

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
November 13, 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
Donald Sabo, Police Sergeant
Cynthia Sopka, Director of Planning & Zoning
John Ashley, Esquire, Township Solicitor
David Tettermer, representative of Keystone Consulting Engineers, Twp. Engineer

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.

MINUTES

October 23, 2014

Commissioner Brown declared the Minutes of October 23, 2014 approved as presented.

NEW BUSINESS

PUBLIC HEARING – Vacating an unnamed alley extending between Stanley Avenue and Salisbury Road (Petition by 0229 Ventures, LLC)

Mr. Soriano stated that the Planning Commission has approved the minor subdivision contingent on the vacation of the unnamed alley. He commented that the First Class Township Code requires that prior to vacation, the Township must hold a Public Hearing and notify abutting property owners.

Mr. Soriano declared the Public Hearing closed as there were no comments heard in either opposition or support of the vacation.

ORDINANCES

Ordinance vacating an unnamed alley extending between Stanley Avenue and Salisbury Road.

Mr. Soriano read the Ordinance into the record.

Motion by Commissioner Ackerman, seconded by Commissioner Martucci, to adopt Ordinance No. 11-2014-591, vacating an unnamed alley extending between Stanley Avenue and Salisbury Road, as read.

Roll Call:

COMMISSIONER ACKERMAN – YES
COMMISSIONER SEAGREAVES – YES
COMMISSIONER MARTUCCI – YES
COMMISSIONER BRINTON – YES

COMMISSIONER BROWN – YES

The Motion passed by 5-0.

Ordinance approving the creation of a Cafeteria Plan.

Mr. Soriano stated that the Cafeteria Plan is in conjunction with the recent approval of the Collective Bargaining Agreement with the Public Works Department. He noted that the Ordinance must be adopted in order for the Township to put the mechanism for employees to receive tax benefits should they decide to opt out of health coverage.

Motion by Commissioner Seagreaves, seconded by Commissioner Ackerman, to adopt Ordinance No. 11-2014-590, approving the creation of Cafeteria Plan.

Roll Call:

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

The Motion passed by 5-0.

RESOLUTIONS

Resolution authorizing the Township Manager to execute a CDBG Grant Application.

Mr. Soriano stated that the Resolution is needed as part of the Township’s second submittal of the CDBG Grant Application to the County. He commented that the first application was found to be ineligible after the County was directed by HUD to use the 2012 Community Survey, which changed some of the boundaries. Mr. Soriano noted that the Township will be doing the same kind of water line replacement work, but the location will be different. The eligible location is now East Lynnwood Street, from Delp Street to South Halstead Street.

Mr. Soriano stated that the Board must authorize the Township Manager to execute the Grant Application and also commit to a minimum of 10% match to undertake the project.

Motion by Commissioner Martucci, seconded by Brinton, to approve the Resolution authorizing the Township Manager to execute a CDBG Grant Application to Lehigh County.

Roll Call:

COMMISSIONER ACKERMAN – YES
COMMISSIONER SEAGREAVES – YES

COMMISSIONER MARTUCCI – YES
COMMISSIONER BRINTON – YES
COMMISSIONER BROWN – YES

The Motion passed by 5-0.

Resolution accepting the retirement of Frank Bummer.

Mr. Soriano stated that Mr. Bummer is a long-time employee of the Township in the Public Works Water Department. He read the Resolution into the record, noting that Mr. Bummer's retirement will take effect on December 30, 2014.

Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to accept the Resolution approving the retirement of Frank Bummer.

Roll Call:

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

The Motion passed by 5-0.

Resolution accepting the retirement of Joseph Luby, Jr.

Mr. Soriano read the Resolution into the record, noting that Mr. Luby's retirement is also effective on December 30, 2014.

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to accept the Resolution approving the retirement of Joseph Luby, Jr.

Roll Call:

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

The Motion passed by 5-0.

MOTIONS

Motion to advertise the proposed 2015 Budget.

Mr. Soriano stated that the Board has decided that the Budget looks acceptable for public input and advertisement.

Commissioner Brown inquired about some items in the Budget and expressed concerns about the starting salary of the Custodian position. He suggested a range of \$18-\$22 based on experience would be more appropriate. Mr. Soriano stated that the Township will advertise the position as, “salary to commensurate with experience.”

Motion by Commissioner Martucci, seconded by Commissioner Ackerman, to advertise the proposed 2015 Budget.

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 accept the lowest responsible bid for the Edgemont Drive Water Main Replacement Project.

Mr. Soriano stated that Mr. Tetteimer, the Township Engineer, has reviewed the bids and he is recommending the Board accept the lowest bid from Tru-Line Contractors of Perkasio, PA in the amount of \$168,452.01. He commented that this project will be the first time the Township will work with this contractor, but the Engineer has reviewed their references and past projects and he feels they are qualified.

Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to accept the bid for the Edgemont Drive Water Main Replacement Project from Tru-line Contractors of Perkasio, PA in the amount of \$168,452.01.

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 accept the lowest responsible bid for the Flexer Avenue Water Pump Station Generator Upgrade Project.

Mr. Tetterer commented that there is a 30kw generator in place at the pump station and the Township is looking to upgrade to a 60kw generator. Mr. Soriano stated that the apparent low bidder was Thomas L. Hoffman Co., Inc. of Allentown, PA in the amount of \$50,200.00. Mr. Soriano stated that both he and Mr. Tetterer have had experience with the contractor and there is no reason to disqualify the bid.

Mr. Soriano inquired if the work will be completed by the end of this year. Mr. Tetterer replied that it depends on the time it takes for the contractor to get the generator.

Motion by Commissioner Martucci, seconded by Commissioner Ackeraman, to accept the bid for the Flexer Avenue Water Pump Station Generator Upgrade Project from Thomas L. Hoffman Co., Inc. of Allentown, PA in the amount of \$50,200.00.

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 stated that the Lehigh Valley Roadrunners will hold a Super Bowl Race on February 1, 2015, beginning in the Lehigh Parkway and traveling on Greenwood Road, Robinhood Drive, Overhill Drive, Yorkshire Road, Bishop Road, Barnsdale Road, Nottingham Road, and will follow the same route back to Lehigh Parkway North. He stated that the request will be handled administratively as it was last year.

Mr. Soriano announced that the State will be funding the bike trail project in Lindberg Park.

PRIVILEGE OF THE FLOOR

Mr. Charles Beck, resident, inquired if the Township would erect a memorial at Laubach Park in honor of Mr. Lester Young, the founder of Salisbury Youth Association. Mr. Soriano suggested looking at the memorial in conjunction with the Laubach Park Master Site Plan so it is a permanent fixture. It was the consensus of the Board to help with the memorial.

Mr. Martucci inquired if Mr. Tetterer has been in contact with residents on Lehigh Avenue in regards to their water run-off concerns. Mr. Tetterer commented that he and Ms. Sopka went to the site and he recommended that the residents propose a plan for him to review and make

comments. Mr. Soriano noted that it is a private matter but the Township will send a letter addressing the situation and offering direction.

Commissioner Brinton inquired about an agenda item for the Zoning Hearing Board meeting of November 5, 2014, specifically regarding Lehigh Valley Health Network requesting consideration for a Variance to Section 603.8.B to exceed the maximum number of 15 consecutive and contiguous parking spaces in a row without being separated by a landscaped area. Ms. Sopka commented that the request was approved by the Zoning Hearing Board.

Commissioner Brinton asked for an update on the Township's new Zoning Ordinance. Ms. Sopka stated that the Lehigh Valley Planning Commission has a 45-day review period and there are still public hearings that must be held. She hopes the new Zoning Ordinance will be completed in early 2015.

Commissioner Brown thanked Mr. Andreas for posting the leaf collection updates on the Township's website and at the Municipal Building.

Chief Stiles announced that the fire inspections are successfully taking place throughout the Township.

Mr. Andreas thanked Mr. Bummer and Mr. Luby for their dedicated service to the Township and wished them much happiness in their retirement.

ADJOURNMENT

Commissioner Ackerman made a Motion to adjourn the Meeting, seconded by Commissioner Martucci. The time was 8:16 p.m.

Respectfully submitted,

Randy Soriano
Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on November 13, 2014.

Approved and certified on this date:

Randy Soriano

Date: _____

SEAL