

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
October 24, 2019
REGULAR MEETING – 7:00 PM**

The Public Meeting of the Salisbury Township Board of Commissioners was held on the above date in the Emergency Operations Center at the Salisbury Township Police Administration Building, 3000 S. 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 regarding 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 – EXCUSED
John Ashley, Esquire, representative of Davison & McCarthy, Township Solicitor
David Tettermer, 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 FINANCIAL REPORT AND LIST OF BILLS PAYABLE

Motion by Commissioner Conn, seconded by Commissioner Lipkin, to approve the Financial Report for the period ending September 30, 2019 and the list of Bills Payable for the period 10/5/2019-10/18/2019, broken down as follows:

\$235,772.13 = GENERAL
\$6,276.59 = FIRE
\$0 = LIBRARY
\$11,413.70 = WATER
\$94,930.59 = SEWER
\$5,879.87 = REFUSE & RECYCLING
\$11,731.08 = HIGHWAY AID
\$366,003.96 = 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 10, 2019

Commissioner Brinton declared the Minutes of October 10, 2019 accepted as presented.

NEW BUSINESS

RESOLUTIONS

Resolution to Appoint Members to Serve on the Non-Uniformed Defined Contribution Pension Committee.

Ms. Bonaskiewich stated that this was recently established earlier this year in conjunction with negotiations with the Public Works Department. She noted that the Township does need to establish a committee in order to set up bi-laws, select investment options, etc.

Motion by Commissioner Conn, seconded by Commissioner Seagreaves, to adopt Resolution No. 10-2019-1652, appointing members to serve on the Non-Uniformed Defined Contribution Pension Committee.

Roll Call:

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

The Motion passed by 4-0.

Resolution to Approve Disposal of Township Records.

Ms. Bonaskiewich noted that the Township plans to take advantage of the Shredding and Electronics Recycling Event planned for November 16, 2019 by getting together records that are eligible for disposal. The Resolution details documents and records that will be shredded.

Motion by Commissioner Conn, seconded by Commissioner Lipkin, to adopt Resolution No. 10-2019-1653, approving the disposal of Township records.

Roll Call:

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

The Motion passed by 4-0.

ORDINANCES

None.

MOTIONS

Presentation – 2018 Audit by Kirk, Summa & Co., LLC.

Ms. Bonaskiewich introduced Mr. Rogen Resides and Mr. Dale Kirk who presented the 2018 Township Audit. Mr. Kirk stated that the Township received an unqualified opinion on the audit, which means everything worked out well.

It was the consensus of the Board to review the documents and accept the audit at the meeting on November 14, 2019.

PRIVILEGE OF THE FLOOR

Ms. Bonaskiewich clarified the Township's response to Eastern Salisbury Fire Department's request to move ahead with ordering a new fire truck. She noted that there should not be a formal motion because it is a budget-related item. Ms. Bonaskiewich stated that the Board, by consensus, can give them authorization to move forward with ordering their new truck that will be included in the 2020 budget. The cost of the truck, or the Township's commitment, will not exceed \$815,000. It was the consensus of the Board to give them that authorization.

Ms. Bonnie Thomasik of 1145 Lehigh Avenue thanked the Police Department for their efforts in her area.

Commissioner Brinton thanked the Police Department for following-up with a parking issue near Salisbury Middle School.

ADJOURNMENT

Commissioner Conn made a motion to adjourn the meeting. Seconded by Commissioner Lipkin. The time was 7:24 p.m.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on October 24, 2019.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL