

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
January 2, 2018
REORGANIZATION MEETING – 6:00 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.

OATH OF OFFICE – The Honorable Michael Pochron, District Judge

Commissioner-Elect – James Seagreaves (Ward 2)

Commissioner-Elect – Rodney Conn (Ward 4)

Tax Collector – Linda Minger – EXCUSED

Members Attending:

Robert Martucci, Jr.

Debra Brinton

James Seagreaves

Joanne Ackerman

Rodney Conn

Staff Attending:

Cathy Bonaskiewich, Township Manager

Paul Ziegenfus, Director of Finance - EXCUSED

John Andreas, Director of Public Works

Allen Stiles, Chief of Police

Cynthia Sopka, Director of Planning and 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

CALL TO ORDER

Following the swearing-in ceremony, Ms. Bonaskiewich called the meeting to order at 6:05 pm.

PLEDGE OF ALLEGIANCE FOLLOWED

NOTIFICATION

Ms. Bonaskiewich informed the attendees that all sessions of the Salisbury Township Board of Commissioners 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.

ELECTION OF OFFICERS

Ms. Bonaskiewich stated that the Commissioners need to nominate and elect the officers for 2018.

Commissioner Ackerman made a motion to open the nominations. Commissioner Conn seconded the motion.

1. President

Commissioner Ackerman made a motion to nominate Commissioner Brinton for President of the Board of Commissioners.

Commissioner Seagreaves made a motion to nominate Commissioner Martucci for President of the Board of Commissioners.

Commissioner Conn made a motion to close the nominations for President. Commissioner Seagreaves seconded the motion.

A roll call vote was taken for the office of President:

Commissioner Ackermann – BRINTON
Commissioner Seagreaves – MARTUCCI
Commissioner Brinton – BRINTON
Commissioner Martucci – MARTUCCI
Commissioner Conn – MARTUCCI

The Board voted 3-2 to approve the nomination of Commissioner Martucci for the President of the Board of Commissioners.

Commissioner Martucci, newly elected President, presided over the remainder of the meeting.

2. Vice-President

Commissioner Conn made a motion to open the nominations for Vice-President. Commissioner Brinton seconded the motion.

Commissioner Ackerman made a motion to nominate Commissioner Brinton for Vice-President of the Board of Commissioners.

Commissioner Martucci made a motion to nominate Commissioner Seagreaves for Vice-President of the Board of Commissioners.

Commissioner Seagreaves made a motion to close the nominations for Vice-President. Commissioner Conn seconded the motion.

A roll call vote was taken for the office of Vice-President:

Commissioner Ackerman – BRINTON
Commissioner Seagreaves – BRINTON
Commissioner Conn – BRINTON
Commissioner Brinton – BRINTON
Commissioner Martucci – SEAGREAVES

The Board voted 4-1 to approve the nomination of Commissioner Brinton for Vice-President of the Board of Commissioners.

3. President Pro-Tempore

Commissioner Ackerman made a motion to open the nominations for President Pro-Tempore. Commissioner Brinton seconded the motion.

Commissioner Ackerman made a motion to nominate Commissioner Seagreaves for President Pro-Tempore of the Board of Commissioners. Commissioner Brinton seconded the motion.

Commissioner Martucci made a motion to close the nominations for President Pro-Tempore. Commissioner Brinton seconded the motion.

A roll call vote was taken for the office of President Pro-Tempore:

Commissioner Ackerman – SEAGREAVES
Commissioner Seagreaves – SEAGREAVES
Commissioner Con – SEAGREAVES
Commissioner Brinton – SEAGREAVES
Commissioner Martucci – SEAGREAVES

The Board voted 5-0 to approve the nomination of Commissioner Seagreaves for President Pro-Tempore of the Board of Commissioners.

APPOINTMENTS – BY RESOLUTION

1. Township Secretary

Commissioner Brinton made a motion to appoint Ms. Cathy Bonaskiewich, Township Manager, as Township Secretary. Commissioner Seagreaves seconded the motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Seagreaves – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Conn – YES

The Board voted 5-0 to approve the appointment of Ms. Cathy Bonaskiewich as Township Secretary.

2. Assistant Township Secretary

Commissioner Conn made a motion to appoint Ms. Shemaine Wilson as Assistant Township Secretary. Commissioner Seagreaves seconded the motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Seagreaves – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Conn – YES

The Board voted 5-0 to approve the appointment of Ms. Shemaine Wilson as Assistant Township Secretary.

3. Township Treasurer

Commissioner Brinton made a motion to appoint Ms. Linda Minger as Township Treasurer. Commissioner Ackerman seconded the motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Seagreaves – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Conn – YES

The Board voted 5-0 to approve the appointment of Ms. Linda Minger as Township Treasurer.

4. Assistant Township Treasurer

Commissioner Conn made a motion to appoint Ms. Cathy Bonaskiewich as Assistant Township Treasurer. Commissioner Brinton seconded the motion.

A roll call vote was taken:

Commissioner Ackerman – YES

Commissioner Seagreaves – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Conn – YES

The Board voted 5-0 to approve the appointment of Ms. Cathy Bonaskiewich as Assistant Township Treasurer.

5. Township Solicitor

Commissioner Seagreaves made a motion to appoint Mr. John Ashley, Esquire, member of Davison & McCarthy, as Township Solicitor. The motion was seconded by Commissioner Conn.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Seagreaves – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Conn – YES

The Board voted 5-0 to approve the appointment of Mr. John Ashley, Esquire as Township Solicitor.

6. Township Engineer

Commissioner Brinton made a motion to appoint Keystone Consulting Engineers (Dave Tettermer, representative) as Township Engineer. The motion was seconded by Commissioner Ackerman.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Seagreaves – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Conn – YES

The Board voted 5-0 to approve the appointment of Keystone Consulting Engineers (Dave Tettermer, representative) as Township Engineer.

7. Alternate Township Engineer

Commissioner Conn made a motion to appoint Hanover Engineering Associates as Alternate Township Engineer. The motion was seconded by Commissioner Seagreaves.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Seagreaves – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Conn – YES

The Board voted 5-0 to approve the appointment of Hanover Engineering Associates as Alternate Township Engineer.

8. Sewage Enforcement Officer and Alternate Sewage Enforcement Officers

Commissioner Seagreaves made a motion to appoint Mr. Scott Bieber to serve as Primary Sewage Enforcement Officer and to appoint as Alternate Sewage Enforcement Officer(s): Charyn Ayoub of Lehigh Soils and Wetlands; Gregory C. Gray (03945), Christopher A. Taylor (03138), and Jacob A. Schray (03134) of Hanover Engineering Associates. The motion was seconded by Commissioner Brinton.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Seagreaves – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Conn – YES

The Board voted 5-0 to approve the appointment of Mr. Scott Bieber as Primary Sewage Enforcement Officer and to appoint as Alternate Sewage Enforcement Officer (s): Charyn Ayoub of Lehigh Soils and Wetlands; Gregory C. Gray (03945), Christopher A. Taylor (03138), and Jacob A. Schray (03134) of Hanover Engineering Associates.

9. Township Building Code Official

Commissioner Seagreaves made a motion to appoint Code Master Inspection Services as the Township Building Code Official. The motion was seconded by Commissioner Brinton.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Seagreaves – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Conn – YES

The Board voted 5-0 to approve the appointment of Code Master Inspection Services as the Township Building Code Official.

10. Township Flood Plain Administrator

Commissioner Conn made a motion to appoint Ms. Cynthia Sopka as the Township Flood Plain Administrator. The motion was seconded by Commissioner Brinton.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Seagreaves – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Conn – YES

The Board voted 5-0 to approve the appointment of Ms. Cynthia Sopka as the Township Flood Plain Administrator.

APPOINTMENTS – BY MOTION

1. Planning Commission (4 year term)

a. First Ward

Commissioner Martucci nominated Mr. Richard Hassick. Commissioner Conn seconded the motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Seagreaves – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Conn – YES

The Board voted 5-0 to approve the appointment of Mr. Richard Hassick to the Planning Commission for a term of four years.

b. Third Ward – unexpired term ending 1/1/2020

Commissioner Brinton nominated Mr. Mark Kijak. Commissioner Martucci seconded the motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Seagreaves – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Conn – YES

The Board voted 5-0 to approve the appointment of Mr. Mark Kijack to the Planning Commission to fill the unexpired term ending 1/1/2020.

c. Third Ward (Alternate)

Commissioner Brinton nominated Ms. Jessica Klocek. Commissioner Martucci seconded the motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Seagreaves – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Conn – YES

The Board voted 5-0 to approve the appointment of Ms. Jessica Klocek to the Planning Commission for a term of four years.

d. Fourth Ward

Commissioner Conn nominated Mr. Glenn Miller. Commissioner Brinton seconded the motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Seagreaves – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Conn – YES

The Board voted 5-0 to approve the appointment of Mr. Glenn Miller to the Planning Commission for a term of four years.

2. Zoning Hearing Board (5-year term)

a. Fourth Ward

Commissioner Conn nominated Mr. Joseph Kovach. Commissioner Martucci seconded the Motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Seagreaves – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Conn – YES

The Board voted 5-0 to approve the appointment of Mr. Joseph Kovach to the Zoning Hearing Board for a term of five years.

b. Fifth Ward – unexpired term ending 1/1/2019

Commissioner Ackerman nominated Mr. Kent Herman. Commissioner Conn seconded the motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Seagreaves – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Conn – YES

The Board voted 5-0 to approve the appointment of Mr. Kent Herman to the Zoning Hearing Board to fill the unexpired a term ending 1/1/2019.

3. Civil Service Commission (6-year term)

a. One Member

Commissioner Martucci nominated Mr. Samuel Darrohn. Commissioner Conn seconded the motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Seagreaves – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Conn – YES

The Board voted 5-0 to approve the appointment of Mr. Samuel Darrohn to the Civil Service Commission for a term of six years.

4. Vacancy Board (1-year term)

a. One member

Commissioner Ackerman nominated Mr. Dan Moyer (4th Ward). Commissioner Seagreaves seconded the motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Seagreaves – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Conn – YES

The Board voted 5-0 to approve the appointment of Mr. Dan Moyer to the Vacancy Board for a term of one year.

5. Environmental Advisory Council (3-year term)

a. Fourth Ward

The motion was tabled.

b. Fifth Ward

Commissioner Ackerman nominated Mr. Ed Olearczyk. Commissioner Seagreaves seconded the motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Seagreaves – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Conn – YES

The Board voted 5-0 to approve the appointment of Mr. Ed Olearczyk to the Environmental Advisory Committee for terms of three years.

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

a. Third Ward

Commissioner Brinton appointed Mr. Chet DiRomualdo. Commissioner Seagreaves seconded the motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Seagreaves – YES
Commissioner Brinton – YES
Commissioner Martucci – YES
Commissioner Conn – YES

The Board voted 5-0 to approve the appointment of Mr. Chet DiRomualdo to the Building Code Board of Appeals for a term of five years.

NEW BUSINESS

RESOLUTIONS

Setting the Tax Collector Bond Amount.

Ms. Bonaskiewich explained that setting a bond amount is done collectively throughout the county. She noted the Township's share is \$13,580,000.

Motion by Commissioner Conn, seconded by Commissioner Brinton, to adopt Resolution No. 01-2018-1587, setting the Tax Collector Bond Amount.

Roll Call:

COMMISSIONER ACKERMAN – YES
COMMISSIONER SEAGREAVES – YES
COMMISSIONER BRINTON – YES
COMMISSIONER MARTUCCI – YES
COMMISSIONER CONN – YES

The Motion passed by 5-0.

Commissioner Martucci stated that the Board will convene into an Executive Session regarding personnel matters.

The Board reconvened and made the following Motions:

Motion by Commissioner Martucci, seconded by Commissioner Seagreaves, to determine that Budd Frankenfield did not successfully complete the probationary requirements of the rank of Corporal and is being returned to the rank of patrol officer, effective January 3, 2018.

Roll Call:

COMMISSIONER ACKERMAN – YES
COMMISSIONER SEAGREAVES – YES
COMMISSIONER BRINTON – YES
COMMISSIONER MARTUCCI – YES
COMMISSIONER CONN – YES

The Motion passed by 5-0.

Motion by Commissioner Conn, seconded by Commissioner Brinton, to authorize the Civil Service Commission to formulate a new promotional eligibility list for the replacement of two Corporals.

Roll Call:

COMMISSIONER ACKERMAN – YES
COMMISSIONER SEAGREAVES – YES
COMMISSIONER BRINTON – YES
COMMISSIONER MARTUCCI – YES
COMMISSIONER CONN – YES

The Motion passed by 5-0.

Motion by Commissioner Seagreaves, seconded by Commissioner Conn, to authorize the Civil Service Commission to formulate a new eligibility list to move ahead with hiring two patrol officers.

Roll Call:

COMMISSIONER ACKERMAN – YES
COMMISSIONER SEAGREAVES – YES
COMMISSIONER BRINTON – YES
COMMISSIONER MARTUCCI – YES
COMMISSIONER CONN – YES

The Motion passed by 5-0.

COURTESY OF THE FLOOR

Commissioner Ackerman announced that she is stepping down as the Board liaison to the Environmental Advisory Council and Commissioner Conn will be the new representative.

ADJOURNMENT

Commissioner Brinton made a motion to adjourn the Meeting. Seconded by Commissioner Ackerman. The time was 6:52 p.m.

Respectfully submitted,

Cathy Bonaskiewich
Assistant Township Secretary

These constitute the official minutes of the Reorganization Meeting of the Board of Commissioners held on January 2, 2018.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL