

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
JULY 25, 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  
Allen Stiles, Chief of Police – EXCUSED  
Cynthia Sopka, Director of Planning & Zoning – EXCUSED  
Kevin Soberick, Police Sergeant  
Bryan Losagio, Police Officer  
John Ashley, Esquire, Township Solicitor  
David Tettemer, 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**

Bills payable for period July 6, 2013 through July 19, 2013.

\$122,021.76	GENERAL
\$6,452.10	FIRE
\$0	LIBRARY
\$8,751.07	WATER
\$8,190.11	SEWER
\$674.68	REFUSE & RECYCLING
<u>\$12,140.07</u>	<u>HIGHWAY AID</u>
\$158,231.07	GRAND TOTAL ALL FUNDS

Commissioner Martucci inquired about an invoice from Keystone Consulting Engineers. Mr. Tettemer explained that the charge is for follow-up work on the storm sewer pipe project and finalizing the construction.

**Motion by Commissioner Ackerman, seconded by Commissioner Martucci, to approve the list of Bills Payable for the periods of 7/6/2013-7/19/2013.**

### **Roll Call:**

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

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

## **MINUTES – Meeting of July 11, 2013**

Commissioner Brown declared the July 11, 2013 Regular Meeting Minutes of the Board of Commissioners approved as submitted.

### **NEW BUSINESS**

### **ORDINANCES**

None.

### **RESOLUTIONS**

#### **Resolution - Authorizing the submission of a Grant Application to the DCED Marcellus Legacy Fund Greenways, Trails and Recreation Program for the development of a Master Site Plan for Laubach Park**

Mr. Soriano explained that we are looking to put in place some of the same ideas and design principles that were used in developing the Lindberg Park Master Site Plan to implement on the east side of the Township starting with Laubach Park. The application will seek funding in the amount of \$48,000 under Act 13 - Marcellus Shale fees distributed by the Governor to counties within Pennsylvania. These will be competitive Grants and the application deadline is July 31. Goal is to focus on the rehabilitation of Laubach Park and to see if we can make connections to Franko and Walking Purchase Park. If we are successful, this will be a nine-month exercise similar to Lindberg Park Plan including a study committee.

Mr. Soriano noted that the City of Bethlehem has applied for a Grant for the Southside Greenway to connect to Walking Purchase Park and the Delaware-Lehigh Heritage Corridor. We requested a letter of support from Bethlehem and we have also provided them a letter of support for their grant application. Mr. Soriano stated that as part of the application requirements, we have to show a substantial economic development impact on the region. Upgrading parks do have an impact on the value of nearby homes as well as attracts attention to businesses in the area. Mr. Soriano noted that a well thought-out plan is necessary as well as the resolution and an application fee (\$100).

Mr. Soriano read the Resolution into the Record.

**Motion by Ms. Brinton, seconded by Commissioner Martucci, to approve the Resolution authorizing the submission of a Grant Application to the DCED Marcellus Legacy Fund Greenways, Trails and Recreation Program for the development of a Master Site Plan for Laubach Park.**

**Roll Call:**

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

### **MOTIONS**

#### **Motion – LVHN – VIA Marathon request**

Mr. Soriano noted that the marathon has been held for many years. A Via representative has signed a Waiver of Liability and the Police Department and Public Works will assist the organization with traffic control. The marathon will be held on Sunday, September 8, 2013, beginning at 7 AM and will go down Fish Hatchery Road to Cedar Crest Boulevard to Easton. Mr. Soriano will get applications if anyone is interested in participating in the marathon.

Marathon will need approval so formal letters may be sent to VIA.

**Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to approve the 2013 LVHN-VIA Marathon.**

#### **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 Alan Kunsman Roofing & Siding to repair Municipal Roof**

Mr. Soriano stated that Kunsman Roofing the scope of work will include removing a portion of the roof to repair the leak and 730 square feet of roof panels, materials and replace decking at a cost of \$11,725. Also, would like to seal the front entryway wall, which has never been done since the original construction at a cost of \$1,725.

Commissioner Martucci noted that this is a small section as opposed to a whole roof replacement is not necessary at this time. They will rework some of the valleys on the roof. Commissioner Brown briefly explained how they will attempt to divert the water. There may be a bit of a color mismatch since they will not be able to reuse the panels.

**Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to approve the Alan Kunsman Roofing & Siding proposal to repair the Municipal Building Roof in the amount of \$11,725 for the roof repair and \$1,725 for sealing the entry wall.**

**Roll Call:**

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

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

**Motion – Legacy Place – Letter requesting an extension of time.**

Mr. Soriano noted that we received a letter requesting an extension of time from Legacy Place. They first submitted for an extension until August 2013 and now are requesting additional extension of time until September 30, 2013.

**Motion by Commissioner Brinton, seconded by Commissioner Ackerman, to approve the extension of time as requested by Legacy Place until September 30, 2013.**

**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 informed the Board that a Memo was issued pertaining to the gas pump and provided Commissioner Ackerman with a copy.

Mr. Soriano also noted that the representative from the Community That Cares organization would like to invite the Board attend to attend their next meeting scheduled for August 15, 2013 at Cooperative Extension at Dorney Park. Mr. Soriano will forward the information to the Board.

Mr. Soriano informed the Board of a thank you letter recently received from District Attorney for contribution for the Child Abuse Investigator program.

Mr. Soriano announced that the Township Solicitor John Ashley has relocated his practice and he is now with the law firm of Davison & McCarthy. A brief discussion ensued regarding any possible conflicts of interest.

Mr. Soriano announced that we are still in the process of hiring for public works but we have to obtain certain driving records and pre-employment testing of the potential candidates.

### **PRIVILEGE OF THE FLOOR**

No comments from the public.

### **OTHER BUSINESS**

Commissioner Martucci noted that there is a lack of volunteerism for fire companies. He suggested the Township giving volunteers a tax relief, as an incentive, if so many hours are completed as an attempt to increase involvement. Mrs. Bonaskiewich explained that the Township currently allots \$15,000 per fire department each year which the department, in turn, distributes to its members that complete a certain number of hours in calls and training.

Commissioners Seagreaves noted that fire fighters have to pay taxes on monies they receive.

Commissioner Ackerman suggested having residents pay in funds to help supplement the fire companies for their training needs. Mrs. Bonaskiewich noted that the Township currently has a fire tax. Mr. Soriano explained that the fire tax funds are for equipment purchases for the fire departments. Mr. Soriano will research whether there is legislation in place that allows tax dollars to be used for other types of purposes.

Commissioner Seagreaves stated that he reached out to a resident regarding a complaint about the pavilion at Laubach Park.

Mr. Soriano explained the issues concerning a resident's reasons for not being approved for a driveway and a request for removing No Parking on her side of the street on Van Vetchen Avenue. The consensus of the Board was to have the Township Manager issue a letter to the resident. No action taken.

Commissioner Brown recalled that there were residents who raised concerns about speeding. A traffic study report on the speed was compiled by Officer Losagio. Commissioner Brown commended Officer Losagio on the professionalism of the report and inquired whether a copy of the report was going to be sent to the concerned residents. Officer Losagio noted that the average speed was less than 25 mph. There may be occasional speeders but there are other streets that have higher speeds. Commissioner Brinton inquired about posting Watch Children signs and the speed limit 25 mph. Mr. Soriano will notify Mr. Jackson about the results of the traffic study.

Mr. Andreas stated that the Fairview Bridge repair work, a PennDOT project, is underway and should be completed by September 26. Waterline work is installed and is in the process of being tested. The extra work will be paving restoration and on restoration work on Emmaus Avenue. PennDOT resurfacing Cedar Crest Boulevard and Susquehanna Street is microsurfacing at night 9 p.m. – 6 a.m. Susquehanna and Broadway may be delayed because of numerous utility cuts that have to be restored prior to the work. We've patched and tied in mountain roads for the

project that was just awarded at the last meeting for double chip seal work. We have started our in-house road program which will take place over the next three months until leaf season. Lead and copper sampling and testing is underway which is done on a tri-annual basis, where 20 samples are taken throughout the Township.

Commissioner Brinton thanked Mr. Andreas for going out and testing the water at Franko Farm. Mr. Andreas noted that coliform was found and we immediately initiated having a vendor in place to treat the well.

Commissioner Martucci inquired about the yield sign at Susquehanna Street, Emmaus Avenue and Seidersville Road. Commissioner Martucci expressed concern with the danger and high risk for accidents at the intersection and asked whether anything can be done. Sergeant Soberick suggested that they reach out to PennDOT to see whether they can improve the signage. There was also a suggestion of cutting back trees or shrubs that could be impacting driver view.

### **ADJOURNMENT**

Commissioner Brinton made a Motion to adjourn the Meeting, seconded by Commissioner Ackerman. The time was 8:12 p.m.

Respectfully submitted,

Randy Soriano  
Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on July 25, 2013.

Approved and certified on this date:

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Randy Soriano

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Date

SEAL