

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
January 12, 2017  
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 announced that the Board will hold an Executive Session with Chief Stiles to discuss Corporal promotions.

Commissioner Brown stated that the Board will hold another Executive Session at the conclusion of the Workshop to discuss personnel and legal matters.

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  
Cynthia Sopka, Director of Planning & Zoning  
Sandy Nicolo, Code Enforcement Officer  
John Ashley, Esquire, Township Solicitor  
David Tettemer, rep 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. She 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. Ms. Bonaskiewich 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 LIST OF BILLS PAYABLE**

Ms. Bonaskiewich noted that while the total Bills List looks larger than normal, it does include bills that were approved as part of the Agenda at the last meeting for the various construction projects.

**Motion by Commissioner Ackerman, seconded by Commissioner Martucci, to the list of Bills Payable for the period 12/17/2016-1/6/2017, broken down as follows:**

\$626,649.95 = GENERAL  
\$40,339.80 = FIRE  
\$40,779.50 = LIBRARY  
\$557,770.75 = WATER  
\$195,030.50 = SEWER  
\$92,149.47 = REFUSE & RECYCLING  
\$14,584.10 = HIGHWAY AID  
\$694.17 = SUBDIVISION & ESCROW  
**\$1,567,998.24 = 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 22, 2016**

Commissioner Brown declared the Minutes of December 22, 2016 accepted as presented.

**NEW BUSINESS**

**ORDINANCES**

None.

**RESOLUTIONS**

**Appointment of Primary and Alternate Sewage Enforcement Officers for 2017.**

Ms. Bonaskiewich commented that there are no proposed changes – Mr. Scott Bieber with Lehigh Soils and Wetlands will continue to be the Primary Officer and individuals from both Keystone Consulting Engineers and Hanover Engineering will act as alternates.

**Motion by Commissioner Martucci, seconded by Commissioner Brinton, to accept Resolution No. 01-2017-1554, appointing Primary and Alternate Sewage Enforcement Officers for 2017.**

**Roll Call:**

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

**The Motion passed by 5-0.**

The Board convened into an Executive Session.

**MOTIONS**

**Appoint Corporals (4) from Promotional Eligibility List.**

**Motion by Commissioner Brinton, seconded by Commissioner Martucci, to promote Officer Christopher Casey to the rank of Corporal.**

**Roll Call:**

COMMISSIONER ACKERMAN – YES  
COMMISSIONER SEAGREAVES – YES

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

**The Motion passed by 5-0.**

**Motion by Commissioner Brinton, seconded by Commissioner Brown, to promote Officer Bryan Losagio to the rank of Corporal.**

**Roll Call:**

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

**The Motion passed by 5-0.**

**Motion by Commissioner Brinton, seconded by Commissioner Ackerman, to promote Officer Charles Whitehead to the rank of Corporal.**

**Roll Call:**

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

**The Motion passed by 5-0.**

**Motion by Commissioner Brinton, seconded by Commissioner Seagreaves, to promote Officer Budd Frankenfield to the rank of Corporal.**

**Roll Call:**

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

**The Motion passed by 5-0.**

Chief Stiles thanked the Board for their support. He noted that a formal swearing-in ceremony will take place at the next Board meeting on January 26, 2017.

Commissioner Brown stated that the promotions will be effective January 15, 2017.

**Appointments to various Boards and Commissions.**

**1. Planning Commission (4-year term)**

**a. Fifth Ward**

Commissioner Ackerman nominated Mr. Richard Schreiter. 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. Richard Schreiter to the Planning Commission for a term of four years.

**2. Zoning Hearing Board (5-year term)**

**a. Second Ward**

Commissioner Seagreaves nominated Mr. Edward Hare. 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 Mr. Edward Hare to the Zoning Hearing Board for a term of five years.

**3. Vacancy Board (1-year term)**

**a. One member**

Commissioner Brown nominated Mr. Dan Moyer (4<sup>th</sup> Ward). 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 Mr. Dan Moyer to the Vacancy Board for a term of one year.

**4. Environmental Advisory Council (3-year term)**

**a. Second Ward**

The nomination has been tabled for a future meeting.

**b. Third Ward**

Commissioner Brinton nominated Ms. Jane Benning. 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. Jane Benning to the Environmental Advisory Council for a term of three years.

**5. Recreation Advisory Committee (5-year term)**

**a. Fifth Ward**

Commissioner Ackerman nominated Mr. Frank McCullough. 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. Frank McCullough to the Recreation Advisory Committee for a term of five years.

**6. Building Code Board of Appeals (5-year term)**

**a. Second Ward**

The nomination has been tabled for a future meeting.

**Lehigh Valley Road Runners Event – February 5<sup>th</sup>, 2017**

Ms. Bonaskiewich noted that as in previous years, the Lehigh Valley Road runners have requested to hold their Super Bowl Race in the Township on February 5, 2017. She commented that neither Chief Stiles or Mr. Andreas had any issues with the request.

**Motion by Commissioner Brinton, seconded by Commissioner Martucci, to approve the request from Lehigh Valley Road Runners to hold a race in the Township on February 5<sup>th</sup>, 2017, contingent on the signing of a hold-harmless agreement and providing the Township with a Certificate of Insurance.**

**Roll Call:**

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

**The Motion passed by 5-0.**

**Motion by Commissioner Brown, seconded by Commissioner Martucci, to appoint Ms. Cathy Bonaskiewich to Acting Township Manager, effective December 12, 2016.**

**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. Sandy Nicolo stated that he has been going through neighborhoods on the west side of the Township after noticing numerous street trees that have been removed. He commented that he has sent 42 notices out to residents who took the trees down without informing the Township. Mr. Nicolo noted that he will be going through the Township systematically to look for street trees that need to be replanted.

A discussion ensued regarding PPL cutting street trees because they are in PPL's right-of-way. Mr. Nicolo stated that he will take those instances on a case-by-case basis.

Chief Stiles announced that Coffee with a Cop will take place on January 20<sup>th</sup>, 2017 at 9:30 am at Francesco's Italian Ristorante. He thanked Francesco's, Vallos Bakery and Daisy Hill Market for their support.

Chief Stiles displayed three airsoft guns the Police Department have recovered during traffic stops. He stated that they look like real guns because the identifying orange markings have been removed. Chief Stiles opined that fake guns pose a dangerous situation for officers because they are taught to protect themselves and the public at all times. He emphasized that this is what officers have to deal with on a daily basis.

### **ADJOURNMENT**

Commissioner Brinton made a Motion to adjourn the Meeting. Seconded by Commissioner Martucci. The time was 7:50 p.m.

Respectfully submitted,

Cathy Bonaskiewich  
Acting Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on January 12, 2017.

Approved and certified on this date:

\_\_\_\_\_  
Cathy Bonaskiewich

Date: \_\_\_\_\_

SEAL