

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
June 22, 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 an Executive Session will take place after the Workshop to discuss personnel matters.

Commissioner Brown turned the proceedings over to Ms. Cathy Bonaskiewich, Township Manager.

ROLL CALL

Board Members Present:

James Brown, President
Robert Martucci, Jr., Vice-President
Debra Brinton, President Pro-Tempore
James Seagreaves
Joanne Ackerman – EXCUSED

Staff Present:

Cathy Bonaskiewich, 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
Genny Baillie, Recreation Director
John Ashley, Esquire, rep of Davison & McCarthy, Township Solicitor
David Tettermer, 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 FINANCIAL REPORT AND LIST OF BILLS PAYABLE

Ms. Bonaskiewich stated that there was a correction on page three of the bill's list for an invoice from Messick's in the amount of \$730.46. She explained that it was a system date-error because the invoice appeared on the previous bill's list. The revised total is \$444,853.63

Motion by Commissioner Brinton, seconded by Commissioner Seagreaves, to approve the unaudited Financial Report for the period ending May 31, 2017 and the list of Bills Payable for the period 6/3/2017-6/16/2017, broken down as follows:

\$140,793.66 = GENERAL
\$,1007.49 = FIRE
\$1.80 = LIBRARY
\$149,243.57 = WATER
\$139,790.20 = SEWER
\$67.20 = REFUSE & RECYCLING
\$13,950.01 = HIGHWAY AID
\$444,853.63 = GRAND TOTAL ALL FUNDS

Roll Call:

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

The Motion passed by 4-0.

MINUTES

June 8, 2017

Commissioner Brown declared the Minutes of June 8, 2017 accepted as presented.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

Resolution to appoint Animal Control Officer with annual compensation rate of \$10,000.

Ms. Bonaskiewich stated that Mr. Michael Sinko, the Township's Maintenance Custodian, has been filling the role of Animal Control Officer since Mr. Durner's passing in December, and she recommends him for the appointment.

Motion by Commissioner Martucci, seconded by Commissioner Brinton, to appoint Mr. Michael Sinko to the position of Animal Control Officer with an annual compensation rate of \$10,000.

Roll Call:

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

The Motion passed by 4-0.

Mr. Sinko was sworn-in by Chief Stiles and Commissioner Brown. Mr. Sinko thanked the Board for the opportunity to add the responsibility of Animal Control Officer to his duties.

MOTIONS

Motion to accept the Bid received on June 12, 2017 for the Water Main (Edgemont, Meadowbrook & Bellair) and Sewer Force Main (Cardinal) Replacement Projects from Michael. F. Ronca & Sons, Inc. in the amount of \$841,000.

Ms. Bonaskiewich stated that the Township Engineer has reviewed the bid and is recommending the award go to Michael F. Ronca & Sons, Inc.

Motion by Commissioner Seagreaves, seconded by Commissioner Brinton, to accept the Bid received on June 12, 2017 for the Water Main (Edgemont, Meadowbrook & Bellair)

and Sewer Force Main (Cardinal) Replacement Projects from Michael. F. Ronca & Sons, Inc. in the amount of \$841,000.

Roll Call:

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

The Motion passed by 4-0.

PRIVILEGE OF THE FLOOR

Mr. Robert Agonis of 1189 Meadowbrook Circle W inquired about the scheduling of the water meter replacement project. Mr. Andreas explained that the contractor was recently awarded the bid at the June 8th meeting and they must get their bond and insurance information and have a pre-construction meeting. He noted that he anticipates the work to start in about a month.

Mr. Nicolo stated that the Township received a positive response from the DEP for the MS4 progress report. Mr. Tetteimer added that the letter received by DEP was “exceptional” and noted that the Township should be pleased with Mr. Nicolo’s work as the MS4 Coordinator.

ADJOURNMENT

Commissioner Martucci made a Motion to adjourn the Meeting. Seconded by Commissioner Brinton. The time was 7:19 p.m.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on June 22, 2017.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____