

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
JUNE 13, 2013
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
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 - EXCUSED
Allen Stiles, Chief of Police
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 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 themselves, 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.

APPROVAL OF THE LIST OF BILLS PAYABLE AND FINANCIAL REPORT

Motion by Commissioner Martucci, seconded by Commissioner Seagreaves, to approve the list of Bills Payable for the periods of 5/4/2013-5/17/2013 and 5/18/2013-6/7/2013, and the unaudited Financial Report for the period ending 4/30/2013, broken down as follows:

5/4/2013-5/17/2013

\$107,452.55 = GENERAL
\$4,282.09 = FIRE
\$0 = LIBRARY
\$99,162.75 = WATER
\$52,518.09 = SEWER
\$126,403.85 = REFUSE & RECYCLING
\$12,986.11 = HIGHWAY AID
\$466,805.44 = GRAND TOTAL ALL FUNDS

5/18/2013-6/7/2013

\$48,037.64 = GENERAL
\$4,574.05 = FIRE
\$40,779.50 = LIBRARY
\$73,772.35 = WATER
\$1,041.33 = SEWER
\$127,702.76 = REFUSE & RECYCLING
\$5,972.59 = HIGHWAY AID
\$301,880.22 = 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

May 9, 2013

Commissioner Brown declared the May 9, 2013 Regular Meeting Minutes of the Board of Commissioners approved as presented.

NEW BUSINESS

2012 Annual Financial Audit.

Mr. Todd Bushta, Township Auditor, presented the 2012 Financial Audit Report to the Board. Mr. Bushta stated that he would return to a Regular Meeting or Workshop, if needed, to address any questions the Board may have after further review the document.

Motion by Commissioner Martucci, seconded by Commissioner Ackerman, to accept the audited Financial Statement for the period ending December 31, 2012.

Roll Call:

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

The Motion passed by 5-0.

ORDINANCES

Final Adoption of Animal Control Ordinance.

Mr. Soriano stated that after reviewing the Ordinance numerous times during the Workshop meeting, it has been advertised for public comment. He added that certain sections of the Ordinance now mirror the Pennsylvania Dog Law.

Mr. Soriano opened the floor for public comment.

Commissioner Ackerman inquired if there is a limit on the number of dogs allowed in a household. Attorney Ashley replied that the Zoning Ordinance limits the number of dogs per household to six.

Ms. Sopka inquired if the Township's Animal Control Officer has a device to read microchips in animals. Chief Stiles responded that the Township does not have the device, but the Humane Society does.

A resident questioned who will enforce the Ordinance. Commissioner Brown stated that the Police Department has the authority to enforce the Ordinance, but the main responsibility would fall to the Animal Control Officer.

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to adopt the revised Township Dog Ordinance.

Roll Call:

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

The Motion passed by 5-0.

Adoption of the Reapportionment Ordinance.

Mr. Soriano stated that after doing a redistricting study by Urban Research and Development, the Township needs to adopt an Ordinance to set the boundary lines for its five wards. He noted that the results found two wards that could be changed in some ways to achieve a better standard deviation from the mean; however, after meeting with the Commissioners from the affected wards, the end result was to keep the ward system as-is because it is less than a 10% standard deviation from the mean.

Mr. Robert Kriebel from Urban Research and Development Corporation presented the final document to the Board. He commented that it is their recommendation not to change the boundary lines until the 2020 census is published.

The Board thanked Mr. Kriebel for his efforts and commended his work on the new Township maps.

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to adopt the revised Redistricting Ordinance.

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

Legacy Place – 2051 Bevin Drive, C-1 Commercial District, Preliminary Plan – Approval.

Mr. Soriano stated that he received a written request to extend the Preliminary Plan approval through July 30th, 2013.

Motion by Commissioner Martucci, seconded by Commissioner Brinton, to accept the time extension request from Jeff Ott, authorized agent of the Legacy Place – 2051 Bevin Drive, C-1 Commercial District – for the Board to act on the Preliminary Plan until July 30th, 2013.

Roll Call:

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

The Motion passed by 5-0.

Bid Results/Award – South Ellsworth Street Water Main Replacement Project.

Mr. Soriano stated that bids were due June 6th, 2013 for the project and only one bid was received. The bid came in at \$55,882.55 and the contractor was A. Scott Enterprises, Inc. Mr. Soriano noted that the Water Budget was allocated at \$61,000, so the bid came in below the budgeted amount.

Mr. Tettermer stated that he has reviewed the bid and everything is in order. He noted that he has previously worked with the contractor and recommends awarding the contract.

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to accept the lowest responsible bid in the amount of \$55,882.55 from A. Scott Enterprises, Inc. – 238 Route 115, Saylorburg, PA 18353.

Roll Call:

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

COMMISSIONER BROWN - YES
The Motion passed by 5-0.

Installation of three PPL lights at Laubach Park – PPL Right-of-Way Agreement.

Mr. Soriano stated that the new lights would be adding more lighting around the bathrooms, the pavilion and the parking lot on Lehigh Avenue. He noted that the lights will be owned and maintained by PPL. Mr. Soriano commented that the cost of the poles will be approximately \$90 per pole plus the consumption of the lights, around \$120 per year per light.

Motion by Commissioner Brinton, seconded by Commissioner Seagreaves, to approve the PPL Right-of-Way Agreement at Laubach Park for the installation of three lights.

Roll Call:

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

The Motion passed by 5-0.

Lindberg Park Phase I Construction Plan.

Mr. Soriano commented that he received a call from the Director of Planning at Lehigh County asking about the status of the Plan. He noted that the County would like to see some movement in terms of planning the construction of the perimeter trial.

Mr. Frank Adamcik was present on behalf of the Recreation Advisory Committee to recommend that the Board initiate the preparation of design and engineering for Phase I and also to retain Urban Research and Development Corporation to undertake the work.

Motion by Commissioner Martucci, seconded by Commissioner Brinton, to authorize the Township Manager to enter into an Agreement with URDC for design and engineering services for Phase I, II and III of the Lindberg Park Master Site Plan for a cost not to exceed \$53,140.

Roll Call:

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

The Motion passed by 5-0.

PRIVILEGE OF THE FLOOR

Commissioner Brinton thanked Ms. Sopka for her help in resolving some issues for residents who had contacted her.

Commissioner Brinton brought forth a concern from a resident in regards to mold in and outside of the Township Building. Mr. Soriano stated that he is aware of the situation and is planning address it when the Municipal Building undergoes the security upgrades. He noted that nothing can really be done so long as the roof still leaks because the mold will just grow back. It was the consensus of the Board to a new roof for the Municipal Building out for bid.

Commissioner Ackerman inquired about painting the green poles with the blue and white street signs on top of them. Mr. Soriano stated that he will check with Mr. Andreas at the next staff meeting on the status of getting those painted.

Commissioner Ackerman also asked about finishing the paving work on Green Acres Drive. Mr. Soriano responded that it is scheduled for in-house work this year.

Commissioner Ackerman inquired about the charges incurred from the cutting of residents' lawns. Mr. Soriano explained that those are the product of enforcement notices that residents do not comply with and the Township is forced to hire a service. He stated that the resident is billed, but often times the Township is forced to put a lien on the house.

Commissioner Martucci stated that he attended a community conference with Senator Mensch and representatives from the Pennsylvania State Police, as well as the Fire Commissioner from the State. He noted that they did a safety discussion and provided him an audio video of the presentation which he passed along to Mr. Soriano.

Chief Stiles thanked the Township Intern, Mr. Sean McDermott, for his work on the revised Animal Control Ordinance.

Chief Stiles stated that the Park Playground Program begins on Monday, June 17th, 2013 so he is holding an orientation on Friday, June 14th for the counselors and staff to talk about new radio and safety procedures.

Chief Stiles commented that he has visited the parks and informed several residents that dogs are not allowed Township parks. In doing so, Chief Stiles found that the current signs advertising the rule are not adequate, so he put together some ideas for new signs and asked Mr. Andreas for pricing information.

Ms. Sopka announced that the Growing Greener Grant from DEP that she had applied for has met all the criteria and the Township will be getting its allowance. She stated that this will enable the Township to move forward with working on the retrofit of the stormwater detention basin in front of the Municipal Building.

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 June 13, 2013.

Approved and certified on this date:

Randy Soriano

Date

SEAL