

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
MAY 22, 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 – EXCUSED
Joanne Ackerman

Staff Present:

Randy Soriano, Township Manager
Cathy Bonaskiewich, Assistant Township Manager/Finance Director
John Andreas, Director of Public Works – EXCUSED
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.

LIST OF BILLS PAYABLE AND FINANCIAL REPORT

Mr. Soriano presented the list of Bills Payables and Financial Report.

Commissioner Brinton inquired about the invoice from Urban Research and Development Corp. and going over budget on consultant fees. Mr. Soriano stated that the invoice from URDC is associated with the Lindberg Park Master Site Plan and is pursuant to the contract the Township holds with them. He noted that the Township probably under-budgeted for consultant fees this year.

Commissioner Brinton inquired about a \$12,000 invoice from PPL. Ms. Bonaskiewich explained that it is one bill for all of the street lights in the Township. She noted that the other small invoices are for traffic signals.

Motion by Commissioner Martucci, seconded by Commissioner Brinton, to approve the List of Bills Payable for the periods 4/19/2014-5/2/2014 and 5/3/2014-5/17/2014, as well as the unaudited Financial Reports for March 2014 and April 2014, broken down as follows:

4/19/2014-5/2/2014:

\$37,594.48 = GENERAL
\$5,112.21 = FIRE
\$81,559.00 = LIBRARY
\$7,286.97 = WATER
\$39,891.09 = SEWER
\$126,735.44 = REFUSE & RECYCLING
\$2,649.71 = HIGHWAY AID
\$300,828.90 = GRAND TOTAL ALL FUNDS

5/3/2014-5/17/2014:

\$191,357.15 = GENERAL
\$7,649.99 = FIRE
\$0 = LIBRARY
\$16,530.23 = WATER
\$15,978.29 = SEWER
\$646.06 = REFUSE & RECYCLING
\$37,818.60 = HIGHWAY AID

\$2,035.76 = SUBDIVISION & ESCROW
\$645.39 = REFUND
\$272,661.47 = GRAND TOTAL ALL FUNDS

Roll Call:

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

The Motion passed by 4-0.

MINUTES

April 24, 2014

Commissioner Brown declared the April 24, 2014 Regular Meeting Minutes of the Board of Commissioners approved as presented.

NEW BUSINESS

PRESENTATION

Presentation by K-9 Officer Jason Lakv.

Officer Lakv provided the Board with a brief background on the Township's K-9 Program, including information about the Township's first K-9, Zeus who passed away in August 2013. Officer Lakv thanked Chief Stiles, Mr. Soriano, past and present Board members, and citizens of the Township for their support of the K-9 Program.

Officer Lakv presented the Board with a painting of Zeus to be displayed in the Police Department in his remembrance.

Officer Lakv also thanked Allentown K-9 Officer Matthew Geake and Township resident Mr. Vendel Mukics for their continued support of the Program and presented them with a plaque. Chief Stiles expressed his appreciation to Mr. Mukics for his donations, noting that his funding helps with training for Officer Lakv and the K-9.

Review of 2013 audit report as presented by Todd Bushta, CPA.

Mr. Todd Bushta, Township Auditor, presented the 2013 Financial Audit Report to the Board. He noted that his presentation is not on the full, independent audit report, but the regulatory

compliance report that will get filed with the PA Department of Community and Economic Development.

The Board thanked Mr. Bushta for a comprehensive and easy-to-read report. Mr. Soriano thanked the Department Heads for their diligence on their budgets.

ORDINANCES

None.

RESOLUTIONS

Mr. Soriano stated that Commissioner Brown would like to bring forth a Resolution in support of a House Bill which would permit local and regional Police the use of radar. Commissioner Brown commented that Pennsylvania is the only state that does not allow the local Police Departments to use radar. It was the consensus of the Board to authorize Mr. Soriano to develop the Resolution and put it to vote at the next meeting.

MOTIONS

Motion to approve Payment No. 5 (Final) – Sewer Specialty Services, Inc. in the amount of \$4,598.56 for work performed on the 2012 CCTV, Pressure Test & Grouting Sanitary Sewer Project.

Mr. Tettemer stated that this payment is associated with guaranteed grouting work. He noted that it is the final payment, but it was held until the guaranteed work was completed. Mr. Tettemer commented that the job came in \$17,000 under budget primarily because the amount of grout needed was less than expected.

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to approve Payment No. 5 (Final) to Sewer Specialty, Inc. in the amount of \$4,598.56 for work performed on the 2012 CCTV, Pressure Test & Grouting Sanitary Sewer Project.

Roll Call:

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

The Motion passed by 4-0.

ANNOUNCEMENTS

Chief Stiles introduced Mr. Dustin Grow as the Township's new Fire Inspector and provided the Board with a brief background on Mr. Grow. Mr. Soriano noted that the other part-time Fire Inspectors are all members of Eastern and Western Salisbury Fire Departments.

Mr. Soriano brought forth a report from Keystone Consulting Engineers in regards to the inspection of the failing watershed wall at 535 E. Emmaus Avenue. He noted that the Board must give direction as to how to implement the recommendations the Engineer has set forth in the report.

Mr. Tettemer reviewed the report, explaining that the wall itself is good, but the problem is that the material used at the beginning of the wall was too small and has washed downstream. He commented that there are two options: place the rock back into place by using machinery; or install a gabion basket (a wire basket filled with very large rocks), which would prevent the rocks from washing away. Mr. Tettemer noted that the positive thing about the gabion basket is that it will last about 35 years, which is beyond the scope of the maintenance agreement; however, the negative is that because there will be more material brought in, the cost will be approximately \$6,000-\$8,000. He stated that while putting the original material back in place would be less expensive, it will probably wash downstream again during a heavy rain storm. Mr. Tettemer stated that the other issue to consider is whether or not the Public Works Department will do the work or if the Township will need to ask for estimates from outside contractors. It was the consensus of the Board to speak with Mr. Andreas about performing the work and then proceed from there.

Mr. Soriano announced that 19 counselors have been hired for the Park Playground Program and the Program will run from June 18th – July 25th. He noted that Park Day is scheduled for July 23rd with a rain date of July 24th, and the Allentown Library Book Van will visit the parks on Fridays during the Program.

PRIVILEGE OF THE FLOOR

Commissioner Martucci inquired if Mr. Andreas has addressed the water runoff issues on Mortimer Street. Mr. Vendel Mukics responded that he does not believe he has done so.

Chief Stiles commented that the Police Department conducted seven days of speed testing on Gaskill Avenue due to complaints they had received. He noted that the posted speed limit is 25 mph but the average speed was 12 mph.

ADJOURNMENT

Commissioner Martucci made a Motion to adjourn the Meeting, seconded by Commissioner Brinton. The time was 8:25 p.m.

Respectfully submitted,

Randy Soriano
Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on May 22, 2014.

Approved and certified on this date:

Randy Soriano

Date

SEAL