

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
December 10, 2020  
REGULAR MEETING – 7:00 PM**

*\*SPECIAL NOTIFICATION - This public meeting of the Salisbury Township Board of Commissioners was held in a hybrid setting using the Zoom virtual meeting platform due to the COVID-19 pandemic and social distancing guidelines.*

**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 real estate matters.

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

**ROLL CALL**

**Board Members Present:**

Debra Brinton, President  
Rodney Conn, Vice-President  
James Seagreaves, President Pro-Tempore  
Heather Lipkin  
Alok Patnaik

**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 – EXCUSED  
Kevin Soberick, Chief of Police  
Dustin Grow, Fire Services Director  
Genny Baillie, Recreation Director  
John Ashley, Esquire, representative of Davison & McCarthy, Township Solicitor  
David Tettermer, representative of Keystone Consulting Engineers, Township Engineer

**NOTIFICATION**

Ms. Bonaskiewich welcomed the attendees to the regular meeting of the Board of Commissioners for December 10, 2020. She noted that the meeting is being held in a hybrid setting using the Zoom virtual meeting platform due to the current COVID-19 conditions and with respect to social distancing and public gathering guidelines. Ms. Bonaskiewich commented that the meeting is

being recorded electronically for the purpose of taking the Minutes and asked that attendees keep themselves muted to keep background noise to a minimum. She stated that if anyone would like to comment on a particular agenda item or during courtesy of the floor, he/she should unmute his/herself and use the hand raise button. All public comments on agenda items will be taken prior to the vote and all public comments related to non-agenda items will be taken after the agenda has been satisfied. Ms. Bonaskiewich requested speakers to please announce his/her name and address for the purpose of taking down the Minutes.

### **APPROVAL OF THE LIST OF BILLS PAYABLE**

**Motion by Commissioner Lipkin, seconded by Commissioner Conn, to approve the list of Bills Payable for the period 11/21/20-12/4/20, broken down as follows:**

\$245,761.69 = GENERAL  
\$9,819.10 = FIRE  
\$1.57 = LIBRARY  
\$1,406.79 = WATER  
\$17,823.39 = SEWER  
\$106,248.91 = REFUSE & RECYCLING  
\$183.29 = HIGHWAY AID  
\$2,557.27 = CAPITAL GENERAL  
\$7,530.14 = CAPITAL SEWER  
\$1,000 = SUBDIVISION & ESCROW  
**\$392,332.15 = GRAND TOTAL ALL FUNDS**

#### **Roll Call:**

COMMISSIONER PATNAIK – YES  
COMMISSIONER LIPKIN – YES  
COMMISSIONER SEAGREAVES – YES  
COMMISSIONER CONN – YES  
COMMISSIONER BRINTON – YES

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

### **MINUTES**

#### **November 24, 2020**

Commissioner Brinton declared the Minutes from November 24, 2020 accepted as presented.

### **NEW BUSINESS**

#### **ORDINANCES**

**Public Comment Regarding Proposed 2021 Budget Approval and Ordinance to set/reaffirm Tax Rates for the Year 2021 and Approve 2021 Budget Appropriations.**

Ms. Bonaskiewich opened the floor for public comments.

No comments were heard.

Ms. Bonaskiewich noted that the administrative staff scaled back their budgets so as to not overburden the taxpayers and, as a result, there will be no tax rate increase for 2021. The millage will remain at 2.42 Mills for the 2021 Budget.

**Motion by Commissioner Patnaik, seconded by Commissioner Seagreaves, to approve Ordinance No. 12-2020-631, setting and reaffirming the rates of taxation for the year 2021, and approving the 2021 budget appropriations.**

**Roll Call:**

COMMISSIONER PATNAIK – YES  
COMMISSIONER LIPKIN – YES  
COMMISSIONER SEAGREAVES – YES  
COMMISSIONER CONN – YES  
COMMISSIONER BRINTON – YES

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

## **RESOLUTIONS**

### **Resolution to Set the Police Pension Plan Employee Contribution Rate for Year 2021.**

Ms. Bonaskiewich stated that the rate will remain at 3.04%, but she noted that the contract officially expires 12/31/20 and it is going into arbitration. She commented that if there are any changes as a result of the arbitration proceedings, the Township will address them at that time.

**Motion by Commissioner Lipkin, seconded by Commissioner Conn, to adopt Resolution No. 12-2020-1691, setting the Police Pension Plan Employee Contribution Rate for Year 2021, contingent upon the arbitration proceedings.**

**Roll Call:**

COMMISSIONER PATNAIK – YES  
COMMISSIONER LIPKIN – YES  
COMMISSIONER SEAGREAVES – YES  
COMMISSIONER CONN – YES  
COMMISSIONER BRINTON – YES

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

### **Resolution to Approve \$150,000 loan from the Township's General Fund for the purchase of Eastern Salisbury Fire Department's new Rescue Truck.**

Ms. Bonaskiewich stated that the Township tried a couple different loan options, but determined that it made more sense to do an in-house loan. She explained that it is basically loaning money from the General Fund to the Fire Fund. Ms. Bonaskiewich noted that the term will not exceed five years and the interest rate will be 2%, but she hopes to get it paid with 2021 tax revenue.

**Motion by Commissioner Patnaik, seconded by Commissioner Seagreaves, to adopt Resolution No. 12-2020-1692, approving a \$150,000 loan from the Township's General Fund for the purchase of Eastern Salisbury Fire Department's new Rescue Truck.**

**Roll Call:**

COMMISSIONER PATNAIK – YES  
COMMISSIONER LIPKIN – YES  
COMMISSIONER SEAGREAVES – YES  
COMMISSIONER CONN – YES  
COMMISSIONER BRINTON – YES

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

Commissioner Brinton commented that the truck will be delivered on Saturday, December 12<sup>th</sup>. Fire Chief Ian Dodson thanked the Board for their support.

### **MOTIONS**

#### **Motion to Approve Non-Uniformed Defined Contribution Pension Plan Funding for Year 2020.**

Ms. Bonaskiewich stated that the new pension plan works a little differently in that the 2020 employee compensation amount is needed in order to determine how much the Township has to contribute. She noted that it is a straight 8% of employee contribution amount and the amount is unknown until payroll is finalized for the year. Ms. Bonaskiewich commented that a Motion is needed to approve the funding, and then early next year, the Board will see a Motion or Resolution to ratify the exact amount.

**Motion by Commissioner Conn, seconded by Commissioner Lipkin, to approve the Non-Uniformed Defined Contribution Pension Plan Funding for Year 2020.**

**Roll Call:**

COMMISSIONER LIPKIN – YES  
COMMISSIONER SEAGREAVES – YES  
COMMISSIONER CONN – YES  
COMMISSIONER BRINTON – YES

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

#### **Motion to Award Municipal Solid Waste (MSW) & Recycling Contract to Republic Services.**

Commissioner Brinton announced that Republic Services will be switching to a Monday through Friday collection, and the current Saturday route will be altered. She noted that the change will allow for a cost savings because the company has to pay their employees overtime on Saturdays. Commissioner Brinton stated residents will still have trash collection twice a week and recycling collection once a week. She also commented that the Township is adding electronic waste and

household hazardous waste collection, which will be a “front-door” pickup from Republic Services, separate from the regular trash collection.

Ms. Bonaskiewich stated that the changes will not take effect 1/1/21 as they will be rolled out in stages to allow for proper communication to residents.

**Motion by Commissioner Lipkin, seconded by Commissioner Conn, to award the Municipal Solid Waste (MSW) & Recycling Contract to Republic Services for three years (2021-2023), with an option for two additional years in one-year increment.**

**Roll Call:**

COMMISSIONER LIPKIN – YES  
COMMISSIONER SEAGREAVES – YES  
COMMISSIONER CONN – YES  
COMMISSIONER BRINTON – YES

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

**Motion to Authorize Execution of the Stormwater BMP Agreement for 2210 S. Melrose Lane.**

Ms. Bonaskiewich noted that it is a standard agreement drafted by Attorney Ashley.

**Motion by Commissioner Seagreaves, seconded by Commissioner Lipkin, to authorize the execution of the Stormwater BMP Agreement for 2210 S. Melrose Lane.**

**Roll Call:**

COMMISSIONER LIPKIN – YES  
COMMISSIONER SEAGREAVES – YES  
COMMISSIONER CONN – YES  
COMMISSIONER BRINTON – YES

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

### **PRIVILEGE OF THE FLOOR**

Mr. Dustin Grow provided monthly reports from each fire department.

Ms. Genny Baillie noted that the Recreation Advisory Committee submitted a letter to the Board to address hunting at Franko Park for a discussion in the future.

Mr. Nicolo stated that the Environmental Advisory Council will be holding an educational seminar with Republic Services regarding recycling. It will be advertised to residents once the date is scheduled.

Ms. Bonaskiewich announced that there will be a regular Board of Commissioners on Tuesday, December 22, 2020.

## **ADJOURNMENT**

Commissioner Conn made a motion to adjourn the meeting. Seconded by Commissioner Lipkin.  
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 December 10, 2020.

Approved and certified on this date:

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

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

SEAL