

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
MARCH 27, 2014  
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 the proceedings over to Randy Soriano, Township Manager.

**ROLL CALL**

**Board Members Present:**

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

**Staff Pre sent:**

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 – EXCUSED  
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 recorded electronically for the purpose of taking the Minutes. All public comments on agenda items will 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 records are available pursuant to the Right-to-Know Law, if requested.

Mr. Soriano reminded everyone of the three minute rule and asked that anyone who wishes to speak come to the podium, sign in, announce oneself, and speak clearly into the microphone. Mr. Soriano added that the speaker can choose 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 administrative follow-ups on a particular issue.

### **FINANCIAL REPORT AND LIST OF BILLS PAYABLE**

The Board thanked Ms. Bonaskiewich for her thorough Financial Report.

**Motion by Commissioner Martucci, seconded by Commissioner Ackerman, to accept the unaudited Financial Report for the period ending February 28, 2014 and approve the List of Bills Payable for the period 3/8/2014-3/21/2014, broken down as follows:**

\$125,039.56 = GENERAL  
\$16,775.62 = FIRE  
\$0= LIBRARY  
\$69,754.99 = WATER  
\$16,557.83 = SEWER  
\$0= REFUSE & RECYCLING  
\$12,431.73 = HIGHWAY AID  
**\$240,559.73** = GRAND TOTAL ALL FUNDS

#### **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 13, 2014**

Commissioner Brown declared the March 13, 2014 Regular Meeting Minutes of the Board of Commissioners approved as presented.

### **NEW BUSINESS**

## **ORDINANCES**

None.

## **RESOLUTIONS**

### **Resolution to submit an application for a DCNR Community Conservation Partnership Program Grant for Phase II of the Lindberg Park Perimeter Trail and Connections Project.**

Mr. Soriano explained that the Board must adopt a Resolution authorizing the Township Manager to submit an application for a Community Conservation Partnership Program Grant under DCNR for Phase II of the Lindberg Park Perimeter Trail and Connections Project. He explained that the application is for the intra-park secondary facilities trails construction that will connect to the new perimeter trail, provide additional bike racks, signs, and ADA benches. Mr. Soriano noted that the application will also provide for a groundcover restoration project which deals primarily with vegetation planning around the perimeter of the trails.

Mr. Soriano stated that the estimate for the work is approximately \$340,000 and will be split 50/50. He commented that he would like to reach out to businesses and institutions in the Township that might be willing to fund the plan. Mr. Soriano noted that he is meeting with a representative from the Lehigh Valley Health Network on Monday and is hopeful that they will help in constructing the trails because it relates to a healthier community.

Mr. Soriano commented that the DCNR Regional Recreation Advisor was very pleased with what the Township wants to do and suggested applying for both Grants, one for the development of Lindberg Park and one for the planning of the Master Site Plan at Laubach Park, at the same time.

**Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to approve the Resolution authorizing the Township Manager to submit an application for a DCNR Community Conservation Partnership Program for Phase II of Lindberg Park ADA Facility Access Pathways and Groundcover Restoration Program.**

#### **Roll Call:**

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

**The Motion passed by 5-0.**

**Resolution to submit an application for a DCNR Community Conservation Partnership Program Grant for the Laubach Park Master Site Plan and Recreation Connections Project.**

Mr. Soriano reminded the Board that the Master Site Plan requires a lot of citizen participation, and the idea is to once again set up a committee comprised of various community leaders. He noted that it will take about eight months to complete if everything goes well. Mr. Soriano commented that it will cost about \$48,000-50,000 and the Grant is a 50/50 match.

**Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to approve the Resolution authorizing the Township Manager to sign the signature page for a DCNR Community Conservation Partnership Program Grant for the Laubach Park Master Site Plan and Recreation Connections Project.**

**Roll Call:**

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

**The Motion passed by 5-0.**

**MOTIONS**

**Proclaiming the Month of April as Volunteer Month.**

Mr. Soriano read the Proclamation into the record. He noted that the Board will host a dinner for the nominees on April 23<sup>rd</sup>, 2014 where they will be presented with a certificate.

**Motion by Commissioner Martucci, seconded by Commissioner Ackerman, to approve the Resolution to proclaim the month of April as 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.**

**Motion to approve a request by Valley Mountain Bikers to hold Steel City Enduro Race.**

Mr. Soriano stated that similar to last year, the Valley Mountain Bikers Association has requested the use of the trails at Walking Purchase Park for their Steel City Enduro race to be held on Saturday, July 12<sup>th</sup>, 2014. Mr. Soriano noted that the VMB will be providing the necessary insurance and waivers to the three co-owners of the Park (City of Allentown, County of Lehigh and Salisbury Township).

Chief Stiles noted that they will probably have to do some work on the trails before the race.

**Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to approve the request by Valley Mountain Bikers to hold the Steel City Enduro Race on Saturday, July 12<sup>th</sup>, 2014.**

**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 a donation to the Cedarbrook Sportsmen Club to stock the Laubach Park Pond.**

Mr. Soriano stated that the pond was stocked earlier in the week in anticipation for the opening day of Trout Season on Saturday, March 29<sup>th</sup>. Ms. Bonaskiewich commented that the donation check will be mailed after the Motion has been accepted.

Mr. Soriano noted that he would like to coordinate a kids fishing event sometime in the Spring and stock the pond to full capacity.

**Motion by Commissioner Martucci, seconded by Commissioner Brinton, to approve the donation to the Cedarbrook Sportsmen Club to stock the Laubach Park Pond.**

**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 the Township Manager to apply for funding under the PennDOT Transportation Alternative Program for the installation of bike lanes to connect the Green Acres neighborhood Park to Lindberg Park.**

Mr. Soriano stated that the idea is to connect and provide bike lanes from Green Acres Park to Lindberg Park and add additional sidewalks along Flexer Avenue. He noted that the proposed bike lanes will provide access to all the schools, churches, and recreational facilities in the neighborhood. Mr. Soriano commented that there is an 80/20 cost to share for shovel-ready projects, and PennDOT will pay for 100% of right-of-way acquisition costs. Applicants pay for any pre-construction costs, but these up-front costs may be eligible for DCNR funding.

**Motion by Commissioner Brinton, seconded by Commissioner Ackerman, to authorize the Township Manager to submit an application for funding through the PennDOT Transportation Alternative Program for the installation of bike lanes to connect the Green Acres neighborhood Park to Lindberg Park.**

**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. 2 in the amount of \$13,450.86 to Paul Weiss Construction, Inc. for work associated with the security upgrades of the Municipal Building.**

Mr. Soriano stated that the payment reflects the outstanding balance for the security upgrades of the Municipal Building. He noted that the second phase will focus on upgrading the alarm system and adding cameras.

**Motion by Commissioner Martucci, seconded by Commissioner Seagreaves, to approve Payment No. 2 in the amount of \$13,450.86 to Paul Weiss Construction, Inc. for work associated with the security upgrades of the Municipal Building.**

**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 the Salisbury Township School District to provide a Port-o-Let for their use at Lindberg Park.**

Mr. Soriano noted that the request is similar to last year and is a temporary situation until the Township's bathrooms are de-winterized and available for use.

**Motion by Commissioner Ackerman, seconded by Commissioner Martucci, to approve the request from the Salisbury Township School District to locate a port-o-let at Lindberg Park, conditional on the School District entering into a hold-harmless agreement.**

**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 exonerate Delinquent Real Estate Property Taxes – Mobile Home.**

Mr. Soriano explained that this matter concerns the demolition of a mobile home located in the Gilly's Mobile Home Park on East Susquehanna Street. He noted that the owner failed to initially file for a demolition permit so the assessment records were not changed and consequently, the owner was billed for Real Estate Taxes. Mr. Soriano stated that the County Tax Claim Bureau is requesting that each taxing authority exonerate them for the collection of delinquent taxes during the 2007, 2008 and 2009 tax years.

Commissioner Martucci inquired if there is currently a home on the lot. Mr. Soriano responded that he believes it is an empty lot and the owner was being billed for something that was not there.

**Motion by Commissioner Seagreaves, seconded by Commissioner Ackerman, to exonerate delinquent Real Estate Property Taxes for Tax Parcel ID 170164164742621422 located in Gilly's Mobile Home Park.**

**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 the request from Allentown Dog Training Club to conduct classes at Franko Park.**

Mr. Soriano stated that similar to previous years, the Allentown Dog Training Club is requesting to conduct classes at Franko Park. He noted that the classes will begin on April 24<sup>th</sup>, 2014 from 6:30 p.m. – 7:30 p.m. for a period of eight weeks. Mr. Soriano commented that the Club has submitted a certificate of insurance to the Township.

**Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to approve the request from the Allentown Dog Training Club to conduct classes at Franko Farm Park beginning on April 24<sup>th</sup>, 2014 from 6:30 – 7:30 p.m. for a period of eight weeks.**

**Roll Call:**

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

**The Motion passed by 5-0.**

**ANNOUNCEMENTS**

Mr. Soriano announced that the Recreation Advisory Committee will be holding an Easter Egg Hunt on April 12<sup>th</sup>, 2014 at Lindberg Park for children ages 3-10. Chief Stiles commented that he will have officers stop by the event just in case they are needed.

Mr. Soriano reported that the interviews for the part-time Fire Inspector will begin next week. He noted that he hopes to have someone in that position by the April 10<sup>th</sup> Board meeting.

Mr. Soriano stated that the Environmental Advisory Committee will be hosting an Earth Day celebration on April 26<sup>th</sup>, 2014 from 10:00 a.m. to 12:00 p.m. at Lindberg Park. The event will be held rain or shine with various presentations and special activities for children.

Mr. Soriano announced that the Spring branch collection will be held the week of April 14<sup>th</sup>. He also noted that the Township's Drop-off Centers are now open.

Mr. Soriano commented that the Recreation Advisory Committee conducted interviews for the Park Program Counselors.

**PRIVILEGE OF THE FLOOR**

Chief Stiles announced that the Police Department will be submitting applications for the Lehigh County Gaming Grant next week.



Chief Stiles stated that he and Mr. Soriano met with the Lehigh Valley Planning Commission and PennDOT in regards to the Lehigh Street Traffic Signal Improvement Project. He commented that the project will upgrade the signalized intersections on Lehigh Street, giving the Township the opportunity to do a standardization of all the traffic signals. Chief noted that the signals will be coordinated so they are changing in sequence, which will increase the stream of traffic, making it flow easier and quicker.

Mr. Andreas stated that the Public Works Department is getting ready for Spring by cleaning up the parks, streets, etc.

### **ADJOURNMENT**

Commissioner Martucci made a Motion to adjourn the Meeting, seconded by Commissioner Brinton. The time was 8:00 p.m.

Respectfully submitted,

Randy Soriano  
Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on March 27, 2014.

Approved and certified on this date:

\_\_\_\_\_  
Randy Soriano

\_\_\_\_\_  
Date

SEAL