

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
November 20, 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 Workshop to discuss a legal 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 – EXCUSED
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 FINANCIAL REPORT AND LIST OF BILLS PAYABLE

Commissioner Conn questioned when the Township records the state grants. Mr. Ziegenfus noted that the Township will invoice the state for the amount and, even though the Township will not receive the monies until future years, it will still be recorded in 2018 (the year the work was done).

Motion by Commissioner Ackerman, seconded by Commissioner Conn, to approve the unaudited Financial Report for the period ending October 31, 2018 and the list of Bills Payable for the period 11/3/2018-11/16/2018, broken down as follows:

\$851,076.10 = GENERAL
\$2,088.41 = FIRE
\$0 = LIBRARY
\$367,669.04 = WATER
\$247,896.22 = SEWER
\$1,968.73 = REFUSE & RECYCLING
\$11,630.75 = HIGHWAY AID
\$0.00 _____ = SUBDIVISION & ESCROW
\$1,482,329.25 = 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 8, 2018

Commissioner Martucci declared the Minutes of November 8, 2018 accepted as presented.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

None.

MOTIONS

Motion to Award the Riverside Drive Pump Station Generator Upgrade Project.

Ms. Bonaskiewich noted that after reviewing the documents and credentials, the Township Engineer is recommending the award of the project to Billitier Electric in the amount of \$43,000.

Mr. Tetterer suggested that the Board award the bid to include the temporary facility amount just in case, which would bring the total to \$44,180. He noted that he does not expect a temporary facility to be needed, but it was part of the bid so it should be included.

Motion by Commissioner Ackerman, seconded by Commissioner Conn, to award the Riverside Drive Pump Station Generator Upgrade Project to Billitier Electric in the amount of \$44,180.

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

Ms. Wendy Carney of 1821 Box Elder Road was present to express concerns about water run-off issues on her property. She provided the Board with pictures and video of damage to her property as well as neighboring properties. Ms. Carney also provided a map of the storm sewer in the area with path of the water flow. She commented that the storm sewer drains cannot handle the volume of water from recent storms. Ms. Carney requested the Township look into rebuilding the storm drains or re-grading the backyards.

A discussion ensued regarding where the water is originating.

Mr. Andreas noted that constructing a swale to follow the alignment of the existing storm sewer would improve the condition to the extent that it would have the ability to carry the water to the drainage ditch behind Ms. Carney's property. Attorney Ashley noted that the swale would be within the Township's easement; however, there is not a surface easement in place, so the Township would have to get permission from all the property owners for a swale. A discussion ensued regarding the possibility of causing the water to run down Keystone Road to the open gate bridge, but it was said that is not the historic path of the water.

Mr. Andreas suggested that Ms. Carney construct a landscaping berm, three or four feet high, with plantings, to carry the water around the area to minimize the impact. Ms. Carney stated that contractors have suggested berms to raise the land and force the water to the back of the property, but the estimate for the work was \$12,000. She noted that if the water was controlled coming off the street to begin with, the landscaping work would not be unnecessary. Mr. Andreas stated that he has some ideas and will be in contact with Ms. Carney. Commissioner Martucci requested that he keep the Board updated on the issue.

ADJOURNMENT

Commissioner Brinton made a motion to adjourn the meeting. Seconded by Commissioner Ackerman. The time was 7:49 p.m.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on November 20, 2018.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL