

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
August 9, 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 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 - EXCUSED
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 LIST OF BILLS PAYABLE

Motion by Commissioner Ackerman, seconded by Commissioner Conn, to approve the list of Bills Payable for the period 7/21/2018-8/3/2018, broken down as follows:

\$426,666.18 = GENERAL
\$513.64 = FIRE
\$0 = LIBRARY
\$175,360.51 = WATER
\$150,649.34 = SEWER
\$116,926.25 = REFUSE & RECYCLING
\$46,633.16 = HIGHWAY AID
\$1,000.00 = SUBDIVISION & ESCROW
\$917,804.81 = 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

July 26, 2018

Commissioner Martucci declared the Minutes of July 26, 2018 accepted as presented.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

None.

MOTIONS

Motion to award the Lindberg Park Phase 3 Electrical Bid received on July 25, 2018.

Ms. Bonaskiewich reminded the Board that the electrical work was part of the original bid, but in the initial go around, there were no electrical bids received. A minor modification to the scope of work was made by removing the trenching and excavation work, and it was re-bid on PennBid system.

Ms. Bonaskiewich stated that the bid documents submitted were reviewed by herself, URDC and Attorney Ashley, and they are recommending the award go to the lowest responsible bidder, MJF Electrical Contracting in the amount of \$59,375.00.

Commissioner Ackerman inquired as to who will be responsible for the trenching and excavation work. Ms. Bonaskiewich stated that it will be done by the General Contractor, Kobalt Construction.

Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to award the Lindberg Park Phase 3 Electrical Bid to MJF Electrical Contracting in the amount of \$59,375.00.

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 3 contracted work.

Ms. Bonaskiewich stated that the Change Order will add the trenching and excavation work to the General Contractor's scope of work, which will add \$20,500 to their contract.

Motion by Commissioner Seagreaves, seconded by Commissioner Conn, to approve Change Order #1 to Kobalt Construction for the Lindberg Park Phase 3 contracted work in the amount of \$20,500.

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 #1 to Kobalt Construction for the Lindberg Park Phase 4 contracted work in the amount of \$9,000.

Ms. Bonaskiewich noted that this payment reflects the mobilization work the contractor has done to date.

Mr. Robert Agonis of 1189 Meadowbrook Circle W inquired about the status of construction. Mr. Andreas stated that the contractor has installed erosion control measures, put in a tire cleaning zone, and prepped the area for the pickle ball court.

Motion by Commissioner Conn, seconded by Commissioner Ackerman, to approve Payment #1 to Kobalt Construction for the Lindberg Park Phase 4 contracted work in the amount of \$9,000.

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 #7 (Final) to In Line Services, LLC for the 2017 Water Meter Replacement Project in the amount of \$20,988.80.

Ms. Bonaskiewich stated that In Line Services did not get the necessary paperwork submitted to Mr. Andreas for review, so the Motion will be tabled for a future meeting.

Motion to accept the resignation of Kreg Ulery from the Environmental Advisory Council.

Ms. Bonaskiewich noted that Mr. Ulery has submitted a written resignation letter from the Environmental Advisory Council.

The Board and Ms. Sopka commented that he was a great asset to the Council and thanked him for his services.

Motion by Commissioner Conn, seconded by Commissioner Brinton, to accept with regret the resignation of Mr. Kreg Ulery from the Environmental Advisory Council.

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 Conn thanked the Department of Public Works for their cleanup efforts from the storm damage in his neighborhood.

Commissioner Brinton thanked the Police Department for the coordination of the National Night Out event on Tuesday, August 7th.

Commissioner Ackerman brought forth suggestions for the Drop-off Centers, which included: new signage, installing a three-sided enclosure for workers to sit during inclement weather, implementing the month of August to the Monday/Thursday evening hours, and adding the leaf drop-off option to Devonshire. Commissioner Ackerman also suggested adding a ramp to the grass bins because she believes them to be very high and cumbersome for the residents and workers to dump the grass. Ms. Bonaskiewich stated that she will follow-up on the issue, but the container rules are very specific.

A discussion ensued regarding the job description for the Drop-off Center operators. Ms. Bonaskiewich stated that as it stands, the employees are meant to check ID's for residency, send away commercial contractors and assist residents as needed.

Commissioner Martucci thanked the Police and Fire Departments, as well as the volunteers, for their work with National Night Out. Chief Stiles also thanked Detective Chris Casey for his coordination of the event.

Chief Stiles stated that the Via Marathon is schedule for September 9th and the Police Department will be helping with traffic in the area.

Commissioner Ackerman inquired about the allocation of the proceeds from National Night Out. Chief Stiles stated that some of it will go back into the Police Departments' funds for community events and some will go to the Recreation Committee as they helped with the cost of the inflatables.

ADJOURNMENT

Commissioner Brinton made a motion to adjourn the meeting. Seconded by Commissioner Ackerman. The time was 7:30 p.m.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on August 9, 2018.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL