

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Meeting
Regular Meeting Agenda—November 13, 2014
7:00 PM

1. Call to Order

2. Pledge of Allegiance

3. Notifications:

- All public sessions of the Salisbury Township Board of Commissioners regular meeting are electronically monitored (tape recorded) for the purpose of taking the Minutes. Public comment on agenda items will be entertained at the time the item is up for vote, non-agenda related public comments will be entertained after the agenda.
- Public Comment Period Policy—Three (3) Minutes Rule

4. Approval of the Minutes – *October 23, 2014*

5. New Business

- A. Public Hearing** – Vacating an unnamed alley extending between Stanley Ave. and Salisbury Rd (Petition by 0229 Ventures, LLC)

B. ORDINANCES

1. Ordinance vacating an unnamed alley extending between Stanley Ave. and Salisbury Rd
2. Ordinance approving the creation of a Cafeteria Plan

C. RESOLUTIONS

1. Resolution – accepting the retirement of Frank Bummer
2. Resolution – accepting the retirement of Joseph Luby, Jr.

D. MOTIONS

1. Motion to Advertise the Proposed 2015 Budget.
2. Motion to accept the lowest responsible bid for the Edgemont Drive Water Main Replacement Project.
3. Motion to accept the lowest responsible bids for the Flexer Avenue Water Pump Station Generator Upgrade Project

6. Courtesy of the Floor: (opportunity for public comment on non-agenda items)

7. Adjournment

- *Workshop to follow regular meeting
- *Executive Session

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
October 23, 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 – EXCUSED
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 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 the list of Bills Payable.

Motion by Commissioner Martucci, seconded by Commissioner Ackerman, to approve the unaudited Financial Report for the period ending September 30th, 2014 and list of Bills Payable for the period 10/4/2014-10/17/2014, broken down as follows:

\$126,546.16 = GENERAL
\$2,996.58 = FIRE
\$0 = LIBRARY
\$11,979.79 = WATER
\$8,904.62 = SEWER
\$2,229.62 = REFUSE & RECYCLING
\$12,767.23 = HIGHWAY AID
\$165,424.00 = GRAND TOTAL ALL FUNDS

Roll Call:

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

The Motion passed by 4-0.

MINUTES

October 9, 2014

Commissioner Brown declared the October 9, 2014 Regular Meeting Minutes of the Board of Commissioners approved as presented.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

None.

MOTIONS

Motion to approve the resignation of Sandra Thomas from the Environmental Advisory Council.

Mr. Soriano stated that Ms. Thomas represented Ward 1 and must resign due to personal reasons. He noted that Commissioner Martucci should appoint a new representative from that Ward.

It was the consensus of the Board to approve the Motion.

ANNOUNCEMENTS

Mr. Soriano stated that there will be two Ordinances up for vote at the next regular Board meeting. The first one is pursuant to a subdivision reviewed by the Planning Commission, which they have tabled pending the vacation of a portion of an unnamed alley that extends between Stanley Avenue and Salisbury Road. He stated that the minor subdivision will not go before the Board, but the Board must vacate the two streets that are requested by the applicant before the minor subdivision can be approved.

Mr. Soriano commented that the second Ordinance has to do with the adoption of a cafeteria plan of the Township employees, effective January 1, 2015. He stated that the plan will allow employees to receive health benefits without being subject to federal income taxes.

Mr. Soriano announced that DCNR has approved an application for a planning grant in the amount of \$26,500 for the preparation of a Master Site Plan for Laubach Park. He stated that DCNR also approved \$180,000 towards Phase II of the Lindberg Park Master Site Plan, which includes the inter-park trails connecting to the perimeter trails. Mr. Soriano thanked URDC for their help in the grant application process.

Mr. Soriano thanked Chief Stiles and Officer Bryan Losagio for their part in obtaining the official Resolution from the County for a Grant in the amount of \$130,305.

Mr. Soriano stated that the Collective Bargaining Agreement has been signed by the Public Works Department and Commissioner Brown will sign it tonight.

Mr. Soriano announced that the bid specifications for the Municipal Solid Waste and Recycling Services will be ready October 24th, 2014.

Mr. Soriano noted that he would like to convene into an Executive Session after the Workshop to discuss a possible property litigation issue.

PRIVILEGE OF THE FLOOR

Mr. Pablo Suarez of 1601 Lehigh Avenue expressed concerns about flooding issues on his property from runoff on the mountain and East Susquehanna Street. Mr. John Carlos of 1350 Lehigh Avenue was also present to discuss the situation and offer suggestions to remedy the condition. Mr. Suarez and Mr. Carlos presented the Board with pictures and a video. Commissioner Martucci stated that he is familiar with the circumstances in that area and inquired if the Township would be able to send Mr. Tettemer to do a study and/or offer recommendations.

A discussion ensued as to the best way to handle the situation. Mr. Soriano commented that the Township can assist Mr. Suarez in giving some ideas of what might or might not work; however, the property owner will ultimately be responsible for whatever work he decides to do. He suggested that Mr. Suarez work with his surrounding neighbors for the common good of trying to alleviate the water runoff, and recommended signing an agreement to protect both parties. Mr. Soriano also suggested that Commissioner Martucci write a letter to PennDOT and to the State Representative on behalf of the resident.

Mr. Tettemer opined that East Susquehanna Street is not really the problem. Instead, what has to be looked at is how to get the water from the pipe on East Susquehanna Street to Trout Creek. He stated that his recommendation is to have the issue looked at by a professional. Ms. Sopka noted that no permits will be required if excavating less than 5,000 sq. ft.

It was concluded that Ms. Sopka, Mr. Tettemer and Commissioner Martucci will visit the property to see if they can offer suggestions.

Commissioner Ackerman inquired if Mr. Tettemer will have the MS4 project completed for the Budget discussions. He commented that he is hopeful it will be completed shortly.

Chief Stiles stated that Officer Losagio observed traffic at Green Acres Drive and South Ott Street after Commissioner Ackerman expressed concerns about motorists failing to stop at the stop sign, but Officer Losagio did not see any issues while he was out there. Commissioner Ackerman thanked the Chief for sending officer Losagio to the location, and she commented that things have improved.

Chief Stiles commented that the Department conducted a six day study on South Dauphin Street after receiving complaints about speeding on that road. He noted that the speed limit is 25 mph and the average speed was 14.4 mph average cars per day was 279 cars.

ADJOURNMENT

Commissioner Martucci made a Motion to adjourn the Meeting, seconded by Commissioner Ackerman. The time was 8:20 p.m.

Respectfully submitted,

Randy Soriano
Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on October 23, 2014.

Approved and certified on this date:

Randy Soriano

Date

SEAL

ORDINANCE NO. 11-2014-591

**AN ORDINANCE OF SALISBURY TOWNSHIP, LEHIGH
COUNTY, PENNSYLVANIA, VACATING A PORTION OF
AN UNNAMED ALLEY EXTENDING BETWEEN STANLEY
AVENUE AND SALISBURY ROAD**

BE IT ENACTED AND ORDAINED by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, in lawful session, duly assembled as follows:

WHEREAS, the sole adjoining property owner has presented a petition and a written description of a certain alley extending between Stanley Avenue and Salisbury Road which was unnamed and unimproved; and

WHEREAS, said alley was never opened or improved; and

WHEREAS, the adjoining property owner has requested an affirmative vacation of a portion of said alley since said alley has not been opened for a period of twenty-one (21) years nor worked on by the Township for a period of twenty-one (21) years, although an affirmative vacation may not be necessary; and

WHEREAS, the Board of Commissioners is desirous of removing said unimproved street from the township maps and/or records; and

WHEREAS, it is in the interest of the public convenience to affirmatively vacate said street.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Board of Commissioners of the Township of Salisbury, and it is hereby ordained and enacted by the authority of the same as follows:

Section 1. All “Whereas” clauses are incorporated herein by reference.

Section 2. The aforementioned alley is described in the attached description, which is attached and marked as Exhibit “B” and is approximately depicted on a plan attached and marked Exhibit “A”.

Section 3. This Ordinance is passed in accordance with the Act of 1907, May 23 P. L. 223, No. 171 Section 1 53 P. S. 1941.

Section 4. This Ordinance shall become effective forty (40) days after the enactment hereof.

DULY ENACTED AND ORDAINED this 13th day of November, 2014, by the Township Commission of the Township of Salisbury, Lehigh County, Pennsylvania in lawful session duly assembled.

ATTEST:

TOWNSHIP OF SALISBURY

Randy Soriano, Secretary

James A. Brown, President
Board of Commissioners

RESOLUTION NO. 11-2014-____

**BY THE BOARD OF COMMISSIONERS OF THE
TOWNSHIP OF SALISBURY, LEHIGH COUNTY,
PENNSYLVANIA, APPROVING THE RETIREMENT
BENEFITS FOR FRANK C. BUMMER.**

WHEREAS, the Board of Commissioners (“Board”) adopted a Non-Uniformed Pension Plan through the Pennsylvania Municipal Retirement System (“PMRS” Plan) setting forth the retirement requirements and benefits governing Township Public Works Employees; and

WHEREAS, the Board has received a letter of retirement from Frank C. Bummer whereby Mr. Bummer informs the Township of his decision to retire effective December 30, 2014; and

WHEREAS, PMRS will calculate the retirement benefits for Mr. Bummer after the Board accepts his retirement.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, and it is hereby resolved by the same to approve the election of retirement benefits for Frank C. Bummer as calculated by the PMRS.

APPROVED AND ADOPTED this 13th day of November, 2014 at a regular public meeting.

TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)

President, Board of Commissioners

ATTESTED:

Township Secretary

RESOLUTION NO. 11-2014-____

**BY THE BOARD OF COMMISSIONERS OF THE
TOWNSHIP OF SALISBURY, LEHIGH COUNTY,
PENNSYLVANIA, APPROVING THE RETIREMENT
BENEFITS FOR JOSEPH J. LUBY, JR.**

WHEREAS, the Board of Commissioners (“Board”) adopted a Non-Uniformed Pension Plan through the Pennsylvania Municipal Retirement System (“PMRS” Plan) setting forth the retirement requirements and benefits governing Township Public Works Employees; and

WHEREAS, the Board has received a letter of retirement from Joseph J. Luby, Jr. whereby Mr. Luby informs the Township of his decision to retire effective December 30, 2014; and

WHEREAS, PMRS will calculate the retirement benefits for Mr. Luby after the Board accepts his retirement.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, and it is hereby resolved by the same to approve the election of retirement benefits for Joseph J. Luby, Jr. as calculated by the PMRS.

APPROVED AND ADOPTED this 13th day of November, 2014 at a regular public meeting.

TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)

President, Board of Commissioners

ATTESTED:

Township Secretary

**SALISBURY TOWNSHIP
EDGEMONT DRIVE WATER MAIN REPLACEMENT, PHASE 1
STATION 0+50 TO STATION 11+50
BID OPENING**

Monday, November 3, 2014 at 2:30 P.M.

NAME / ADDRESS / PHONE / FAX	CONTACT	BID BOND	BID AMOUNT
C.E. Ankiewicz Construction & Exc. 726 St. Mary's Road Mountaintop, PA 18707 570-868-6088 FAX 570-868-3654	Kelly ceatrucking@frontier.com	\$ _____	\$ _____
Anrich, Inc. 1271 South Gulph Road Wayne, PA 19087 610-519-0670 FAX 610-519-0680	Anthony Differ III adiffer@anrichinc.com	\$ _____	\$ _____
Bellview Pump, LLC 4654 Lehigh Drive Walnutport, PA 19088 610-767-8483 FAX 610-767-9126	Keith bpss@ptd.net	\$ <u>10%</u>	\$ <u>199,750.00</u>
Dirt Work Solutions, LLC 3755 E. Main St. Slatington, PA 18080 610-703-4213 FAX 610-767-9438	Randi Bult DirtWorkSolutions1@gmail.com	\$ <u>10%</u>	\$ <u>217,385.00</u>
Joao & Bradley 4211 Tracy Lane Bethlehem, PA 18020 610-867-1500 FAX 610-867-3330	Carlos Tavares carlostavares@joaobradley.com	\$ <u>10%</u>	\$ <u>183,397.00</u>
Land-Tech Enterprises, Inc. 3084 B. Bristol Road Warrington, PA 18976 215-491-1470 FAX 215-491-1471	Ellen Walters ewalters@landtechenterprises.com	\$ _____	\$ _____

**SALISBURY TOWNSHIP
EDGEMONT DRIVE WATER MAIN REPLACEMENT, PHASE 1
STATION 0+50 TO STATION 11+50
BID OPENING**

Monday, November 3, 2014 at 2:30 P.M.

NAME / ADDRESS / PHONE / FAX	CONTACT	BID BOND	BID AMOUNT
Livengood Excavators, Inc. 4661 Lehigh Drive Walnutport, PA 18088 610-767-5073 FAX 610-767-1730	Bill Parlman bparlman@livengoodexc.com	\$ <u>10%</u>	\$ <u>396,954.04</u>
Pioneer Construction Co., Inc. 116 W. 11 th St. Honesdale, PA 18431 570-647-1590 FAX 570-647-0049	Marta Pingel pccimp@ptd.net	\$ <u>10%</u>	\$ <u>216,678.51</u>
Reed Construction Data 30 Technology Parkway S, Ste 100 Norcross, GA 30092 770-209-3420 FAX 800-303-8629	Ramona Flowers Ramona.flowers@reedbusiness.com	\$ _____	\$ _____
Sikora Brother's Paving Inc. 110 Nevel Hollow Road Hunlock Creek, PA 18621 570-256-3740 FAX 570-256-3708	Sheila sikorabros@aol.com	\$ _____	\$ _____
Tru-Line Contractors 2131 North Ridge Rd. Perkasie, PA 18944 215-258-2526 FAX 215-258-2529	Gregory Walsh gwalsh@tru-linecontractors.com	\$ <u>10%</u>	\$ <u>168,452.01</u>

**SALISBURY TOWNSHIP
FLEXER AVENUE WATER DISTRIBUTION SYSTEM
PUMP STATION GENERATOR UPGRADE
BID OPENING**

Monday, November 3, 2014 at 3:00 P.M.

NAME / ADDRESS / PHONE / FAX	CONTACT	BID BOND	BID AMOUNT
Albarell Electric, Inc. 901 W. Lehigh St., PO Box 799 Bethlehem, PA 18016 610-691-8806 FAX 610-691-7041	Bob Bollinger bobb@albarell.com	\$ <u>10%</u>	\$ <u>89,970.00</u>
Orlando Diefenderfer PO Box 88, 116 S. 2 nd St. Allentown, PA 18105 610-434-9595 FAX 610-435-0933	Brian Wanamaker bwanamaker@diefender.com	\$ <u>10%</u>	\$ <u>59,800.00</u>
Thomas L. Hoffman Co., Inc. 635 E. Westminister Street Allentown, PA 18109 610-433-5887 FAX 610-433-2925	John Hoffman Johnhofft1@verizon.net	\$ <u>10%</u>	\$ <u>50,200.00</u>
iSqFt Plan Room 6920 Plainfield Rd. Cincinnati, OH 45236 800-364-2059 ext. 7047 FAX 866-570-8187	Beth Reed Pennsylvania@isqft.com	\$ _____	\$ _____
Reed Construction Data 30 Technology Parkway S, Ste 100 Norcross, GA 30092 770-209-3825 FAX 800-303-8629	Sam Sith Sam.Sith@reedbusiness.com	\$ _____	\$ _____
West Side Hammer Electric 1325 Clay Street Bethlehem, PA 18018 610-868-3535 FAX 610-868-7357	Anne Lehman ALehman@WestSideHammer.com	\$ <u>10%</u>	\$ <u>54,150.00</u>