

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
November 14, 2019
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 Brinton asked everyone to rise and recite the Pledge of Allegiance.

CALL TO ORDER

Commissioner Brinton called the meeting to order at 7:00 p.m.

Commissioner Brinton announced that an Executive Session will be held after the Workshop to discuss personnel and legal matters.

Commissioner Brinton turned the proceedings over to Ms. Cathy Bonaskiewich, Township Manager.

ROLL CALL

Board Members Present:

Debra Brinton, President
James Seagreaves, Vice-President
Joanne Ackerman – EXCUSED
Rodney Conn
Heather Lipkin

Staff Present:

Cathy Bonaskiewich, Township Manager
Sandy Nicolo, Assistant Township Manager/Code Enforcement Director/MS4 Coordinator
Paul Ziegenfus, Finance Director
John Andreas, Director of Public Works
Kevin Soberick, Chief of Police
Cynthia Sopka, Director of Planning & Zoning
John Ashley, Esquire, representative of Davison & McCarthy, Township Solicitor
David Tettemer, representative 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-minute 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 Conn, seconded by Commissioner Lipkin, to approve the list of Bills Payable for the period 10/19/2019-11/8/2019, broken down as follows:

\$527,562.23 = GENERAL
\$5,478.08 = FIRE
\$5.40 = LIBRARY
\$192,668.6 = WATER
\$312,559.81 = SEWER
\$107,164.98 = REFUSE & RECYCLING
\$11,731.08 = HIGHWAY AID
\$1,157,656.61 = GRAND TOTAL ALL FUNDS

Roll Call:

COMMISSIONER ACKERMAN – EXCUSED
COMMISSIONER SEAGREAVES – YES
COMMISSIONER BRINTON – YES
COMMISSIONER CONN – YES
COMMISSIONER LIPKIN – YES

The Motion passed by 4-0.

MINUTES

October 24, 2019

Commissioner Brinton declared the Minutes of October 24, 2019 accepted as presented.

NEW BUSINESS

RESOLUTIONS

ORDINANCES

None.

MOTIONS

Motion to Approve Request for Well Isolation Distance Waiver.

Ms. Bonaskiewich stated that the request is for the property located at 2979 Saucon Avenue and noted that the property owner, Mr. Paul Ressler, and the Township's Sewage Enforcement Officer, Mr. Scott Bieber, are present to answer any questions. Ms. Bonaskiewich commented that Mr. Bieber is recommending approval, but the Board's approval must be conditional based on an executed hold-harmless agreement.

Motion by Commissioner Conn, seconded by Commissioner Seagreaves, to approve the request for a Well Isolation Distance Waiver at 2979 Saucon Avenue, contingent upon the execution of a hold-harmless agreement.

Roll Call:

COMMISSIONER ACKERMAN – EXCUSED
COMMISSIONER SEAGREAVES – YES
COMMISSIONER BRINTON – YES
COMMISSIONER CONN – YES
COMMISSIONER LIPKIN – YES

The Motion passed by 4-0.

Motion to Accept the Audited Financials for the Fiscal Year-Ending 12/31/18.

Motion by Commissioner Lipkin, seconded by Commissioner Conn, to accept the Audited Financials for the Fiscal Year-Ending 12/31/18.

Roll Call:

COMMISSIONER ACKERMAN – EXCUSED
COMMISSIONER SEAGREAVES – YES
COMMISSIONER BRINTON – YES
COMMISSIONER CONN – YES
COMMISSIONER LIPKIN – YES

The Motion passed by 4-0.

Motion to Advertise the Public Inspection Period for the Proposed 2020 Budget.

Ms. Bonaskiewich explained that it is required by Township Code to advertise the proposed 2020 Budget for a 20-day public inspection period. She noted that the proposed budget will be available online and at the Municipal Building on Friday, November 15, 2019 and in the Salisbury Press on Wednesday, November 20, 2019. Ms. Bonaskiewich stated that the Board can continue to make changes to the budget and/or continue to deliberate on it up until the anticipated adoption date, which is December 12, 2019.

Motion by Commissioner Conn, seconded by Commissioner Seagreaves, to advertise the public inspection period for the proposed 2020 Budget.

Roll Call:

COMMISSIONER ACKERMAN – EXCUSED
COMMISSIONER SEAGREAVES – YES
COMMISSIONER BRINTON – YES
COMMISSIONER CONN – YES
COMMISSIONER LIPKIN – YES

The Motion passed by 4-0.

PRIVILEGE OF THE FLOOR

Commissioner Seagreaves commented that the newly-created Fire Brigade helped with the recent home fire on Lanze Lane.

Commissioner Brinton noted that she received an email from a resident on Douglas Road regarding “movement” at the Girl Scout property on West Rock Road. Mr. Tettemer stated that he and Ms. Sopka met with the Girl Scout leaders and representatives because they plan on adding a building to the site and a septic system. He noted that the work is not intended to expand the use, but to have a building with real bathrooms. Mr. Tettemer stated that they will be preparing a land development plan for approval.

Chief Soberick thanked the fire inspectors and Department of Public Works’ Fire Brigade for their cooperation in assisting with the fire on Lanze Lane.

Ms. Bonaskiewich thanked the administration and Public Works employees for their help with the recent remodel of the Municipal Building.

Ms. Bonaskiewich reminded the Board that there will be an Electronics and Shredding Event on Saturday, November 16th at Harry S. Truman Elementary School from 9:00 am – 12:00 pm.

Ms. Bonaskiewich announced that the Township was approached by St. Luke’s Ambulance regarding extending the ambulance subscriptions by six months. She noted that St. Luke’s would like to get the Township on a July to June cycle, and they will be mailing a notice to all current subscribers. Ms. Bonaskiewich stated that a representative from St. Luke’s will be at the next meeting on November 26, 2019 to answer questions or address concerns.

ADJOURNMENT

Commissioner Lipkin made a motion to adjourn the meeting. Seconded by Commissioner Conn. The time was 7:21 pm.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on November 14, 2019.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL