

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
October 25, 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 FINANCIAL REPORT AND BILLS PAYABLE**

**Motion by Commissioner Conn, seconded by Commissioner Brinton, to approve the unaudited Financial Report for the period ending September 30, 2018 and list of Bills Payable for the period 10/6/2018-10/19/2018, broken down as follows:**

\$360,480.23 = GENERAL  
\$5,000.93 = FIRE  
\$0 = LIBRARY  
\$28,196.82 = WATER  
\$23,853.45 = SEWER  
\$10,623.18 = REFUSE & RECYCLING  
\$11,306.82 = HIGHWAY AID  
\$0.00 \_\_\_\_\_ = SUBDIVISION & ESCROW  
**\$442,416.77 = 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**

#### **October 11, 2018**

Commissioner Martucci declared the Minutes of October 11, 2018 accepted as presented.

### **NEW BUSINESS**

### **ORDINANCES**

**Ordinance Amending the Moving Permit Ordinance and Adopting the Rental Property Inspection Regulations.**

Ms. Bonaskiewich reminded the Board that the First Reading took place at the October 11, 2018 meeting, so this is the Second Reading and it would adopt the Ordinance. She noted that the Ordinance implements the Rental Property Inspection Program with all applicable regulations and it amends the Moving Permit section of the Ordinance to coincide with what is laid out in the Rental Property Inspection Ordinance.

Mr. Sean LaSalle, resident and President of Greater Lehigh Valley Realtors, stated that he supports the Ordinance but expressed concern regarding a section which requires the property owner to live within a twenty-mile radius of the home or being required to appoint a property management company. He believes the section restricts someone from their private property rights and suggested is eliminating the language.

Mr. Nicolo noted that his experience with landlords who live outside of the community is that they are not responsive, specifically with maintaining the outside of the property.

Ms. Bonaskiewich commented that the Ordinance does not require a formal property management company, but someone the property owner can designate as a property manager in his/her absence. Mr. LaSalle stated that in his experience, the term “property manager” is someone who is licensed to manage a property. He suggested having someone on file at the Township as the homeowner’s emergency contact or authorized representative.

A discussion ensued about revising the language in the Ordinance.

It was the consensus of the Board to table the Ordinance.

## **RESOLUTIONS**

### **Resolution – Lehigh Valley Health Network Emergency Dept. Expansion Preliminary/Final Land Development Plan.**

Mr. Tettermer stated that by approving the Resolution, the Board is also approving three waivers listed in the Resolution:

- SALDO 302.1.C – A separate Preliminary and Final Plan submission is required for all Land Development
- SALDO 1010.2.B(5) – Detention basins shall be designed to drain completely after every storm. This basin is designed to have a four-foot deep permanent pool along with another 3.75 feet of spray storage that will potentially remain the basin for up to 6 days before it is dewatered, making it both detention and retention. A waiver has been recommended.
- SALDO 1010.2.B(8) – A low flow channel is required in basins with bottom slopes less than 2%. This basin is designed with a flat bottom therefore a waiver is required. A waiver has been recommended for approval.

Mr. Tettermer noted that the Plan was reviewed by the Planning Commission and is recommended for approval; however, hospital representatives are in attendance to address concerns raised by residents.

Mr. Tettermer stated that the first concern is in regards to a drainage swale that is flooding between properties. He commented that the issue was discussed with hospital engineers and while the Plan does not have any effect on this situation, they have a storm sewer in the vicinity and will include a storm sewer inlet in a place that if the Township would decide in the future to build a storm sewer system in the area, it can be tied into it.

Mr. Tettermer noted that the second item was brought up by Ms. Adele Clemmer and has to do with an overabundance of weeds in existing berm vegetation. Mr. James Rothdeutsch from Pidcock Engineering, engineer for LVHN, introduced the Landscape Architect who provided a background on the berm vegetation. He stated that the weeds have been surgically addressed and the clover groundcover is now prominent.

Ms. Adele Clemmer of 3619 Sunset Avenue provided pictures of the berm behind her property, refuted the claim that the weeds were surgically removed and stated that the area is covered with weeds and dead spots, not clover. Commissioner Martucci commented that it might be a maintenance issue and suggested contacting the hospital.

Mr. Rothdeutsch noted that the hospital landscaping crew has been educated on how to care for the berm, but it will take time to fix it with proper maintenance, which the hospital is willing to do. Mr. Bill Kempt, President of LVHN Cedar Crest campus, stated that the hospital outsources groundskeeping and housekeeping to a professional groundskeeping organization and they are dedicated to enabling the clover to take hold.

Mr. Tettermer stated that another item of concern was the steep side slopes of existing drainage swales and inlets along the berms and residences because they are difficult to maintain. Mr. Tettermer noted that it has been corrected in the new Plan so the same mistake is not made, but he inquired if there was anything the hospital can do with the existing slopes of the inlets to flatten them out. Mr. Rothdeutsch replied that they will send contractors out in the Spring to flatten the area and will work with the Clemmer's to reduce the slope.

Mr. Tettermer stated that an email was sent to the Township regarding the removal of existing hardwood trees in the construction area. He noted that the Township Ordinance allows the removal trees when necessary to do required construction. Mr. Tettermer commented that the Plan complies with all Township Ordinances and the hospital is providing trees in excess of what would be required by SALDO.

Mr. Tettermer noted that the last concern was not expressed by a resident, but it is on the Plan and motorists will notice work being done on the south side of Fish Hatchery Road. He stated that the hospital is proposing a top soil stock pile in that area. Mr. Rothdeutsch stated that from the berm construction heading east (but not in front of properties), they will allow the contractor to cross Fish Hatchery Road and stockpile topsoil and other material in the area. He noted that the pile could be 10-15 feet high and the area extends back about 200 feet from Fish Hatchery Road to a tree line. Mr. Rothdeutsch stated that all material will be removed and disposed of by the contractor at the end of job.

**Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to approve the Resolution for the Preliminary/Final Land Development Plan for the Lehigh Valley Health Network Emergency Department Expansion Project with requested waivers and the conditions listed in the Township Engineer's review letter.**

**Roll Call:**

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

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

### **MOTIONS**

#### **Consideration of Change Order #2 for Lindberg Park Final Rehab – Phase IV Project.**

Ms. Bonaskiewich noted that the work will add more footage of the wooden guardrail at the rear parking lot as well as one additional tree in drop-off loop in the front parking lot. The total of the Change Order is \$7,600.

**Motion by Commissioner Conn, seconded by Commissioner Ackerman, to approve Change Order #2 for Lindberg Park Final Rehab – Phase IV Project in the amount of \$7,600.00.**

**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 Appoint Member to the Environmental Advisory Council.**

Commissioner Seagreaves appointed Ms. Sandra Engler to fill the unexpired term of the Ward 2 representative to the Environmental Advisory Council.

**Motion by Commissioner Seagreaves, seconded by Commissioner Ackerman, to appoint Ms. Sandra Engler to the Environmental Advisory Council to fill the unexpired term ending 1/1/2020.**

**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. Joshua Wells, Chief of Western Salisbury Fire Department, provided the Board with a synopsis of a truck fire and hazmat incident that took place on October 23, 2018. He thanked all agencies involved for their efforts and teamwork.

Chief Stiles stated that Trick or Treat Night will be held, rain or shine, on October 26, 2018 from 6:00 p.m. – 8:00 p.m. and the Police Department will be distributing glow sticks to the children to help make them more visible in the dark.

Chief Stiles announced that the Police Department was one of nine recipients of an award from the National Association of School Resource Officers as a model SRO program throughout the United States. He commented that Senator Boscola also presented them with a proclamation from the Senate. Chief Stiles stated that they will have a second SRO starting next school year.

Chief Stiles announced that Drug-Take-Back-Day will occur on Saturday October 27, 2018 from 10:00 a.m. – 2:00 p.m. at the South Mall.

Ms. Bonaskiewich stated that since the second Board meeting for November falls on Thanksgiving, the meeting will be held on Tuesday, November 20, 2018 at 7:00 p.m.

**ADJOURNMENT**

Commissioner Brinton made a motion to adjourn the meeting. Seconded by Commissioner Ackerman. The time was 7:59 p.m.

Respectfully submitted,

Cathy Bonaskiewich  
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on October 25, 2018.

Approved and certified on this date:

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Cathy Bonaskiewich

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

SEAL