

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
November 21, 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 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
Donald Sabo, Chief of Police
Jason Ulrich, Esquire, representative of Gross McGinley, LLP, Township Solicitor
Stan Wojciechowski, representative of Barry Isett & Associates, Township Engineer
Charley Meyers, 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 Patnaik, seconded by Commissioner Conn, to approve the List of Bills Payable for the period 11/4/23-11/17/23, broken down as follows:

\$169,393.07 = GENERAL
\$1,819.66 = FIRE
\$0 = LIBRARY
\$35,257.48 = WATER
\$233,254.57 = SEWER
\$1,346.62 = REFUSE & RECYCLING
\$12,394.32 = HIGHWAY AID
\$24,490.93 = CAPITAL GENERAL
\$477,956.65 = GRAND TOTAL ALL FUNDS

The Board voted: 5 Ayes; 0 Nays.

MINUTES

November 9, 2023

Commissioner Brinton declared the Minutes from November 9, 2023 accepted as presented.

NEW BUSINESS

Presentation by and Discussion with Ms. Liesel Gross from Lehigh County Authority regarding Kline's Island Sewer System (KISS) Regional Sewer Plan.

Commissioner Brinton announced that an Executive Session will take place after the Workshop to discuss legal matter.

MOTIONS

Motion Authorizing Advertisement of the Public Inspection Period for the Proposed 2024 Budget.

Mr. Ziegenfus stated that the only change made over the last several weeks is a better estimate on the cost of trash and recycling collection. He noted that the budget will be advertised on the website, along with a copy in the vestibule at the Municipal Building.

Motion by Commissioner Lipkin, seconded by Commissioner Karol, to authorize the advertisement of the public inspection period for the proposed 2024 budget.

The Board voted: 5 Ayes; 0 Nays

Motion Accepting a Time Extension to May 31, 2024 for the Preliminary/Final Land Development Plan at 206 E Lynnwood Street.

Mr. Wojciechowski stated that there have been no revised submissions as the developer is still looking at how to address the Township's most recent comments in the most expedient way.

Motion by Commissioner Conn, seconded by Commissioner Patnaik, to accept a time extension to May 31, 2024 for the Preliminary/Final Land Development Plan at 206 E Lynnwood Street.

The Board voted: 5 Ayes; 0 Nays

Motion Considering a Time Extension for the Preliminary/Final Land Development Plan at 2844 S Pike Avenue.

Attorney Ulrich stated that the plans, as submitted, are insufficient, but due to timing issues, he believes it is appropriate to grant them a time extension for 60 days until such time that the Planning Commission can make additional comments on it. The developer will then be given their chance to submit and fix the plans.

Mr. Wojciechowski commented that basically there is no storm drainage whatsoever. Attorney Ulrich stated that there is a zoning component as well, and for practical and legal reasons, it is best to grant the 60-day extension, which will allow the Planning Commission to make comments.

Motion by Commissioner Karol, seconded by Commissioner Conn, to consider a Time Extension through February 6, 2024 for the Preliminary/Final Land Development Plan at 2844 S. Pike Avenue.

The Board voted: 5 Ayes; 0 Nays

RESOLUTIONS

Resolution Considering Approval of the Preliminary/Final Land Development Plan at 2844 S Pike Avenue.

The Resolution was tabled.

Resolution Approving the Preliminary/Final Land Development Plan at 1525 E. Susquehanna Street.

Commissioner Brinton noted that the building is currently a mechanic's garage with an apartment above it, and they are requesting to put in a first-floor hair salon with a second-floor apartment. She stated that the Planning Commission voted 7-0 to recommend approval of the plan.

Motion by Commissioner Lipkin, seconded by Commissioner Patnaik, to adopt Resolution No. 11-2023-1795, approving the Preliminary/Final Land Development Plan at 1525 E. Susquehanna Street.

The Board voted: 5 Ayes; 0 Nays

Resolution Amending Sections 7.1, 7.2, 7.3, 9.1, 9.3 and 10.2 of Civil Service Commission Rules and Regulations mostly pertaining to promotions within the Department.

Ms. Bonaskiewich noted that the Civil Service Commission approved changes that are necessary in order to clarify and conform to the actual practice of the Township and Police Department. She explained that the changes clarify the hierarchy of the ranks and exam requirements for those ranks, along with some wording clarifications. Ms. Bonaskiewich stated that the changes were reviewed by the Civil Service Commission and the Collective Bargaining Unit.

Motion by Commissioner Conn, seconded by Commissioner Patnaik, to adopt Resolution No. 11-2023-1794, amending Sections 7.1, 7.2, 7.3, 9.1, 9.3 and 10.2 of the Civil Service Commission Rules and Regulations, mostly pertaining to promotions within the Department.

The Board voted: 5 Ayes; 0 Nays

ORDINANCES

None.

COURTESY OF THE FLOOR

Mr. Paul Brady, President and COO of Whitetail Disposal, thanked the Board for the opportunity to bid on the trash and recycling contract and gave them a brief description of the company.

Mr. Nicolo stated that a speaker from FEMA will be present at the EAC meeting on December 20th, along with the Township's Floodplain Administrator, Kerry Rabold, to discuss floodplain regulations. He commented that there are a lot of Township properties in floodplains, and the issue is beginning to get as big as MS4. Mr. Nicolo noted that mailers were sent out to every property owner in a floodplain inviting them to the meeting.

Ms. Bonaskiewich stated that the bid opening for the trash and recycling contract took place at 10:00 a.m. on Monday, November 20th, and while the information is still being reviewed, the awarding of the bid should take place at the meeting on December 14th. She commented that the services will be changing and welcomes any resident to attend the meeting to ask questions.

Mr. Levernier provided the Board with an update on leaf collection.

Chief Sabo commented that the Police Department is getting closer to its goal of having all the officers complete crisis intervention training.

Chief Sabo noted that one of the detective's vehicles was totaled in a car accident, so they are working on getting it replaced through the insurance company.

ADJOURNMENT

Commissioner Lipkin made a motion to adjourn the meeting. Commissioner Patnaik seconded the motion. The time was 8:31 p.m.

Respectfully submitted,

Cathy Bonaskiewich

Township Secretary

These constitute the official Minutes of the Regular Meeting of the Board of Commissioners held on November 21, 2023.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL