

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
MARCH 22, 2012
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.

PLEDGE OF ALLEGIANCE

Commissioner Brown asked everyone to rise and recite the Pledge of Allegiance, followed by a short period of silence and reflection.

CALL TO ORDER

Commissioner Brown called the meeting to order at 7:00 p.m.

Commissioner Brown turned over the proceedings to the Township Manager, Randy Soriano.

ROLL CALL

Board Members Present:

James Brown, President
Robert Martucci, Jr., Vice President
James Seagreaves, President Pro-Tempore
Joanne Ackerman
Debra Brinton

Staff Present:

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

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 PAYABLES

Motion by Commissioner Martucci, seconded by Commissioner Seagreaves, to approve list of Bills Payables for the period 3/03/2012 through 3/16/2012, broken down as follows: General Fund - \$108,147.28; Fire Fund - \$28,517.37; Water Fund - \$64,539.77; Sewer Fund - \$ 63,553.36; Refuse & Recycling Fund - \$1,243.80; Highway Fund - \$11,086.80. Total of all Funds - \$277,088.18.

Roll Call:

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

The Motion passed by 5-0

MINUTES

March 8, 2012

Commissioner Brown declared the March 8, 2012 Regular Meeting Minutes of the Board of Commissioners approved as presented.

NEW BUSINESS

PRESENTATION

Presentation by Friends of the Allentown Parks on a proposed cleanup event at Walking Purchase Park.

Mr. Soriano introduced Attorney Robert Donatelli, the Chairman of The Friends of the Allentown Parks (“Friends”), comprised of dedicated volunteers, who would like to hold a cleanup event at the Walking Purchase Park on April 28, 2012 from 9:00 a.m. to Noon. He noted that the Friends are applying for a Greenway Mini Grant in the amount of \$500 to defray some of the costs. Mr. Soriano

stated that the Grant application requires the property owner (Salisbury Township) to grant permission to the Friends to enter the Park and hold the cleanup. Mr. Soriano noted that if this event is approved, the Board should require having the Friends sign a Waiver of Liability and Hold Harmless Agreement with the Township. He commented that the Friends do require their volunteers to sign waivers holding the Friends Harmless.

Attorney Donatelli stated that the purpose of the organization is to improve Allentown's parks and encourage their use while preserving them. He noted that the Friends have obtained permits from the City of Allentown and Lehigh County for this cleanup event.

Commissioner Seagreaves inquired how the trash will be removed from the event. Attorney Donatelli replied that PennDOT has donated bags and the Parks Department of the City of Allentown will be present to haul things away.

Motion by Commissioner Brinton, seconded by Commissioner Ackerman, to approve the request from the Friends of the Allentown Parks to hold a cleanup event on April 28, 2012 at Walking Purchase Park from 9 a.m. to Noon, contingent on the Friends signing a Hold Harmless Agreement and providing insurance coverage for the vent adding the owners(s) as additional insured on their policy, and also authorizing the Township Manager to sign the Greenway Mini Grant's Permission to Enter form.

Roll Call:

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

The Motion passed by 5-0

ORDINANCES

Setting of Water Rates - Second Reading and Adoption.

Mr. Soriano introduced the Ordinance for the second reading and adoption. Mr. Soriano stated that the City of Allentown's latest water bill showed an increase in the water rates, and prior to this bill, the Township did not receive an official notice during the 2012 budget deliberations that this was in the works. Mr. Soriano commented that the Board approved a Water Fund budget without any increases, but it has been customary to pass any increases to its users.

Mr. Soriano noted that the Finance Department estimates the increase from \$5.16/m gals to \$5.30/m gals in order to keep in step with the rate increase from the City of Allentown. Mr. Soriano stated that the average water consumption varies between 15,000 and 25,000, and based on this, the rate impact would be as follows:

25,000 gal/qtr == At \$5.16/m gals = \$129.00; At \$5.30/m gals = \$132.50. A \$3.50/qtr increase (2.7%).
20,000 gal/qtr == At \$5.16/m gals = \$103.20; At \$5.30/m gals = \$106.00. A \$2.80/qtr increase (2.7%).

15,000 gal/qtr — At \$5.16/m gals = \$77.40; At \$5.30/m gals = \$79.50. A \$2.10/qtr increase (2.7%).

ORDINANCE NO. 03-2012-575

BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, AMENDING CHAPTER 26, ENTITLED WATER, §102 OF THE CODE OF ORDINANCES, AS AMENDED, ESTABLISHING WATER RATES, RENTS AND CHARGES FOR FURNISHING WATER SERVICES TO CONSUMERS LOCATED IN THE TOWNSHIP OF SALISBURY (WATER RATE CHANGE TO \$5.30 PER 1,000 GALLONS OF WATER)

WHEREAS, the Township of Salisbury received a water rate increase from the City of Allentown for water services.

BE IT ORDAINED AND ENACTED by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, and it is hereby ordained and enacted by the same that Chapter 26 of the Code of Ordinances, as amended, be and the same hereby is amended as follows:

ARTICLE I. Section 102 shall be amended to read as follows:

§102. Water Rates, Rents and Charges.

“The following water rates, rents and charges are fixed, adopted, established and imposed upon each consumer located within the municipal boundaries of the Township served or to be served by the Water System, for use thereof, and such rates, rents and charges shall be established by the Township by resolution or ordinance:

I. Schedule of Meter Rates.

There shall be a charge of five dollars and thirty cents (\$5.30) for each one thousand (1,000) gallons of water furnished to a consumer effective January 1, 2012.

ARTICLE III. *All Ordinances inconsistent herewith are hereby repealed. In all other respects, Sections 102 of Chapter 26, Water, of the Code of Ordinances of the Township of Salisbury shall remain as heretofore enacted, ordained and amended, which said Chapter 26, as amended, is hereby re-enacted in its entirety herein.*

ARTICLE IV. *This Ordinance shall be effective immediately.*

ENACTED AND ORDAINED this 22nd day of March, 2012.

TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)

By: _____
President, Board of Commissioners

Attest:

Secretary

Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to approve the second reading and adoption of Ordinance 03-2012-575 amending the Chapter 26, entitled Water, §102 of the Code of Ordinances, as amended, establishing water rates, rents and charges for furnishing water services to consumers located in the Township of Salisbury (water rate change to \$5.30 per 1,000 gallons of water).

Roll Call:

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

The Motion passed by 5-0

PROCLAMATION

Mr. Soriano noted that the Board will officially start the process of recognizing the many volunteers that devote numerous uncompensated hours on community services. He commented that a recognition dinner to honor the selected volunteers is scheduled for April 19, 2012. The Resolution proclaiming the month of April 2012 as “Volunteer Month” is as follows:

PROCLAMATION

WHEREAS, the Township of Salisbury is blessed to have a capable core of volunteers that are committed and dedicated to serve our community; and

WHEREAS, the Township of Salisbury Board of Commissioners recognizes the value and the benefits of the volunteers’ efforts and contributions; and

WHEREAS, the Township of Salisbury residents are the direct beneficiaries of all volunteer efforts.

NOW, THEREFORE, the Salisbury Township Board of Commissioners hereby proclaims the month of April 2012 to be **Salisbury Township Volunteer Month**, to recognize all volunteers for their unheralded volunteer work and their unmatched level of unselfish sacrifice to serve their community.

Here, on this 22nd day of March, 2012.

_____ James Brown, President

_____ Robert Martucci, Jr., Vice-President

_____ James Seagreaves, President Pro Tempore

_____ Joanne Ackerman

_____ Debra Brinton

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to proclaim the Month of April as Salisbury Township Volunteer Month.

Roll Call:

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

The Motion passed by 5-0

RESOLUTIONS

None

MOTIONS

RATIFICATION OF PREVIOUS MOTION - Motion to approve a Change Order in the amount of \$9,097.65 for the extra work performed to deal with the water line conflict to RGC Development for the for the Patricia Drive Pumping Station Elimination Project.

Mr. Soriano stated that he is reintroducing this motion passed at the last meeting since it was not on the Agenda at last meeting and was introduced at the end. He noted that the purpose of formally adding the item on the Agenda is to squash any Sunshine Law perception that no one knew or was allowed to comment on this item, and will allow anyone, including RGC, to comment. Mr. Soriano commented that the Township communicated with RGC Development and sent the payment.

President Brown asked for any public comment. No comments were heard.

Motion by Commissioner Martucci, seconded by Commissioner Ackerman, to approve a change order reviewed and recommended by the Township Engineer in the amount of \$9,097.65 to RGC Development for the extra work associated with the water line conflict for the Patricia Drive Pumping Station Project.

Roll Call:

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

The Motion passed by 5-0

Motion to approve Payment No. 4 in the amount of \$29,461.95 to RGC Development for the Patricia Drive Pumping Station Elimination Project.

Mr. Soriano noted that with this payment the Contractor will have completed \$139,095.49 of the \$287,954 contract.

Mr. Tetterer provided the Board with an update of the project. He stated that this payment represents about 440 feet of eight-inch pipe and restoration work. Mr. Tetterer noted that the contractor has the Main installed and is currently working on the Laterals. He commented that the contractor has approximately another three weeks' worth of work to complete.

Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to approve Payment No. 4 in the amount of \$29,461.95 to RGC Development for the Patricia Drive Pumping Station Project.

Roll Call:

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

The Motion passed by 5-0

Motion to accept the resignation of part-time Officer Jack Soberick.

Mr. Soriano commented that Officer Soberick was hired in 2000 and is tendering his resignation as a part-time officer.

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to accept the letter of resignation from part-time Officer Jack Soberick.

Roll Call:

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

The Motion passed by 5-0

Motion to accept a Consultant/Professional Contract submitted by Urban Research Development Corporation, Bethlehem, PA in the amount of \$44,800 approved by DCNR to be paid as follows: DCNR-\$22,400; Township-\$22,400.

Mr. Soriano announced that DCNR has approved the Waiver request from the RFP process and has permitted the Township to enter into an Agreement with URDC to act as Consultant for the preparation and development of the Lindberg Park Master Site Plan. He noted that the Board

should approve a Consultant/Professional Contract for \$44,800, to be shared equally by DCNR and Township.

Mr. Soriano stated that upon approval, the Township will initiate the process by setting up a meeting with the Key-Study Committee, who will be the sounding board for the Consultant when preparing the Master Site Plan. Mr. Soriano commented that a Commissioner should act as a liaison on the Key-Study Committee and suggested that President Brown be the representative because he is from the 4th Ward. Commissioner Brown stated that he would be happy to act as the liaison on the Committee.

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to accept the Consultant/Professional Contract submitted by Urban Research Development Corporation, Bethlehem, PA in the amount of \$44,800 approved by DCNR to be paid as follows: DCNR-\$22,400; Township-\$22,400

Roll Call:

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

The Motion passed by 5-0

Motion to Table a bid submitted by Campbell Supply Company of Penna, Muncy, PA in the amount of \$360,845.00 pending a review by the Fire Truck Committee and Solicitor.

Mr. Soriano announced that the Township received one bid for the purchase of a new pumper fire truck for the Eastern Salisbury Fire Department. He stated that the sole bid was submitted by Campbell Supply Company of Penna, Muncy, PA in the amount of \$360,845.00. Mr. Soriano noted that the bid was accompanied by a Bid Bond in the amount of \$20,000. Mr. Soriano recommended that the Board table this Bid pending a review by the Fire Truck Committee and Solicitor.

Motion by Commissioner Martucci, seconded by Commissioner Brinton, to Table a bid submitted by Campbell Supply Company of Penna, Muncy, PA in the amount of \$360,845.00 pending a review by the Fire Truck Committee and Solicitor.

Roll Call:

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

The Motion passed by 5-0

OLD BUSINESS

PRIVILEGE OF THE FLOOR

Commissioner Seagreaves stated that a resident from Lehigh Avenue called him for an update on the parking situation on that road. Mr. Soriano replied that the Police Department is conducting a comprehensive study of the parking on all Township roads.

Commissioner Seagreaves commented that he was approached by the SYA baseball team about getting a storage facility at Franko Park to replace the two existing boxes. Mr. Soriano stated that when this topic was discussed at a previous Workshop session, it was determined that Franko Park was a passive park and not meant to be occupied by a fixed storage structure. He noted that the Board chose not to pursue it because the Township would no longer receive funds from the State. Commissioner Brown stated that SYA is welcomed to make a presentation on the matter.

Commissioner Ackerman stated that she attended a meeting for information regarding Allentown's Neighborhood Improvement Zone, but was unable to gain any more knowledge about the subject. It was the consensus of the Board not to take action at this time because the impact on the Township is still unknown.

ADJOURNMENT

Commissioner Ackerman made a Motion to adjourn the Meeting. Seconded by Commissioner Martucci. The time was 8:00 p.m.