

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
November 26, 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 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 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 unaudited Financial Report for the period ending October 31, 2019 and the list of Bills Payable for the period 11/9/2019-11/22/2019, broken down as follows:

\$159,040.32 = GENERAL
\$17,573.68 = FIRE
\$0 = LIBRARY
\$3,338.89 = WATER
\$18,734.91 = SEWER
\$195.89 = REFUSE & RECYCLING
\$83.76 = HIGHWAY AID
\$25,968.84 = SUBDIVISION & ESCROW
\$224,936.29 = 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

November 14, 2019

Commissioner Brinton declared the Minutes of November 14, 2019 accepted as presented.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

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

Ms. Bonaskiewich reminded the Board that a requirement of the newly-created non-uniformed defined contribution pension plan was the establishment of a committee to assist in the administration of the plan. She noted that at the Board meeting on October 24, 2019, Resolution No. 10-2019-1652 was adopted and named five members to serve on the committee. However, since the adoption of the Resolution, Mr. Colin Hutchinson has expressed interest in serving on the committee in lieu of Mr. Darrell Singles. Ms. Bonaskiewich stated that this Resolution updates the committee members named to serve by removing Darrell Singles and adding Colin Hutchinson.

Motion by Commissioner Lipkin, seconded by Commissioner Conn, to adopt Resolution No. 11-2019-1654, amending members appointed 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.

MOTIONS

Motion to Approve Republic Services Garbage Contract Extension.

Ms. Bonaskiewich stated that the current contract with Republic Services expires on February 28, 2020, and the company has reached out to inquire if the Township would be interested in extending the contract with a three percent rate increase through December 31, 2020. Ms. Bonaskiewich commented that the Board could accept that extension or offer one through June 30, 2020. She noted that she would prefer to extend the contract through the end of the year in order to have sufficient time to draft thorough bid specifications and present it with the 2021 Budget.

Commissioner Lipkin questioned what the three percent rate increase will cost the Township. Ms. Bonaskiewich replied that it works out to about \$2,500 a month and the Township will not pass along that rate increase to the residents.

Motion by Commissioner Seagreaves, seconded by Commissioner Conn, to extend the Garbage Contract with Republic Services until December 31, 2020.

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 Approve Advertising Revisions to the Township's Act 537 Plan.

The item was tabled for a future meeting.

PRIVILEGE OF THE FLOOR

Commissioner Seagreaves thanked Mr. Nicolo for his help with a property on Fairfax Street.

Commissioner Conn noted that a resident attended an Environmental Advisory Council meeting and expressed his displeasure with Republic Services regarding their recycling services.

Chief Soberick announced that the Police Officers Association and the Police Department presented a Veterans Wall of Honor at the High School to show their appreciation for those who served.

Ms. Bonaskiewich introduced Mr. Rodney Wolfe from St. Luke's Emergency Transport who provided the Board with an update on their ambulance subscription service. Mr. Wolfe stated that in order to streamline their subscription mailings, St. Luke's is extending the annual subscription to all current subscribers until July 1, 2020. He commented that St. Luke's will be sending out a letter to current subscribers that will notify them that their subscription will be automatically renewed from January 2020 through July 2020 at no charge. Mr. Wolfe noted that the new subscriptions will be sent out around the end of May.

Mr. Wolfe also stated that he has not been able to provide a monthly report to the Board due to a change in the computerized dispatch system at Lehigh County and a change in the electronic patient care recording system at St. Luke's. He hopes to have a report for the Board in December.

Commissioner Brinton announced that the 5th annual free Community Breakfast, sponsored by both the Township and the School District, will be held on Saturday, December 7th from 9:00 am to 11:00 am.

Mr. Ken Heffentreger from 1638 Seidersville Road expressed concerns regarding Republic Services throwing both trash and recycling into the same truck.

ADJOURNMENT

Commissioner Conn made a motion to adjourn the meeting. Seconded by Commissioner Lipkin. 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 26, 2019.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL