

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
MAY 10, 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
Cynthia Sopka, Director of Planning & Zoning
John Ashley, Esquire, Township Solicitor-EXCUSED-Frank Procyck, Esquire as Alternate
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

Commissioner Ackerman questioned the Invoice the Township is paying on behalf of the Salisbury Youth Association for the use of the school gyms. Mr. Soriano stated that the Township has paid for the use of the gyms at the high school and middle school for SYA activities. He noted that the charges are for custodian overtime since the games take place over the weekend. Mr. Soriano commented that it is a recreational charge which goes towards the recreational needs of the Township. He stated that the Board could approach SYA and ask them to go back to the School District and re-negotiate the fees.

Commissioner Ackerman suggested holding a meeting with both the school district and SYA and not paying the bills until that meeting takes place. Commissioner Martucci commented that it would negatively impact the children if the Township would stop paying the bills. Mr. Soriano reminded the Board that the agreement is between SYA and the School District, not the Township, but noted that he is willing to get involved, if needed.

Ms. Bonaskiewich stated that since 2000, the Budget allows \$15,000 for SYA expenses, and prior to that, there was \$12,000 budgeted. She noted that there had been several years where they spent less than the budgeted amount.

Motion by Commissioner Ackerman, seconded by Commissioner Martucci, to approve the list of Bills Payables for the period 4/21/2012 through 05/04/2012, broken down as follows: General Fund - \$30,374.40; Fire Fund - \$1,211.07; Library Fund - \$0; Water Fund - \$4,266.00; Sewer Fund -\$ 56,187.83; Refuse & Recycling Fund - \$122,730.00; Highway Fund - \$140.98. Total of all Funds - \$214,910.28.

Roll Call:

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

The Motion passed by 5-0

MINUTES

April 26, 2012

Commissioner Brown declared the April 26, 2012 Regular Meeting Minutes of the Board of Commissioners approved as presented.

NEW BUSINESS

ORDINANCES

None

RESOLUTIONS

Promulgation of Workplace Safety Rules Policy.

Mr. Soriano noted that the Workplace Safety Committee has, over the past year, embarked on a comprehensive analysis of safety procedures. Mr. Soriano explained the areas that the WSC has focused on, including safety inspections, hazard assessments, training, safety rules, and hazard mitigation. Mr. Soriano noted that having safety rules in place reduces the risk of injuries by engaging the employee in the process of understanding some of the pitfalls.

Commissioner Martucci questioned the Township’s Experience Modification Factor. Mr. Soriano replied that he believes it is less than 1. (*Note: the Township’s current MOD Factor is .75*). Mr. Soriano noted that while the development of the Committee will not lower the MOD rating, it should prevent common workplace injuries.

Mr. Soriano reviewed the Workplace Safety rules that the WCS has prepared for the Board to approve. As follows:

RESOLUTION NO. 05-2012-1419

**WORKPLACE SAFETY RULES
FOR TOWNSHIP EMPLOYEES**

***A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY,
LEHIGH COUNTY, PENNSYLVANIA ADOPTING A WORKPLACE SAFETY RULES POLICY
RELATING TO
TOWNSHIP EMPLOYEES***

WHEREAS, the Township of Salisbury employs both full-time and part-time staff to perform essential Township functions; and

WHEREAS, the Township desires to implement a policy comprised of Workplace Safety Rules, which will be applicable to all Township employees.

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, as follows:

Article 1. The Salisbury Township Workplace Safety Rules Policy attached to this Resolution and marked as Exhibit "A" is hereby adopted as the Workplace Safety Rules Policy of the Township.

Article 2. The provisions of this Resolution are severable, and if any section, sentence, clause, part or provision hereof shall be held to be illegal, invalid or unconstitutional by any court of competent jurisdiction, such decision of the court shall not affect or impair the remaining sections, sentences, clauses, parts or provisions of this Resolution. It is hereby declared to be the intent of the Board of Commissioners that this Resolution would have been adopted if such illegal, invalid or unconstitutional section, sentence, clause, part or provision had not been included herein.

Article 3. This Resolution shall take effect on the date executed below.

Duly presented and adopted by the Board of Commissioners of Salisbury Township in public meeting held the 10th day of May, 2012.

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY,**

PENNSYLVANIA

ATTEST:

Randy Soriano, Township Secretary

James A. Brown
President, Board of Commissioners

EXHIBIT A

Number: 2
Section: 6

SUBJECT: **WORKPLACE SAFETY RULES**

Purpose. To establish policies and procedures to govern responsibilities of employees in order to promote a safe workplace environment.

2. Authority. Salisbury Township Board of Commissioners
3. Application. This policy applies to all Salisbury Township employees.

Responsibility. The Township Manager will have the responsibility for overseeing and implementing this policy.

POLICY:

SALISBURY TOWNSHIP WORKPLACE SAFETY RULES

Your safety is the constant concern of the Township. Every precaution has been taken to provide a safe workplace. The Salisbury Township Workplace Safety Committee (STWSC) was formed to make regular inspections and hold regular safety meetings. STWSC also meets with management to plan and implement further improvements in our safety program. Common sense and personal interest in safety are still the

greatest guarantees of your safety at work, on the road, and at home. We take your safety seriously and any willful or habitual violation of safety rules will be considered cause for disciplinary actions, including dismissal. Salisbury Township is sincerely concerned for the health and wellbeing of each member of the team.

The cooperation of every employee is necessary to make this Township a safe place in which to work. Help yourself and others by reporting unsafe conditions or hazards immediately to your supervisor or to a member of the safety committee. Give earnest consideration to the rules of safety presented to you by poster signs, discussions with your supervisor, posted department rules, and regulations published in the safety booklet. Begin right by always thinking of safety as you perform your job, or as you learn a new one.

It is the responsibility of each employee that all tasks be conducted in a safe and efficient manner complying with all local, state, and federal safety and health regulations, programmatic standards, and with any special safety concerns identified by the Township for use in a particular area.

Although most safety regulations are consistent throughout each department and program, it is the responsibility of the employee to identify and familiarize himself or herself with the Emergency Plan and Safety and Health guidelines for his or her working area, if any. A partial list is outlined below.

It is the responsibility of the employee to complete an "Accident and Incident Report" for each safety and health infraction that occurs by an employee or that the employee witnesses.

Failure to report such an infraction may result in employee disciplinary action, including termination.

Failure to follow any Township established safety and health guidelines or conduct which places the employee, volunteer, citizens or agency property at risk may lead to employee disciplinary action and/or termination.

Township Employees may develop safety and health procedures for suggested investigation and possible implementation by the STWSC when the same come to the attention of the employee or are in the interest of a safer work environment.

A. Safety and First Aid

- 1. The Township feels morally as well as legally responsible for providing our employees with the safest working environment possible. To do this, we need our employees' help. Safety and health involves everyone.*
- 2. We ask all our employees to be considerate of their fellow employees, thus helping the Township become a better and safer place to work. No employee should operate any equipment or perform any job function until properly trained to do so. Employees should bring to their supervisor's attention and/or STWSC, any safety hazard observed or any safety suggestion they think is helpful. The supervisor and/or STWSC will promptly investigate the situation, eliminate any hazard where possible, provide safeguards where needed, or otherwise follow up on suggestions. No employee should attempt to fix any piece of equipment unless properly trained to do so. All electrical equipment should be unplugged before any repairs are attempted.*
- 3. The Township Municipal Building and the Township Garage both have a designated first aid station where help is available in case of illness or injury. Please familiarize yourself with the location of the first aid station in your building.*
- 4. The following safety rules (not all inclusive) and regulations have been developed for your well-being and safety. Learn the safe way to perform a job before-you start. If you are not sure you thoroughly understand the job, ask your supervisor for further instructions. You are expected to strictly adhere to these rules and regulations.*

B. Personal Protection

1. *Approved hard hats must be worn by all Township personnel working in areas where there is a danger of head injury from impact, or from falling or flying objects, or from electrical shock and burns. ("Bump" type caps are not considered approved hard hats.)*
2. *Use of approved eye protection by all Township personnel shall be required as indicated by the operation being performed, such as sawing, grinding, etc...*
3. *All Township personnel exposed to hazardous volumes of toxic or noxious dusts, fumes, mists, or gases shall wear approved respiratory equipment.*
4. *Personal protective equipment is to be used under unusual conditions such as in high temperature work environment, handling caustic or corrosive liquids, or other molten metal.*
5. *Where required, all shop/garage/labor/safety personnel must wear protective equipment, such as goggles, safety glasses, masks, gloves, body armor, etc... Strict adherence to this policy can significantly reduce the risk of injuries.*
6. *Keep your shirt on -- it may save you from sunburn, weld or burn splatter, cement burns, or cuts.*
7. *Wearing of safety shoes is strongly recommended for non-office employees. The Township will designate which jobs and work areas require safety shoes. Under no circumstances will an employee be permitted to work in sandals or open-toe shoes. The Township, may, from time to time coordinate visits from reliable shoe vendors. Notices will be posted prior to the visits.*
8. *Public works employees must wear the uniforms as required by the Township at all times.*
9. *When lifting material, keep back straight, bend knees, and lift with your legs. Lift properly—use your legs, not your back. For heavier loads, ask for assistance.*
10. *Work clear of suspended loads. If a load is moved above where you are working or walking, stand clear until it has passed. For non-office work areas, finger rings should not be worn while working. Unless it is part of your regular work, do not attempt to repair or adjust any electrical equipment.*
11. *Shut-off any circuit before attempting to work on it. Even voltages lower than 110 will cause serious injury or death under certain conditions. Ground wires, leading from electrical apparatus, must not be disconnected or broken.*
12. *Treat all electric wires as live. Do not touch exposed wires. Report them immediately to your supervisor.*

C. Proper Use of Equipment and Tools

1. *Your supervisor will see that you receive the protective clothing and equipment required for your job. Use them as instructed and take care of them. You will be charged for loss or destruction of these articles only when it occurs through negligence.*
2. *Use only hand and power tools that are in good condition. If a Township-owned tool is in poor condition, turn it over to your foreman or supervisor. Your own tools must be kept in safe condition.*
3. *When operating equipment with seat belts, the belts must be worn at all times when the equipment is in*

operation.

4. *Compressed air tools or hose nozzles shall never be pointed at persons. Unless you have been taught to operate a machine, stay away from it. Use compressed air only for the job for which it is intended. Do not clean your clothes with it and do not fool with it.*
5. *When you find it necessary to leave the machine you are operating, shut it down.*
6. *Stop machine before fueling, oiling, or cleaning. Never attempt to make repairs or adjustments while the machine is running.*
7. *Keep your fingers, hands, and feet out of pinch pockets.*
8. *Always use a boom prop when working under a raised boom.*
9. *Torches are to be turned off immediately after use.*
10. *Indiscriminate throwing of material from scaffolds or other high places will not be permitted.*
11. *Safety equipment such as restraints, pull backs, and two-hand devices are designed for your protection. If they are provided, be sure such equipment is adjusted for you.*
12. *Loads on trucks, trailers, etc., should be safely secured before being moved.*

D. General Safety Rules

1. *Observe and practice the safety procedures established for your particular job.*
2. *Do not wear loose clothing or jewelry around machinery. It may catch on moving equipment and cause a serious injury.*
3. *Never distract the attention of another employee, as you might cause him or her to be injured. If necessary to get the attention of another employee, wait until it can be done safely.*
4. *Pile materials, skids, bins, boxes, or other equipment so as not to block aisles, exits, firefighting equipment, electric lighting or power panel, valves, etc. FIRE DOORS AND AISLES MUST BE KEPT CLEAR.*
5. *Keep stairways and landings free and clear of material and debris.*
6. *Keep aisles, passageways, and walkways clean and clear. Exits should be kept clear at all times. Clean up spilled liquid, oil, or grease immediately.*
7. *Your work location should be kept clean and orderly. Shop work areas should be kept dry at all times. Help promote good housekeeping -this includes the proper disposal of lunch bags, bottles, and personal scrap.*
8. *Keep machines and other objects and tools out of the center of aisles or garages. Clean up spills, drips, and leaks immediately to avoid slips and falls. Place trash in the proper receptacles. Stock shelves carefully so that they do not create a hazard. Observe smoking regulations where posted.*
9. *Running and horseplay are strictly forbidden. Practical jokes are never funny.*
10. *Do not block access to fire extinguishers. Learn where fire extinguishers are located and how to use them.*
11. *Do not park your automobile, Township vehicle, or machine where it is exposed to danger or where it will*

interfere with operations.

12. Do not tamper with electric controls or switches.

13. Do not operate machines or equipment until you have been properly instructed and authorized to do so by your supervisor.

14. Do not engage in such other practices as may be inconsistent with ordinary and reasonable common sense safety rules.

15. Report any UNSAFE condition or acts to your supervisor.

16. HELP TO PREVENT ACCIDENTS.

17. Use designated passages when moving from one place to another; never take hazardous shortcuts.

18. Work at a speed consistent with safety. Running in passageways, or on stairs and ladders is dangerous and unnecessary.

19. Flammable liquids must be stored in proper containers away from open flame and high temperature area.

E. Accident Reporting.

1. Any injury at work—no matter how small—must be reported immediately to your supervisor and receive first aid attention. Serious conditions often arise from small injuries if they are not cared for at once.

2. In case of sickness or injury, no matter how slight, report at once to your supervisor. In no case should an employee treat his own or someone else's injuries or attempt to remove foreign particles from the eye.

3. In case of injury resulting in possible fracture to legs, back, or neck, or any accident resulting in an unconscious condition, or a severe head injury, the employee is not to be moved until medical attention has been given by authorized personnel.

F. Safety Checklist.

It's every employee's responsibility to be on the lookout for possible hazards. If you spot one of the conditions on the following list—or any other possible hazardous situation—report it to your supervisor immediately.

1. Slippery floors and walkways

2. Tripping hazards, such as hose links, piping, etc.

3. Missing (or inoperative) entrance and exit signs and lighting

4. Poorly lighted stairs

5. Loose handrails or guard rails

6. Loose or broken windows

7. Dangerously piled supplies or equipment

8. Open or broken windows

9. Unlocked doors and gates

- 10. *Electrical equipment left operating*
- 11. *Open doors on electrical panels*
- 12. *Leaks of steam, water, oil, etc.*
- 13. *Blocked aisles*
- 14. *Blocked fire extinguishers, hose sprinkler heads*
- 15. *Blocked fire doors*
- 16. *Evidence of any equipment running hot or overheating*
- 17. *Oily rags*
- 18. *Evidence of smoking in non-smoking areas*
- 19. *Roof leaks*
- 20. *Directional or warning signs not in place*
- 21. *Safety devices not operating properly*
- 22. *Machine, power transmission, or drive guards missing, damaged, loose, or improperly placed*

VIOLATION OF POLICY

Anyone who violates these safety rules will be subject to discipline, up to and including immediate discharge, depending on the severity of the offense.

The foregoing Workplace Safety Rules Policy is hereby approved and adopted by the Board of Commissioners of Salisbury Township, Lehigh County, Pennsylvania this 10th day of May, 2012 at a regular public meeting.

*TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)*

President, Board of Commissioners

ATTESTED:

Township Secretary

I, (print name) _____, acknowledge the receipt of a copy of the Township's Workplace Safety Rules Policy ("Policy"). I acknowledge that I have/will read the Policy and have been/will be given the opportunity to question the Township's Policy as to the content of said Policy.

Signature

Date

Motion by Commissioner Brinton, seconded by Commissioner Ackerman, to adopt Resolution 05-2012-1419 to promulgate Workplace Safety rules.

Roll Call:

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

The Motion passed by 5-0

MOTIONS

Motion to authorize a change in the Sewer Backup Claims policy.

Mr. Soriano stated that the Township insurance company has advised the Township that they will no longer automatically pay out claims for sewer backups since the Township has immunity pursuant to the Political Subdivision Tort Claims Act and will do so only if the claimant can prove negligence by the Township. Mr. Soriano noted that in order to advise of this change of policy, he would recommend sending letters to all property owners to plan for future events through their own homeowner insurance.

Mr. Soriano noted that the Solicitor has prepared a memorandum of law on this subject matter. The Board will need to approve the letter that was drafted, and authorize the Township Manager to notify the property owners of this policy change.

DRAFT LETTER

Dear Property Owner:

In recent years, the Salisbury Township Board of Commissioners (“Board”) has authorized reimbursement for property damage resulting from a sewer back-up if there was clear evidence that a problem in the Salisbury Township’s main sewer line caused the malfunction. Since Salisbury Township is provided with immunity granted by the Pennsylvania Political Subdivision Tort Claim Act, this reimbursement is not covered by the Township’s insurance and these payments for damages results in the expenditure of significant funds from the Township sewer system operating budget.

Therefore, the Board will cease reimbursement for sewer back-up claims effective _____ 2012, but desires to lessen the impact that a sewer back-up may have on a property owner by providing some guidance to the property owners. In that spirit, the Board sends this notice.

Most insurance carriers provide specific coverage to reimburse property owners for sewer back-up damage; however, this coverage generally must be purchased separately and added to your policy. We encourage you to contact your insurance agent and add this additional coverage to your property insurance as claims for a sewer back-up can be significant. Please also inquire specifically concerning the deductible amount for this coverage so you are aware of the exposure you may have for a claim of this type. Ultimately, like anything else associated with your property, it will be your decision whether to pursue or not pursue this coverage. We are merely advising you of the consequences that may occur.

Should you have any questions regarding this information, please call me at 610-797-4000.

Thank you.

Sincerely,

*Randy Soriano
Township Manager*

Motion by Commissioner Martucci, seconded by Commissioner Seagreaves, to authorize the Township Manager to notify residents of the change in policy regarding claims for sewer backup.

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 consider whether to require the installation of curbing in the area of Flexer & Lincoln Avenues in conjunction with the 2012 Flexer Avenue Roadway Paving Project.

Mr. Soriano stated that he has reviewed the Township’s Curb and Sidewalk Ordinance and the Ordinance does have language that grants the authority to the Board of Commissioners “*to compel owners of any property abutting on any public street ... to install curbing along said private property, or to repair or replace existing curbing which is in need of repair or replacement.*” Mr. Soriano advised the Board to develop some uniformed standards as to when this may occur. He recommended following the past practice of only invoking this policy when it is associated with a planned reconstruction of a roadway. Mr. Soriano commented that the Engineer should develop standards to use for determining which curb should be installed and reasons for requiring the construction of new curbing (i.e. alignment, condition, reveal, storm water related benefits, etc.).

Mr. Soriano stated that there should be a systematic and uniform approach that would be used in the future; therefore, he recommended that the Board rely on the Township Engineer’s recommendation for Flexer Avenue, on which curbing should be installed. He commented that the Township Engineer has prepared the list of affected properties that he believes should construct curbing as a result of the paving project. Mr. Soriano stated that if the Board decides to require curbing, he would recommend that the letters be sent directly by the Township, not the Engineer.

Mr. Soriano noted that he envisions having a meeting with the affected property owners to explain the project and educate the property owners to first choose a Contractor, which may be less expensive than having the Township do the work since it would need to pay prevailing wages based on the cost estimate. Mr. Tettemer stated that he will work with the property owners and their contractors to make sure they have all the specifications. Mr. Soriano noted that he will waive the permitting fee if the resident hires their own contractor.

Motion by Commissioner Seagreaves, seconded by Commissioner Brinton, to authorize the Township Manager to notify residents abutting the Flexer Avenue Paving Project of required curb installation.

Roll Call:

COMMISSIONER ACKERMAN – YES

COMMISSIONER SEAGREAVES – YES
COMMISSIONER MARTUCCI – NAY
COMMISSIONER BRINTON – YES
COMMISSIONER BROWN – YES

The Motion passed by 4-1

Motion to authorize Payment No. 5 in the amount of \$21,069.90 to RGC for work performed on the Patricia Drive Pump Station Elimination Project.

Mr. Soriano stated that RGC has completed the installation of the sanitary sewer and the Township Engineer has televised the system. He commented that a report is pending and will be shared with South Whitehall Township Authority. Mr. Soriano noted that the new meter installation is almost complete and paving will be done shortly. He also stated that a punch list is being developed and the amount Retained is \$16,250.65.

Motion by Commissioner Martucci, seconded by Commissioner Ackerman, to approve Payment No. 5 in the amount of \$21,069.90 to RGC for work performed on the Patricia Drive Pump Station Elimination Project.

Roll Call:

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

The Motion passed by 5-0

The Board also approved proceeding with additional Inflow/Infiltration analysis to address the EPA Order issued a few years ago concerning elimination of excess I/I that impacts the City of Allentown Treatment Plant. Mr. Soriano noted that the scope of work would entail manhole inspections, nighttime weiring and CCTV of lines and grouting. He stated that this would be undertaken by utilizing the Township forces and Keystone Consulting Engineers.

Mr. Soriano announced a ground breaking event that will be held by Lehigh County for the proposed Detox Center. It will be held on May 14th at 11:00 am at the Riverside Drive site.

OLD BUSINESS

PRIVILEGE OF THE FLOOR

Commissioner Brinton stated that she attended a meeting with the Wildlands Conservancy and noted that they thanked the Township for helping to preserve South Mountain.

Commissioner Ackerman read a letter from a young girl commenting about foul language at Green Acres Park. Commissioner Ackerman expressed concerns about the alleged littering, public urination and cursing taking place at the park.

Mr. Soriano stated that the issue is whether that type of behavior is enforceable and reminded the Board that Chief Stiles has said that the citation for foul language probably would not withstand the court system because of the First Amendment. He also noted that the Recreation Advisory Committee performed a study at Green Acres Park and found that the alleged issues at the park are not a chronic problem. Commissioner Martucci noted that the Police Department is down one officer, in addition to the Community Police Officer, due to budget cuts. Commissioner Brown suggested asking Chief Stiles to possibly increase patrols in the area.

ADJOURNMENT

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

Respectfully submitted

Randy Soriano
Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on May 10, 2012.

Approved and certified on this date:

Randy Soriano

Date

SEAL