

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA**

MINUTES FROM THE BOARD OF COMMISSIONERS

January 4, 2016

REORGANIZATION MEETING – 6:15 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.

OATH OF OFFICE – The Honorable Michael Pochron, District Judge

Commissioner-Elect – Debra Brinton (Ward 3)

Commissioner-Elect – Robert Martucci, Jr. (Ward 1)

Commissioner-Elect – Joanne Ackerman (Ward 5)

Members Attending:

James Brown

Robert Martucci, Jr.

James Seagreaves

Joanne Ackerman

Debra Brinton

Staff Attending:

Randy Soriano, Township Manager – EXCUSED

Cathy Bonaskiewich, Acting Township Manager/Finance Director

John Andreas, Director of Public Works – EXCUSED

Allen Stiles, Chief of Police – EXCUSED

Cynthia Sopka, Director of Planning and Zoning – EXCUSED

John Ashley, Esquire, Township Solicitor

David Tettemer, Township Engineer, Keystone Consulting Engineers

CALL TO ORDER

Following the swearing-in ceremony, Ms. Bonaskiewich called the meeting to order at 6:20 pm.

PLEDGE OF ALLEGIANCE FOLLOWED

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.

ELECTION OF OFFICERS

Ms. Bonaskiewich stated that the Commissioners need to nominate and elect the officers for 2016.

Commissioner Ackerman made a motion to open the nominations. Commissioner Martucci seconded the motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Seagreaves – YES

The Board voted 5-0 to open the nominations for the election of officers.

1. President

Commissioner Ackerman made a motion to nominate Commissioner Brinton for President of the Board of Commissioners.

Commissioner Martucci made a motion to nominate Commissioner Brown for President of the Board of Commissioners.

Commissioner Brown made a motion to close the nominations for President. Commissioner Seagreaves seconded the motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES

Commissioner Martucci – YES
Commissioner Seagreaves – YES

The Board voted 5-0 to close the nominations for President.

A roll call vote was taken for the office of President:

Commissioner Martucci – BROWN
Commissioner Brinton – BRINTON
Commissioner Brown – BROWN
Commissioner Seagreaves – BROWN
Commissioner Ackerman – BRINTON

The Board voted 3-2 to approve the nomination of Commissioner Brown for the President of the Board of Commissioners.

2. Vice-President

Commissioner Ackerman made a motion to nominate Commissioner Brinton for Vice-President of the Board of Commissioners.

Commissioner Brown made a motion to nominate Commissioner Martucci for Vice-President of the Board of Commissioners.

Commissioner Martucci made a motion to close the nominations for Vice-President. Commissioner Brinton seconded the motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Seagreaves – YES

The Board voted 5-0 to close the nominations for Vice-President.

A roll call vote was taken for the office of Vice-President:

Commissioner Ackerman – BRINTON
Commissioner Brown – MARTUCCI
Commissioner Brinton – BRINTON
Commissioner Martucci – MARTUCCI
Commissioner Seagreaves – MARTUCCI

The Board voted 3-2 to approve the nomination of Commissioner Martucci for Vice-President of the Board of Commissioners.

3. President Pro-Tempore

Commissioner Brown made a motion to nominate Commissioner Brinton for President Pro-Tempore of the Board of Commissioners.

Commissioner Martucci made a motion to close the nominations for President Pro-Tempore. Commissioner Seagreaves seconded the motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Seagreaves – YES

The Board voted 5-0 to close the nominations for President Pro-Tempore.

A roll call vote was taken for the office of President Pro-Tempore:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Seagreaves – YES

The Board voted 5-0 to approve the nomination of Commissioner Brinton for President Pro-Tempore of the Board of Commissioners.

Commissioner Brown, newly elected President, presided over the remainder of the meeting.

APPOINTMENTS – BY RESOLUTION

1. Township Secretary

Commissioner Brown made a motion to appoint Mr. Randy Soriano, Township Manager, as Township Secretary. Commissioner Martucci seconded the motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Seagreaves – YES

The Board voted 5-0 to approve the appointment of Mr. Randy Soriano as Township Secretary.

2. Assistant Township Secretary

Commissioner Brown made a motion to appoint Ms. Cathy Bonaskiewich, Acting Township Manager/Finance Director, as Assistant Township Secretary. Commissioner Brinton seconded the motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Seagreaves – YES

The Board voted 5-0 to approve the appointment of Ms. Cathy Bonaskiewich as Assistant Township Secretary.

3. Township Treasurer

Commissioner Brown made a motion to appoint Ms. Linda Minger as Township Treasurer. Commissioner Brinton seconded the motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Seagreaves – YES

The Board voted 5-0 to approve the appointment of Ms. Linda Minger as Township Treasurer.

4. Assistant Township Treasurer

Commissioner Brinton made a motion to appoint Ms. Cathy Bonaskiewich, Acting Township Manager/Finance Director, as Assistant Township Treasurer. Commissioner Brown seconded the motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Seagreaves – YES

The Board voted unanimously to approve the appointment of Ms. Cathy Bonaskiewich as Assistant Township Treasurer.

5. Township Solicitor

Commissioner Martucci made a motion to appoint Mr. John Ashley, Esquire as Township Solicitor. The motion was seconded by Commissioner Brinton.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Seagreaves – YES

The Board voted 5-0 to approve the appointment of Mr. John Ashley, Esquire as Township Solicitor.

6. Township Engineer

Commissioner Brown made a motion to appoint Keystone Consulting Engineers (Dave Tettemer, representative) as Township Engineer. The motion was seconded by Commissioner Seagreaves.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Seagreaves – YES

The Board voted 5-0 to approve the appointment of Keystone Consulting Engineers (Dave Tettemer, representative) as Township Engineer.

7. Alternate Township Engineer

Commissioner Brown made a motion to appoint Hanover Engineering Associates as Alternate Township Engineer. The motion was seconded by Commissioner Brinton.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Seagreaves – YES

The Board voted 5-0 to approve the appointment of Hanover Engineering Associates as Alternate Township Engineer.

8. Sewage Enforcement Officer and Alternate Sewage Enforcement Officers

Commissioner Brown made a motion to appoint Mr. Scott Bieber to serve as Primary Sewage Enforcement Officer and Hanover Engineering Associates (Jeffrey Hugg, Christopher Taylor and Jacob Schray as representatives) as the Alternate. The motion was seconded by Commissioner Seagreaves.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Seagreaves – YES

The Board voted 5-0 to approve the appointment of Mr. Scott Bieber as Primary Sewage Enforcement Officer and Hanover Engineering Associates (Jeffrey Huff, Christopher Taylor and Jacob Schray as representatives) as the Alternate.

9. Township Auditor

Ms. Bonaskiewich stated that the Township Auditor will perform the Township audit for the fiscal year ending 2015.

Commissioner Martucci made a motion to appointment Todd Bushta, CPA, of Bushta & Co. as Township Auditor. The motion was seconded by Commissioner Brown.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Seagreaves – YES

The Board voted 5-0 to approve the appointment of Mr. Todd Bushta, CPA, of Bushta & Co. as Township Auditor.

APPOINTMENTS – BY MOTION

1. Planning Commission (4 year term)

a. Second Ward

Commissioner Seagreaves nominated Mr. Charles Beck. Commissioner Martucci seconded the Motion.

A roll call vote was taken:

Commissioner Ackerman – YES

Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Seagreaves – YES

The Board voted 5-0 to approve the appointment of Mr. Charles Beck to the Planning Commission for a term of four years.

b. Third Ward

Commissioner Brinton nominated Mr. Stephen McKitish, Jr. Commissioner Martucci seconded the Motion

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Seagreaves – YES

The Board voted 5-0 to approve the appointment of Mr. Stephen McKitish, Jr. to the Planning Commission for a term of four years.

2. Zoning Hearing Board (5 year term)

a. First Ward

Commissioner Martucci nominated Mr. Ronald Evans. Commissioner Brown seconded the Motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Seagreaves – YES

The Board voted 5-0 to approve the appointment of Mr. Ronald Evans to the Zoning Hearing Board for a term of five years.

3. Civil Service Commission (6 year term)

a. Fourth Ward

Ms. Bonaskiewich stated that Mr. Scott Walker has resigned his position on the Civil Service Commission and there have been no applications received for the vacancy. The Motion will be tabled for a future meeting.

4. Vacancy Board (1 year term)

a. One member

Commissioner Brown nominated Mr. Dan Moyer (4th Ward). Commissioner Seagreaves seconded the motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Seagreaves – YES

The Board voted 5-0 to approve the appointment of Mr. Dan Moyer to the Vacancy Board for a term of one year.

5. Environmental Advisory Council (3 year term)

a. First Ward

Commissioner Martucci nominated Ms. Karen El Chaar. Commissioner Brown seconded the motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Seagreaves – YES

The Board voted 5-0 to approve the appointment of Ms. Karen El Chaar to the Environmental Advisory Committee for a term of three years.

b. Fourth Ward

Commissioner Brown nominated Mr. Rodney Conn. Commissioner Seagreaves seconded the motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Seagreaves – YES

The Board voted 5-0 to approve the appointment of Mr. Rodney Conn to the Environmental Advisory Committee for terms of three years.

6. Recreation Advisory Committee (5 year term)

a. Third Ward

Commissioner Brinton nominated Mr. Frank Adamcik. Commissioner Martucci seconded the motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Seagreaves – YES

The Board voted 5-0 to approve the appointment of Mr. Frank Adamcik to the Recreation Advisory Committee for a term of five years.

b. Fourth Ward

Commissioner Brown nominated Mr. Mark Wilson. Commissioner Martucci seconded the motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Seagreaves – YES

The Board voted 5-0 to approve the appointment of Mr. Mark Wilson to the Recreation Advisory Committee for a term of five years.

7. Building Code Board of Appeals (5 year term)

a. Third Ward

Commissioner Brinton appointed Mr. John Hoffman. Commissioner Brown seconded the motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Seagreaves – YES

The Board voted 5-0 to approve the appointment of Mr. John Hoffman to the Building Code Board of Appeals for a term of five years.

b. One member

Ms. Bonaskiewich stated that there is in an opening on the Building Code Board of Appeals, but there have been no applications received. The motion will be tabled for a future meeting.

NEW BUSINESS

LIST OF BILLS PAYABLES

Motion by Commissioner Martucci, seconded by Commissioner Brinton, to approve the list of Bills Payable for the period 12/12/2015 through 1/4/2016, broken down as follows:

\$159,370.58 = GENERAL
\$39,925.04 = FIRE
\$0 = LIBRARY
\$10,107.61 = WATER
\$8,897.55 = SEWER
\$85,169.31 = REFUSE & RECYCLING
\$144.62 = HIGHWAY AID
\$35,584.43 = SUBDIVISION & ESCROW FUND
\$339,199.14 = GRAND TOTAL ALL FUNDS

Roll Call:

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

The motion passed by 5-0.

COURTESY OF THE FLOOR

ADJOURNMENT

Commissioner Martucci made a motion to adjourn the Meeting. Seconded by Commissioner Brown. The time was 7:03 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 January 4, 2016.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL