

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
November 21, 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 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

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
Kevin Soberick, 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 Ackerman, seconded by Commissioner Martucci, to approve the unaudited Financial Report for the period ending October 31, 2017 and the list of Bills Payable for the period 11/4/2017-11/17/2017, broken down as follows:

\$236,456.36 = GENERAL
\$3,788.31 = FIRE
\$0 = LIBRARY
\$235,076.42 = WATER
\$15,408.56 = SEWER
\$1,261.03 = REFUSE & RECYCLING
\$195.12 = HIGHWAY AID
\$267,924.73 = 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 9, 2017

Commissioner Brown declared the Minutes of November 9, 2017 accepted as presented.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

None.

MOTIONS

Motion to enter into a Lease Agreement with Mrs. Valentine Durner.

Ms. Bonaskiewich explained that the Lease Agreement is a timely renewal with some amendments. She noted that the term will be a length of 18 months, running from December 1st, 2017 through May 31st, 2019, but will then continue on a yearly basis.

Motion by Commissioner Martucci, seconded by Commissioner Seagreaves, to enter into a Lease Agreement with Mrs. Valentine Durner.

Roll Call:

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

The Motion passed by 5-0.

Motion to Approve Memorandum of Understanding (MOU) between the Township and Salisbury School District for the use of a School Resource Officer.

Ms. Bonaskiewich stated that the Township and the School District have been engaged in the School Resource Officer program for several years, and the MOU is up for bi-annual renewal.

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to approve the Memorandum of Understanding (MOU) between the Township and Salisbury School District for the use of a School Resource Officer.

Roll Call:

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

The Motion passed by 5-0.

Motion to Advertise the Public Inspection Period for the Proposed 2018 Budget.

Mr. Ziegenfus provided the Board with a brief summary of the proposed 2018 Budget. He noted that Budget discussions will continue until the final vote at the Board meeting on December 28th, 2017.

Motion by Commissioner Martucci, seconded by Commissioner Ackerman, to advertise the Public Inspection Period for the proposed 2018 Budget.

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. Brown thanked the Department of Public Works for their efforts with the leaf collection process.

Ms. Cynthia Sopka announced that the kiosk at the Municipal stormwater basin has been completed by Eagle Scout candidate, Mr. Ryan Sinko. She provided the Board with pictures and noted that bat houses were also constructed.

Mr. Ziegenfus stated that the Township put out a RFP for audit services and has received five proposals. He noted that they will be conducting interviews and expects to have a decision by the first Board meeting in January.

ADJOURNMENT

Commissioner Brinton made a Motion to adjourn the Meeting. Seconded by Commissioner Martucci. The time was 7:13 p.m.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on November 21, 2017.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL