

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
January 14, 2016
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
Robert Martucci, Jr., Vice-President
Debra Brinton, President Pro-Tempore
James Seagreaves
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
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 LIST OF BILLS PAYABLE

Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to approve the list of Bills Payable for the period 1/5/15-1/8/2015, broken down as follows:

\$126,840.43 = GENERAL
\$1,133.92 = FIRE
\$1.67 = LIBRARY
\$11,225.79 = WATER
\$12,554.44 = SEWER
\$15,024.46 = REFUSE & RECYCLING
\$12,044.90 = HIGHWAY AID
\$146,551.65 = SUBDIVISION & ESCROW
\$325,377.26 = 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

December 17, 2015 and January 4, 2016

Commissioner Brown declared the Minutes of December 13, 2015 and January 4, 2016 accepted as presented.

NEW BUSINESS

Presentation to Board by 2015 SYA Connie Mack Baseball Team.

Ms. Bonaskiewich commented that the Board received a letter from Coach Bob Sopko of the 2015 SYA Connie Mack Baseball Team, requesting to present the Township with their 2015 Connie Mack Baseball Sportsmanship Award.

Mr. Sopko explained the significance of the award and stated that the team chose to display the award in the Township Building to share it with the members of community.

The Board thanked the team for the award and commended their successful season.

ORDINANCES

None.

RESOLUTIONS

Resolution – Update of On-Lot Septic Fee Schedule.

Ms. Bonaskiewich stated that when the Board appointed Mr. Scott Bieber as the Township's Sewage Enforcement Officer, a new fee schedule was attached that the Board must adopt.

Motion by Commissioner Martucci, seconded by Commissioner Brinton, to accept Resolution No. 01-2016-1530, updating the On-Lot Septic Fee Schedule.

Roll Call:

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

The Motion passed by 5-0.

Resolution – TAP Funds Agreement.

Ms. Bonaskiewich stated that the Board must pass a Resolution authorizing the Acting Township Manager to sign the Reimbursement Agreement on behalf of the Township in order to accept the TAP funding. She noted that the Township was awarded a Grant for the Neighborhood Connections project to improve bicycle and pedestrian facilities along Lindberg and Flexer Avenues.

Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to accept Resolution No. 01-2016-1531, authorizing the Acting Township Manager to execute the TAP Funds Agreement.

Roll Call:

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

The Motion passed by 5-0.

MOTIONS

Motion – Release Devonshire Park Apartments Maintenance & Improvements Escrow.

Ms. Bonaskiewich explained that the Township has held the Maintenance and Improvements Escrow deposit from Devonshire Park Apartments since December 2010, and the maintenance period ended May 13, 2014. She noted that Ms. Cynthia Sopka, Director of Planning and Zoning, along with Keystone Consulting Engineers, have recommended the release of the escrow deposit of \$141,902.75.

Mr. Tettermer noted that normally the contractor or owner would request the return of the deposit, but when this did not happen, Ms. Sopka contacted the property owner.

Motion by Commissioner Martucci, seconded by Commissioner Ackerman, to release the Devonshire Park Apartments Maintenance and Improvements Escrow.

Roll Call:

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

The Motion passed by 5-0.

Motion – Lehigh Valley Road Runners Event.

Ms. Bonaskiewich stated that the Lehigh Valley Road Runners are once again requesting permission to hold a 2016 Super Bowl 10K on February 7, 2016. She noted that they have supplied the necessary insurance and waiver of liability form.

Chief Stiles commented that the Road Runners have held the event several times in the past and they have not requested assistance from the Police Department or the Department of Public Works.

Motion by Commissioner Brinton, seconded by Commissioner Seagreaves, to approve the Lehigh Valley Road Runners Event.

Roll Call:

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

The Motion passed by 5-0.

Motion – Appointment to Civil Service Commission.

Commissioner Ackerman nominated Mr. Andrew Katz (Ward 5). 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. Andrew Katz to the Civil Service Commission for a term of six years.

PRIVILEGE OF THE FLOOR

Mr. James Harper, resident, expressed concerns about the placement of RCN equipment on his property. He inquired about process RCN went through with the Township in order to install the new equipment, and asked if the Township is realizing a revenue stream from RCN.

Ms. Bonaskiewich stated that there is a franchise fee in place and any cable service that comes through the Township, which is currently RCN and Service Electric, pays the Township 5% of their gross revenues. She noted that the fee is based on the number of customers, not on upgrading equipment.

Commissioner Brown commented that the residents should contact RCN with concerns.

Ms. Sopka noted that the Township does not have jurisdiction over the issue because the equipment is in the right-of-way.

Mr. Andreas stated that RCN had submitted a plan related to expanding their service in the right-of-way. He noted that the Township does not control the hardware that RCN deems necessary in order to provide the highest level service. Mr. Andreas commented that he will follow up with RCN.

Commissioner Martucci inquired about Christmas tree collection after noticing trees along the side of the roads. Ms. Bonaskiewich stated that she will follow-up with administration personnel to ensure the trees are collected.

Commissioner Brinton inquired about the Public Works Department involved with MCM6. Mr. Andreas stated that they clean inlets, sweep streets, and wash trucks in a facility that has an oil separator. He noted that he is generating a report for the MS4 Coordinator, Sandy Nicolo.

Chief Stiles announced that the Police Department will no longer receive funds from PennDot for the Aggressive Driver Program. He commented that because the Township's traffic accidents have been reduced, including the number of injuries, PennDOT will no longer fund the program.

Chief Stiles stated that the Police Department has applied to Project Lifesaver, which is a program that will allow Police Officers to locate people who may have dementia or other issues which would cause them to wander away from their home/caregiver. He explained that if family members/caregivers place tracking devices on the individuals, the Officers will have detectors to help find them. Chief Stiles noted that initial funding will be provided by Lehigh Valley Health Network, but they will be reaching out to other members of the community for additional monies. He stated that there is a cost to family members/caregivers for the devices, but he is hoping to raise enough funds in order to provide the devices to people in need

ADJOURNMENT

Commissioner Martucci made a Motion to adjourn the Meeting. Seconded by Commissioner Brinton. The time was 7:44 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 14, 2016.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL