

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
November 8, 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  
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 Brinton, seconded by Commissioner Ackerman, to approve the list of Bills Payable for the period 10/20/2018-11/2/2018, broken down as follows:**

\$184,270.06 = GENERAL  
\$16,765.87 = FIRE  
\$0 = LIBRARY  
\$175,449.82 = WATER  
\$71,290.95 = SEWER  
\$93,135.52 = REFUSE & RECYCLING  
\$189.00 = HIGHWAY AID  
\$0.00 = SUBDIVISION & ESCROW  
**\$541,101.22 = 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 25, 2018**

Commissioner Martucci declared the Minutes of October 25, 2018 accepted as presented.

### **NEW BUSINESS**

### **ORDINANCES**

**Ordinance Amending the Moving Permit Ordinance and Adopting Regulations for a Rental Inspection Program in Salisbury Township.**

Ms. Bonaskiewich noted that there were concerns raised at the last meeting about the use of the term, “Property Manager”; therefore, the only change to the document is the revision from that term to “Individual/Agent to Manage Property.”

**Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to adopt Ordinance No. 11-2018-619, amending the Moving Permit Ordinance and Adopting Regulations for a Rental Inspection Program in Salisbury Township.**

**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 accept the Lehigh Valley 2018 Hazard Mitigation Plan.**

Ms. Bonaskiewich stated that this is an effort undertaken by the Lehigh Valley Planning Commission, but it incorporates all municipalities in Lehigh and Northampton Counties.

Chief Stiles recognized Ms. Sopka and Sgt. Sabo for their contributions to the Plan.

**Motion by Commissioner Conn, seconded by Commissioner Brinton, to approve Resolution No. 11-2018-1615, accepting the Lehigh Valley 2018 Hazard Mitigation Plan.**

**Roll Call:**

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

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

Chief Stiles introduced the Police Departments’ two new Officers, Mr. Thomas Sabulsky and Mr. Diano Reavis.

**MOTIONS**

**Motion to Approve Payment #1 to Insituform Technologies, LLC for the 2018 Sanitary Sewer System Rehabilitation Mainline Cured-In-Place Pipe Lining (CIPPL) Project in the amount of \$89,801.87.**

**Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to approve Payment #1 to Insituform Technologies, LCC for the 2018 Sanitary Sewer Rehabilitation Mainline Cured-In-Place Pipe Lining (CIPPL) Project in the amount of \$89,801.87.**

**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 #3 (final) to Barrasso Excavation, Inc. for the Water Main Replacement Project in the amount of \$357,339.54.**

Ms. Bonaskiewich reminded the Board that the work took place in the area of Paxford Road, Maumee Avenue and East Montgomery Street.

**Motion by Commissioner Ackerman, seconded by Commissioner Conn, to approve Payment #3 (final) to Barrasso Excavation, Inc. for the Water Main Replacement Project in the amount of \$357,339.54.**

**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 #3 to Kobalt Construction for Lindberg Park Phase 3 Contracted Work in the amount of \$114,109.56.**

Ms. Bonaskiewich noted that the contractor is just beginning the Phase 3 work, and it encompasses the area of the playground, pavilion and restroom.

**Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to approve Payment #3 to Kobalt Construction for Lindberg Park Phase 3 Contracted Work in the amount of \$114,109.56.**

**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 4 Contracted Work in the amount of \$186,963.75.**

Ms. Bonaskiewich stated that the payment reflects work done in the quiet garden area, the front parking lot and the additional guardrail in the rear parking lot.

**Motion by Commissioner Ackerman, seconded by Commissioner Conn, to approve Payment #4 to Kobalt Construction for Lindberg Park Phase 4 Contracted Work in the amount of \$186,963.75.**

**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 #2 for Lindberg Park Phase 3 Contracted Work.**

Ms. Bonaskiewich stated that the Change Order is related to the electrical connection at the pavilion and restroom. She reminded the Board that the Township had added the electrical trenching work to Kobalt's contract, but once PPL finalized their review of the project, they wanted more extensive trenching. Ms. Bonaskiewich noted that the work adds \$7,500 to the contract.

**Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to approve Change Order #2 for Lindberg Park Phase 3 Contracted Work in the amount of \$7,500.**

**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 Advertise the Public Inspection Period for the Proposed 2019 Budget.**

Mr. Ziegenfus stated that the Budget will be advertised for a period of twenty days in the Salisbury Press, the Township website and at the Municipal Building. He commented that the Budget is unchanged from the original copy. Mr. Ziegenfus noted that the Board can continue to discuss the Budget and it can be changed up until the final vote, which is slated for the meeting on December 13, 2018. He noted that there is another chance for approval at the meeting on December 27, 2018, if needed.

**Motion by Commissioner Ackerman, seconded by Commissioner Conn, to advertise the Public Inspection Period of the Proposed 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.**

**PRIVILEGE OF THE FLOOR**

Commissioner Conn noted that he received a message from Ms. Adele Clemmer that the landscapers for Lehigh Valley Health Network were weed-whacking the berm vegetation instead of surgically removing the weeds like they previously stated. She contacted the Hospital directly to remedy the situation.

Commissioner Brinton thanked Mr. Andreas for the daily leaf collection updates on the Township's website.

Commissioner Brinton commented that the operators of the Drop-off Centers are requesting a shelter at both locations. Ms. Bonaskiewich stated that the Drop-off Centers are open rain or shine and she has been following up on their request with discussions regarding suitable structures, locations and who will construct it.

Commissioner Seagreaves questioned if welcome packets are given out with moving permits. Ms. Bonaskiewich replied that new residents receive packets with information about trash and recycling collection.

Mr. Robert Agonis of 1189 Meadowbrook Circle West provided information about the seminar on the Spotted Lantern Fly that was held at the Salisbury High School.

Ms. Bonaskiewich reminded the Board that the next Regular Meeting will be held on Tuesday, November 20, 2018.

**ADJOURNMENT**

Commissioner Ackerman made a motion to adjourn the meeting. Seconded by Commissioner Brinton. 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 November 8, 2018.

Approved and certified on this date:

\_\_\_\_\_  
Cathy Bonaskiewich

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

SEAL