

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
July 27, 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 will take place following the Regular Meeting to discuss personnel and legal matters.

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 – EXCUSED  
James Levernier, Director of Public Works  
Donald Sabo, Chief of Police  
Jack Gross, Esquire, representative of Gross McGinley, LLP, Township Solicitor  
Stan Wojciechowski, representative of Barry Isett & Associates, Township Engineer  
Genny Baillie, Recreation Director

**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.

### **New Police Officers Swearing-In Ceremony**

Chief Sabo introduced new Officers William Solly, Kyle Smith and Eric Laub, and they were sworn in by District Magistrate Michael Pochron.

### **APPROVAL OF THE LIST OF BILLS PAYABLE**

**Motion by Commissioner Patnaik, seconded by Commissioner Conn, to approve the List of Bills Payable for the period 7/8/23–7/21/23, broken down as follows:**

\$155,174.72 = GENERAL  
\$11,237.19 = FIRE  
\$0 = LIBRARY  
\$22,264.20 = WATER  
\$22,264.20 = SEWER  
\$1,909.25 = REFUSE & RECYCLING  
\$171.66 = HIGHWAY AID  
\$3,655.92 = CAPITAL GENERAL  
\$18,440.00 = SUBDIVISION & ESCROW  
**\$235,253.03** = GRAND TOTAL ALL FUNDS

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

### **MINUTES**

#### **July 13, 2023**

Commissioner Brinton noted a typographical error on page 2. Commissioner Brinton declared the Minutes from July 13, 2023 accepted with the correction.

### **NEW BUSINESS**

### **ORDINANCES**

None.

### **RESOLUTIONS**

#### **Resolution to Authorize Execution of Traffic Signal Maintenance Agreement with PennDOT.**

Ms. Bonaskiewich noted that Municipalities typically have a maintenance agreement with PennDOT, but it came to light recently that the Township does not. She stated that the Township is responsible for maintaining the traffic signal lights and has been doing so, but now the formality of getting the required agreement in place is needed.

Mr. Levernier added that PennDOT is replacing all the lights on Cedar Crest Boulevard, which includes six intersections within the borders of the Township.

**Motion by Commissioner Karol, seconded by Commissioner Conn, to adopt Resolution No. 07-2023-1786, authorizing the execution of Traffic Signal Maintenance Agreement with PennDOT.**

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

### **MOTIONS**

**Motion to Award Road Equipment Rental with Operators Bid to Bracalente Construction.**

Mr. Levernier explained that this will give the Public Works Department more flexibility with paving projects because with a rental bid, they can use Bracalente as much or as little as they want. He explained that the Township will buy the materials while the contractor will provide the equipment and operators to perform the work. Mr. Levernier commented that this arrangement is what the Township will use to pave Lindberg Avenue this year.

Commissioner Karol inquired if there was a cap on the expenditure. Mr. Levernier stated there is not; it depends on how much the Township wants to spend. Ms. Bonaskiewich clarified that the budgeted amount is \$240,000.

**Motion by Commissioner Lipkin, seconded by Commissioner Patnaik, to award the Road Equipment Rental with Operators Bid to Bracalente Construction.**

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

**Motion to Appoint 4<sup>th</sup> Ward Representative to Environmental Advisory Council (EAC).**

Commissioner Conn stated that Mr. Haisam (Sam) Sankari of Nottingham Road expressed interest in serving on the EAC. He noted that even though Mr. Sankari does not live in the 4<sup>th</sup> Ward, he can act as its representative.

**Motion by Commissioner Conn, seconded by Commissioner Lipkin, to appoint Mr. Sam Sankari as the 4<sup>th</sup> Ward representative to the EAC.**

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

### **COURTESY OF THE FLOOR**

Ms. Genny Baillie announced that the Park Program wrapped up on Friday, July 21, and noted that it was a successful year. She commented that all four parks were open at the beginning of the program, but due to low registration numbers at Green Acres, the counselors and children moved over to Lindberg.

Ms. Baillie noted that the Recreation Advisory Committee has had two vacancies for over a year and implored anyone with interest in helping with their current programs and activities to please serve on the Committee.

Mr. Wojciechowski reported that the Planning Commission approved the Police Training Facility at their meeting on July 26.

Commissioner Patnaik questioned the hydrant rental charge from the City of Bethlehem on the List of Bills Payable. Ms. Bonaskiewich stated that the City owns the hydrants located in the far eastern portion of the Township.

Commissioner Brinton brought forth a concern from a resident about dumping at the corner of Park Avenue and Lehigh Avenue.

Commissioner Brinton inquired about replacing street signs due to wear and tear. Mr. Levernier stated that they have resurfaced around 100 signs this year and will budget for more next year.

Commissioner Conn noted that he believes the flashing stop sign installed on Country Club Road has helped motorists stop at the intersection. Chief Sabo stated that they are budgeting for two new sets of flashing stop signs for next year with installation planned at the intersections of Lehigh Avenue and Ueberroth Street as well as Flexer Avenue and Green Acres Drive.

Chief Sabo reminded the Board that National Night Out will be held on Tuesday, August 1<sup>st</sup> from 6:00 p.m. – 8:00 p.m. at the Salisbury Elementary School.

Chief Sabo commented that the new Police Officers have been training with the Department's designated Field Training Officers and will continue to do so for the next 16 weeks.

Chief Sabo noted that the Police Department is looking to hire two Crossing Guards at Salisbury Elementary School for the upcoming school year.

Mr. Jerry Royer of Western Salisbury Fire Company announced that the demolition of the fire station on S. Ott Street is scheduled for August 28<sup>th</sup>. Chief Sabo stated that cameras are going to be installed at the temporary pole building.

### **ADJOURNMENT**

Commissioner Patnaik made a motion to adjourn the meeting. Commissioner Lipkin seconded the motion. The time was 7:35p.m.

Respectfully submitted,

Cathy Bonaskiewich  
Township Secretary

These constitute the official Minutes of the Regular Meeting of the Board of Commissioners held on July 27, 2023.

Approved and certified on this date:

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

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

SEAL