

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
February 10, 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
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 AND LIST OF BILLS PAYABLE

Motion by Commissioner Patnaik, seconded by Commissioner Karol, to approve the unaudited Financial Report for the period ending December 31, 2021 and the list of Bills Payable for the period 1/22/22 – 2/4/22, broken down as follows:

\$55,587.52 = GENERAL
\$3,263.23 = FIRE
\$0 = LIBRARY
\$11,571.46 = WATER
\$23,883.47 = SEWER
\$102,523.45 = REFUSE & RECYCLING
\$16,765.06 = HIGHWAY AID
\$13,094.00 = CAPITAL GENERAL
\$1,704.25 = CAPITAL SEWER
\$122.50 = CASH ALLOCATIONS
\$228,514.94 = GRAND TOTAL ALL FUNDS

Roll Call:

COMMISSIONER KAROL – YES
COMMISSIONER PATNAIK – YES
COMMISSIONER LIPKIN – YES
COMMISSIONER CONN – YES
COMMISSIONER BRINTON – YES

The Motion passed by 5-0.

MINUTES

January 27, 2022.

Commissioner Brinton declared the Minutes from January 27, 2022 accepted as presented.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

Resolution to Adopt 2022 Fee Schedule.

Commissioner Patnaik inquired how often the Township sets the fee schedule. Ms. Bonaskiewich responded that it is done annually.

Motion by Commissioner Conn, seconded by Commissioner Lipkin, to adopt Resolution No. 02-2022-1738, setting the 2022 Fee Schedule.

Roll Call:

COMMISSIONER KAROL – YES
COMMISSIONER PATNAIK – YES
COMMISSIONER LIPKIN – YES
COMMISSIONER CONN – YES
COMMISSIONER BRINTON – YES

The Motion passed by 5-0.

Resolution to Update Non-Uniformed Defined Contribution Pension Plan Committee Membership.

Commissioner Brinton noted a Resolution is necessary to remove an employee from the committee and replace him with two others.

Motion by Commissioner Patnaik, seconded by Commissioner Lipkin, to adopt Resolution No. 02-2022-1737, updating the Non-uniformed Defined Contribution Pension Plan Committee Membership.

Roll Call:

COMMISSIONER KAROL – YES
COMMISSIONER PATNAIK – YES
COMMISSIONER LIPKIN – YES
COMMISSIONER CONN – YES
COMMISSIONER BRINTON – YES

The Motion passed by 5-0.

MOTIONS

Motion to Award Bid for Water Main Replacement Projects (Contract A) and Sanitary Sewer Repair Project (Contract B) in the total amount of \$571,000.

Mr. Tettermer noted that the contracts represent projects along E. Texas Boulevard, S. Main Street, S. 25th Street. He commented that six proposals were received and his recommendation is to award the bid to M.F. Ronca and Sons in the amount of \$571,000.

Motion by Commissioner Conn, seconded by Commissioner Karol, to award the bid to M.F. Ronca and Sons for Water Main Replacement Projects (Contract A) and Sanitary Sewer Repair Project (Contract B) in the total amount of \$571,000.

Roll Call:

COMMISSIONER KAROL – YES
COMMISSIONER PATNAIK – YES
COMMISSIONER LIPKIN – YES
COMMISSIONER CONN – YES
COMMISSIONER BRINTON – YES

The Motion passed by 5-0.

Motion to Approve 2020 Audited Financials.

Motion by Commissioner Lipkin, seconded by Commissioner Patnaik, to approve the 2020 Audited Financials.

Roll Call:

COMMISSIONER KAROL – YES
COMMISSIONER PATNAIK – YES
COMMISSIONER LIPKIN – YES
COMMISSIONER CONN – YES
COMMISSIONER BRINTON – YES

The Motion passed by 5-0.

Motion to Approve Payment for Repair of WSFD’s 2007 Engine #31-11 in the amount of \$38,346.30.

Ms. Bonaskiewich noted that the truck has been out of service since October and by doing this repair, they expect to extend the life of the unit. She commented that the expense was not budgeted so it has to come before the Board.

Motion by Commissioner Patnaik, seconded by Commissioner Karol, to approve payment for repair of WSFD’s 2007 Engine #31-11 in the amount of \$38,346.30.

Roll Call:

COMMISSIONER KAROL – YES
COMMISSIONER PATNAIK – YES
COMMISSIONER LIPKIN – YES
COMMISSIONER CONN – YES
COMMISSIONER BRINTON – YES

The Motion passed by 5-0.

PRIVILEGE OF THE FLOOR

Commissioner Brinton announced that an Executive Session will be held after the Workshop to discuss a real estate matter.

Commissioner Patnaik thanked the first responders who recently fought a fatal fire on Byfield Street.

Commissioner Karol thanked the Department of Public Works for their snow plowing efforts during recent winter storms.

Commissioner Brinton commented that the Board had a discussion recently with representatives from Republic Services and they are hoping for the best going forward. Commissioner Lipkin stated that the Township will continue to monitor the situation.

Commissioner Conn brought forth a concern from a resident regarding a car that consistently parks too close to the intersection at Sage and Essex. He also noted that he received a call from a resident complaining about speeding on Public Road.

Mr. Jared Tierno of 3096 Essex Road expressed concerns about the Township putting restrictions in place for parking commercial vehicles on residential properties. He noted that as a UGI employee, he is required to bring his work truck home in order to respond to emergencies. Mr. Nicolo stated that as the Ordinance is currently written, it is not allowed, but the Township is working towards relaxing the regulations. He noted that they will present revisions to the Ordinance at an upcoming workshop.

Mr. Joshua Wells, Fire Chief of WSFD, commented that 2021 was the busiest year in the history of both fire companies. He reminded residents to be vigilant and look out for one another.

ADJOURNMENT

Commissioner Patnaik made a motion to adjourn the meeting. Seconded by Commissioner Lipkin. The time was 7:26 pm.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official Minutes of the Regular Meeting of the Board of Commissioners held on February 10, 2022.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL