

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
May 26, 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 Conn asked everyone to rise and recite the Pledge of Allegiance.

CALL TO ORDER

Commissioner Conn called the meeting to order at 7:00 p.m.

Commissioner Conn announced that the Board will convene into an Executive Session during the regular meeting to discuss personnel matters.

Commissioner Conn turned the proceedings over to Ms. Cathy Bonaskiewich, Township Manager.

ROLL CALL

Board Members Present:

Debra Brinton, President – EXCUSED
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 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 Lipkin, seconded by Commissioner Patnaik, to approve the unaudited Financial Report for the period ending April 30, 2022 and the list of Bills Payable for the period 5/7/22–5/20/22, broken down as follows:

\$168,151.52 = GENERAL
\$1,738.15 = FIRE
\$0 = LIBRARY
\$62,943.05 = WATER
\$193,725.32 = SEWER
\$7,961.43 = REFUSE & RECYCLING
\$11,988.83 = HIGHWAY AID
\$108,682.20 = CAPITAL GENERAL FUND
\$30.00 = CASH ALLOCATIONS
\$555,220.50 = GRAND TOTAL ALL FUNDS

Roll Call:

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

The motion passed 4-0.

MINUTES

May 12, 2022.

Commissioner Conn declared the Minutes from May 12, 2022 accepted as presented.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

Resolution to Approve Western Salisbury Volunteer Fire Company Land Development Plan of 950 S. Ott Street.

Mr. Tettermer stated that the Plan was reviewed and recommended for approval by the Township’s Planning Commission as well as the Lehigh Valley Planning Commission. He noted that the Resolution includes three waivers and he read them into the record.

Motion by Commissioner Patnaik, seconded by Commissioner Karol, to adopt Resolution No. 05-2022-1749, approving Western Salisbury Volunteer Fire Company Land Development Plan of 950 S. Ott Street.

Roll Call:

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

The motion passed by 4-0.

MOTIONS

Motion to Approve the Deed Revisions, updated 1/24/22, between Western Salisbury Fire Company and the Swain School for the property located at 950 S. Ott Street.

Attorney Ashley stated that after a long negotiation process, he believes that all parties have come to a resolution as far as restrictions, and the reverter clause has also been addressed. He noted that the Board is acknowledging that it is comfortable with the way the Deed is now, and it will be up to the Swain School and the Fire Department to finish it and get it recorded.

Motion by Commissioner Patnaik, seconded by Commissioner Lipkin, to approve the Deed Revisions, updated 1/24/22, between Western Salisbury Fire Company and the Swain School for the property located at 950 S. Ott Street.

Roll Call:

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

The Motion passed by 4-0.

Motion to Commit up to \$2.7 Million to guarantee repayment of a Loan for the construction of a New Fire Station at 950 S. Ott Street, provided all legal compliance guidelines are met.

Ms. Bonaskiewich noted that the Township is still exploring financing options, but once decided, the Township will have to follow the legal requirements of the Debt Act.

Motion by Commissioner Patnaik, seconded by Commissioner Karol, to commit up to \$2.7 million to guarantee repayment of a loan for the construction of a new fire station at 950 S. Ott Street.

Roll Call:

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

The motion passed by 4-0.

***The Board convened into an Executive Session to discuss personnel matters at 7:09 pm.**

***The Board reconvened the meeting at 7:28 pm.**

Motion to appoint Sergeant(s) from the Promotional Eligibility List.

Motion by Commissioner Patnaik, seconded by Commissioner Lipkin, to appoint Christopher Casey to the promotional position of Sergeant.

Roll Call:

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

The motion passed by 4-0.

Motion by Commissioner Lipkin, seconded by Commissioner Patnaik, to appoint Charles Whitehead to the promotional position of Sergeant.

Roll Call:

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

The motion passed by 4-0.

Motion to Authorize Renewal of Franko Lease Agreement.

Ms. Bonaskiewich reminded the Board that Mrs. Valentine Durner has been residing at the farmhouse for many years and takes very good care of the property. She noted that there are no changes to the terms of the agreement at this time.

Motion by Commissioner Lipkin, seconded by Commissioner Karol, to authorize the renewal of the Franko Lease Agreement.

Roll Call:

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

The motion passed by 4-0.

COURTESY OF THE FLOOR

Commissioner Patnaik stated that he recently attended a meeting hosted by the Pennsylvania State First Class Townships Commissioners Association. He commented that there will be a conference regarding fire services in October and he suggested that representatives from the Township's Fire Departments and other Board members attend.

Commissioner Conn stated that he attended the Civil Service meeting and commended the Commission on their efforts with the hiring and promotional process.

Chief Soberick thanked the Board and the Civil Service Commission for their work with the promotional process.

Ms. Bonaskiewich stated that historically, the Township has taken an extensive amount of time in going through the hiring process for a new police officer in that the Commissioners would decide to hire and then go to the Civil Service Committee to make sure an eligibility list is available. She explained that since the Township is in a consortium, the hiring process moves faster. Ms. Bonaskiewich suggested that the process become more streamlined by keeping a current eligibility list at all times, and the Civil Service Commission has agreed to start meeting bi-monthly, which would help to keep the process flowing and to maintain a current list.

Western Salisbury Fire Department thanked the Board for its action on the Resolution approving their Land Development Plan as well as the \$2.7 million commitment for the new fire station

ADJOURNMENT

Commissioner Patnaik made a motion to adjourn the meeting. Seconded by Commissioner Lipkin. The time was 7:38 p.m.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official Minutes of the Regular Meeting of the Board of Commissioners held on May 26, 2022.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL