

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
July 23, 2020
REGULAR MEETING – 7:00 PM**

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

CALL TO ORDER

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

Commissioner Brinton announced that there will be an Executive Session held after the Workshop to discuss personnel and 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
Kerry Raybold, Planning and Zoning Officer
Paul Ziegenfus, Finance Director
John Andreas, Director of Public Works
Kevin Soberick, Chief of Police – EXCUSED
Ron Patten, Police Sergeant
John Ashley, Esquire, representative of Davison & McCarthy, Township Solicitor
David Tettemer, representative of Keystone Consulting Engineers, Township Engineer
Genny Baillie, Recreation Director

NOTIFICATION

Ms. Bonaskiewich welcomed the attendees to the regular meeting of the Board of Commissioners for July 23, 2020. She noted that the meeting is being held online 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 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 June 30, 2020 and the list of Bills Payable for the period 7/4/2020-7/17/2020, broken down as follows:

\$182,066.95 = GENERAL
\$21,588.33 = FIRE
\$0 = LIBRARY
\$9,475.14 = WATER
\$17,039.47 = SEWER
\$2,039.22 = REFUSE & RECYCLING
\$10,524.00 = HIGHWAY AID
\$348,158.00 = CAPITAL FIRE
\$2,465.51 = CAPITAL SEWER
\$593,356.62 = 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

July 9, 2020

Commissioner Brinton declared the Minutes of July 9, 2020 accepted as presented.

NEW BUSINESS

PUBLIC HEARING – Proposed Zoning Ordinance Amendment.

Ms. Bonaskiewich explained that the topic was previously discussed at a recent Workshop meeting and it is basically to accommodate for temporary structures within the Zoning Ordinance itself, rather than applicants going through the process of Conditional Use Hearings. She noted that the

amendment will allow the Zoning Officer more flexibility when approving some permits, and will also allow for the Zoning Hearing Board to hear certain applicants as Special Exceptions. Ms. Bonaskiewich commented that mobile food trucks will now be considered temporary structures, and the amendment will also allow for temporary structure uses during times of emergency declarations.

Ms. Bonaskiewich opened the floor for comments and/or questions. No comments were heard.

Ms. Bonaskiewich stated that the Zoning Ordinance Amendment will be on the Agenda for approval at the regular meeting of August 13, 2020.

ORDINANCES

None.

RESOLUTIONS

Resolution to Enter into PennDOT Winter Services Maintenance Agreement.

Ms. Bonaskiewich noted that this agreement has been done for many years and would encompass the next five winter seasons. She explained that two streets in the Township are state roads, but since the Township maintains them, the State reimburses the Township. The reimbursement amounts to a little over \$10,000 for the five-year period.

Motion by Commissioner Seagreaves, seconded by Commissioner Conn, to adopt Resolution No. 07-2020-1681, entering into the PennDOT Winter Services Maintenance Agreement.

Roll Call:

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

The Motion passed by 5-0.

MOTIONS

Motion to Accept Time Extension Granted for Plan Review of Plot 886 LLC Major Subdivision.

This motion was tabled.

Ms. Bonaskiewich announced that there will be a special Board of Commissioners meeting on Tuesday, July 28, 2020 at 7:00 pm on Zoom to specifically to entertain the approval of the Final Plan for Plot 886. She commented that the notice is posted on the Township's website and the registration link is there as well.

Motion to Award the Bid received from Insituform Technologies, LLC for the 2020 Sanitary Sewer System Rehabilitation Mainline Cured-In-Place Pipe Lining (CIPPL) Project.

Mr. Tettemer recommended that the Board award the Bid to Insituform, and noted that the Township has worked with them before. Mr. Tettemer stated that the work will be partially funded by a County grant.

Commissioner Patnaik inquired if the Township had received any other bids from other contractors. Commissioner Brinton explained that there were other bids received, but as a First-Class Township, the Township is required to take the lowest responsible bidder.

Motion by Commissioner Lipkin, seconded by Commissioner Conn, to award the Bid received from Insituform Technologies, LLC for the 2020 Sanitary Sewer System Rehabilitation Mainline Cured-In-Place Pipe Lining (CIPPL) Project in the amount of 177,006.55, noting that the Township will also be receiving a grant for a portion of the cost.

Roll Call:

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

The Motion passed by 5-0.

PRIVILEGE OF THE FLOOR

Commissioner Brinton thanked Mr. Paul Willistein for the article he wrote in the Salisbury Press about Ms. Joanne Ackerman.

Commissioner Seagreaves thanked Mr. Nicolo and Chief Soberick with help regarding a motorhome parked in front of a house.

Commissioner Patnaik brought forth a concern from a resident regarding the use of pavilion at Green Acres Park but noted that it was resolved with help from Ms. Bonaskiewich.

Ms. Genny Baillie stated that the Recreation Advisory Committee met on Monday, July 20, 2020, and they inquired about the status of the Master Site Plan for Laubach and Franko Parks. Ms. Bonaskiewich explained that at a roundtable discussion about a year ago, it was expressed at that time, since there was such a large investment made into Lindberg Park, the Township was going to wait a little bit before undertaking Laubach Park. She stated that there is a pollutant reduction plan and there are some projects that the Township needs to address in the next couple of years regarding the water issue in that area. Ms. Bonaskiewich noted that the plan is to tie those two issues together and the park will not be forgotten. She commented that construction of a new bathroom or pavilion with the way the water issues are in the area, would not be advisable.

Ms. Carolyn Geiger of 2753 Green Acres Drive thanked the Township for the additional trash cans at Green Acres Park and also the Police Department for their increased presence in the area.

Mr. Duane Wetzel of 317 N. 3rd Street, Coopersburg, expressed his desire to amend the Township's Knox-Box Ordinance, and stated that he has taken his complaints to a Fair Housing activist.

Ms. Linda Schwartz of 3733 Green Acres Drive commented that she is seeing better waste removal at Green Acres Park and appreciates the enforcement effort at the park. Ms. Schwartz expressed concerns about the use of the pavilion at the park and inquired about who to contact if there are large numbers of people at the pavilion without a reservation. Commissioner Patnaik explained that it is public property and can be used by people with no objection. He stated that this topic was discussed at a recent Workshop meeting and noted that he believes the Township has enough policies in place at the pavilions.

Ms. Bonaskiewich stated that as far as the size of gatherings, the regulation regarding the capacity of the pavilions stands whether a person reserves the pavilion or not. She noted that on any given day, if there is overcrowding the park, it would be a police matter. Ms. Baillie commented that each pavilion has a capacity limit and it is listed within the pavilion policies. She noted that each pavilion has a different capacity level and suggested that the Township post the information at each pavilion.

Ms. Schwartz inquired if the person renting the pavilion is required to post the permit or have it on themselves. Ms. Bonaskiewich stated that yes, is still a requirement.

Mr. Kenneth Wied of 803 Weil Street inquired about changing the street lights to LED lights. Ms. Bonaskiewich stated that the street lights are maintained by PPL.

ADJOURNMENT

Commissioner Lipkin made a motion to adjourn the meeting. Seconded by Commissioner Conn. The time was 7:40p.m.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on July 23, 2020.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____
SEAL