

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
September 24, 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
Cynthia Sopka, Director of Planning & Zoning
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

Ms. Bonaskiewich 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 August 31, 2015 and the list of Bills Payable for the period 9/5/15-9/18/2015, broken down as follows:

\$203,021.48 = GENERAL
\$2,641.81 = FIRE
\$0 = LIBRARY
\$79,676.36 = WATER
\$25,430.08 = SEWER
\$2,549.00 = REFUSE & RECYCLING
\$12,944.64 = HIGHWAY AID
\$42,200.00 = SUBDIVISION & ESCROW
\$368,463.37 = 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

September 10, 2015

Commissioner Brown declared the Minutes of September 10, 2015 accepted as presented.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

None.

MOTIONS

Request for Final/Payment #2 to Flow Assessment Services for \$14,640.00.

Ms. Bonaskiewich stated that this payment represents the final disbursement to Flow Assessment Services for the flow monitoring and data logging services they provided. Mr. Tetteimer stated that he is analyzing a report from the company that will realize the impact of the I&I work that has been completed by the Township. He noted that he will get back to the Board with a final report.

Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to approve Final/Payment #2 to Flow Assessment Services for \$14,640.00.

Roll Call:

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

The Motion passed by 5-0.

Certification of the 2016 Minimum Municipal Obligations (MMOs) for both Police and Non-Uniformed Pension Plans.

Ms. Bonaskiewich stated that the MMO for the Police plan is \$322,198 and the non-uniformed plan is \$408,628. Ms. Brinton inquired as to why the State Aid is not in line with what the Township has contributed. Ms. Bonaskiewich replied that the State Aid is not determined by the same basis as the MMO, and noted that the levels only go up incrementally each year.

Motion by Commissioner Ackerman, seconded by Commissioner Martucci, to certify the 2016 Minimum Municipal Obligations (MMOs) for both the Police and the Non-Uniformed Pension Plans.

Roll Call:

COMMISSIONER ACKERMAN – YES
COMMISSIONER SEAGREAVES – YES

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

The Motion passed by 5-0.

Lehigh Street Properties Assessment Appeal Stipulation and Order of Court.

Ms. Bonaskiewich commented that the basis for the Order of Court was a tax appeal by Lehigh Street Properties. She stated that the County determined the tax assessment to be reduced from \$5,890,400 to \$4,900,000.

Motion by Commissioner Martucci, seconded by Commissioner Brinton, to authorize Township Solicitor Attorney John Ashley to execute the Order of Court for the Lehigh Street Properties Assessment Appeal.

Roll Call:

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

The Motion passed by 5-0.

Request by Salisbury High School’s Student Government Advisory to hold a Homecoming Parade on October 16, 2015.

Ms. Bonaskiewich stated that the Salisbury Township School District is requesting to hold a Homecoming Parade on Friday, October 16, 2015 from 5:15 p.m. – 6:15 p.m. She noted that the parade leaves from the Administration Building on Salisbury Road, travels to Tweed Avenue, then to the parking lot near the football field at the High School on East Montgomery Street. Ms. Bonaskiewich noted that she is in receipt of the Certificate of Insurance from the School District, but still needs the Waiver of Liability.

Chief Stiles commented that the Police Department and the Public Works Department will coordinate efforts to make sure the necessary barricades are in place and noted that two officers are assigned to the preparation of the parade.

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to accept the request by Salisbury High School’s Student Government Advisory to hold a Homecoming Parade on October 16, 2015, contingent upon an executed Waiver of Liability.

Roll Call:

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

The Motion passed by 5-0.

Waiver of Application and Permit Fees for Western Salisbury Fire Department.

Ms. Bonaskiewich stated that Western Salisbury Fire Department is requesting relief from permit fees associated with the Subdivision and Land Development Plan they have submitted to the Township.

Motion by Commissioner Brinton, seconded by Commissioner Ackerman, to approve a Waiver of Application and Permit Fees for Western Salisbury Fire Department.

Roll Call:

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

The Motion passed by 5-0.

Trick-or-Treat Night on Friday, October 30, 2015.

Ms. Bonaskiewich commented that Chief Stiles has recommended Friday, October 30, 2015 as the official Trick-or-Treat Night. As in prior years, trick-or-treating will be held from 6:00 p.m. – 8:00 p.m.

Motion by Commissioner Martucci, seconded by Commissioner Brinton, to set the Trick-or-Treat Night for October 30, 2015 from 6:00 p.m. – 8:00 p.m.

Roll Call:

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

The Motion passed by 5-0.

PRIVILEGE OF THE FLOOR

Mr. Ray Souliere from 2707 Lindberg Avenue expressed concerns about imposing a large water/sewer rate increase next year as opposed to a gradual increase over several years. Ms. Bonaskiewich explained that over the last several years, both funds have had a substantial fund balance and the plan was to utilize the fund balance as opposed to increasing rates; however, both funds have substantially depleted the balance and the Township does not want to further diminish it. She noted that the numbers will be revisited as the Township goes through the budget process. Commissioner Brinton commented that the rates will have to go up and the Board should revisit the issue every two years so it is not as much of an increase.

Mr. Souliere expressed concerns about motorists speeding on Lindberg Avenue. Chief Stiles stated that officers will be back in the area to do enforcement. He noted that the Department recently replaced one of their speed-timing devices. Chief Stiles commented that the Police and Public Works Departments will be working together to make some improvements along the road to do some “traffic calming” in that area.

Mr. Josh Wells, Chief of Western Salisbury Fire Department, thanked the Board for waiving the application and permit fees. He also noted that Community Day was a success with around 300 attendees.

Mr. Bill Jensen, a resident, expressed concerns about the increase in the water/sewer rates. Mr. Jensen stated that he was glad to hear that the Township will revisit the issue during the budget process.

Commissioner Martucci thanked Sergeant Patten and two officers for handling a situation in his neighborhood on Wednesday, September 23rd.

Commissioner Seagreaves announced that Eastern Salisbury Fire Department will be holding a Community Day at the Fire Station on Saturday, October 10, 2015 from 11:00 a.m. – 2:00 p.m.

Chief Stiles commented that PEMA has provided a list of safety concerns about the Papal visit in Philadelphia and it will be posted on the Township’s website.

ADJOURNMENT

Commissioner Ackerman made a Motion to adjourn the Meeting. Seconded by Commissioner Brinton. The time was 7:42 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 September 24, 2015.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL