

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
September 22, 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 – EXCUSED  
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  
Robert Moyer, IT Specialist  
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 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 July 31, 2022 and the list of Bills Payable for the period 9/3/22–9/16/22, broken down as follows:**

\$621,097.71 = GENERAL  
\$3,107.46 = FIRE  
\$0 = LIBRARY  
\$217,710.49 = WATER  
\$13,451.08 = SEWER  
\$1,729.88 = REFUSE & RECYCLING  
\$11,813.42 = HIGHWAY AID  
\$37,587.83 = CAPITAL GENERAL  
\$13,205.75 = CAPITAL SEWER  
**\$919,703.62 = GRAND TOTAL ALL FUNDS**

**The Board voted:** 4 Ayes; 0 Nays

### **MINUTES**

#### **September 8, 2022.**

Commissioner Brinton declared the Minutes from September 8, 2022 accepted as presented.

### **NEW BUSINESS**

#### **ORDINANCES**

##### **Ordinance Updating Police Ranks.**

Commissioner Brinton noted that the Ordinance will add the rank of Lieutenant, and this has been discussed at previous Workshops.

Commissioner Patnaik suggested updating the term “Patrolman” in the Ordinance to either “Police Officer” or “Patrol Officer”. Ms. Bonaskiewich stated that she will correct it to read “Patrol Officer”.

**Motion by Commissioner Patnaik, seconded by Commissioner Lipkin, to adopt Ordinance No. 09-2022-654, updating the Police ranks to establish the rank of Lieutenant.**

**The Board voted:** 4 Ayes; 0 Nays

### **RESOLUTIONS**

#### **Resolution Approving Disposition of Public Works Equipment.**

Commissioner Brinton noted that a Scag lawn mower, a John Deere wheel loader, a Ford mowing tractor, and the Township’s old Toshiba phone system will be sold via MunicibiD.

**Motion by Commissioner Karol, seconded by Commissioner Patnaik, to adopt Resolution No. 09-2022-1754, approving the disposition of Public Works Equipment.**

**The Board voted: 4 Ayes; 0 Nays**

### **MOTIONS**

#### **Motion Certifying the 2023 Minimum Municipal Obligation (MMO) for both Police and Non-Uniformed Defined-Benefit Pension Plans.**

**Motion by Commissioner Lipkin, seconded by Commissioner Karol, to certify the 2023 Minimum Municipal Obligation (MMO) for both the Police and Non-Uniformed Defined-Benefit Pension Plans.**

**The Board voted: 4 Ayes; 0 Nays**

### **COURTESY 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 residents and other Board members for attending Western Salisbury Fire Department's Community Day.

Commissioner Karol thanked the Department of Public Works for their paving efforts on Tweed Avenue. He also thanked Mr. Ziegenfus for his work on the Budget.

Commissioner Lipkin stated that she attended a class regarding municipal planning commissions and she thanked the Township staff, Mr. Tettemer and the Planning Commission for their work.

Ms. Bonaskiewich reminded the Board that the AM Radio Tribute Band will be playing at Franko Park on September 24<sup>th</sup>.

Mr. Levernier stated that branch collection will start the week of October 10<sup>th</sup>.

Mr. Jerry Royer of Western Salisbury Fire Department updated the Board on the fire station project. He commented that the USDA loan is going well and the site will undergo an environmental study in the near future. Mr. Royer noted that the final drawings will be completed soon and he thanked the Board for their continued support.

### **ADJOURNMENT**

Commissioner Patnaik made a motion to adjourn the meeting. Commissioner Lipkin seconded the motion. The time was 7:24 p.m.

Respectfully submitted,

Cathy Bonaskiewich  
Township Secretary

These constitute the official Minutes of the Regular Meeting of the Board of Commissioners held on September 22, 2022.

Approved and certified on this date:

\_\_\_\_\_  
Cathy Bonaskiewich

Date: \_\_\_\_\_

SEAL