagreaves, to approve the Agreement Memo Of Understanding and Mutual Aid Compact for the Officer David M. Petzhold Lehigh County Digital Forensic Laboratory and authorize the Chief of Police to execute the same.

Roll Call:

COMMISSIONER ACKERMAN -YES
COMMISSIONER SEAGREAVES-YES
COMMISSIONER MARTUCCI-YES
COMMISSIONER CUSICK-YES
COMMISSIONER BROWN-YES

The Motion passed by 5-0

Motion to reconsider the elimination of grass collection from the Waste Management Contract.

Mr. Soriano noted that it would be beneficial for the Board to rescind the Motion approved on March 10, 2011 to eliminate the grass collection this year because of contractual timing issues and also to allow the Board, for once and for all, properly address this issue.

Mr. Soriano emphasized that the period for grass collection is for six months, beginning May 1st and lasting through October 31st. He explained that the contract extension for waste and recycling, including grass, is from July 1st through June 30th, therefore, the Township would have two months under the old contract and four months under the new one.

Mr. Soriano commented that if the Board wants to terminate grass collection, it would make more sense to end the grass collection starting next year in 2012. He noted that this will give the Board

time to work the present hauler, Waste Management, to come up with a viable alternative (i.e. pay as you throw, drop-off centers alternatives, and educate/inform the users of the consequences of wanting the services), with costs to be determined based on the number of users. Mr. Soriano also explained that for two months, the residents would see the collection of grass, but come July 1st, it would be discontinued.

Ms. Janet Keim of 11 Pine Street supported the elimination of grass collection, but recommended finding a viable option for those residents who still need or want the service.

Mr. Edward Tremba of 1076 Newgate Drive stated that he is in favor of keeping the grass collection service for this year and supports the idea of waiting until 2012 to find an alternative.

Mr. Stan Reinford stated that he is in favor of giving residents an option for getting rid of their grass. He expressed concerns about illegal grass dumping and fears the problem will get worse if there is no alternative provided.

Mr. Frank Adamcik of 520 E. Lynnwood Street noted that he is concerned with eliminating grass collection and is in favor of an option, such as in the drop-off centers.

Motion by Commissioner Seagreaves, seconded by Commissioner Brown, to rescind the prior Motion of March 10, 2011 to eliminate grass collection from the Waste Management Contract in order to allow the Board to develop alternatives for grass collection services beginning May 1, 2012, at which time the Township will institute a “pay as you throw” program that will allow the residents who choose to retain grass collection service to pay for such services.

Roll Call:

COMMISSIONER ACKERMAN -NAY
COMMISSIONER SEAGREAVES-YES
COMMISSIONER MARTUCCI-NAY
COMMISSIONER CUSICK-NAY
COMMISSIONER BROWN-YES

The Motion was not approved by a 3-2 vote

Mr. Soriano stated that grass collection will only take place from May 1st to June 30th. He noted that come July 1st, the Township will no longer pick up grass.

Commissioner Martucci stated that he would like to meet with Waste Management as soon as possible to get the issue resolved in a timely manner.

Mr. Soriano expressed concern about coming up with a viable option by July 1st.

A discussion ensued about finding an alternative grass service for the residents. Mr. Soriano noted that another survey may be taken to determine how many residents would pay to drop off

grass clippings in order to determine the fee. It was the consensus of the Board to try and work as quickly as possible to come up with a solution.

Motion to Award the Bid for the Salisbury-Fountaill Hill CDBG Storm Sewer Installation Project to Muschlitz Excavating, Inc. in the amount of \$261,556.70.

Mr. Soriano noted that this project is a joint effort by Salisbury Township and the Borough of Fountain Hill to install storm sewer lines beginning at the intersection of Roosevelt Avenue/Cardinal Drive/Public Road to Jeter Avenue and connect to the Fountain Hill storm sewer on Dodson Street that will discharge to the Lehigh River. Mr. Soriano added that this is a very important project to deal with water runoff issues that have been evident in that area for more than 20 years.

Mr. Soriano stated that bids were received and Muschlitz Excavating, Inc. was the lowest responsible bidder for the project, with a bid in the amount of \$261,556.70. Mr. Soriano added that the Township took the lead in submitting the Grant Application through the Lehigh County Community Development Block Grant (CDBG) Program in the amount of \$221,564, with a local 10% required match. He noted that the County awarded the amount of \$199,400 and the Township is picking up the “soft costs” for Engineering and inspections.

Mr. Soriano commented that the initial design was for a pipe size of 18” in diameter, but the design had to be modified to a 24” pipe. He stated that both the Township and the Borough of Fountain Hill will equally split the cost difference between the amount of the estimated project cost and the final cost of the project, which at this point is expected to be \$261,556.70, a difference of \$39,992.70. Mr. Soriano noted that the Township will need to invoice Lehigh County for reimbursement and the project must be completed no later than December 31, 2011.

Motion by Commissioner Cusick, seconded by Commissioner Ackerman, to Award the Bid for the CDBG Storm Sewer Installation Project to Muschlitz Excavating, Inc. in the amount of \$261,556.70 and authorize the Township Manager to execute the contract documents.

Roll Call:

COMMISSIONER ACKERMAN -YES
COMMISSIONER SEAGREAVES-YES
COMMISSIONER MARTUCCI-YES
COMMISSIONER CUSICK-YES
COMMISSIONER BROWN-YES

The Motion passed by 5-0

Motion to authorize Payment No. 1 in the amount of \$9,814.37 to Flow Assessment Services, LLC for work on the Sewage Flow Monitoring and Data Logging Services Project.

Mr. Soriano stated that the Board approved the initial contract on or about December 22, 2010, and the work called for two phases. Phase one will cost \$59,499 and call for meter readings and maintenance every two weeks with weekly meter inspection for satisfactory operation. Mr.

Soriano noted that this is very important in that more frequent inspections give more accurate information. He added that Phase One has commenced and will last until May. Mr. Soriano noted that Phase Two, if needed, will cost \$52,899.

Mr. Soriano stated that the payment request of \$10,904.85 represents 9.7% of the work completed and billed. He noted that the Engineer has approved the payment of \$9,814.37, which retains \$1,090.49 or 10%. Mr. Soriano commented that this work is required because of EPA mandates to the City of Allentown and its signatories in order to reduce and eliminate infiltration from the Kline's Island Treatment Plant. He stated that the data collected will guide the Township on how to rehabilitate an aging sewer system in the best cost-effective manner proposed by the Engineer.

Mr. John Andreas stated that he anticipates collecting adequate data during Phase One so that Phase Two will not be needed. He added that the monitoring has been going well and the data has been quite useful. Mr. Andreas stated that the data will be assessed and developed, giving us the ability to break down, primarily, Meter Station 10 (Trout Creek Interceptor), which flows mainly through most of the east side of the Township. He added that the data will give the Township the ability to identify areas within the Basin where the Rain Dependent Inflow and Infiltration is coming from.

Mr. Andreas stated that once the project is completed, he will work with the company to develop a report for the Board, as well as a plan of action relative to what actions might be needed in specific areas.

Motion by Commissioner Cusick, seconded by Commissioner Seagreaves, to authorize Payment No. 1 to Flow Assessment Services, LLC in the amount of \$9,814.378 for Sewage Flow Monitoring and Data Logging Services.

Roll Call:

COMMISSIONER ACKERMAN -YES
COMMISSIONER SEAGREAVES-YES
COMMISSIONER MARTUCCI-YES
COMMISSIONER CUSICK-YES
COMMISSIONER BROWN-YES

The Motion passed by 5-0

Motion to authorize Escrow Release #2 in the amount of \$23,840.25 for the Cedar Crest Bible Fellowship Church Development.

Mr. Dave Tettermer stated that they have completed the work to design standards and he recommends the release.

Motion by Commissioner Cusick, seconded by Commissioner Ackerman to authorize Release of Improvement Security in the amount of \$23,840.25 for the Cedar Crest Bible Fellowship Church and authorize the Township Manager to execute the Release.

Roll Call:

COMMISSIONER ACKERMAN -YES
COMMISSIONER SEAGREAVES-YES
COMMISSIONER MARTUCCI-YES
COMMISSIONER CUSICK-YES
COMMISSIONER BROWN-YES

The Motion passed by 5-0

OLD BUSINESS

None

COURTESY OF THE FLOOR

Mr. Edward Tremba of 1076 Newgate Drive expressed concerns about maintenance issues within the Township. Mr. Andreas responded that the Public Works Department will try to resolve any issues as soon as they are made aware of them.

Mr. Tremba inquired if the Police Department is informed on anti-terrorism procedures. Mr. Soriano replied that the Township's mission is to train officers on anti-terrorism and allocate funding to do so. He also commented that Chief Stiles and two Sergeants attended a national conference that dealt with terrorism and received a briefing from the Director of the FBI.

Mr. Soriano stated that Lehigh County has approved a Grant in the amount of \$15,447 for traffic safety enforcement in the eastern portion of the Township. He noted that the funds were generated by slot machine revenue.

ADJOURNMENT

Commissioner Martucci made a Motion to adjourn the Meeting. Seconded by Commissioner Cusick. The time was 8: 10 p.m.