

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
March 22, 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 announced that an Executive Session will take place after the meeting to discuss a personnel matter.

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  
Sandy Nicolo, Code Enforcement Officer, MS4 Coordinator  
John Ashley, Esquire, rep of Davison & McCarthy, Township Solicitor  
David Tettemer, 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 Conn, to approve the unaudited Financial Report for the period ending February 28, 2018 and the list of Bills Payable for the periods 3/3/2018-3/16/2018, broken down as follows:**

\$132,298.49 = GENERAL  
\$13,122.69 = FIRE  
\$70,759.63 = WATER  
\$13,468.21 = SEWER  
\$2,917.15 = REFUSE & RECYCLING  
\$20,905.02 = HIGHWAY AID  
**\$253,471.19 = 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**

### **March 8, 2018**

Commissioner Martucci declared the Minutes of March 8, 2018 accepted as presented.

## **NEW BUSINESS**

## **ORDINANCES**

None.

## **RESOLUTIONS**

### **Resolution to amend the Fire Safety Inspection Fee Schedule.**

Ms. Bonaskiewich reminded the Board that the topic was discussed at the last Workshop meeting, and it is recommended to increase the fire inspection fees to better offset the costs of the program.

**Motion by Commissioner Conn, seconded by Commissioner Seagreaves, to adopt Resolution No. 03-2018-1605, updating the Fire Safety Inspection Fee Schedule.**

#### **Roll Call:**

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

**The Motion passed by 5-0.**

### **Resolution to revise the Township's Official Sewage Facilities Plan (Act 537 Plan) for the Land Development of Aaron Roche/Roche Painting.**

Ms. Bonaskiewich explained that as with any new development in the Township, the planning module for the Aaron Roche/Roche Painting must be reviewed for conformity to the Township's Act 537 Plan (official sewage plan). She noted that the project has been deemed to be consistent with the Plan, and a Resolution is required as part of the Township's application for official Sewage Plan Revision to incorporate the new development.

**Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to adopt Resolution No. 03-2018-1604, revising the Township's Official Sewage Facilities Plan (Act 537 Plan) for the Land Development of Aaron Roche/Roche Painting.**

#### **Roll Call:**

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

**The Motion passed by 5-0.**

### **Resolution to Conditionally Approve the Swain School Grading Plan.**

Ms. Bonaskiewich commented that the Planning Commission has recommended that the Board consider conditional approval of the Swain School's grading plan for the soccer field. She noted that the Swain School is seeking three waivers from sections of SALDO related to stormwater controls, and it is beyond the scope of what the Planning Commission can approve.

Mr. Tettemer explained that in order for the Township to approve the grading plan, the Board must grant the SALDO waivers requested by the Swain School. He stated that the Swain School is required by DEP to install a rain garden (a detention basin), and they are requesting waivers for fencing, minimum basin slope and a basin liner. Mr. Tettemer noted that the plan has been reviewed and approved by the DEP. He stated that the only comment from the Planning Commission was that instead of granting a waiver to fencing around the entire basin, they suggested installing a small section of fence between the soccer field and the basin to keep soccer balls from going in it and kids running in after them. The Resolution would be granting three waivers with the exception of a section of fence between soccer field and basin.

**Motion by Commissioner Ackerman, seconded by Commissioner Conn, to adopt Resolution No. 03-2018-1606, to conditionally approve the Swain School Grading Plan with waivers as discussed.**

#### **Roll Call:**

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

**The Motion passed by 5-0.**

### **MOTIONS**

**None.**

### **PRIVILEGE OF THE FLOOR**

Phillip Armstrong, Lehigh County Executive, was present to introduce himself to the Board.

Commissioner Brinton thanked Mr. Rodney Wolfe for supplying a more detailed report for the St. Luke's Emergency Transport Services.

Commissioner Ackerman inquired about the decrease in funds from Lehigh Valley Hospital. Mr. Ziegenfus stated that the Township had budgeted more in hopes of an increase from the hospital; however, the hospital received tax exemptions from the County, which resulted in an

approximate \$33,000 loss to the Township. Commissioner Martucci suggested discussing the issue at a future Workshop.

Ms. Sopka stated that the Spotted Lanternfly Workshop was postponed until April 18<sup>th</sup>, 2018.

Mr. Tettermer noted that a waterline replacement project, encompassing Paxford Road, Maumee Avenue, and East Montgomery Street, will be going out to bid in the Spring. He stated that the Township will also request bids for cured-in-place pipe lining work that will take place in conjunction with other municipalities.

Chief Stiles reminded the Board that the Police Department will be playing in a fundraiser basketball game against the SYA Middle School and High School boys on March 24<sup>th</sup>, 2018.

Chief Stiles noted that they are working on hiring an Administrative Assistant and two new Police Officers.

Ms. Bonaskiewich stated that the Easter Egg Hunt scheduled for March 24<sup>th</sup>, 2018 at Lindberg Park has been cancelled due to the recent snow storm.

Ms. Bonaskiewich announced that GOALS approached the Township about holding another Adventure Race at Walking Purchase Park to be held at the end of April. She stated that the details will be taken care of in-house.

Ms. Bonaskiewich noted that Phases III & IV of the Lindberg Park Master Site Plan is scheduled to go out to bid in early April.

### **ADJOURNMENT**

Commissioner Ackerman made a motion to adjourn the meeting. Seconded by Commissioner Brinton. The time was 7:26 p.m.

Respectfully submitted,

Cathy Bonaskiewich  
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on March 22, 2018.

Approved and certified on this date:

\_\_\_\_\_  
Cathy Bonaskiewich

Date: \_\_\_\_\_

SEAL