

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
March 12, 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 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 – EXCUSED
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
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 LIST OF BILLS PAYABLE

Motion by Commissioner Conn, seconded by Commissioner Lipkin, to approve the unaudited Financial Report for the period ending January 31, 2020 and the list of Bills Payable for the period 2/22/2020-3/6/2020, broken down as follows:

\$56,348.85 = GENERAL
\$5,449.60 = FIRE
\$0 = LIBRARY
\$4,526.74 = WATER
\$17,992.69 = SEWER
\$103,622.26 = REFUSE & RECYCLING
\$7,152.39 = HIGHWAY AID
\$0 _____ = CAPITAL GENERAL
\$195,092.53 = GRAND TOTAL ALL FUNDS

Roll Call:

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

The Motion passed by 4-0.

MINUTES

February 27, 2020

Commissioner Brinton declared the Minutes of February 27, 2020 accepted as presented.

NEW BUSINESS

ORDINANCES

Ordinance Amendment to Establish a Handicapped Parking Space along 33rd Street SW.

Ms. Bonaskiewich stated that the request was made by a resident, and after review from the Police Department, it was determined to be warranted. It is necessary to update the Ordinance accordingly.

Motion by Commissioner Lipkin, seconded by Commissioner Seagreaves, to adopt Ordinance No. 03-2020-629, amending the Ordinance to establish a handicapped parking space along 33rd Street SW.

Roll Call:

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

The Motion passed by 4-0.

Ordinance Repealing Chapter 5, Parts 1, 2 and 3 of the Township’s Building Code.

Ms. Bonaskiewich stated that the Township must repeal parts of the Township’s codified ordinance as they relate to the building code. She noted that the Township will then be following the UCC in its entirety which will clarify and streamline inspections.

Motion by Commissioner Conn, seconded by Commissioner Lipkin, to adopt Ordinance No. 03-2020-628, repealing Chapter 5, Parts 1, 2 and 3 of the Township’s Building Code.

Roll Call:

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

The Motion passed by 4-0.

RESOLUTIONS

Resolution Amending the Civil Service Rules and Regulations.

Ms. Bonaskiewich stated that two amendments to the Civil Service Rules and Regulations were approved by the Civil Service Commission (pending BOC approval), and the first was acted on by the Board at the meeting of February 13th. She stated that the second proposed amendment regarding length of service for promotion eligibility to rank of Sergeant, first required approval by the Police Officers’ Association. The eligibility requirement *was* two years of continuous service as Corporal or Detective in the Department; it will now simply be five years of continuous service in the Department, regardless of rank.

Motion by Commissioner Conn, seconded by Commissioner Seagreaves, to adopt Resolution No. 03-2020-1674, amending the Civil Service Rules and Regulations.

Roll Call:

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

The Motion passed by 4-0.

MOTIONS

Motion to Approve Payment #1 (Final) to Billitier Electric, Inc. for the Riverside Drive Pump Station Generator Upgrade.

Ms. Bonaskiewich reminded the Board that this was one of the projects covered by the Township's Bond (re)financing in 2016. Mr. Tettermer stated that the project is done and they are happy with the work.

Motion by Commissioner Conn, seconded by Commissioner Lipkin, to approve Payment #1 (Final) to Billitier Electric, Inc. for the Riverside Drive Pump Station Generator Upgrade in the amount of \$46,817.

Roll Call:

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

The Motion passed by 4-0.

PRIVILEGE OF THE FLOOR

Commissioner Lipkin provided governmental resources regarding COVID-19.

Mr. Nicolo provided an update regarding the complaint from the resident on 33rd Street about the garage near his property owned by Scott Cars. Mr. Nicolo stated that he spoke with the people doing the painting and they are compliant with government regulations. He sent a notice of violation to them regarding the water running into the storm drain. They have since responded and are going to stop that type of work in that building.

Ms. Bonaskiewich suggested that the Board considers canceling the next meeting on March 26, 2020 out of caution for COVID-19. She noted that the Board should reevaluate the situation closer to the next scheduled meeting of April 9, 2020. Ms. Bonaskiewich noted that the Township's Spring Egg Hunt will most likely be cancelled. She commented that SYA is assessing things and will follow school protocol.

It was the consensus of the Board to cancel their next meeting on March 26, 2020 and they will assess the situation for future meetings.

Mr. Robert Agonis of 1189 Meadowbrook Circle West stated that the Township published a revised drop-off center schedule and noted that the centers will not have evening hours in May as previously scheduled. Ms. Bonaskiewich stated that she spoke with the operator, and he believed

the busiest months to be June, July and August. In addition, one of the operators is leaving and the Township has to bring on additional staffing.

Mr. Phil Armstrong, Lehigh County Executive, provided the Board with County closure details amid the COVID-19 pandemic and noted that emergency management information is on the County website. Mr. Armstrong stated that Lehigh County will be using mail-in ballots for the first time in response to the COVID-19 concerns. He also commented that the County will have a news conference at 10 am after a meeting with Representative Susan Wild.

Mr. Armstrong also expressed the need for residents to complete the U.S. Census.

ADJOURNMENT

Commissioner Conn made a motion to adjourn the meeting. Seconded by Commissioner Lipkin. The time was 7:22 pm.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on March 12, 2020.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL