

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
JUNE 14, 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
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 FINANCIAL REPORT AND BILLS PAYABLES

Commissioner Brinton questioned if the Earned Income Tax that the Township collects is given to the school district. Mr. Soriano stated that by law, the Township must split the 1% that is collected with the school district.

Motion by Commissioner Ackerman, seconded by Commissioner Martucci, to approve the unaudited Financial Statements for the period ending April 30, 2012 and the list of Bills Payables for the period 5/19/2012 through 06/08/2012, broken down as follows: General Fund - \$173,862.84; Fire Fund - \$11,733.94; Library Fund - \$0; Water Fund - \$74,241.21; Sewer Fund - \$22,215.90; Refuse & Recycling Fund - \$126,663.75; Highway Fund - \$20,474.57. Total of all Funds - \$429,492.21.

Roll Call:

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

The Motion passed by 5-0

MINUTES

May 24, 2012

Commissioner Brown declared the May 24, 2012 Regular Meeting Minutes of the Board of Commissioners approved as presented.

NEW BUSINESS

ORDINANCES

None

RESOLUTIONS

None

MOTIONS

Motion to approve a request from VIA to hold the Lehigh Valley Health Network Marathon.

Mr. Soriano stated that the Marathon is a yearly request from VIA. The request was made via email, as follows:

Dear Randy,

Preparations are underway for the 2012 Lehigh Valley Health Network Marathon for Via. Thanks to the cooperation of ten municipalities and government organizations, the Lehigh Valley Health Network Marathon for Via continues to grow and we look forward to another exciting year.

The Lehigh Valley Health Network Marathon for Via is for Sunday, September 9, 2012. The start time is 7am for the Marathon and Relay (starts in Salisbury Township) and 7:15am for the Half Marathon (starts in City of Bethlehem). The course begins in Salisbury Township and follows the Lehigh River canal towpath to Easton. We have moved back to the original course design, (pre 2011 flooding modifications) with some changes that take into account runner safety and community need.

Via requests your municipality's assistance for traffic control, as we have in previous years. Permits, requested course road closures, effected intersections and our Certificate of Insurance will be forwarded to you by the end of May for consideration.

We look forward to working with you again for the Lehigh Valley Health Network Marathon for Via.

*Sincerely,
Lisa Walkiewicz*

*Lisa Walkiewicz
Vice President of Communications, Via of the Lehigh Valley
336 W. Spruce Street, Bethlehem, PA 18018*

Mr. Soriano noted that this year's course will change as follows in Salisbury Township:

Starting from Lehigh Valley Hospital:

- Right on Fish Hatchery Road
- Right on Pleasant Avenue
- Left on Caroline Road
- Left on Fish Hatchery Road and crossing Cedar Crest Blvd.
- Rest follows City of Allentown, Bethlehem and ends in Easton

Mr. Soriano stated that Chief Stiles has reviewed the new course change and noted that it will probably generate some resident complaints and they will need two additional officers to assist with traffic.

Mr. Soriano commented that VIA has also requested that the streets be marked with "No Parking" signs; however, Caroline Road lies in Lower Macungie and VIA will need to request

their approval. He stated that Chief Stiles is recommending that the Township do not post the signs on Pleasant Avenue since many residences have driveways.

Mr. Soriano noted that if the request is approved, the Township will require, as in prior years, the signing of a Hold Harmless Agreement and evidence of Insurance.

Motion by Commissioner Martucci, seconded by Commissioner Brinton, to grant permission by VIA to hold a Marathon and for the Police Department to provide traffic support for the event, contingent on VIA signing a hold harmless agreement and liability insurance.

Roll Call:

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

The Motion passed by 5-0

Request from St. Luke’s University Health Network for an extension of time to review the Riverside Drive Road Relocation Project.

Mr. Soriano noted that he received a letter from Attorney Joe Bubba of Fitzpatrick, Lentz and Bubba, advising the Township that St. Luke’s University Health Network is still negotiating with the Norfolk Southern Railroad for granting them consent to proceed with this project. Mr. Soriano commented that SLUHN had earlier requested an extension for the Board to make a decision by June 18, 2012, but given the delay, SLUHN is asking for another extension to June 18, 2013.

Mr. Soriano noted that the project entails swapping the existing location of Riverside Drive with the railroad tracks in order to improve access to the hospital.

Eric Schock from Fitzpatrick, Lentz and Bubba was present to address the Board. He added that while progress is slow, they are still hopeful that the project is moving forward and they will continue to update the Board.

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to accept the request from St. Luke’s University Health Network to extend the time to make a decision to June 18, 2013.

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 authorize Proposed Budget Transfers for geese management services.

Mr. Soriano noted that in the preparation of the 2012 Proposed Budget, the Township did not allocate funds to continue the geese management at Laubach Park, which started a few years ago. The USDA has completed another treatment for 2012 as follows:

- *Personnel*-\$2,689.67
- *Vehicle use*-\$372.53
- *Supplies/equipment*-\$237.50
- *Uniform Capitalization Cost*-206.00
- *Program Services*-\$532.90
- ***Total*-\$ 4,038.60**

*Zach Bair
Wildlife Technician
Reading, PA
717-319-0697*

Mr. Soriano stated that in order to accommodate this expenditure, he is proposing to amend the 2012 budget via transfer of \$9,000 from Line Item #01-451.373 (Facilities Maintenance – Structures) to Line Item #01-451.371 (Property Maintenance – Grounds). He noted the effect of this transfer is as follows: Line Item #01-451.373 – original budget of \$15,000 revised to \$6,000; Line Item #01-451.371 original budget of \$2,800, revised to \$11,800.

Commissioner Martucci stated that the treatment is working and there are very few geese at the park. He noted that the cost will go down if the Township continues with the program as the USDA will have to spend less time there.

Commissioner Brinton inquired as to how the program works. Commissioner Martucci explained that newly-laid eggs are coated with oil, preventing development. He also noted that the geese are harassed and some are captured and relocated.

Motion by Commissioner Martucci, seconded by Commissioner Seagreaves, to approve the budget transfer as noted.

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

Mr. Soriano provided an update on the acquisition of the new fire truck for the Eastern Salisbury Fire Department. Mr. Soriano noted that the ESFD Committee met with all three vendors to discuss the purchase through the PA COSTARS 13 Contract. Mr. Soriano noted that the following instructions were given to each vendor:

INSTRUCTIONS FOR SUBMITTING A PROPOSAL FOR THE ACQUISITION AND DELIVERY OF FIRE APPARATUS

TO: All Prospective Proposers
FROM: Randy Soriano, Township Manager
DATE: June 4, 2012
RE: 1,500-GPM Custom Pumper Fire Apparatus

Salisbury Township (Lehigh County) will allow three (3) selected vendors to meet with the Eastern Salisbury Volunteer Fire Company (ESVFC) and discuss the type of truck each vendor will need to specify and submit a Proposal. The meeting with the selected three vendors will take place on **June 7, 2012** starting at 4:00 p.m. The meeting will take place at the **ESVFD Fire Station located at 1000 E. Emmaus Avenue, Allentown, PA 18103 (Salisbury Township)**.

The Proposer will submit a sealed Proposal, in triplicate, addressed to the following body:

Salisbury Township Board of Commissioners
c/o: Randy Soriano, Township Manager
2900 S. Pike Avenue
Allentown, PA 18103

Deadline of Submittal: July 9, 2012 by no later than 3:00 p.m. Proposals shall be opened at 3:15 p.m., following the submittal deadline.

“FIRE APPARATUS- COSTARS 13”

The Proposer shall submit a quote pursuant to PA COSTARS 13, Emergency Respondent Vehicles which shall be clearly noted.

Proposer shall include in their submission a Price Sheet listing the manufacturer's price and must clearly show separately the % discount pursuant to the COSTARS 13 PA Contract.

Vendor shall organize the submittal in orderly fashion to include at minimum the following documents:

- Cover letter
- Proposer Price Sheet
- Delivery dates
- Legal Documents
- Specifications of Apparatus
- Warranties
- Drawings
- Serviceability

- *Literature*
- *Other Supporting Documents*

Commissioner Martucci inquired about the crosswalk on Emmaus Avenue at Seidersville Road. Mr. Andreas stated that the Public Works Department has completed the project.

Commissioner Martucci commended the workers at the Township's Drop-off Centers.

Commissioner Seagreaves commented that ESFD had a rescue on the bike trail at Dodson Park and he expressed concerns about the permitted night riding at Walking Purchase Park because of the difficulty of the rescue. Mr. Soriano asked Chief Stiles to review the permitted use.

Commissioner Seagreaves stated that ESFD and the school district will be distributing T-shirts for an anti-bullying campaign. He noted that it will be a fundraiser for the "No Place for Hate" organization.

Commissioner Ackerman stated that she has received complaints in regards to parking along South Edward Street allegedly due to a rental property. Mr. Soriano stated that the residents should call the police department for any parking complaints, but as far as rental properties go, unless there is a code violation, there are no rental inspections or regulations.

Commissioner Brown stated that he has received positive comments from residents about the new street signs that were installed.

Chief Stiles commented that there was a HAZMAT incident at Lehigh Valley Hospital earlier in the day. He stated that a person came to the Emergency Room complaining about a reaction to a possible hazardous substance, and the individual brought some of the material in the trunk of her car, which had to be taken care of as well. Chief Stiles noted that they are waiting for an analysis of the unknown substance and no one else was injured or exposed. He commented that it was a good experience to work with the emergency personnel involved.

Chief Stiles stated that the Police Department has surveyed 25 streets on the East side of the Township and they are currently trying to determine if the streets should have one side of the street parking or not. He mentioned that a possible proposal could include having parking only on the one side of the street for the first 30-35 feet in order to give emergency vehicles easier access.

Chief Stiles stated that the Police Department received a Grant for Aggressive Driving Enforcement for \$2,100 to fund overtime for the officers to continue their efforts. He noted that the Grant is only given to a few agencies throughout the state.

EXECUTIVE SESSION

Commissioner Brown announced that the Board will convene into an Executive Session following the Work Session to discuss pending litigation with the Solicitor and will not reconvene.

ADJOURNMENT

Commissioner Brinton made a Motion to adjourn the Meeting. Seconded by Commissioner Ackerman. The time was 8:15 p.m.

Respectfully submitted

Randy Soriano
Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on June 14, 2012.

Approved and certified on this date:

Randy Soriano

Date

SEAL