

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA**

**MINUTES FROM THE BOARD OF COMMISSIONERS
January 3, 2012
REORGANIZATION 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.

OATH OF OFFICE – The Honorable Michael Pochron, District Judge

Commissioner-Elect –Robert Martucci (Ward 1)
Commissioner-Elect –Debra Brinton (Ward 3)
Commissioner-Elect –JoAnne Ackerman (Ward 5)

Members attending:

JoAnne Ackerman
James Brown
Debra Brinton
Robert Martucci, Jr.
James Seagreaves

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

CALL TO ORDER

Following the swearing-in ceremony, Mr. Soriano called the meeting to order at 7:10 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 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 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.

ELECTION OF OFFICERS

Mr. Soriano noted that the Commissioners should nominate and elect the officers for 2012. He stated that 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 Martucci made a motion to nominate Commissioner Brown for President of the Board of Commissioners.

Commissioner Martucci made a motion to close the nominations for President.

A roll call vote was taken:

Commissioner Ackerman –BROWN
Commissioner Brown –BROWN
Commissioner Brinton –BROWN
Commissioner Martucci –BROWN
Commissioner Seagreaves –BROWN

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

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

2. Vice-President

Commissioner Seagreaves, made a motion to nominate Commissioner Martucci for Vice-President of the Board of Commissioners.

Commissioner Brown moved to close the nominations for Vice-President.

A roll call vote was taken:

Commissioner Ackerman –MARTUCCI
Commissioner Brown –MARTUCI
Commissioner Brinton –MARTUCCI
Commissioner Martucci –MARTUCCI
Commissioner Seagreaves –MARTUCCI

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

3. President Pro-Tempore

Commissioner Brown made a motion to nominate Commissioner Seagreaves for President Pro-Tempore of the Board of Commissioners.

Commissioner Martucci closed the nominations for President Pro-Tempore.

A roll call vote was taken:

Commissioner Ackerman –SEAGREAVES
Commissioner Brown –SEAGREAVES
Commissioner Brinton –SEAGREAVES
Commissioner Martucci –SEAGREAVES
Commissioner Seagreaves –SEAGREAVES

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

APPOINTMENTS

1. Township Secretary

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

Roll Call:

Commissioner Ackerman –yes
Commissioner Brown – yes
Commissioner Brinton –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 Ackerman made a motion to reappoint Ms. Cathy Bonaskiewich, Assistant Township Manager/Finance Director as Assistant Township Secretary. Commissioner Seagreaves seconded the Motion.

Roll Call:

Commissioner Ackerman –yes
Commissioner Brown – yes
Commissioner Brinton –yes
Commissioner Martucci –yes
Commissioner Seagreaves –yes

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

3. Township Engineer

Mr. Soriano brought forth the reappointment of Mr. Dave Tettermer of KCE as Township Engineer.

Commissioner Martucci made a motion to approve Resolution No. 01-2912-1402 appointing Mr. Dave Tettermer of Keystone Consulting Engineers as Township Engineer. The motion was seconded by Commissioner Brown.

Roll Call:

Commissioner Ackerman –yes
Commissioner Brown –yes
Commissioner Brinton –yes
Commissioner Martucci –yes
Commissioner Seagreaves –yes

Board of Commissioners voted unanimously to approve the appointment of Mr. Dave Tettermer of Keystone Consulting Engineers as Township Engineer

4. 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 Brown made a motion to approve Resolution No. 01-2012-1403 to appoint Hanover Engineering Associates as Alternate Township Engineer. The motion was seconded by Commissioner Ackerman.

Roll Call:

Commissioner Ackerman –yes
Commissioner Brown – yes

Commissioner Brinton –yes
Commissioner Martucci –yes
Commissioner Seagreaves –yes

Board of Commissioners voted unanimously to approve the appointment of Hanover Engineering Associates as Alternate Township Engineer.

5. Township Solicitor

Mr. Soriano noted that Attorney Ashley could not be present to due to a personal conflict and has requested that the Board reappoint his firm as Township Solicitor.

Commissioner Martucci made a motion to approve Resolution 01-2012-1404 appointing John Ashley, Esquire for Township Solicitor. The motion was seconded by Commissioner Seagreaves.

Roll Call:

Commissioner Ackerman –yes
Commissioner Brown – yes
Commissioner Brinton –yes
Commissioner Martucci –yes
Commissioner Seagreaves –yes

Board of Commissioners voted unanimously to approve the appointment of John Ashley, Esquire as Township Solicitor.

6. Township Auditor

Mr. Soriano brought forth the appointment of the Township Auditor for the fiscal year ending 2011. Mr. Soriano noted that the Board of Commissioners allocated \$12,000 for such service in the 2012 Budget. Mr. Soriano noted that this was based on an engagement letter proposal submitted by the Township’s current auditor, Todd Bushta, CPA.

Commissioner Brown made a motion to approve Resolution 06-2012-1405 appointing Todd Bushta as Township Auditor from the Firm of Gneiding, DeSanctis, Blizzard & Company, LLP 1275 Glenlivet Drive, Suite 130, Allentown, PA 18106. The motion was seconded by Commissioner Martucci.

Roll Call:

Commissioner Ackerman –yes
Commissioner Brown – yes
Commissioner Brinton –yes
Commissioner Martucci –yes
Commissioner Seagreaves –yes

The Board unanimously approved Mr. Todd Bushta from the Firm of Gneiding, DeSanctis, Blizard & Company, LLP 1275 Glenlivet Drive, Suite 130, Allentown, PA 18106 as Township Auditor for 2012.

7. Sewage Enforcement Officers and Alternate

Mr. Soriano noted that three candidates have expressed an interest in providing Sewage Enforcement for the Township: Keystone Consulting Engineers perform sewage enforcement and inspections as required with subdivision and land development plans as well as reappointing alternates from Hanover Engineering Associates if a conflict arises. Another candidate is Scott Bieber.

Commissioner Ackerman made a motion to appoint Scott Bieber to serve as Sewage Enforcement Officer. The motion failed to receive a second.

After some discussion, the Board believed that all three candidates should be asked to address the Board. Mr. Soriano noted that he would schedule interviews with the three applicants for the Workshop on January 12, 2012.

Commissioner Martucci made a motion to Table the nomination. The motion was seconded by Commissioner Ackerman.

Roll Call:

Commissioner Ackerman –yes
Commissioner Brown – yes
Commissioner Brinton –yes
Commissioner Martucci –yes
Commissioner Seagreaves –yes

Motion passed by unanimous voice vote.

8. Planning Commission (4 year term)

- a. Second Ward - Commissioner Seagreaves nominated Mr. Charles Beck (2nd Ward). Commissioner Martucci seconded the nomination.

Commissioner Ackerman –yes
Commissioner Brown – yes
Commissioner Brinton –yes
Commissioner Martucci –yes
Commissioner Seagreaves –yes

Board voted unanimously to re-appoint Mr. Charles Beck for another term to the Planning Commission.

- b. Third Ward - Commissioner Brinton nominated Stephen J. McKitish (3rd Ward). Commissioner Martucci seconded the nomination.

Commissioner Ackerman –yes
Commissioner Brown – yes
Commissioner Brinton –yes
Commissioner Martucci –yes
Commissioner Seagreaves –yes

Board voted unanimously to appoint Mr. Stephen McKittish for another term on the Planning Commission.

9. Zoning Hearing Board (5 year term)

- a. Second Ward - Commissioner Seagreaves nominated Edward Hare (2nd Ward). Commissioner Martucci seconded the nomination.

Commissioner Ackerman –yes
Commissioner Brown – yes
Commissioner Brinton –yes
Commissioner Martucci –yes
Commissioner Seagreaves –yes

Board voted unanimously to appoint Mr. Edward Hare for another term.

FROM THE FLOOR- Reappointment of the two Zoning Hearing Board alternates, Mr. Joseph Kovatch of 947 E. Lexington Street and Mr. Jason Wright, 3367 Capital Street for a three year term.

Motion by Commissioner Martucci to appoint Mr. Joseph Kovatch of 947 E. Lexington Street and Mr. Jason Wright, 3367 Capital Street for a three year term as Zoning Hearing Board alternates. Seconded by Commissioner Seagreaves.

Roll Call:

Commissioner Ackerman –yes
Commissioner Brown – yes
Commissioner Brinton –yes
Commissioner Martucci –yes
Commissioner Seagreaves –yes

The Board voted unanimously to appoint Mr. Joseph Kovatch of 947 E. Lexington and Mr. Jason Wright, 3367 Capital Street for a three year term as Zoning Hearing Board alternates.

10. Civil Service Commission (6 year term)

- a. One seat - Commissioner Brinton nominated Samuel Darrohn (5th Ward). Commissioner Ackerman seconded the nomination.

Commissioner Ackerman –yes
Commissioner Brown – yes
Commissioner Brinton –yes
Commissioner Martucci –yes
Commissioner Seagreaves –yes

The Board of Commissioners voted unanimously to appoint Mr. Samuel Darrhon for another term on the Civil Service Commission.

11. Vacancy Board (1 year term)

- a. Fourth Ward - Commissioner Brown nominated Mr. Dan Moyer to the Vacancy Board. Commissioner Ackerman seconded the nomination.

Commissioner Ackerman –yes
Commissioner Brown – yes
Commissioner Brinton –yes
Commissioner Martucci –yes
Commissioner Seagreaves –yes

The Board of Commissioners voted unanimously to appoint Mr. Dan Moyer to the Vacancy Board.

12. Environmental Advisory Council (3 Year Term)

- a. Fourth Ward - Commissioner Brown nominated Mr. Glenn Miller to the Environmental Advisory Council (EAC). Commissioner Ackerman seconded the nomination.

Commissioner Ackerman –yes
Commissioner Brown – yes
Commissioner Brinton –yes
Commissioner Martucci –yes
Commissioner Seagreaves –yes

The Board of Commissioners voted unanimously to re-appoint Mr. Glenn Miller to the EAC.

- b. Fifth Ward - Commissioner Ackerman nominated Mrs. Mary Ann Stinner to the Environmental Advisory Council (EAC). Commissioner Brinton seconded the nomination.

Commissioner Ackerman –yes
Commissioner Brown – yes

Commissioner Brinton –yes
Commissioner Martucci –yes
Commissioner Seagreaves –yes

The Board of Commissioners voted unanimously to re-appoint Mrs. Mary Ann Stinner to the EAC.

13. Recreation Advisory Committee (5 Year Term)

- a. Fifth Ward - Commissioner Ackerman nominated Mr. Frank McCullough to the Recreation Advisory Committee. Commissioner Martucci seconded the nomination.

Commissioner Ackerman –yes
Commissioner Brown – yes
Commissioner Brinton –yes
Commissioner Martucci –yes
Commissioner Seagreaves –yes

The Board of Commissioners voted unanimously to appoint Mr. Frank McCullough to the Recreation Advisory Committee.

14. Building Code Board of Appeals (5 year Term)

- a. Second Ward - Commissioner Seagreaves nominated Mr. Myron Haydt to the Building Code Board of Appeals. Commissioner Brown seconded the nomination.

Commissioner Ackerman –yes
Commissioner Brown – yes
Commissioner Brinton –yes
Commissioner Martucci –yes
Commissioner Seagreaves –yes

The Board of Commissioners voted unanimously to Mr. Myron Haydt to the Building Code Board of Appeals.

APPROVAL OF THE BILLS PAYABLES

Ms. Bonaskiewich noted that there is a need to transfer \$5,000 from the Street and Line Painting Line Item to the General Services Line Item in order to pay for the chippers the Township rented for the snow storm clean-up efforts.

Commissioner Ackerman inquired as to how much it would cost to purchase a chipper. Mr. Andreas stated that it depends on the size and the need of a chipper and he will look into the cost.

Motion by Commissioner Martucci, seconded by Commissioner Seagreaves, to authorize payment of the bills for the period 12/17//2011 through 12/29/2011. General Fund - \$457,357.59; Fire Fund - \$42,756.07; Water Fund - \$85,102.49; Sewer Fund - \$44,301.80; Highway Fund-\$91.33. Grand Total -\$625,591.21.

Roll Call:

COMMISSIONER ACKERMAN – YES
COMMISSIONER BROWN – YES
COMMISSIONER BRINTON – YES
COMMISSIONER MARTUCCI – YES
COMMISSIONER SEAGREAVES – YES

The motion passed by 5-0

COURTESY OF THE FLOOR

Ms. Wendy Solomon, editor of the Salisbury Patch, stated that Salisbury Township School District is one of 24 national finalists in Patch’s Deck the House contest, which is a holiday decorating contest. She commented that the house at 2040 S. Fairview Road is a finalist and if they get enough votes to win by Sunday, January, 8th, 2012, the School District will win \$100,000.

Commissioner Martucci inquired about the progress of leaf collection. Mr. Andreas stated that it is moving along and there will be a crew split between the east and the west side of the Township in the near future.

Ms. Sopka stated that there is a Planning Commission Meeting on January 10, 2012, which will provide an update on the Comprehensive Plan.

ADJOURNMENT

Commissioner Martucci made a Motion to adjourn the Meeting. Seconded by Commissioner Seagreaves. The time was 7:45 p.m.