

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
October 26, 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 Martucci asked everyone to rise and recite the Pledge of Allegiance, followed by a short period of silence and reflection.

CALL TO ORDER

Commissioner Martucci called the meeting to order at 7:00 p.m.

Commissioner Martucci stated that an Executive Session will take place after the Workshop to discuss legal matters.

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

ROLL CALL

Board Members Present:

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

Staff Present:

Cathy Bonaskiewich, Township Manager
Paul Ziegenfus, 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, MS4 Coordinator
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 commented related to non-agenda items will be taken after the agenda has been satisfied.

Ms. Bonaskiewich reminded everyone of the three-minutes rule and asked that anyone who wishes to speak, come to the podium, announce oneself, and sign-in with name and address so as to assist Township administration with follow-ups.

APPROVAL OF THE FINANCIAL REPORT AND LIST OF BILLS PAYABLE

Motion by Commissioner Brinton, seconded by Commissioner Ackerman, to approve the unaudited Financial Report for the period ending September 30, 2017 and the list of Bills Payable for the period 10/7/2017-10/20/2017, broken down as follows:

\$169,389.63 = GENERAL
\$18,081.30 = FIRE
\$0 = LIBRARY
\$220,152.39 = WATER
\$8,789.79 = SEWER
\$720.35 = REFUSE & RECYCLING
\$190.46 = HIGHWAY AID
\$417,567.92 = GRAND TOTAL ALL FUNDS

Roll Call:

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

The Motion passed by 4-0.

MINUTES

October 12, 2017

Commissioner Martucci declared the Minutes of October 12, 2017 accepted as presented.

NEW BUSINESS

ORDINANCES

Zoning Ordinance Amendment to include Medical Marijuana Facilities.

Ms. Bonaskiewich stated that since the Public Hearing was held on October 12, 2017, the Board should be ready to act on the Ordinance amendment.

Motion by Commissioner Brinton, seconded by Commissioner Seagreaves, to adopt Ordinance No. 10-2017-614, amending the Zoning Ordinance to include Medical Marijuana Facilities.

Roll Call:

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

The Motion passed by 4-0.

RESOLUTIONS

Resolution designating delegates authorized to assign fund balances per GASB.

Ms. Bonaskiewich explained that since the two positions of Finance Director and Township Manager have recently changed, the Township needs to update the Resolution to reflect the new information.

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to adopt Resolution No. 10-2017-1580, designating delegates authorized to assign fund balances per GASB.

Roll Call:

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

The Motion passed by 4-0.

MOTIONS

Motion to authorize Payment No. 1 to In-Line Services, in the amount of \$40,256.25, for work associated with the Water Meter Replacement Project.

Mr. Andreas commented that most residents are doing well with scheduling appointments and the contractor is approximately one-third of the way through the Township.

Commissioner Ackerman noted that her water meter replacement went smoothly and she was pleased with the contractor.

Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to authorize Payment No. 1 to In-Line Services, in the amount of \$40,256.25, for work associated with the Water Meter Replacement Project.

Roll Call:

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

The Motion passed by 4-0.

Motion to authorize Payment No. 2 – FINAL – to Standard Pipe Services, LLC, in the amount of \$37,896.35, for work associated with the Main Line Cured-In-Place Pipe Lining Project.

Mr. Tetterer reminded the Board that the work took place 2016 and this represents the final payment to the contractor.

Motion by Commissioner Brinton, seconded by Commissioner Ackerman, to authorize Payment No. 2 – FINAL – to Standard Pipe Services, LLC, in the amount of \$37,896.35, for work associated with the Main Line Cured-In-Place Pipe Lining Project.

Roll Call:

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

The Motion passed by 4-0.

Motion to accept the resignation of Mr. Stephen McKitish from the Planning Commission.

Ms. Bonaskiewich stated that the Township received notice from Mr. McKitish that he is stepping down from his position on the Planning Commission. Ms. Bonaskiewich noted that Mr. McKitish is willing to continue to serve until a suitable replacement is found.

The Board thanked Mr. McKitish for his years of service.

Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to accept the resignation of Mr. Stephen McKitish from the Planning Commission.

Roll Call:

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

The Motion passed by 4-0.

PRESENTATION

Eagle Scout Project Presentation by Ryan Sinko – proposing to erect a kiosk at the Municipal Building stormwater basin.

Eagle Scout candidate Ryan Sinko proposed to erect a kiosk at the front of the Municipal Building for the purpose of displaying the kinds of plants that will be in the stormwater basin and their impact on the animals and environment. Mr. Sinko requested that the Township fund the project at a cost of \$400. He noted that if any money is left over, he and his troop would like to build an owl house and a bat house around the basin as well. Mr. Sinko also thanked Chief Stiles for donating the bulletin board for the kiosk.

Ms. Bonaskiewich stated that Mr. Sinko has presented the information to the Environmental Advisory Council and they are willing to use monies in their budget to fund the kiosk.

Motion by Commissioner Brinton, seconded by Commissioner Ackerman, to allocate money from the budget for the Eagle Scout project as well as grant permission for Mr. Sinko to be on Township property.

Roll Call:

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

The Motion passed by 4-0.

PRIVILEGE OF THE FLOOR

Chief Stiles announced that he attended the International Chiefs of Police conference in Philadelphia earlier in the week and found the classes very informative. He thanked the Board for the opportunity to attend.

Ms. Bonaskiewich commented that the next regularly scheduled meeting falls on Thursday, November 23, which is Thanksgiving, so the meeting will instead be held on Tuesday, November 21, 2017.

ADJOURNMENT

Commissioner Ackerman made a Motion to adjourn the Meeting. Seconded by Commissioner Seagreaves. The time was 7:24 p.m.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on October 26, 2017.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL