

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
May 11, 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.

***The Board convened into an Executive Session to discuss personnel matters. The Board reconvened at 7:19 pm.**

Commissioner Brinton turned the proceedings over to Mr. Sandy Nicolo, Assistant Township Manager.

ROLL CALL

Board Members Present:

Debra Brinton, President
Rodney Conn, Vice-President
Heather Lipkin, President Pro-Tempore – EXCUSED
Alok Patnaik
Alex Karol

Staff Present:

Cathy Bonaskiewich, Township Manager – EXCUSED
Sandy Nicolo, Assistant Township Manager/Code Enforcement Director/MS4 Coordinator
Paul Ziegenfus, Finance Director
James Levernier, Director of Public Works
Donald Sabo, Chief of Police
Jason Ulrich, Esquire, representative of Gross McGinley, LLP, Township Solicitor
Stan Wojciechowski, representative of Barry Isett & Associates, Township Engineer

NOTIFICATION

Mr. Nicolo 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. Mr. Nicolo 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 Patnaik, seconded by Commissioner Conn, to approve the period 4/22/23–5/5/23, broken down as follows:

\$86,804.79 = GENERAL
\$3,142.67 = FIRE
\$0 = LIBRARY
\$10,519.49 = WATER
\$48,219.36 = SEWER
\$148,090.89 = REFUSE & RECYCLING
\$93,892.27 = HIGHWAY AID
\$92,784.70 = CAPITAL GENERAL
\$54.50 = CASH ALLOCATIONS
\$483,508.67 = GRAND TOTAL ALL FUNDS

The Board voted: 4 Ayes; 0 Nays.

MINUTES

April, 27, 2023

Commissioner Brinton declared the Minutes from April 27, 2023 accepted as presented.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

None.

MOTIONS

Motion to Hire Entry-Level Police Officer(s) from Eligibility List.

Motion by Commissioner Conn, seconded by Commissioner Patnaik, to hire Mr. William Solly as an entry-level police officer.

The Board voted: 4 Ayes; 0 Nays

Motion by Commissioner Conn, seconded by Commissioner Karol, to hire Mr. Kyle Smith as an entry-level police officer.

The Board voted: 4 Ayes; 0 Nays

Motion by Commissioner Conn, seconded by Commissioner Patnaik, to hire Mr. Thomas Chiappetta as an Administrative Police Clerk.

The Board voted: 4 Ayes; 0 Nays

Attorney Ulrich noted that the offers of employment are contingent on the candidates passing the police academy, physical, mental and blood tests.

Motion by Commissioner Conn, seconded by Commissioner Karol, to amend the prior three motions to include the recommendations of the Township Solicitor.

The Board voted: 4 Ayes; 0 Nays

Motion to Accept Time Extension to August 31, 2023 from the Preliminary/Final Land Development at 206 East Lynnwood Street.

Commissioner Brinton stated that the developer, on behalf of Sheffield Square, has requested an additional three-month time extension until August 31, 2023 from the Preliminary/Final Land Development Plan. She reminded the Board that the project consists of 82 residential townhouses with 11 buildings, along with supporting site improvements.

Motion by Commissioner Karol, seconded by Commissioner Patnaik, to accept the time extension to August 31, 2023 from the Preliminary/Final Land Development Plan at 206 East Lynnwood Street.

The Board voted: 4 Ayes; 0 Nays

Motion to Award Bid for 2023 Township Paving Program to Asphalt Maintenance Solutions (AMS) for the Bid Amount of \$405,024.63

Mr. Wojciechowski stated that AMS has worked for the Township in the past and has been very successful in the other paving programs.

Commissioner Karol inquired if the bid amount was in line with what Mr. Levernier had expected. Mr. Levernier noted that it was a little high, but he had mistakenly used the 2021 calculations for tar and chip, so there was about a \$55,000 difference. He commented that he is going to cut out the cape sealing and he anticipates having a little buffer with the liquid fuels money because they did not use much salt this winter.

Motion by Commissioner Patnaik, seconded by Commissioner Conn, to award the Bid for the 2023 Township Paving Program to Asphalt Maintenance Solutions (AMS) for the Bid amount of \$405,024.63.

The Board voted: 4 Ayes; 0 Nays

COURTESY OF THE FLOOR

Commissioner Patnaik brought forth concerns from residents on College Lane regarding the condition of the road. Mr. Levernier commented that the road is not in terrible shape and issues with curbing and sidewalk in that area will have to be addressed once it is time to pave the street. He stated that the 2024 paving schedule is on the Township's website and that area is not on the schedule yet.

Commissioner Patnaik brought forth a concern from residents regarding what they feel is unevenly distributed shade trees. He stated that some properties have an over-abundance of aging shade trees and inquired if the Township would allow them to reduce the number of shade trees on the property. Mr. Nicolo stated the trees were part of the original Land Development plan so they are supposed to be there. He noted that his department has been going through developments and using pictometry to determine if trees have been removed and informing residents that they need to replant.

Commissioner Karol stated that he fully supports local police departments using radar for speed enforcement.

Commissioner Brinton inquired to whom the Tax Collector reports. Attorney Ulrich stated that she is an elected official and that she would technically report to the County Tax Office. He commented that she is not an employee of the Township, but is an official of the Township. Attorney Ulrich further explained that there is a separate part of the Municipal Code which addresses that position with rules the Tax Collector must follow in regards to setting certain sitting hours. Mr. Ziegenfus stated that the requirement is only one hour, one day per week, but the rule gets a little stricter around the end of the discount period.

Commissioner Brinton inquired if the Tax Collector is required to provide a receipt to a property owner. Attorney Ulrich stated that there is no requirement to provide a receipt. He noted that there is no real authority over her because her obligations are separate from that of the Township.

Commissioner Brinton brought forth a concern from a resident on Pleasant Avenue regarding the condition of the road. Mr. Levernier stated that he spoke to the resident, assessed the condition of the road and does not believe it to be something that has to be addressed this year.

Commissioner Conn reiterated Commissioner Karol's sentiments regarding the use of radar. Chief Sabo stated that Officer Losagio provided Senator Miller with a large packet of information as to why the ENRADD technology was going away and why radar would be beneficial to the municipality.

Chief Sabo stated that six officers will begin their certifications to operate the police motor bikes. He noted that officers who have motorcycle licenses are beginning to do some patrolling as the bikes must be broken in prior to the classes.

Chief Sabo stated that a sixth officer is now certified for crisis intervention and that another class will take place at the end of the year at which point more officers will attend as well. The goal is to have certification for 100% of the department.

Mr. Levernier stated that the Department of Public Works will be installing new curbing in the parking lot of the municipal building in the middle of June and then repaving the lot later in the year.

Mr. Nicolo stated that he, Mr. Levernier and Ms. Rabold have been working with Mr. Wojciechowski on updating the Township's construction standards. He commented that those construction guidelines apply to any kind of construction in the Township, whether it be planning, zoning or public works projects, but they are spread out in different Ordinances so he would like to get those guidelines into one document so it is easier to find and understand.

Mr. Tom Huff of 1835 Sherwood Road provided the Board with a presentation on the native American chestnut trees and requested to partner with the Township to plant native American chestnut trees in a 30-foot square with a blight-resistant native American chestnut tree in the center. Commissioner Karol inquired if Mr. Huff had an idea of where in the Township the trees could be planted. He stated that he has looked at the parks, but it takes open space, well-drained soil, and lots of sun to grow and they grow very fast. He commented that he would like the planting to begin in June.

Mr. Nicolo stated that he invited Mr. Huff to present information to the Township's Environmental Advisory Council, but Mr. Huff is currently looking for permission from the Board to plant the trees at one or two of the Township parks. Commissioner Karol inquired if the American chestnut is an invasive tree. Mr. Huff stated that it is not an invasive species.

Commissioner Patnaik inquired if Mr. Levernier had any ideas where to plant the trees. Mr. Levernier replied that Franko has the most open space. He noted that he will follow-up with Mr. Huff.

Commissioner Brinton requested more information, including a cost estimate, and that the item be placed on the next agenda for a formal vote from the Board.

Mr. Ed Hoffman expressed concerns about the Canadian geese population at Laubach Park. Mr. Nicolo stated that he will follow-up with the company that the Township has utilized in the past to control the geese population.

Mr. Hoffman questioned if the detention pond at Laubach Park is working properly because it is holding water and has accumulating algae and ducks in the pond. Mr. Nicolo stated that it is designed to hold water and drain out very slowly. Mr. Levernier stated that he and Mr. Wojciechowski will look into the issue next week.

Mr. Hoffman also expressed concerns about vehicles parked in the street on Lehigh Avenue with expired inspection stickers. Chief Sabo stated that an officer will check the area.

ADJOURNMENT

Commissioner Patnaik made a motion to adjourn the meeting. Commissioner Conn seconded the motion. The time was 8:27 pm.

Respectfully submitted,

Sandy Nicolo
Assistant Township Secretary

These constitute the official Minutes of the Regular Meeting of the Board of Commissioners held on May 11, 2023.

Approved and certified on this date:

Sandy Nicolo

Date: _____

SEAL