

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
December 8, 2022
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
Heather Lipkin, President Pro-Tempore
Alok Patnaik
Alex Karol

Staff Present:

Cathy Bonaskiewich, Township Manager
Sandy Nicolo, Assistant Township Manager/Code Enforcement Director/MS4 Coordinator
Paul Ziegenfus, Finance Director
James Levernier, Director of Public Works
Donald Sabo, 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 comment 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 Patnaik, seconded by Commissioner Lipkin, to approve the list of Bills Payable for the period 11/19/22–12/2/22, broken down as follows:

\$65,959.81= GENERAL
\$1,701.47 = FIRE
\$0 = LIBRARY
\$5,769.99 = WATER
\$175,364.50 = SEWER
\$143,058.73 = REFUSE & RECYCLING
\$131.45 = HIGHWAY AID
\$232,312.38 = CAPITAL GENERAL
\$50.00 _____ = CASH ALLOCATIONS
\$624,348.33 = GRAND TOTAL ALL FUNDS

The Board voted: 5 Ayes; 0 Nays.

MINUTES

November 22, 2022

Commissioner Brinton declared the Minutes from November 22, 2022 accepted as presented.

NEW BUSINESS

ORDINANCES

Public Comment regarding 2023 Budget Approval and Ordinance Setting & Reaffirming Tax Rates for Year 2023 and Approving 2023 Budget Appropriations.

No public comments were heard.

Commissioner Patnaik inquired if there had been any changes made to the Budget since it was last discussed. Mr. Ziegenfus replied that there were no changes.

Motion by Commissioner Conn, seconded by Commissioner Patnaik, to adopt Ordinance No. 12-2022-657, setting and reaffirming tax rates for Year 2023 and approving 2023 Budget appropriations.

The Board voted: 5 Ayes; 0 Nays

Ordinance Amending Non-Uniformed Defined Benefit (PMRS) Pension Plan to Set Employee Contribution Rate for Year 2023.

Motion by Commissioner Lipkin, seconded by Commissioner Karol, to adopt Ordinance No. 12-2022-658, amending Non-Uniformed Defined Benefit (PMRS) Pension Plan to Set Employee Contribution Rate for Year 2023.

The Board voted: 5 Ayes; 0 Nays

Ordinance Amending General Parking Regulations to Add a Handicapped Space on 33rd Street SW.

Motion by Commissioner Patnaik, seconded by Commissioner Karol, to adopt Ordinance No. 12-2022-659, amending General Parking Regulations to add a handicapped space on 33rd Street SW.

The Board voted: 5 Ayes; 0 Nays

RESOLUTIONS

Resolution Setting the Police Pension Plan Employee Contribution Rate for Year 2023.

Motion by Commissioner Karol, seconded by Commissioner Conn, to adopt Resolution No. 12-2022-1764, setting the Police Pension Plan Employee Contribution rate for Year 2023.

The Board voted: 5 Ayes; 0 Nays

Resolution Increasing Water and Sewer Rates effective 01/01/2023.

Motion by Commissioner Lipkin, seconded by Commissioner Karol, to adopt Resolution No. 12-2022-1765, increasing the water and sewer rates effective January 1, 2023.

The Board voted: 5 Ayes; 0 Nays

Resolution Approving Southbury Park Subdivision Plan Revision.

Mr. Tetterer noted that there was a unique zoning situation at this property and the developer has made four waiver requests, which he read into the record. He also commented that the Plan has been reviewed by the Planning Commission and they are recommending approval.

Motion by Commissioner Karol, seconded by Commissioner Lipkin, to adopt Resolution No. 12-2022-1762, approving Southbury Park Subdivision Plan Revision.

The Board voted: 5 Ayes; 0 Nays

Resolution Approving Taco Bell Land Development Plan at 3380 Lehigh Street.

Mr. Tetterer stated that this Resolution is approving the Preliminary/Final Land Development Plan at Taco Bell. He noted that the existing Taco Bell will be raised and a new structure with a new parking layout, which meets all requirements of SALDO and zoning, will be constructed. Mr. Tetterer commented that the Plan has been reviewed by the Planning Commission and the Lehigh Valley Planning Commission, and he read requested waivers into record.

Commissioner Karol expressed concerns about the water runoff in the area and inquired if the impervious surface coverage would change at this site. Mr. Tetterer stated that there is a slight

decrease in impervious surface, but the Plan will have no impact on the area of concern as the site is downstream from it.

Motion by Commissioner Patnaik, seconded by Commissioner Conn, to adopt Resolution No. 12-2022-1763, approving Taco Bell Land Development Plan at 3380 Lehigh Street.

The Board voted: 5 Ayes; 0 Nays

Resolution Appointing Township Solicitor for Year 2023.

Commissioner Brinton stated that this Resolution will appoint Gross McGinley as the Township Solicitor. She thanked Attorney Ashley for his years of service.

Motion by Commissioner Karol, seconded by Commissioner Patnaik, to adopt Resolution No. 12-2022-1766, appointing Gross McGinley as the Township Solicitor for Year 2023.

The Board voted: 5 Ayes; 0 Nays

Resolution Appointing Township Engineer for Year 2023.

Commissioner Brinton stated that this Resolution will appoint Barry Isett and Associates as the Township Engineer. She thanked Mr. Tetterer for his years of service and wished him well on his retirement.

Ms. Bonaskiewich introduced Mr. Stan Wojciechowski who will act as the representative from Barry Isett and Associates.

Motion by Commissioner, seconded by Commissioner, to adopt Resolution No. 12-2022-1767, appointing Barry Isett and Associates as the Township Engineer for Year 2023.

The Board voted: 5 Ayes; 0 Nays

Resolution Authorizing the Township Manager and Assistant Manager to Execute PA Small Water and Sewer Grant Documents and Agreements and to Pledge a 15% Match Commitment from Township Funds for Louise Lane and Louise Court Watermain Replacement Project.

Ms. Bonaskiewich explained that as a requirement of the grant, the Board must authorize the Township Manager and/or the Assistant Manager to execute all necessary grant documents and pledge that the Township will provide any required match commitment.

Motion by Commissioner Conn, seconded by Commissioner Lipkin, to adopt Resolution No. 12-2022-1769, authorizing the Township Manager and Assistant Manager to execute PA Small Water and Sewer Grant documents and agreements and to pledge a 15% match commitment from Township funds for the Louise Lane and Louise Court Watermain Replacement Project.

The Board voted: 5 Ayes; 0 Nays

Resolution Authorizing the Township Manager and Assistant Manager to Execute H2O PA Grant Documents and Agreements and to Pledge a 50% Match Commitment from Township Funds for Sewer Dig Repairs/Manhole Rehabilitation Project.

Motion by Commissioner Conn, seconded by Commissioner Lipkin, to adopt Resolution No. 12-2022-1768, authorizing the Township Manager and Assistant Manager to execute H2O PA Grant documents and agreements and to pledge a 50% match commitment from Township funds for Sewer Dig Repairs/Manhole Rehabilitation Project.

The Board voted: 5 Ayes; 0 Nays

MOTIONS

Motion to Approve Non-Uniformed Defined Contribution (DC) Pension Plan Funding for Year 2022.

Ms. Bonaskiewich explained that there is no total yet as the Township will not have the final 2022 compensation amounts for employees until after the final pay date of December 29, 2022. She noted that the Township is responsible to fund the Plan for an amount equal to eight percent (8%) of Plan members' salaries. Ms. Bonaskiewich stated that the amount will be ratified at the meeting on January 12, 2023.

Motion by Commissioner Conn, seconded by Commissioner Patnaik, to approve the Non-Uniformed Defined Contribution (DC) Pension Plan Funding for Year 2022.

The Board voted: 5 Ayes; 0 Nays

BOARDS & COMMISSIONS APPOINTMENTS

1. Planning Commission (4-year term)

a. Fifth Ward

Commissioner Patnaik nominated Mr. James (Jimmy) Brown. Commissioner Conn seconded the motion.

The Board voted: 5 Ayes; 0 Nays

2. Zoning Hearing Board (5-year term)

a. Fourth Ward

Commissioner Conn nominated Mr. Ian Baxter (5th Ward). Commissioner Lipkin seconded the motion.

The Board voted: 5 Ayes; 0 Nays

3. Vacancy Board (1-year term)

a. One Member

Commissioner Patnaik nominated Mr. Matthew McConnell. Commissioner Lipkin seconded the motion.

The Board voted: 5 Ayes; 0 Nays

COURTESY OF THE FLOOR

Chief Sabo commented that there have been ongoing problems on Constitution Drive by the river, including dumping of trash and stolen cars, ATV and four-wheeler riding, and shooting at the pump station to the point where it will have to be reinforced with more steel. He stated that the Department will be increasing patrols in the area, but he expressed concerns about accessibility because of the condition of the road. Chief Sabo noted that there is remaining money in the capital budget that was to be used for a license plate reader, but they are considering purchasing street-legal motocross dirt bikes instead in order to have better access to the area. He commented that some officers are trained with motorcycle licenses so he could theoretically assign them to that location. Chief Sabo also noted that there are plans to install better-equipped cameras at the pump station.

Mr. Levernier stated that employees from the Department of Public Works, along with the Lehigh County Parks Department and the City of Allentown, cleaned up Walking Purchase Park earlier in the day. He noted that they filled a 30-yard dumpster and the City took out multiple dump truck loads of tires.

Ms. Bonaskiewich stated that the Board received a copy of the 2021 audit and the Auditor will attend the January 12, 2023 meeting to review it.

Ms. Bonaskiewich commented that the Township is very close to having the agreement of sale finalized for the McAuliffe property and will then be able to proceed with settlement.

Commissioner Lipkin stated that she attended the General Assembly online for the Lehigh Valley Planning Commission. She commented that many reports will be available in 2023, including housing supply and affordability and how it will impact schools. Commissioner Lipkin noted that according to the passenger rail analysis, the Lehigh Valley might get a passenger train. She explained that Lehigh Valley was approved for infrastructure monies to be used between now and 2026, but the requirement to get the money is that 20% must be matched by PA legislature.

Commissioner Brinton passed along gratitude from a resident regarding the handling of leaf collection.

Commissioner Patnaik thanked the Department of Public Works for their leaf collection efforts.

Commissioner Patnaik thanked Attorney Ashley for his years of commitment to the Township and noted that he had rarely ever missed a meeting.

Mr. Tettermer thanked the Board for the opportunity to be the Township Engineer for the last 19 years.

Mr. Nicolo thanked Attorney Ashley and Mr. Tettermer for their years of service.

Mr. Ziegenfus also thanked Attorney Ashley and Mr. Tettermer for their years of service and thanked the Board for their support through the Budget process.

ADJOURNMENT

Commissioner Patnaik made a motion to adjourn the meeting. Commissioner Conn seconded the motion. The time was 7:56 p.m.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official Minutes of the Regular Meeting of the Board of Commissioners held on December 8, 2022.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL