

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
January 11, 2018
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 turned the proceedings over to Ms. Cathy Bonaskiewich, Township Manager.

ROLL CALL

Board Members Present:

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

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 - EXCUSED
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 LIST OF BILLS PAYABLE

Motion by Commissioner Brinton, seconded by Commissioner Ackerman, to approve the list of Bills Payable for the period 12/23/2017-1/5/2018, broken down as follows:

\$142,442.28 = GENERAL
\$54,399.56 = FIRE
\$15.52 = LIBRARY
\$13,696.51 = WATER
\$14,252.24 = SEWER
\$96,854.82 = REFUSE & RECYCLING
\$15,330.66 = HIGHWAY AID
\$336,991.59 = GRAND TOTAL ALL FUNDS

Roll Call:

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

The Motion passed by 5-0.

MINUTES

December 28, 2017 and January 2, 2018

Commissioner Martucci declared the Minutes of December 28, 2017 and January 2, 2018 accepted as presented.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

Appointment of Auditor (FY 2017-2019)

Ms. Bonaskiewich stated that after meeting with the two lowest responsible bidders, she is recommending the appointment of Kirk, Summa & Co., LLP.

Mr. Dale Kirk was present to address the Board. He stated that he has been performing government auditing since 1976 and is familiar with the First-Class Township Code. He noted that after meeting with Ms. Bonaskiewich and Mr. Ziegenfus, he feels comfortable and qualified to perform the audit.

Motion by Commissioner Ackerman, seconded by Commissioner Conn, to adopt Resolution No. 01-2018-1598, appointing Kirk, Summa & Co., LLP as Township Auditor for FY 2017-2019 with a cost not to exceed \$15,000.

Roll Call:

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

The Motion passed by 5-0.

MOTIONS

Motion to authorize Payment No. 4 to In Line Services, Inc. for the Water Meter Replacement Project, in the amount of \$68,087.45.

Motion by Commissioner Seagreaves, seconded by Commissioner Ackerman, to authorize Payment No. 4 to In Line Services, Inc. for the Water Meter Replacement Project, in the amount of \$68,087.45.

Roll Call:

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

The Motion passed by 5-0.

Motion to Authorize Payment No. 3 (FINAL) to Michael F. Ronca & Sons for the Water Main (Edgemont, Meadowbrook & Bellair) and Sewer Force Main (Cardinal) Replacement Projects, in the amount of \$318,322.24.

Ms. Bonaskiewich stated that this represents the final payment as no retainage has been held for the project.

Motion by Commissioner Conn, seconded by Commissioner Ackerman, to authorize Payment No. 3 (FINAL) to Michael F. Ronca & Sons for the Water Main (Edgemont, Meadowbrook & Bellair) and Sewer Force Main (Cardinal) Replacement Projects, in the amount of \$318,322.24.

Roll Call:

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

The Motion passed by 5-0.

PRIVILEGE OF THE FLOOR

Mr. Ziegenfus stated that he had an exit interview with the Auditor General for the Township's 2015-2016 pension audit, and there were no findings or areas of concern. He noted that the Auditor General's office will be emailing the final draft of audit.

ADJOURNMENT

Commissioner Seagreaves made a motion to adjourn the meeting. Seconded by Commissioner Brinton. The time was 7:12 p.m.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on January 11, 2018.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL