

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
SEPTEMBER 12, 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 Martucci asked everyone to rise and recite the Pledge of Allegiance, followed by a short period of silence and reflection.

**CALL TO ORDER**

Commissioner Martucci called the meeting to order at 7:00 p.m.

Commissioner Martucci turned the proceedings over to Randy Soriano, Township Manager.

**ROLL CALL**

**Board Members Present:**

James Brown, President - EXCUSED  
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  
Donald Sabo, Police Sergeant  
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 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 THE LIST OF BILLS PAYABLE**

Commissioner Brinton inquired about the \$725 charge to clean the gutters at the Administration Building. Mr. Soriano explained that because of the height of the building, the Township sought a contractor to do the job; otherwise, the Public Works Department would have to rent equipment. Commissioner Ackerman requested to research the cost of a lift machine in order for the Public Works Department to be able to do the work. Ms. Bonaskiewich noted that gutters have not been cleaned in several years and the estimate was a little higher than normal because of their condition. Commissioner Martucci, along with Mr. Andreas, stated that the cost of the lift machine is approximately \$300 a day plus the delivery charge. No further action was taken.

Commissioner Brinton inquired about the hand-held stop signs for the Crossing Guards. Mr. Soriano stated that Chief Stiles hires the Crossing Guards and equips them with uniforms and other supplies. Chief Stiles further explained that the School District will contribute half of what the Township spends.

Commissioner Brinton posed several questions in regards to the Township's investment portfolio and the MMO.

**Motion by Commissioner Seagreaves, seconded by Commissioner Brinton, to approve the list of Bills Payable for the period of 8/17/2013-9/6/2013, broken down as follows:**

\$509,644.76 = GENERAL  
\$20,135.53 = FIRE  
\$0 = LIBRARY  
\$68,070.64 = WATER  
\$41,190.30 = SEWER  
\$127,371.16 = REFUSE & RECYCLING  
\$156.53 = HIGHWAY AID  
\$8,700.00 = SUBDIVISION ESCROW  
**\$775,268.92** = GRAND TOTAL ALL FUNDS

#### **Roll Call:**

COMMISSIONER ACKERMAN - YES

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

**The Motion passed by 4-0.**

## **MINUTES**

**August 22, 2013**

Commissioner Martucci declared the August 22, 2013 Regular Meeting Minutes of the Board of Commissioners approved as presented.

## **NEW BUSINESS**

## **ORDINANCES**

**None.**

## **RESOLUTIONS**

**None.**

## **MOTIONS**

### **Motion to transfer additional funds to continue the additional I/I project to comply with EPA Order.**

Mr. Soriano noted that the work is required from the Environmental Protection Agency and the Township is under a strict deadline of December 31, 2014 to comply. He noted that if the Township does not act in accordance with the requirements, there are civil and criminal penalties with the order of around \$37,500 per day. Mr. Tettermer stated that if the Township were to take no action, there are significant penalties that the EPA could assess; however, the Township has made a strong effort to comply.

Mr. Tettermer gave a short presentation using a map to indicate areas of stormwater infiltration into the Township's sanitary sewer system. He outlined the areas that they would like to do videotaping and grouting this Fall and Spring, similar to the work that was done last year. Mr. Tettermer stated that after the project is completed, the Township can expect to get another 40 years out of the system.

Mr. Soriano stated that the money is coming out of the I/I Capital Reserve account from the sale of excess capacity to Lehigh County Authority.

**Motion by Commissioner Brinton, seconded by Commissioner Ackerman, to approve the transfer of \$162,000 from the I/I Capital Reserve Fund to cover additional I/I work for 2013 in order to comply with the EPA Order issued in 2009.**

**Roll Call:**

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

**The Motion passed by 4-0.**

**Motion – Legacy Place Land Development Plan Time Extension Request.**

Mr. Soriano stated that Ott Consulting, on behalf of the applicant, Post Properties, has once again requested a time extension until October 31, 2013 to allow the Township to act on the Legacy Place Land Development Plan at Bevin Drive and Regent Court.

**Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to accept the time extension request from Posh Properties until October 31, 2013 for the Board to act on the Legacy Place Land Development Plan.**

**Roll Call:**

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

**The Motion passed by 4-0.**

### **PRIVILEGE OF THE FLOOR**

Mr. Soriano announced that the Lehigh County Board of Elections will hold a meeting on Friday, September 20<sup>th</sup>, 2013 at 8:30 a.m. in the Government Center for the purpose of approving the ballot question to be used for the November 5<sup>th</sup>, 2013 Municipal Elections for the Library Referendum.

Mr. Soriano commented that the Township has received a notice from Senator Mensch regarding another Community Safety Conference, scheduled for October 16<sup>th</sup>, 2013 from 6:00 p. m. - 9:00 p.m. in the Upper Perkiomen School District Education Center. The nature of the Conference will be storm damage preparedness.

Mr. Soriano stated that the Township will be installing heaters in the Public Works Department locker rooms. This was a recommendation from the Workplace Safety Committee and the cost is expected to be less than \$5,000. He noted that presently, there is no heat in the locker rooms.

Mr. Soriano stated that the Township's PMRS Plan for the non-uniformed employees will be going through some changes in order to comply with Federal requirements.

Commissioner Brinton inquired about the communication that will be provided for the upcoming leaf collection. Mr. Andreas stated that every Friday, the Township will post, in the office as well as on the Township's website, the streets where the crews will be starting their collection on the following Monday.

Commissioner Martucci questioned the revenue stream from permits, which lead to a discussion about awareness of required permits. Ms. Sopka stated that all the permits are on the Township's website, but Mr. Soriano commented that he will look into putting a "Frequently Asked Questions" section on there as well.

Mr. Andreas stated that the resurfacing work on Green Acres Drive is now completed and they are continuing to finish up the other roads in the Township as well. He announced that curbside branch collection will begin next week on September 16, 2013.

Chief Stiles stated that he and Officer Losagio attended a meeting with the Allentown Police Department regarding traffic issues on East Susquehanna Street.

### **ADJOURNMENT**

Commissioner Brinton made a Motion to adjourn the Meeting, seconded by Commissioner Ackerman. The time was 8:10 p.m.

Respectfully submitted,

Randy Soriano  
Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on September 12, 2013.

Approved and certified on this date:

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

\_\_\_\_\_  
Date

SEAL