

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
August 27, 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 turned the proceedings over to Ms. Cathy Bonaskiewich, Acting 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 – EXCUSED
Cathy Bonaskiewich, Acting Township Manager/Finance Director
John Andreas, Director of Public Works
Allen Stiles, Chief of Police – EXCUSED
Donald Sabo, Police Sergeant
Cynthia Sopka, Director of Planning & Zoning
Sandy Nicolo, Code Enforcement Officer
John Ashley, Esquire, Township Solicitor
David Tettermer, representative of Keystone Consulting Engineers, Township Engineer

NOTIFICATION

Ms. Bonaskiewich 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. Ms. Bonaskiewich announced that the Township records the meetings and archives its tapes and records are available pursuant to the Right-to-Know Law, if requested.

Ms. Bonaskiewich 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. Ms. Bonaskiewich 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. She 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 FINANCIAL REPORT AND LIST OF BILLS PAYABLE

Motion by Commissioner Ackerman, seconded by Commissioner Martucci, to approve the unaudited Financial Report for the period ending July 31, 2015, and the list of Bills Payable for the period 8/8/15-8/21/2015, broken down as follows:

\$213,962.80 = GENERAL
\$7,206.68 = FIRE
\$6.98 = LIBRARY
\$4,511.97 = WATER
\$24,482.59 = SEWER
\$39.40 = REFUSE & RECYCLING
\$152.58 = HIGHWAY AID
\$250,363.00 = 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

August 13, 2015

Commissioner Brown declared the Minutes of August 13, 2015 accepted as presented.

NEW BUSINESS

MOTIONS

Shade Tree Appeal Hearing – 2833 Meadowbrook Circle South.

The proceedings were handed over to Attorney Ashley.

Attorney Ashley commented that the hearing for a Shade Tree Appeal for 2833 Meadowbrook Circle South was advertised for 7:00 p.m. and asked if anyone was present on the applicant's behalf. Mr. Timothy Rohrback stated that he was present to testify on behalf of Ms. Lois Stein, and he was sworn in by the stenographer.

Mr. Rohrback stated that the tree was diseased so it was removed. He explained that Ms. Stein is elderly and is requesting to not have to replant the tree because of the added expense. He noted that there are three other shade trees on her property. Mr. Rohrback also commented that he was unaware of the Ordinance requirement to replant a shade tree.

Commissioner Ackerman inquired if any estimates were obtained for replanting the tree. Mr. Rohrback replied that they have not gotten estimates. He expressed concerns about the prep work needed in order to replant a new tree in the same spot.

Commissioner Brinton asked if the Township has specific requirements for types of trees, sizes and where the tree must be replanted. Mr. Nicolo responded that there is a list of the types of trees permitted for replanting, and he noted that a new tree can be planted away from the old one to avoid problems with the stump and roots. Mr. Nicolo commented that the Township is concerned with keeping the character of the neighborhood and keeping the shade trees where they are supposed to be.

Mr. Robert Agonis from 1189 Meadowbrook Circle West testified that he lives across from 2833 Meadowbrook Circle South and would like to see the tree replaced because it "impacts the beauty of the neighborhood." He also brought forth information regarding how trees impact stormwater runoff and noted that the information pertains to the Township's MS4 project.

Motion by Commissioner Martucci, seconded by Commissioner Brown, to deny the Shade Tree Appeal from 2833 Meadowbrook Circle South.

Roll Call:

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

The Motion passed by 5-0.

Attorney Ashley stated that the application has been denied and the applicant will receive a written decision within the time periods required of the applicable statutes.

Change Order #6 – Miller Bros. Construction, Inc. (\$26,357.88) – Lindberg Park Perimeter Trail Project.

Ms. Bonaskiewich stated that the Change Order is for some additional work the contractor completed for the installation of the perimeter trail, including tree and stump removal, stone and topsoil placement, and additional excavation and grading for the installation. Ms. Bonaskiewich stated that Mr. Len Policelli from URDC is in the audience to answer any questions.

Commissioner Brown inquired if the work was acceptable. Mr. Policelli stated that URDC felt that the cost is reasonable for the work that was done. He noted that the contouring maps they used for the plans did not provide enough accuracy to come up with the 2% grade in certain areas so a few adjustments were made.

Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to approve Change Order #6 to Miller Bros. Construction, Inc. in the amount of \$26,357.88 for work that was performed on the Lindberg Park Perimeter Trail Project.

Roll Call:

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

The Motion passed by 5-0.

Authorization to Execute a Township/PPL-Highway Occupancy Permit Application to access Laubach Park from Fairview Road.

Ms. Bonaskiewich stated that the permit would allow PPL to have access to Laubach Park off of Fairview Road for constructing a line, tree trimming and other work. Mr. Policelli noted that PPL has a right-of-way in that area which would probably allow them to do whatever work they deem necessary. Commissioner Martucci commented that if PPL clears the right-of-way in that area, it will change the appearance of what the Township is trying to do in the park in regards to the Master Site Plan. He suggested reaching out to PPL to negotiate the containment of the cutting. Ms. Bonaskiewich replied that she has met with representatives of PPL and they are receptive to working with the Township in some manner because of the Master Site Plan, but no specifics have been discussed. She stated the Township will follow up with the details and include URDC.

Mr. Andreas stated that by granting a Highway Occupancy Permit, it would minimize the impact of their work because it is more of a direct access. He stated that PPL will mark the trees in the

park that will be taken down and another meeting is to be held afterwards. He noted that PPL would like to start the work in February. Mr. Andreas reiterated that PPL was receptive to the impact they were going to have on the development of the Master Site Plan.

Motion by Commissioner Seagreaves, seconded by Commissioner Martucci, to Execute a Township/PPL Highway Occupancy Permit Application to access Laubach Park from Fairview Road.

Roll Call:

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

The Motion passed by 5-0.

RESOLUTIONS

Retirement Incentive Window for Eligible Administrative employees.

Ms. Bonaskiewich stated that this proposed retirement incentive for non-union, administrative employees mirrors what the Township has previously offered to the Department of Public Works. She explained that there is a five-month window in which they can elect to retire, which is from October 1, 2015 to March 31, 2016. Ms. Bonaskiewich noted that the employee has to meet an age and service eligibility and then the individual would be entitled to an incentive payment of \$450 per month for a period of five years after his/her retirement. She commented that there are two administrative employees who would be eligible for the incentive.

Motion by Commissioner Martucci, seconded by Commissioner Brinton, to accept the Resolution offering a Retirement Incentive Window for Eligible Administrative Employees.

Roll Call:

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

The Motion passed by 5-0.

ORDINANCES

None.

PRIVILEGE OF THE FLOOR

Mr. Adam Al-Khal, Captain and President of Western Salisbury Fire Department, announced that WSFD will be holding a Community Day on Saturday, September 12, 2015 at Green Acres Park.

Mr. Ray Souliere of 2707 Lindberg Avenue questioned when the installation of the interior fence around the perimeter trail at Lindberg Park will take place. Ms. Bonaskiewich commented that the interior fence is part of Phase II of the project, which should be constructed next spring or early summer.

Mr. Souliere expressed concerns about the lack of disposal options for household hazardous waste in Lehigh County.

Mr. Ed Tremba of 1076 Newgate Drive inquired about developing an Ordinance for governing diseased/dying trees. Ms. Bonaskiewich stated that it is something addressed by the Code Enforcement Officer under the Shade Tree Ordinance.

Commissioner Seagreaves announced that the Eastern Salisbury Fire Department will hold a Community Day on October 10, 2015.

Commissioner Brown commented that the Board will hold an Executive Session after the Workshop to discuss legal matters.

ADJOURNMENT

Commissioner Brinton made a Motion to adjourn the Meeting. Seconded by Commissioner Ackerman. The time was 8:07 p.m.

Respectfully submitted,

Cathy Bonaskiewich
Assistant Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on August 27, 2015.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL