

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
November 22, 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 Mr. Randy Soriano, 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
Cathy Bonaskiewich, Assistant Township Manager/Finance Director
John Andreas, Director of Public Works
Allen Stiles, Chief of Police
Don Sabo, Police Sergeant
Cynthia Sopka, Director of Planning & Zoning
Sandy Nicolo, Code Enforcement Officer
John Ashley, Esquire, Township Solicitor
David Tettermer, rep of Keystone Consulting Engineers, Township Engineer

NOTIFICATION

Mr. Soriano 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. Mr.

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

Mr. Soriano 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. Mr. Soriano added that the speaker can choose not to list his/her address; however, it is preferred that the speaker announces if he or she is a Township resident. He noted that if a resident does not divulge his or her address, it may impair the Township in administrative follow-ups on a particular issue.

APPROVAL OF THE FINANCIAL REPORT AND LIST OF BILLS PAYABLE

Motion by Commissioner Martucci, seconded by Commissioner Ackerman, to approve the unaudited Financial Report for the period ending October 31, 2016, and the list of Bills Payable for the period 11/5/2016-11/18/2016, broken down as follows:

\$192,109.14 = GENERAL
\$3,666.76 = FIRE
\$0 = LIBRARY
\$24,180.63 = WATER
\$17,881.76 = SEWER
\$310.13 = REFUSE & RECYCLING
\$14,327.53= HIGHWAY AID
\$1,000.00 = SUBDIVISION & ESCROW
\$253,475.95 = 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

November 10, 2016

Commissioner Brown noted a correction on page 3. Commissioner Brown declared the Minutes of November 10, 2016 accepted with the correction.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

None.

MOTIONS

Motion to approve the advertisement of the 2017 proposed Budget.

Mr. Soriano explained that in accordance with the First-Class Code, the Township must meet the 20-day inspection period for the public. He noted that the Budget review process does not stop and the Board can continue to revise it based on comments, but the public inspection must be approved.

Motion by Commissioner Martucci, seconded by Commissioner Seagreaves, to approve the advertisement of the 2017 proposed Budget.

Roll Call:

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

The Motion passed by 5-0.

A discussion ensued about the proposed Budget.

Commissioner Martucci commented that while this year’s Budget does not call for a tax increase, there might be a need for one in the near future.

Commissioner Brinton inquired about the “Consulting Fees” listed in the Budget for the Laubach/Franko/Lindberg Master Site Plans. Ms. Bonaskiewich explained that the grant monies cover the actual construction of the parks, not the fees incurred by the consultants.

Commissioner Brinton expressed concerns about the hiring of a Finance Director. Mr. Soriano explained that instead of Ms. Bonaskiewich occupying both positions, the Township’s organizational chart lists each as stand-alone positions.

Commissioner Ackerman expressed concerns about continuing to use the Fund Balance.

It was the consensus of the Board to continue Budget discussions at future meetings.

PRIVILEGE OF THE FLOOR

Mr. John Snyder of 813 Euclid Avenue expressed concerns about leaf collection in his area. Mr. Andreas stated that there are two crews working through the Township and they will continue collection as long as the weather permits.

A discussion ensued about the undertaking of an efficiency study, encompassing all departments of the Township. Ms. Bonaskiewich commented that no steps have been taken to secure a company until the Budget is adopted. Commissioner Ackerman requested that the Township obtain prices from different consulting firms.

Commissioner Brown announced that an Executive Session will be held to discuss litigation matters.

ADJOURNMENT

Commissioner Brinton made a Motion to adjourn the Meeting. Seconded by Commissioner Ackerman. The time was 8:10 p.m.

Respectfully submitted,

Randy Soriano
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on November 22, 2016.

Approved and certified on this date:

Randy Soriano

Date: _____

SEAL