

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
November 12, 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 stated that a special Executive Session was held on October 27th, 2015 to discuss personnel matters.

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
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 LIST OF BILLS PAYABLE

Ms. Bonaskiewich presented the list of Bills Payable.

Commissioner Seagreaves inquired about an invoice from Signal Service, Inc. Sergeant Sabo explained that a vehicle struck a power box, and because the Township owns and maintains everything, the Township had to pay for the restoration. He noted that the insurance company will be reimbursing the Township for the repairs.

Commissioner Seagreaves inquired about an invoice from Univest Capital. Ms. Bonaskiewich stated that the payment was for the financing of new server equipment at Eastern Salisbury Fire Department.

Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to approve the list of Bills Payable for the period 10/17/15-11/6/2015, broken down as follows:

\$103,486.10 = GENERAL
\$21,738.51 = FIRE
\$0 = LIBRARY
\$9,059.00 = WATER
\$272,437.64 = SEWER
\$85,741.70 = REFUSE & RECYCLING
\$164.25 = HIGHWAY AID
\$2,000.00 = SUBDIVISION & ESCROW
\$350.00 = REFUND
\$494,977.20 = 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

October 22, 2015

Commissioner Brown declared the Minutes of October 22, 2015 accepted as presented.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

None.

MOTIONS

Request for Payment #1 to Insituform in the amount of \$191,383.85 for the 2015 Sanitary Sewer Rehab – Cured-in-Place Project.

Ms. Bonaskiewich stated that Keystone Consulting Engineers is recommending payment for the 2015 Sanitary Sewer System Rehabilitation, Cured-in-Place Pipe-Lining Project. She noted that the work was a qualified project under Lehigh County’s CDBG grant funding, and the Township was awarded \$150,000.

Mr. Tettermer stated that the project is completed and they are expediting payment in order to meet grant submission deadlines.

Motion by Commissioner Martucci, seconded by Commissioner Brinton, to approve Payment #1 to Insituform, in the amount of \$191,383.85, for the 2015 Sanitary Sewer Rehab – Cured-in-Place Project with certification of payment.

Roll Call:

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

The Motion passed by 5-0.

Request for Final/Payment #6 to Sewer Specialty Services Co., Inc. in the amount of \$4,721.89 for the 2013 Closed Circuit TV Inspection and Pressure Grouting of Sanitary Sewer Pipes Project.

Ms. Bonaskiewich stated that KCE is recommending the Final Payment to Sewer Specialty Services Co., Inc. for the 2013 Closed Circuit TV Inspection and Pressure Grouting of Sanitary Sewer Pipes Project. She noted that the work was completed for approximately \$16,000 less than the original contract price, and the payment represents the release of the retainage withheld.

Motion by Commissioner Martucci, seconded by Commissioner Brinton, to approve Final/Payment #6 to Sewer Specialty Services Co., Inc., in the amount of \$4,721.89, for the 2013 Closed Circuit TV Inspection and Pressure Grouting of Sanitary Sewer Pipes Project.

Roll Call:

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

The Motion passed by 5-0.

Request of Mr. Friedolf Smits to remove a utility billing delinquent balance of \$53.57.

Ms. Bonaskiewich stated that Mr. Friedolf Smits has formally requested to the Board to have his delinquent balance of \$53.57 (penalty charge) removed from his utility billing account from the July 2015 bill. Ms. Bonaskiewich explained that there is currently a policy in place which states the Township can forgive utility billing penalties for a customer – after reviewing the status of their utility account – one time in a four (4) year period. She noted that the Township had previously removed penalties from Mr. Smits’ account from the January 2012 billing, so the utility department had originally denied his request.

Commissioner Brown stated that it is his opinion to grant the request from Mr. Smits. Commissioner Ackerman expressed concerns about granting the appeal for fear that more people will come forward and request the same treatment. Commissioner Brown commented that the Board will take any future requests on a case-by-case basis.

Motion by Commissioner Brown, seconded by Commissioner Martucci, to approve the request of Mr. Friedolf Smits to remove a utility billing delinquent balance of \$53.57.

Roll Call:

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

COMMISSIONER BRINTON – YES
COMMISSIONER BROWN – YES

The Motion passed by 5-0.

Request of Salisbury Township School District to hold a scholastic bonfire on November 19, 2015 between 5:30 p.m. – 6:00 p.m.

Ms. Bonaskiewich stated that the School District is requesting to hold a bonfire on November 19, 2015 from 5:30 p.m. – 6:00 p.m. if the varsity football team is still playing in the District XI Class 2A tournament.

Sergeant Sabo commented that the fire inspectors and the ESFD Chief have been to the location and given their approval. He stated that the bonfire would take place on school district property and would not obstruct traffic.

Motion by Commissioner Brinton, seconded by Commissioner Martucci, to approve the request of the Salisbury Township School District to hold a scholastic bonfire on November 19, 2015 between 5:30 p.m. – 6:00 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

Fire Chief Joshua Wells of the Western Salisbury Fire Department provided the Board with an update on the Department's activities for the month of October.

Commissioner Martucci commended the Public Works Department on their leaf collection efforts.

Commissioner Seagreaves stated that he received a phone call from Mrs. Betty Ross at 1825 Tweed Avenue in regards to an enforcement letter sent by Attorney Ashley referencing the maintenance of trees and weeds located in the right-of-way next to their property. He noted that Mrs. Ross believes the right-of-way belongs to the Township and she should not be responsible for maintaining it. Attorney Ashley stated that it is a private roadway, not Township-owned, so the resident has an obligation to maintain her portion of it. Ms. Bonaskiewich noted that she will have Mr. Sandy Nicolo, the Township's Code Enforcement Officer, follow-up on the issue.

ADJOURNMENT

Commissioner Martucci made a Motion to adjourn the Meeting. Seconded by Commissioner Brinton. The time was 7:28 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 November 12, 2015.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL