

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
June 14, 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 noted that an Executive Session will be held after the Workshop to discuss legal and personnel matters.

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
Genny Baillie, Recreation Director
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

Commissioner Brinton inquired about the charges for Groundhog Lawn and Landscape. Mr. Nicolo stated that the bills reflect grass cutting violations and the Township will recoup the cost from the resident.

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to approve the list of Bills Payable for the period 5/19/18-6/8/18, broken down as follows:

\$173,024.74 = GENERAL
\$2,809.04 = FIRE
\$0 = LIBRARY
\$95,693.55 = WATER
\$24,736.60 = SEWER
\$98,055.78 = REFUSE & RECYCLING
\$16,894.93 = HIGHWAY AID
\$1,000.00 = SUBDIVISION & ESCROW
\$412,404.38 = 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

May 24, 2018

Commissioner Martucci declared the Minutes of May 24, 2018 accepted as presented.

NEW BUSINESS

ORDINANCES

Ordinance to amend the Schedule of Fees to include Utility Certification Fees.

Ms. Bonaskiewich stated that the Township would like to implement a certification fee to include any water, sewer, refuse fees, municipal liens or other assessments that may have been filed against any property in the Township. There is one fee of \$20 for each type of certification.

Motion by Commissioner Conn, seconded by Commissioner Seagreaves, to adopt Ordinance No. 06-2018-617, amending the Schedule of Fees to include Utility Certification Fees.

Roll Call:

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

The Motion passed by 5-0.

RESOLUTIONS

None.

MOTIONS

Motion to accept the Bid received from Insituform Technologies, LLC on May 14, 2018 for the 2018 Sanitary Sewer System Rehabilitation Mainline Cured-In-Place Pipe Lining (CIPPL) Project.

Motion by Commissioner Seagreaves, seconded by Commissioner Conn, to accept the Bid received from Insituform Technologies, LLC on May 14, 2018 for the 2018 Sanitary Sewer System Rehabilitation Mainline Cured-In-Place Pipe Lining (CIPPL) Project, in the amount of \$318,798.29.

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 approve Change Order #1 for Lindberg Park Phase 4 contracted work.

Ms. Bonaskiewich stated that the concept of a splash pad was tentatively included in the final phase of development per the Master Plan for Lindberg Park. She explained that after having had the opportunity for further discussions and review with Mr. Andreas, Ms. Baillie and Chief Stiles about the concept, the consensus among the staff was that while an appealing idea, it is more than what is warranted or desired for a location like Lindberg Park.

Ms. Bonaskiewich noted that even though the splash pad equipment and installation was to be purchased outside of the bid work (at an estimated additional cost of about \$130,000), there was some prep work specified in Kobalt Construction's contracted Phase 4 work in the amount of \$4,320.00. A change order is needed to reduce the contract price.

Motion by Commissioner Ackerman, seconded by Commissioner Conn, to approve Change Order #1 for Lindberg Park Phase 4 contracted work, resulting in a \$4,320 reduction.

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 approve Payment #6 to In Line Services, LLC for the 2017 Water Meter Replacement Project in the amount of \$3,860.80.

Mr. Andreas stated that the project is substantially complete and the only item remaining is the release of retainage. He noted that the contractor should be satisfying as-built requirements in the near future.

Commissioner Seagreaves inquired if employees have noticed a difference in the time it takes to read meters. Mr. Andreas commented that it now takes two days to read the system as compared to two weeks.

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to approve Payment #6 to In Line Services, LLC for the 2017 Water Meter Replacement Project in the amount of \$3,860.80.

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 the Township Manager to write a Letter of Consent for Wildlands Conservancy to purchase 28-acre 'Kistler Tract' located in Salisbury Township.

Ms. Bonaskiewich explained that the Wildlands Conservancy is looking to purchase a 28-acre tract of land, referred to as the “Kistler Tract”, that lies at the base of the South Mountain in the Township. She noted that Wildlands Conservancy is seeking DECED grant funding and are in need of written consent from the municipality to meet the stipulations.

Commissioner Ackerman questioned the fate of the houses located within the tract. A representative from the Wildlands Conservancy in the audience stated that the houses are in the process of being subdivided and the land purchase will be around those houses.

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to authorize the Township Manager to write a Letter of Consent for Wildlands Conservancy to purchase the 28-acre 'Kistler Tract' located in Salisbury Township.

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

Commissioner Brinton reminded the Board that a Shredding Event will take place at the Salisbury High School on Saturday, June 16 from 9:00 a.m. – 11:00 a.m.

Commissioner Martucci noted that a resident on Lehigh Avenue contacted him regarding water drainage issues. A discussion ensued and Mr. Andreas and Commissioner Martucci agreed that the best solution was for the owner to clean out the drainage ditch.

Commissioner Martucci inquired about the results from the hydrology study of Laubach Park. Ms. Bonaskiewich noted that they will look into the report during a future workshop.

Commissioner Martucci stated that he received a call from a resident on Kern Street who expressed concerns about the condition of the road. Mr. Andreas stated that he will follow-up on the issue.

Chief Stiles stated that the Township is in the process of re-writing its current Fireworks Ordinance, originally put in place in 1988. He noted that it is out of date and unenforceable with the changes made in the State Law. Fireworks like firecrackers, roman candles, and bottle rockets are now available for sale and legal to use in PA. Chief Stiles noted that he will be providing a time recommendation in the Ordinance and residents will also abide by the State Laws in place. He does not anticipate completion by the July 4th holiday.

ADJOURNMENT

Commissioner Ackerman made a motion to adjourn the meeting. Seconded by Commissioner Brinton. The time was 7:22 p.m.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on June 14, 2018.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL