

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
February 24, 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 - EXCUSED
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 Lipkin, seconded by Commissioner Conn, to approve the unaudited Financial Report for the period ending January 30, 2022 and the list of Bills Payable for the period 2/5/22 – 2/18/22, broken down as follows:

\$168,538.81 = GENERAL
\$2,591.04 = FIRE
\$0 = LIBRARY
\$74,289.98 = WATER
\$55,063.70 = SEWER
\$144,141.25 = REFUSE & RECYCLING
\$27,339.61 = HIGHWAY AID
\$7,500.50 = CAPITAL GENERAL
\$38,346.46 = CAPITAL FIRE
\$517,811.35= GRAND TOTAL ALL FUNDS

The Board voted: 4 Ayes; 0 Nays

MINUTES

February 10, 2022.

Commissioner Brinton declared the Minutes from February 10, 2022 accepted as presented.

NEW BUSINESS

Presentation by FBI Representative for a Command Trilogy Award to Police Department Command Staff.

Chief Soberick stated that all of the command staff has completed supervisory training through the FBI-LEEDA program in order to continue the Police Department's professional development. Mr. Mark Clark, Chief Operations Officer for FBI-LEEDA, presented the award to the command staff and congratulated them for the extensive amount of time they have invested in the training.

Chief Soberick introduced the command staff as himself, Sergeant Ron Patten, Sergeant Don Sabo, Corporal Kevin Kress, Detective Chris Casey and Detective Charles Whitehead.

*Commissioner Brinton announced that there will be an Executive Session held after the meeting regarding legal matters.

ORDINANCES

Ordinance approving procedures for the collection of unpaid, delinquent Township fees and Motion to enter into an agreement with Portnoff Law Associates for the collection of delinquent Municipal claims on behalf of Salisbury Township.

Mr. Ziegenfus commented that the Board has discussed this matter at previous Workshops. Ms. Bonaskiewich noted that the Ordinance establishes the fees and the Board will need to make a Motion to enter into an agreement with Portnoff Law Associates.

Motion by Commissioner Lipkin, seconded by Commissioner Karol, to adopt Ordinance No. 02-2022-648, approving procedures for the collection of unpaid, delinquent Township fees, and enter into an agreement with Portnoff Law Associates for the collection of delinquent Municipal claims on behalf of Salisbury Township.

The Board voted: 4 Ayes; 0 Nays

RESOLUTIONS

Resolution to Revise the Township's Official Sewage Facilities Plan for the Minor Subdivision of 839 E. Lynnwood Street.

Motion by Commissioner Conn, seconded by Commissioner Lipkin, to adopt Resolution No. 02-2022-1740, revising the Township's Official Sewage Facilities Plan for the Minor Subdivision of 839 E. Lynnwood Street.

The Board voted: 4 Ayes; 0 Nays

Resolution to Revise the Township's Official Sewage Facilities Plan for the Minor Subdivision of 1453 Lehigh Avenue.

Motion by Commissioner Conn, seconded by Commissioner Lipkin, to adopt Resolution No. 02-2022-1739, revising the Township's Official Sewage Facilities Plan for the Minor Subdivision of 1453 Lehigh Avenue.

The Board voted: 4 Ayes; 0 Nays

MOTIONS

Motion to Award the Bid for Laubach Park Stormwater Improvements Project to CMR Construction, Inc. in the amount of \$246,755.70.

Mr. Tetterer commented that this was the low bid on the project and Keystone has worked with CMR Construction, Inc. in a different municipality, so he recommends awarding the bid to them.

Motion by Commissioner Conn, seconded by Commissioner Lipkin, to award the bid for Laubach Park Stormwater Improvements Project to CMR Construction, Inc. in the amount of \$246,755.70.

The Board voted: 4 Ayes; 0 Nays

Motion to Approve Arts Academy Charter School MOU.

Commissioner Brinton stated that the MOU is an agreement between the Police Department and the Arts Academy Charter School. Chief Soberick noted that is comfortable with the agreement.

Motion by Commissioner Lipkin, seconded by Commissioner Karol, to approve the Arts Academy Charter School MOU.

The Board voted: 4 Ayes; 0 Nays

Motion to Accept Time Extension Request for the Land Development at 1439 E. Emmaus Avenue.

Mr. Tetterer noted that the developer is in the process of converting the site from a personal care facility to garden apartments. He commented that the Plan went before the Planning Commission and the developer is currently in the process of addressing their comments; however, in order to keep moving forward with the plan, they need some more time to get outside agency approvals.

Commissioner Brinton commented that this time extension request is valid until June 30, 2022.

Motion by Commissioner Lipkin, seconded by Commissioner Conn, to accept a time extension request for the Land Development at 1439 E. Emmaus Avenue.

The Board voted: 4 Ayes; 0 Nays

Motion to Accept Time Extension Request for the Land Development Plan at 2638 West Rock Road.

Commissioner Brinton commented that the Girl Scouts of Pennsylvania have submitted a request for a time extension until June 30, 2022 for the review of their Land Development Plan in order to accommodate obtaining approvals from outside agencies.

Ms. Jackie Straley of 3110 Dogwood Lane stated that she objects to the time extension as she believes it will not take that long to get the necessary approvals. Attorney Ashley stated if they get their documentation earlier, they can come in and finish the process. He noted that this action makes sure they do not have to keep coming back every month just because they have not gotten their approvals from the outside agency.

Mr. Kevin McNally of 3113 Birchwood Drive inquired about the process of requesting the time extension as he believes the request should go to the Planning Commission. Attorney Ashley stated that the Planning Commission cannot accept the extension. Mr. McNally stated that he objects to the Plan because of the ecosystem, safety concerns and septic systems.

Mr. Charles Beck of 930 E. Lexington Street stated that he believes the time extension acceptance should be in front of the Planning Commission as that is where the Land Development Plan is currently. Attorney Ashley stated that the extension comes to the Board of Commissioners because they make the ultimate decision and the Planning Commission makes a recommendation.

Ms. Jackie Straley asked if there is an Ordinance indicating the procedure. Attorney Ashley stated that it is located in the Subdivision and Land Development Ordinance (SALDO).

Commissioner Lipkin noted that the Plan is still with the Planning Commission, but the Board is extending the time to get the necessary outside agency approvals.

Mr. Tetterer stated that this is technically a Land Development Plan and the Planning Commission makes a recommendation to the Board of Commissioners. He noted that historically, the Planning Commission has accepted some time extensions on projects in which they are involved; however, in this case, there was no Planning Commission meeting because it was canceled. Mr. Tetterer

commented that there is no more time to review the Plan so the Board must accept this extension tonight or approve the Plan.

Mr. Beck commented that it should have been presented to the Planning Commission at the prior meeting. Mr. Tetterer stated that the developer did not know they were going to be delayed by DEP. He noted that he spoke with the developer's engineer who indicated that DEP had additional comments on the Plan and any project currently going through DEP is delayed because of staffing and other issues.

Attorney Ashley stated that the developer has given the Township an extension of time and the Board must accept that extension. He explained that the Planning Commission did not meet, so this is the last night before the time runs out. The Board is not acting on anything except accepting the extension of time in order to facilitate a complete review of the project. Attorney Ashley commented that the Plan will get approved if they do not give the Township an extension because if the time runs out, they get a Deemed Approval because the municipality only has a certain amount of time to act on a Plan before it is automatically approved. Attorney Ashley further explained that the purpose of the extension is to give the Township additional time to consider the Plan so the outside agencies can provide their comments and the Township can then review a completed Plan.

Motion by Commissioner Lipkin, seconded by Commissioner Conn, to accept a time extension request for the Land Development at 2638 West Rock Road.

The Board voted: 4 Ayes; 0 Nays

Motion to appoint a Vacancy Board Member.

Commissioner Conn gave a brief synopsis of the resume submitted by Mr. Matthew McConnell of 1905 Lehigh Parkway North.

Motion by Commissioner Conn, seconded by Commissioner Lipkin, to appoint Mr. Matthew McConnell to the Vacancy Board for a term of one year.

The Board voted: 4 Ayes; 0 Nays

COURTESY OF THE FLOOR

Commissioner Conn brought forth an idea regarding a citizen's police academy. Chief Soberick commented that he would like to begin with something similar for kids before moving onto a citizen's academy.

Chief Soberick introduced the Police Department's Community Intervention Specialist, Ms. Candice Girandola from Pinebrook Family Services who works out of the Police Department two days a week. Ms. Girandola commented that her role is to assist the Police Offices with intervention in mental health and other specialized calls that are outside of the primary focus of the Police Department.

Ms. Bonaskiewich noted that State Representative Peter Schweyer has requested a meeting with the Township because it is likely he will be a State Representative for Salisbury if the State's redistricting plan is approved.

Mr. John Smale of 3150 Ironwood Lane inquired about posting a speed limit sign on West Rock Road. Chief Soberick commented that he and Mr. Levernier have been in discussions about the need to post speed limit signs in multiple areas of the Township.

Mr. David Smith of 1431 Middlesex Road expressed concerns about the condition of his road after it was resurfaced last year and requested that two sections be cut and repaved. Mr. Levernier noted that he will follow-up on the issue.

ADJOURNMENT

Commissioner Lipkin made a motion to adjourn the meeting. Seconded by Commissioner Karol. The time was 7:53 pm.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official Minutes of the Regular Meeting of the Board of Commissioners held on February 24, 2022.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL