

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
September 27, 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 be held after the first agenda item to discuss 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 – EXCUSED
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 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 FINANCIAL REPORT AND LIST OF BILLS PAYABLE

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to approve the unaudited Financial Report for the period ending August 31, 2018 and the list of Bills Payable for the period 9/8/2018-9/21/2018, broken down as follows:

\$350,535.48 = GENERAL
\$1,980.70 = FIRE
\$0 = LIBRARY
\$268,249.96 = WATER
\$12,454.64 = SEWER
\$12,391.73 = REFUSE & RECYCLING
\$23,807.33 = HIGHWAY AID
\$0.00 _____ = SUBDIVISION & ESCROW
\$669,419.84 = 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

September 13, 2018

Commissioner Martucci declared the Minutes of September 13, 2018 accepted as presented.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

None.

MOTIONS

Motion to Certify the 2019 Minimum Municipal Obligation (MMO) for both Police and Non-Uniformed Pension Plans.

Commissioner Brinton inquired about an appropriate time to discuss contribution rates for non-uniformed employees. Ms. Bonaskiewich stated that the topic is approached at the time of Public Works contract negotiations.

Motion by Commissioner Conn, seconded by Commissioner Seagreaves, to Certify the 2019 Minimum Municipal Obligation (MMO) for both Police and Non-Uniformed Pension Plans.

Roll Call:

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

The Motion passed by 5-0.

**The Board convened into an Executive Session.*

**The Board reconvened and Commissioner Martucci announced that another Executive Session will be held after the Workshop to discuss personnel matters.*

Motion to Appoint Corporal from Promotional List.

Motion by Commissioner Conn, seconded by Commissioner Brinton, to promote Officer Kyle Rehatchek to the rank of Corporal, subject to a one-year probationary period.

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 Hire Entry-Level Police Officers from Eligibility List.

Commissioner Brinton explained that of the two new hires, one is replacing an officer who resigned and the other one is a new hire previously approved for 2018 Budget.

Motion by Commissioner Conn, seconded by Commissioner Brinton, to extend a conditional offer of employment to Mr. Diano Reavis as an entry-level police officer, pending the outcome of a physical and psychological exam and subject to a one-year probationary period.

Roll Call:

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

The Motion passed by 5-0.

Motion by Commissioner Conn, seconded by Commissioner Brinton, to extend a conditional offer of employment to Mr. Thomas Sabulsky, Jr. as an entry-level police officer, pending the outcome of a physical and psychological exam and subject to a one-year probationary period.

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. John Kelly, Trustee of Western Salisbury Fire Department, was present to revisit the Fire Department's request of financial support from the Township for their Swain Station modernization and expansion project. He reiterated that the amount they are seeking is \$215,000 annually for seven years, beginning in 2019.

Mr. Kelly provided a brief background of the process by noting that the Township previously stated there would be no decision on funding prior to the completion of the Emergency Services Study, which is slated for January 2019. He commented that WSFD had requested the Township accelerate the conclusion of the Emergency Services Study to which Ms. Bonaskiewich said was not possible.

Mr. Kelly also detailed another concern of the Township, which is the land ownership of the Swain Station. Mr. Kelly explained that the land was donated by the Swain School, but he believes there is a deed restriction in place stating that if the building would no longer operate as a fire station, the land would go back to the Swain School. He requested that the Township Solicitor review the deed documents and suggested approaching the Swain School to open a dialogue regarding any changes that might need to occur. Mr. Kelly noted that WSFD owns the building and would be willing transfer ownership to the Township, if necessary.

Mr. Kelly requested that the Board show support for the project by putting the first-year commitment in the budget for 2019, but hold the money in escrow earmarked for the project so WSFD can overcome the legal deed review and the Township can receive the results from the Emergency Services Study. He stated that if the Township would decide not to support the project, the funds could be used towards something else.

Commissioner Brinton inquired if the money were to be included in the budget, can it actually be used towards something else in case the Emergency Services Study would come back unfavorable. Ms. Bonaskiewich stated that yes, as long as money is available to put aside, the Board can budget it more as a transfer to capital reserves.

Mr. Kelly commented that Lehigh Valley Health Network has made a three-year commitment to the project, but will not provide the details until the agreement is secure. He also noted that several families have given five-year financial commitments and there are no contingencies on the funds so they can be used as capital improvements for buildings and grounds.

Commissioner Brinton stated that there is no street sign at the intersection of Honeysuckle Road and East Rock Road. Ms. Bonaskiewich stated that she will follow up with Mr. Andreas.

Commissioner Martucci stated that a resident from Erney Street inquired about erecting a privately-purchased deer crossing sign on Erney Street. Chief Stiles stated that it would have to be placed out of the right-of-way, on the resident's private property.

Commissioner Martucci noted that the same resident expressed concerns about the Mexican restaurant on South Pike Avenue holding loud parties outside. Chief Stiles stated that since the restaurant is not controlled by the Liquor Control Board, the Police can take care of complaints under the Township's Ordinance as long as they are called when the disturbance is happening, and the complainant must be willing to testify as a witness.

Mr. Ziegenfus provided details of what the Commissioners should expect at the upcoming Budget Workshops and noted that he is looking at creating separate funds for capital needs.

Chief stated that the Police Department will be participating in National Coffee with a Cop Day on October 3, 2018 at Starbucks on Lehigh Street from 1:00-3:00 p.m.

ADJOURNMENT

Commissioner Brinton made a motion to adjourn the meeting. Seconded by Commissioner Ackerman. The time was 8:01 p.m.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on September 27, 2018.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL