

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
December 13, 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 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

Motion by Commissioner Ackerman, seconded by Commissioner Conn, to approve the list of Bills Payable for the period 11/17/2018-12/7/2018, broken down as follows:

\$70,323.25 = GENERAL
\$13,466.19 = FIRE
\$81,559.00 = LIBRARY
\$187,677.60 = WATER
\$74,782.69 = SEWER
\$97,563.53 = REFUSE & RECYCLING
\$17,168.26 = HIGHWAY AID
\$0.00 = SUBDIVISION & ESCROW
\$542,540.52 = 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

November 20, 2018

Commissioner Martucci declared the Minutes of November 20, 2018 accepted as presented.

NEW BUSINESS

MOTIONS

CONDITIONAL USE HEARING – Jehovah’s Witness Kingdom Hall

Ms. Bonaskiewich turned the proceedings over to Attorney Ashley, Township Solicitor.

Attorney Ashley stated that the Conditional Use Hearing is being held at the request of Kingdom Hall, Allentown, PA, Congregation of Jehovah’s Witness.

Mr. Brett Wirth, contractor and Congregation member, was present to request permission to operate a temporary tent structure for use while the Kingdom Hall undergoes renovations. Mr. Wirth noted that all workers are volunteers and the tent provides a space for refreshments as well as an area to conduct safety meetings. He commented that the tent holds tables, chairs and refreshment items and there is 24/7 security detail. Mr. Wirth noted that they have fire extinguishes and have complied with requirements from the Township’s Fire Inspectors. Mr. Wirth requested the tent be permitted until January 31, 2019, and provided a letter confirming its removal by that date.

Motion by Commissioner Brinton, seconded by Commissioner Ackerman, to approve the request for a Conditional Use to allow the set up and operation of a tent to be located on the property of 1005 E. Emmaus Avenue until January 31, 2019.

Roll Call:

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

The Motion passed by 5-0.

Public Comment on & Motion to Approve the 2019 Budget.

No comments were heard.

Motion by Commissioner Brinton, seconded by Commissioner Ackerman, to approve the 2019 Budget.

Roll Call:

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

The Motion passed by 5-0.

ORDINANCES

Ordinance to Set/Reaffirm Tax Rates for the Year 2019 and approve Budget Appropriations.

Ms. Bonaskiewich noted that there is no tax increase for 2019 with the rate set at 2.2 mills.

Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to adopt Ordinance No. 12-2018-620, setting the Tax Rates for Year 2019 and approve Budget Appropriations.

Roll Call:

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

The Motion passed by 5-0.

RESOLUTIONS

Resolution to Increase the Water & Sewer Billing Rates, effective 01/01/2019.

Ms. Bonaskiewich explained that the water rate is going up to \$6.60 per thousand gallons, and the sewer rate will go from \$66 to \$72 per unit, per quarter.

Motion by Commissioner Conn, seconded by Commissioner Ackerman, to adopt Resolution No. 12-2018-1616, adjusting and setting the Water & Sewer billing rates, effective 01/01/2019.

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 increase the Refuse Billing rate to \$68.00 per unit per quarter, effective 01/01/2019.

Motion by Commissioner Ackerman, seconded by Commissioner Conn, to adopt Resolution No. 12-2018-1617, increasing the Refuse Billing Rate to \$68.00 per unit, per quarter, effective 01/01/2019.

Roll Call:

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

The Motion passed by 5-0.

Ms. Bonaskiewich clarified that water and sewer are billed in arrears while refuse is billed in advance. Residents will see a change in their January bill for the refuse, but not until the April bill for water and sewer.

Resolution to set the Police Pension Contribution for the Year 2019.

Ms. Bonaskiewich stated that per the collective bargaining agreement, the rate shall remain unchanged and set at 3.04%.

Motion by Commissioner Conn, seconded by Commissioner Ackerman, to adopt Resolution No. 12-2018-1618, setting the Police Pension Contribution rate for the Year 2019.

Roll Call:

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

The Motion passed by 5-0.

MOTIONS (continued)

Motion to Approve Payment #1 to John G. Membrino Construction, Inc. for Lindberg Park Phase 3 Contracted Work in the amount of \$12,600.00.

Ms. Bonaskiewich reminded the Board that John G. Membrino Construction, Inc. was awarded the plumbing bid for the project.

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to approve Payment #1 to John G. Membrino Construction, Inc. for Lindberg Park Phase 3 Contracted Work in the amount of \$12,600.

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 #4 to Kobalt Construction for Lindberg Park Phase 3 Contracted Work in the amount of \$36,225.00.

Ms. Bonaskiewich noted that the payment reflects the installation of the final play structure, the addition of benches and the electrical trenching.

Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to approve Payment #4 to Kobalt Construction for Lindberg Park Phase 3 Contracted Work in the amount of \$36,225.00.

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 Payment #5 to Kobalt Construction for Lindberg Park Phase 4 Contracted Work in the amount of \$94,290.30.

Ms. Bonaskiewich stated that the payment represents work done in the front area of the park with the parking lot, signage, benches and connection pathway work.

Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to approve Payment #5 to Kobalt Construction for Lindberg Park Phase 4 Contracted Work in the amount of \$94,290.30.

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 Orders #3 for Lindberg Park in both Phase 3 and Phase 4 Contracted Work.

Ms. Bonaskiewich explained that there are two separate Change Orders because it is for two separate phases of work. She noted that the Change Orders are to extend the completion time of the project through June 14, 2019 due to the weather.

Motion by Commissioner Ackerman, seconded by Commissioner Conn, to approve Change Orders #3 for Lindberg Park in both Phases 3 & 4 contracted work.

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. Robert Silbert of 1600 Bobalew Trail requested repair work for what he believes to be a broken or blocked culvert that runs under Bobalew Trail. Mr. Andreas explained that it is an existing pipe installed under the road for groundwater, not a culvert designed for surface water. He noted that the Public Works Department will open up the other side of the road to expose the outfall of the pipe to be sure it is functioning. Commissioner Martucci commented that the Township Engineer will visit the property and evaluate the situation.

Mr. Richard George of 1611 Bobalew Trail noted that according to the drawings for the development, there is a pipe under the roadway that is supposed to take the water and drain it into the retention pond. He alleged that the pipe is blocked and his property is getting flooded as a result. Mr. Andreas commented that the pipe it is designed to carry ground water, not surface water from storm events. A discussion ensued about constructing a berm along the front of the property so the water flows down the street and into the retention pond. Mr. Andreas noted that they will revisit the area.

Commissioner Martucci brought forth a concern about an icing condition on Saucon Avenue purportedly due to residents pumping their sump pumps into the street. Mr. Nicolo stated that the Ordinance requires the water to be pumped into a vegetated area, but it may be reasonable to pump into the street with the Township's permission. Mr. Andreas commented that the ground cannot hold any more water, so gravity takes it into the street.

ADJOURNMENT

Commissioner Brinton made a motion to adjourn the meeting. Seconded by Commissioner Ackerman. The time was 8:00 p.m.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on December 13, 2018.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL