

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
September 8, 2011  
REGULAR MEETING – 7:00 PM**

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-EXCUSED  
James Seagreaves  
Joanne Ackerman

**Staff attending:**

Randy Soriano, Township Manager  
Cathy Bonaskiewich, Assistant Township Manager/Finance Director  
John Andreas, Director of Public Works  
Allen Stiles, Chief of Police  
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 three 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 OF BILLS PAYABLE**

Mr. Soriano noted that due to a “typing stutter”, one check in the General Fund was overstated by \$10,000; therefore, the revised total will change by that amount.

**Motion by Commissioner Martucci seconded by Commissioner Ackerman, to approve the list of Bills Payables in the amount of \$ 341,949.30 for the period 8/20/2011 through 09/2/2011, broken down as follows: General Fund - \$160,863.68; Fire Fund - \$1,470.20; Water Fund - \$178,551.35; Sewer Fund - \$922.83; Highway Fund - \$141.24.**

**Roll Call:**

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

**The Motion passed by 4-0**

**MINUTES**

**August 25, 2011**

Commissioner Brown declared the August 25, 2011 Board of Commissioners Regular Meeting Minutes approved as presented.

**NEW BUSINESS**

**ORDINANCES**

None

**RESOLUTIONS**

**Consideration of a Resolution 09-2011- accepting and approving the updated Emergency Operation Plan.**

Mr. Soriano stated that every two years, the County of Lehigh Emergency Management Agency requires that municipalities review and update their Emergency Operation Plan. Mr. Soriano noted that Jeffery Tapler, the Township’s Emergency Management Coordinator, has and/or will complete the task and has revised the Resource Inventory List along with the Notification List.

**Motion by Commissioner Martucci, seconded by Commissioner Seagreaves, to approve the Resolution which would accept the revised/updated Emergency Operation Plan for the Township.**

**Roll Call:**

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

**The Motion passed by 4-0**

## **PRESENTATIONS**

### **St. Luke's Emergency Transport System**

Mr. Soriano introduced Kermit Gorr, Executive Director of St. Luke's Emergency Transport Service, who was present to bring the Board up to date with the ambulance services they are providing for the Township.

Mr. Gorr gave a brief presentation and provided the Board with statistical updates since January 1, 2011. He noted that they have responded to 343 calls with the average response time as eight minutes, 35 seconds. He also stated that the average age requiring ambulance service was between 50 and 60.

Mr. Gorr commented on the integrated relationships with the Police and Fire Departments, and Jeffrey Tapler, the Township's Emergency Management Coordinator. He noted that they all coordinate their efforts on different calls and situations in order to provide the best service possible.

Sergeant Don Sabo gave a brief overview of the Quick Response Service provided by the Police Department. He noted that each police car is equipped with an Automated External Defibrillator, oxygen and a moderate first aid kit, while the QRS Unit has more sophisticated medical supplies that are required by the Department of Health.

### **Salisbury Township Environmental Advisory Council**

Mr. Soriano stated that the Board of Commissioners allocated \$5,000 towards the preparation of a Natural Resource Inventory. The Lehigh County Conservation District was retained to assist the Environmental Advisory Committee in preparing this report, and Rebecca Kennedy has concluded her work and has submitted a final draft to the Committee for their review.

Mr. Soriano commented that Mr. Glenn Miller, President of the Environmental Advisory Committee, was present to review the Natural Resource Inventory report for official acceptance. Mr. Soriano noted that if the document is accepted, it can be used as a framework to be included

in the various components of the Comprehensive Plan update and ultimately incorporated in the Township SALDO and/or Zoning Ordinances.

Mr. Miller gave a power point presentation illustrating the Township's natural resources. Ms. Kennedy supplemented the discussion with highlights of her report and her recommendations for moving forward. She noted that the study was important in protecting resources because "it is very difficult to protect those that are not defined or located."

Mr. Soriano inquired if any new natural resources were found because of this study. Mr. Miller responded that yes, they found new resources and were able to map them.

### **MOTIONS**

#### **Motion to consider Application for Payment No 1. to Muschlitz Excavating Inc. in the amount of \$109,356.56 for the Flexer Avenue Water Main/Clearwood Drive Water Main Projects.**

Mr. Soriano noted that the Township Engineer has reviewed the Application and recommended the approval of the payment. He stated that the Contractor, according to the Application, has completed 63% of the work, and still outstanding or not billed is \$121,507.29. Mr. Soriano explained that for Flexer Avenue, approximately \$64,625 is still outstanding with most of it relating to curb and road restoration. For Clearwood Drive, \$56,883 remains outstanding and curbing and roadway paving still needs to be completed.

#### **Motion by Commissioner Seagreaves, seconded by Commissioner Ackerman, to approve the Application for Payment No. 1 to Muschlitz Excavating Inc. in the amount of \$109,356.56 for the Flexer Avenue Water Main/Clearwood Drive Water Main Projects.**

#### **Roll Call:**

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

#### **The Motion passed by 4-0**

#### **Motion to authorize the Release of construction security in the amount of \$58,172.00 for the Yeker Farms subdivision.**

Mr. Soriano noted that the Township Engineer has reviewed this request and has approved the release since the developer has completed work associated with the paving of the roadway and cul-de-sac and additional planting associated with the subdivision. He noted that still outstanding is \$37,518.13, which includes retainage of items completed.

Commissioner Brown questioned how long the Contractor has to finish the work. Mr. Tetteimer replied that they have 18 months to complete the project.

**Motion by Commissioner Seagreaves and seconded by Commissioner Martucci to approve the Release of construction security in the amount of \$58,172.00 for the Yeker Farms Subdivision.**

**Roll Call:**

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

**The Motion passed by 4-0**

### **OLD BUSINESS**

### **COURTESY OF THE FLOOR**

Commissioner Ackerman thanked Fire Departments for helping the residents during Hurricane Irene.

Commissioner Brown thanked Ms. Sopka for her work with Environmental Advisory Committee.

Commissioner Ackerman noted that the Environmental Advisory Committee will be sponsoring a Backyard Composting Workshop on Saturday, September 10, 2011 at 10:00 a.m. at the Green Acres Park Pavilion.

Mr. Soriano thanked the Police Department and the Public Works Department for their efforts during the hurricane.

Chief Stiles discussed Lehigh Valley Health Network's Via Marathon and its new course due to potential flooding.

### **ADJOURNMENT**

Commissioner Martucci made a Motion to adjourn the Meeting. Seconded by Commissioner Ackerman. The time was 8:12 p.m.