

## **CORONAVIRUS STATEMENT – Updated March 10, 2021**

**TOWNSHIP OFFICES ARE OPEN TO THE PUBLIC**, with normal business hours Monday-Friday from 8:30am-4:30pm and with appropriate restrictions in place. Masks must be worn when visiting the Administration Building, and – if necessary – the number of visitors at any given time may be limited. The Township’s office phone number is 610-797-4000 and general email is [info@salisburytownship.org](mailto:info@salisburytownship.org). Outlined below are continued modifications:

- **PAYMENT OF UTILITY BILLS:** We appreciate your cooperation with limiting in-person contact and strongly encourage that you continue to use these alternate methods for payment of utility bills: (1) mailed in the envelope provided with the bill; (2) dropped in the curbside Admin Building Drop Box; or (3) made via our online bill payment platform located on the Township’s website <https://www.salisburytownship.org/township-government/departments/finance/pay-your-utility-bill-online/>. If you need assistance with the online bill paying option or have any questions, please call 484-661-5815 or 610-797-4000 for help.
- **TAX COLLECTOR SITTING HOURS** for 2021 are as follows: Tuesdays 9:30am-2:30pm; May 20, 24 & 25; July 27, 29 & 30; and December 28, 30 & 31 or by appointment only. Other than these dates, in-person payment of tax bills will not be accepted. Payment of Township taxes should be made by check, cashier’s check or money order only. Alternate methods of payment delivery include: (1) mailed to the address indicated on the tax bill – Ms. Tamara Kulik Smarch, 2900 S. Pike Avenue, Allentown, PA 18103; (2) dropped in the curbside Admin Building Drop Box; or (3) deposited in the drop box outside the Tax Collector’s Service Window in the Admin Building lobby. For any further information or inquiries, please contact Ms. Smarch directly. She can be reached at 610-871-0252 or [tsmarch@saliburysd.org](mailto:tsmarch@saliburysd.org).
- **THE DEPARTMENT OF COMMUNITY DEVELOPMENT** is accepting in-person submissions of zoning and building permit applications as well as planning submissions and zoning appeals (as long as a waiver of the time requirements is included). Anyone with inquiries or wishing to visit the office are encouraged to call or email in advance when possible in order to avoid unnecessary contact and to practice safe social distancing. Department staff’s contact information follows:

Sandy Nicolo, Director of Community Development/Asst Manager  
Phone #484-661-5812  
Email [snicolo@salisburytownship.org](mailto:snicolo@salisburytownship.org)

Kerry Rabold, Planning & Zoning Officer  
Phone #484-661-5825  
Email [krabold@salisburytownship.org](mailto:krabold@salisburytownship.org)

Kathy Hval, Admin Assistant  
Phone #484-661-5831  
Email [khval@salisburytownship.org](mailto:khval@salisburytownship.org)

- **THE TOWNSHIP'S DROP-OFF SITE OPERATION SCHEDULE** has changed effective with the 2021 season.

The sites will now be open from the first Monday in April through the last Saturday in November. Hours of operation will now be Mondays and Thursdays from 10:00am-6:00pm [NOTE: Hours are 10:00am-5:00pm only during the month of November] and Saturdays from 8:00am-1:00pm. Weeks of operation will alternate with each site, beginning with the Franko Drop-off site on Monday, April 5<sup>th</sup> and ending with the Devonshire Drop-off site the week of November 22<sup>nd</sup>.

Residents will have to show proof of Township residency (their most recent utility bill would be optimal) and addresses will be logged. The number of cars allowed on-site at any given time may be regulated so as to avoid overcrowding. As usual, the sites are open for residential use only; no landscapers or non-residential use will be allowed. All materials will be checked to ensure that they're clean and not contaminated with other waste. Contaminated materials will not be allowed to be disposed of at the site.

In order to maintain appropriate social distancing, physical interaction between Township staff and the public will be kept to an absolute minimum. Residents must be able to unload materials and empty containers themselves. Residents must take all bags and containers utilized for the transportation of materials with them when they leave the drop-off site. Masks will be required to be worn to enter the site.

- **TOWNSHIP PARKS** will be reopening May 1<sup>st</sup>. Tennis, Basketball and Pickleball Courts will be open for personal use by local residents. The Township will also be accepting park pavilion and field reservations. A reminder to anyone using the Township's facilities: you must adhere to state safety guidelines regarding gathering size, social distancing, and protective gear. **USE OF TOWNSHIP PARK FACILITIES IS AT YOUR OWN RISK.**
- **SALISBURY TOWNSHIP PUBLIC MEETINGS** have resumed; however, at the present time, they will continue to be held in a hybrid fashion utilizing the Zoom online platform until such a time when indoor public gatherings can be better accommodated. Be sure to check the Township's website often regarding meeting status updates, along with applicable registration information at <https://www.salisburytownship.org/township-government/meetings/>.

We greatly appreciate your patience and understanding of Salisbury Township's efforts to minimize the disruption of services and attempts to maximize the health and safety of all so that we can continue to fulfill our obligations to the citizens we serve.

Cathy Bonaskiewich  
Township Manager