

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
July 13, 2023  
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 announced that an Executive Session was held on July 6, 2023 regarding a real estate matter, and another one will take place after the conclusion of the regular meeting.

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 – EXCUSED  
Donald Sabo, Chief of Police – EXCUSED  
Charlie Whitehead, Police Sergeant  
Jason Ulrich, Esquire, representative of Gross McGinley, LLP, Township Solicitor  
Stan Wojciechowski, representative of Barry Isett & Associates, 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 List of Bills Payable for the period 6/17/23–7/7/23, broken down as follows:**

\$133,906.52 = GENERAL  
\$14,792.76 = FIRE  
\$75.39 = LIBRARY  
\$19,722.73 = WATER  
\$65,905.75 = SEWER  
\$148,736.76 = REFUSE & RECYCLING  
\$11,993.28 = HIGHWAY AID  
\$92,646.88 = CAPITAL GENERAL  
**\$487,780.07** = GRAND TOTAL ALL FUNDS

**The Board voted:** 5 Ayes; 0 Nays.

### **MINUTES**

#### **June 22, 2023**

Commissioner Brinton noted a typographical error on page 1. Commissioner Brinton declared the Minutes from June 22, 2023 accepted with the correction.

### **NEW BUSINESS**

### **ORDINANCES**

**None.**

### **RESOLUTIONS**

**None.**

### **MOTIONS**

**Motion to Appoint Keystone Consulting Engineers to Continue the Plan Review of the Girls Scouts of Eastern PA (GSEP) Land Development Project at 2638 West Rock Road.**

Ms. Bonaskiewich commented that while Barry Isset & Associates is the Township's appointed Engineer, they represented the GSEP with their plan submission, which represents a conflict of interest. She further explained that while Hanover Engineering is the Township's alternate Engineer, Keystone has been involved in the plan review process since its inception so the Township would like to formalize Keystone's appointment specifically to this project.

**Motion by Commissioner Karol, seconded by Commissioner Conn, to appoint Keystone Consulting Engineers to continue the Plan Review of the Girls Scouts of Eastern PA (GSEP) Land Development project at 2638 West Rock Road.**

**The Board voted:** 5 Ayes; 0 Nays

**Motion to Authorize Removal of Brian Smith from the Environmental Advisory Council Due to Lack of Participation.**

Commissioner Brinton stated that Mr. Smith attended a meeting in October of 2022, but not has attended any meetings since that time. She explained that the EAC bylaws state that if a member has two or more unexcused absences in a calendar year, he or she may be replaced by the Board of Commissioners. Mr. Nicolo commented that there is someone interested in the position.

Commissioner Patnaik inquired if Mr. Smith has been notified. Mr. Nicolo commented that he had reached out by phone and mail but received no response.

**Motion by Commissioner Patnaik, seconded by Commissioner Lipkin, to authorize the removal of Mr. Brian Smith from the Environmental Advisory Council due to lack of participation.**

**The Board voted:** 5 Ayes; 0 Nays

### **COURTESY OF THE FLOOR**

Commissioner Karol thanked the Department of Public Works for working in the heat.

Commissioner Patnaik commended the Department of Public Works on the curbing work at the Municipal Building.

Mr. Wojciechowski provided the Board with an engineering report. He stated that that he has resubmitted the Land Development Plan for the Police Training Facility and dropped the subdivision from the application at this time due to cost issues.

Commissioner Brinton inquired if the grocery store plans are still advancing at the South Mall. Mr. Wojciechowski stated that the Township is still waiting to receive plans, but they did submit a scoping application to PennDOT.

Commissioner Conn inquired if the drainage on Lehigh Street will be addressed by the construction at the South Mall. Mr. Nicolo stated that the Township has been in contact with Senator Miller's office because PennDOT is not taking responsibility for the issue.

Mr. John Kelly of Western Salisbury Fire Company provided the Board with an update on the new fire station project by noting that they closed on the loan last Friday and their annual donation drive is underway. Mr. Jerry Royer noted that there is an upcoming construction meeting and the tentative start date is the middle to the end of August. He commented that they are currently working on the temporary building and moving things out of the Swain station.

Ms. Karin Holliday of 2005 Church Road inquired if there was an update on the hunting allowed at Franko Park. Ms. Bonaskiewich noted that Chief Sabo and Mr. Levernier have been in contact

with the Pennsylvania Game Commission and they plan to have signage installed prior to the start of hunting season.

Ms. Holliday expressed concerns regarding the loose dogs around Franko Park and that there was no signage at the park to notify people about them. Sergeant Whitehead noted that the information was on the Township website, the Police website and Facebook page. He commented that the Police Department does not have the capabilities to make signs.

### **ADJOURNMENT**

Commissioner Patnaik made a motion to adjourn the meeting. Commissioner Lipkin seconded the motion. The time was 7:28 p.m.

Respectfully submitted,

Cathy Bonaskiewich  
Township Secretary

These constitute the official Minutes of the Regular Meeting of the Board of Commissioners held on July 13, 2023.

Approved and certified on this date:

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

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

SEAL