

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
May 14, 2015  
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 announced that the Board held an Executive Session to discuss personnel matters prior to the start of the Regular Meeting.

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, Township 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.

### **APPROVAL OF THE LIST OF BILLS PAYABLE AND FINANCIAL REPORT**

Mr. Soriano presented the list of Bills Payable and the unaudited Financial Report.

**Motion by Commissioner Martucci, seconded by Commissioner Seagreaves, to approve the unaudited Financial Report for the period March 31, 2015 and the list of Bills Payable for the period 4/18/15-5/8/2015, broken down as follows:**

\$228,491.50 = GENERAL  
\$8,694.41 = FIRE  
\$179.02 = LIBRARY  
\$21,975.39 = WATER  
\$16,890.10 = SEWER  
\$84,043.80 = REFUSE & RECYCLING  
\$28,079.89 = HIGHWAY AID  
**\$388,354.11** = 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**

#### **April 23, 2015**

Commissioner Brown declared the Minutes of April 23, 2015 accepted as presented.

**NEW BUSINESS**

**ORDINANCES**

None.

**RESOLUTIONS**

**Resolution for the Destruction of Specific Records.**

Mr. Soriano stated the Township would like to destroy the following public records in accordance with the Municipal Record Manual:

- Employment Applications of non-hires from 1996-2010
- Civil Service Exam Study Guide from 1994
- Civil Service Police Exam of non-hires from 1995

**Motion by Commissioner Martucci, seconded by Commissioner Brinton, to adopt the Resolution for the Destruction of Records, 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.**

**MOTIONS**

**Review of Draft Financial Audited Statements for FY ending December 31, 2014**

The Motion is tabled until the meeting of May 28<sup>th</sup>, 2015.

**Leno Scarcia – Request to close a portion of East Tioga Street for a Block Party.**

Mr. Soriano stated that Mr. Leno Scarcia has requested the closure of the 800 block of East Tioga Street, between Potomac Street and South Halstead Street, for a Block Party on Saturday, June 20<sup>th</sup>, 2015 from 12:00 pm – 10:00 pm. He noted that Mr. Scarcia has submitted the necessary petition signed by all residents.

**Motion by Commissioner Martucci, seconded by Commissioner Brinton, to approve the closure of the 800 block of East Tioga Street, between Potomac Street and South Halstead Street, on Saturday, June 20<sup>th</sup>, 2015 from 12:00 pm – 10:00 pm for a Block Party,**

**contingent on the property owner signing a waiver of liability and indemnification agreement and supplying the appropriate certificate of insurance.**

**Roll Call:**

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

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

**Payment Application #3 – Tru-Line Contractors, Inc. (\$27,266.62) for work performed on the Edgemont Drive Water Main Replacement Project.**

Mr. Tettemer stated that the work is completed and the payment reflects paving and landscaping work. He noted that there is still approximately \$4,000 in retainage for the grass areas, which will most likely be released in another month.

**Motion by Commissioner Seagreaves, seconded by Commissioner Martucci, to approve Payment Application #3 to Tru-Line Contractors, Inc. in the amount of \$27,266.62 for work performed on the Edgemont Drive Water Main Replacement Project.**

**Roll Call:**

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

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

**Accept the Letter of Resignation from Officer Harold Bonser, II from the Police Department, effective May 17, 2015.**

Mr. Soriano read the letter of resignation from Officer Bonser and explained that the Board must accept the resignation and proceed with authorizing the Civil Service Commission to formulate the eligibility list to hire a replacement.

**Motion by Commissioner Martucci, seconded by Commissioner Brinton, to accept with regret the letter of resignation from Officer Harold Bonser II, effective May 17, 2015, and authorize the Civil Service Commission to begin the preparation of an eligibility list for hiring a full-time Police Officer.**

**Roll Call:**

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

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

The Board convened into an Executive Session to discuss a litigation matter. The time was 7:26 pm.

The Board reconvened into the Regular meeting. The time was 7:58 pm.

Mr. Soriano stated that an amendment to the refuse contract with Republic Services is needed with regards to collection on private roads. He noted that the Solicitor has opined on the issue and has agreed that if the Township collects on private roads, each property owner on such roads will need to sign an indemnity agreement. Republic Services will then start collection on those private roads by means of a smaller truck.

**Motion by Commission Brown, seconded by Commissioner Brinton, to authorize the Township Manager to send letters to all property owners who live on “private roads”, offering an indemnity agreement that must be signed in order for those homes to be included in the current residential refuse/recycling contract.**

**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 noted that a bill was passed at the County of Lehigh that extends the Green Future Fund Grant Agreement for the Lindberg Park Perimeter Trail from March 15, 2015 to September 15, 2015. He commented that the contractor, Miller Bros., has estimated the completion of work as early as July 30, 2015.

Mr. Soriano announced that Berkheimer Associates, the Township’s current Earned Income and Local Services Tax Collector, has launched a new live-chat website feature as part of their multi-channel contact system. He noted that the link will be posted on the Township’s website.

**PRIVILEGE OF THE FLOOR**

Commissioner Martucci thanked Mr. Paul Willistein of the Salisbury Press for the article he wrote about the Commissioners who are seeking reelection.

**ADJOURNMENT**

Commissioner Martuci made a Motion to adjourn the Meeting. Seconded by Commissioner Brinton. The time was 8:06 pm.

Respectfully submitted,

Randy Soriano  
Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on May 14, 2015.

Approved and certified on this date:

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

Date: \_\_\_\_\_

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