

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
JULY 24, 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 Present:

Randy Soriano, Township Manager
Cathy Bonaskiewich, Assistant Township Manager/Finance Director
John Andreas, Director of Public Works
Allen Stiles, Chief of Police – EXCUSED
Donald Sabo, Police Sergeant
Cynthia Sopka, Director of Planning & Zoning - EXCUSED
John Ashley, Esquire, Township Solicitor - EXCUSED
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.

APPROVAL OF FINANCIAL REPORT AND BILLS PAYABLE

Mr. Soriano presented the unaudited financial report and list of bills payable.

Motion by Commissioner Martucci, seconded by Commissioner Ackerman, to approve the unaudited Financial Report ending June 30, 2014 and the list of Bills Payable for the periods 7/5/2014-7/18/2014, broken down as follows:

\$138,486.68 = GENERAL
\$3,158.16 = FIRE
\$0 = LIBRARY
\$10,145.52 = WATER
\$19,783.22 = SEWER
\$3,876.28 = REFUSE & RECYCLING
\$12,929.37 __ = HIGHWAY AID
\$0 = SUBDIVISION & ESCROW
\$372.06 = REFUND
\$188,751.29 = 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

July 10, 2014

Mr. Soriano commented that the minutes of July 10 should reflect that the minutes approved were from the June 26, 2010 regular meeting and not for the July 10, 2014.

Commissioner Brown declared the July 10, 2014 Regular Meeting Minutes of the Board of Commissioners approved with corrections.

NEW BUSINESS

Mr. Soriano noted that at the next meeting there will be a slight revision to the fire inspection ordinance that was passed and a proposed fee schedule will also be reviewed at that time.

ORDINANCES

None.

RESOLUTIONS

None.

MOTIONS

Motion to Award Bid for Maumee Street/Erney Street Storm water Sewer Project

Mr. Soriano noted that this motion for the storm sewer project on Maumee Avenue and Erney Street will be tabled pending review by the Township Engineer. By the next meeting, the Engineer should be in a position to make a recommendation.

Mr. Soriano announced that the Township received two bids:

1. Joao & Bradley Construction Co, Inc. in Bethlehem, PA

Base Bid:	\$238,397.00
Alternate Bid 1:	\$23,996.00
Alternate Bid 2:	\$77,644.00

2. Nimaris in Bath, PA

Base Bid:	\$398,861.75
Alternate Bid 1:	\$44,301.50
Alternate Bid 2:	\$141,099.25

Mr. Tetterer stated that the significant difference in bid prices is due to the fact that most companies are fairly busy right now; however the lower bid is in line with what we had expected.

Commissioner Ackerman asked Mr. Tetterer if he had ever dealt with this company before and he responded that this company had done a number of projects for the Township and that we have been very satisfied with them.

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to Table the Bids received for the Maumee Avenue & Erney Street Storm Sewer Project pending review by the Township Engineer and Solicitor.

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 transfer money to the General Fund to Purchase additional Ventilation Unit necessary for the Servers located in the Finance Department.

Mr. Soriano explained that there are times when the office is closed and the air conditioning unit for the building kicks off. When this happens on warm days the temperature in that room increases tremendously and our IT person said the two servers that are kept in that area need to be kept at a cooler temperature. Due to this we are considering putting a ductless unit in that room. We have recently experienced a few server issues but can't say for sure if these two things are related, however right after an episode with the HVAC unit our server went down. The Township received an estimate from Burkholder's in an amount less than \$5,000.00. Mr. Soriano states that we need to transfer money from the unreserved fund balance to purchase this unit. This was not an anticipated expense but it is necessary to safeguard the servers and should be considered as a maintenance expense. This particular unit is a Fujitsu ductless unit that supplies 19,000 BTU and comes with a two year manufacturer warranty. The compressor has a six year warranty.

Commissioner Ackerman asked how many BTU's were recommended for that space and suggested we get another estimate from Jack Lehr.

Mr. Soriano wanted to make sure we have the appropriate money in place so we don't have additional server issues.

Mrs. Bonaskiewich stated that this would be line item 01.409.373 under facility maintenance.

Motion by Commissioner Brinton, seconded by Commissioner Seagreaves, to authorize the transfer of \$5,000.00 from Unreserved Fund to the General Fund account #01.409.373, Facility Maintenance.

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 reported that the County had previously approved a \$150,000 Community Development Block Grant (CDBG) For the South Potomac St. Waterline Replacement Project which was based on the 2000 census and had a 50.8% low to moderate income. However, Mr. Soriano just received an email from Laurie Moyer at Lehigh County Dept. of Community and Economic Development noting that the American Census Survey (ACS) reviewed the income for that block and found that the income decreased from 50.8% to 37.1% so now we do not qualify since it does not meet the low to moderate threshold of greater than 50% LMI. . We reviewed the reapportionment study that the Township conducted in 2012 that used the 2010 Census population by blocks and noticed that the total population had increased from 713 to 751, or 38 persons not the 122 persons reported in the ACS. Mr. Soriano stated that he sent that information to the County to go o back to HUD and try to figure out the discrepancy in the numbers. . If they still find that we do not qualify, then we must find another block within the Township for another project that would qualify or money to offset the current project on Potomac Street.

Mr. Soriano stated that we did submit an application to the Commonwealth Financing Authority to request \$285,000 to construct a new pavilion and new ADA restrooms at Lindberg Park. We are hoping to have an answer by November.

Mr. Soriano discussed the MS-4 issues and that the best way for the Commissioners to get a grasp of the requirements and be in compliance would be to hold an Educational Workshop. We would review the program requirements and also what the Township has been doing to comply since 2003. Mr. Soriano stated that the USEPA want compliance without allocating any funds to support the required programs, an unfunded mandate, so the Township needs to either pay an engineer or staff member to keep specific records which will require a great deal of time and effort.

Mr. Soriano mentioned that the DEP held a webinar last week in which particular issues were discussed that the DEP and EPA look at very closely. They will use our yearly reports to determine compliance so we need to do a better job of tracking compliance for the MS-4 program.

Mr. Tetteimer stated that the Township presently is not in non-compliance but the EPA requested additional information from Mr. Andreas and it would be a good idea if the Board understood exactly what the MS-4 means to the Township because it will change the way the Township will view storm water management, developments and subdivisions.

Commissioner Brown suggested a date of August 28, 2014 to hold the Workshop.

Mr. Soriano states that this would be one of the measurable goals needed to educate the public, as it would be an advertised event and that we would need to do this on a yearly basis.

PRIVILEGE OF THE FLOOR

Ms. Linda Smith of 740 Public Road stated that she has already talked with Commissioner Martucci and Mr. Andreas regarding water and drainage issues she and her neighbors are having. Ms. Smith also brought photos to show the Board. Ms. Smith stated that there were homes built on the hill above her property and curbing was put in for the road. Ms. Smith commented that she is under the impression that if the curbing had been extended further, it would have eliminated the problems she currently is experiencing. Ms. Smith stated that Fran Walters came out years back and installed storm drains at the top and bottom of her driveway but that over the years, this problem has continued to get worse. Ms. Smith stated that mud and debris come down the hill during hard rains covering her driveway and causing potholes and that two of her neighbors' homes have been flooded. The trench coming down the hill is 10' deep and 6' wide.

Dave Eckhardt of 710 Public Road stated that the trench coming down the hill started out just as a small swale. Mr. Eckhardt stated that he believes the problem begins up on Kline Avenue and collects all of the water from Fountain Hill as well. He stated that he must spend two weekends a year up there cleaning and he does not believe that should be his responsibility. But if he doesn't, it comes over the hill and down into his yard like "Niagara Falls" during heavy rain. Mr. Eckhardt also provided photos to show the Board members.

Mr. Andreas stated that the problem does not arise due to the clogging of the storm sewer; it is due to the Cleveland Street extension and abutting neighboring properties which he noted the Public Works Department does maintain. He also stated that the trench coming down the hill and the water coming from the neighboring properties are not on a Township property and, therefore, is not the Township's responsibility to maintain. In this area, there are no streets, storm sewers or pipes currently in place that would be able to collect this amount of water and redirect the flow.

Mr. Eckhardt stated that he spoke with Mr. Andreas regarding this same issue eight years ago and that he was told the Township was aware of the problem but there was no funding in place.

Mr. Andreas stated that they have talked about adding “spilling” areas that would diffuse the water from coming down at the velocity it does which would allow it spread out into a couple of different places along that trench but then again, it is not Township property. Mr. Andreas explained that it was merely a suggestion to try and help improve the conditions so Mr. Eckhardt would not continually have to be impacted.

Mr. Soriano stated that the problem is designing something to contain a 20 year flood. He asked Mr. Andreas if the Township had installed drainage on Cleveland.

Mr. Andreas replied yes but that it is not connected to the storm sewer, it daylight at the swale behind Laubach’s old house, down along the white picket fence to the alley which is considered Cleveland Street.

Mr. Martucci asked if Kline is the road that comes in off of Weil and if the Township could install a “box” at the end of these driveways to help alleviate this problem.

Mr. Andreas stated that would be a hard thing to do because of the elevation, terrain and cover.

Mr. Soriano suggested that the Township Engineer and Public Works Director go out and take another look at the problem.

Mr. Andreas recalled that when Fran came out to look at these problem years ago, they undertook a project that extended up Cleveland Street crossing Public Road and put in three inlets at Public Road and extended one up the driveway to the mouth of the swale that you are referring to. That swale has eroded over the years.

Mr. Smith remarked that the Township put in the road on top of the hill but now he is expected to deal with the issues that have arose because of this.

Mr. Andreas noted that unless you are on the top of the hill, you are going to be influenced by storm water in some way.

Mr. Soriano commented that we should not engineer a solution to this based on money, let’s engineer to solve the problem. Once we get an estimated cost then we can figure out how to pay for it.

Commissioner Brown called the Board and asked if anyone had other comments.

Commissioner Martucci stated that Jeff Tapler, the Police Department and the Public Works Department did an excellent job of getting out and taking care of a situation recently in his ward that needed immediate attention and he wanted to thank them.

Commissioner Brinton thanked the Public Works for fixing what could have been a little sinkhole on Cypress Avenue.

Commissioner Ackerman asked Mr. Andreas about maintenance of the tennis courts and what the schedule is for sealcoating.

Mr. Andreas stated that the color coating and sealing is contracted work and that he believes they are good for five more years.

Commissioner Brinton mentioned that she drove past KidsPeace during a protest event on August 20th at around 2 p.m. and that the Police Department was doing an excellent job of keeping things calm. She asked how long officers were there.

Chief Stiles responded from 10:30 a.m. to 3 p.m.

ADJOURNMENT

Commissioner Ackerman 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 July 24, 2014.

Approved and certified on this date:

Randy Soriano

August 14, 2014
Date

SEAL