

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
February 13, 2020  
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 take place after the Workshop regarding personnel and legal 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  
Joanne Ackerman  
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  
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 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 Ackerman, seconded by Commissioner Conn, to approve the list of Bills Payable for the period 1/18/2020-2/7/2020, broken down as follows:**

\$224,755.69 = GENERAL  
\$13,117.93 = FIRE  
\$3.63 = LIBRARY  
\$27,299.03 = WATER  
\$217,496.12 = SEWER  
\$107,799.22 = REFUSE & RECYCLING  
\$16,686.82 = HIGHWAY AID  
\$0 = CAPITAL GENERAL  
**\$607,158.44 = GRAND TOTAL ALL FUNDS**

**Roll Call:**

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

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

**MINUTES**

**January 23, 2020**

Commissioner Brinton declared the Minutes of January 23, 2020 accepted with corrections that were noted prior to the meeting.

**NEW BUSINESS**

**ORDINANCES**

None.

**RESOLUTIONS**

**Resolution Setting the Fee Schedule for 2020.**

Ms. Bonaskiewich stated that the 2020 fee schedule will incorporate the water and sewer increases, as well as the building permit fees that were re-structured in order to align with what the Township is charged by its third-party inspector.

**Motion by Commissioner Lipkin, seconded by Commissioner Ackerman, to adopt Resolution No. 02-2020-1770, setting the fee schedule for 2020.**

**Roll Call:**

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

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

**Resolution Amending the Civil Service Rules and Regulations.**

Ms. Bonaskiewich noted that while the Civil Service Commission had approved two changes to the rules and regulations, there is only one before the Board at this time regarding background investigations and the creation of an eligibility list. She explained that the proposed amendment to the rules and regulations will allow the background investigations to be completed either before *or after* the creation of the eligibility list. This change ultimately will help to expedite the process.

**Motion by Commissioner Conn, seconded by Commissioner Ackerman, to adopt Resolution No. 02-2020-1672, amending the Civil Service Rules and Regulations.**

**Roll Call:**

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

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

**Resolution Approving Disposition of Public Works Vehicles.**

Ms. Bonaskiewich explained that as per the First-Class Township Code, in order to sell or dispose of any personal property owned by the Township that is valued at \$1,000 or more, the Board must first approve of the sale by way of an Ordinance or Resolution. She noted that the Department of Public Works would like to list their 2012 Ford 350 truck with snow plow for sale on Municibid.

**Motion by Commissioner Seagreaves, seconded by Commissioner Ackerman, to adopt Resolution No. 02-2020-1671, approving the disposition of a Public Works Vehicle.**

**Roll Call:**

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

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

**PRIVILEGE OF THE FLOOR**

Chief Soberick noted that the Board will be receiving updated police reports that will include more pertinent information. He also commented that the department implemented a new training program where officers will participate in four-hour blocks of training, which is an important step for accreditation.

Chief Soberick stated that there was a church safety meeting held at the Police Station in which Township churches were invited to participate in a round-table discussion on safety and security.

Chief Soberick announced that extra traffic patrols are being conducted in different parts of the Township, in addition to monthly school bus details.

Chief Soberick commented that on January 16<sup>th</sup>, Officer Zulic and K-9 Miklo were requested by the Emmaus Police Department to assist in searching for a suspect who stole a gun from Xtreme Gun Workx. The K-9 was able to track the suspect under a car and officers took him into custody without incident. Chief Soberick provided the Board with a letter of thanks from Emmaus' Chief of Police.

Mr. Robert Agonis of 1189 Meadowbrook Circle W expressed concerns about the Governor's proposed Fair Service Fee, which proposes that all PA residents pay a fee for areas that do not have a local police force and are therefore covered by the State Police.

Mr. Fernando Desouza, representative of Cedar Crest Bible Fellowship Church (1151 S. Cedar Crest Blvd.), stated that he is part of the local outreach team at the church and suggested a partnership with the Township for the Egg Hunt scheduled to be held on April 4<sup>th</sup> at Lindberg Park. Ms. Genny Baillie, Recreation Director, replied that the Egg Hunt is run by the Reaction Advisory Committee and is only for children in the Township. She explained that each child must register with the Township and parents must sign a waiver of liability.

Mr. Desouza commented that the church would like to partner with the Township in other events. A discussion ensued regarding the use of the parks. It was the consensus of the Board that they are not interested in a partnership at this time.

**ADJOURNMENT**

Commissioner Conn made a motion to adjourn the meeting. Seconded by Commissioner Lipkin. The time was 7:28 pm.

Respectfully submitted,

Cathy Bonaskiewich  
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on February 13, 2020.

Approved and certified on this date:

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Cathy Bonaskiewich

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

SEAL