

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
November 12, 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 was held on November 4, 2020 to discuss a personnel matter. She noted that the Board will also hold an Executive Session after the Workshop regarding a personnel matter.

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 Rabold, Zoning Officer
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 welcomed the attendees to the regular meeting of the Board of Commissioners for November 12, 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 Patnaik, to approve the list of Bills Payable for the period 10/17/2020-11/6/2020, broken down as follows:

\$119,749.79 = GENERAL
\$1,040.11 = FIRE
\$0 = LIBRARY
\$6,844.65 = WATER
\$20,004.90 = SEWER
\$109,526.83 = REFUSE & RECYCLING
\$242.71 = HIGHWAY AID
\$387.57 = CAPITAL GENERAL
\$14,895.41 = CAPITAL SEWER
\$272,691.97 = 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

October 22, 2020.

Commissioner Brinton declared the Minutes from October 22, 2020 accepted as presented.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

Resolution to Grant Conditional Preliminary/Final Approval of the 3401 Lehigh Street Land Development Plan.

Ms. Rabold stated that the project consists of four small additions totaling 4,577 square feet at the current Mercedes Benz/Porsche Dealership at 3401 Lehigh Street. She noted that the additions are for aesthetic purposes and are requirements from the brand instructing the dealership as to how they have to update their facility. Ms. Rabold commented that they also reconfigured the front parking lot.

Ms. Jill Lipovsky Smith of Hanover Engineering Associates (the Township's Alternate Engineer) detailed three waivers that are recommended for approval by the Planning Commission.

Ms. Rabold noted that she is agreeable with the Plan and the Planning Commission has recommended approval of the Preliminary/Final Plan with the waivers.

Commissioner Patnaik inquired if the additions are on impervious or pervious surfaces. Ms. Lipovsky Smith replied that the additions will be on currently paved areas so there is no additional impervious surface coverage.

Motion by Commissioner Lipkin, seconded by Commissioner Conn, to adopt Resolution No. 11-2020-1688, granting conditional Preliminary/Final approval of the 3401 Lehigh Street Land Development Plan with waivers, as read.

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 for Appointment of Environmental Advisory Council – 2nd Ward Vacancy.

Motion by Commissioner Seagreaves, seconded by Commissioner Conn, to appoint Ms. Jacquelyn Heiserman to the Environmental Advisory Council to fill the 2nd Ward Vacancy with a term expiration date of 1/1/2023.

Roll Call:

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

The Motion passed by 5-0.

Motion to Approve Payment #1 to Insituform Technologies for the 2020 Sanitary Sewer Rehab Cured-In-Place Pipe Lining (CIPPL) Contract in the amount of \$147,284.01.

Mr. Tettermer stated that the work is done and he is recommending approval. He reminded the Board that about \$100,000 of the contracted amount was part of a Grant from Lehigh County, so once the payment is approved, documentation can be forwarded to the County for reimbursement.

Motion by Commissioner Patnaik, seconded by Commissioner Lipkin, to approve Payment #1 to Insituform Technologies for the 2020 Sanitary Sewer Rehab Cured-In-Place Pipe Lining (CIPPL) Contract in the amount of \$147,284.01.

Roll Call:

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

The Motion passed by 5-0.

Motion to Advertise the Public Inspection Period for the Proposed 2021 Budget.

Ms. Bonaskiewich commented that the First-Class Township Code requires a minimum 20-day public inspection period/review prior to the Budget's final adoption. She noted that the Budget should be adopted at the Commissioners' meeting on December 10, 2020.

Mr. Ziegenfus noted that the Budget will be advertised and available on the website for review. He commented that there is no tax increase for 2021 and the total Budget comes to \$8,564,204.

Motion by Commissioner Conn, seconded by Commissioner Lipkin, to advertise the public inspection period for the proposed 2021 Budget.

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 Lipkin thanked the Public Works Department for their efforts with leaf cleanup and reminded residents to keep their leaves along the curb and not in the street.

A discussion ensued on the best location to put leaves. Mr. Andreas clarified that residents should place their leaves along the cart-way of their property, without taking up a lane of travel.

ADJOURNMENT

Commissioner Conn made a motion to adjourn the meeting. Seconded by Commissioner Lipkin. The time was 7:24 p.m.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

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

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL