

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
January 11, 2024  
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 – EXCUSED  
James Levernier, Director of Public Works  
Donald Sabo, Chief of Police  
Tammy Hensinger, Accounting Supervisor  
Jack Gross, 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.

Chief Sabo congratulated Sergeant Whitehead for completing a 26-week course through Northwestern University's School of Police Staffing and Command and presented him with a plaque.

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

**Motion by Commissioner Conn, seconded by Commissioner Patnaik, to approve the List of Bills Payable for the period 12/23/23-1/5/24, broken down as follows:**

\$123,555.08 = GENERAL

\$3,018.37 = FIRE

\$0 = LIBRARY

\$14,746.08 = WATER

\$16,196.46 = SEWER

\$104.23 = REFUSE & RECYCLING

\$220.49 = HIGHWAY AID

**\$157,840.71 = GRAND TOTAL ALL FUNDS**

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

### **MINUTES**

#### **December 14, 2023 and January 2, 2024**

Commissioner Brinton declared the Minutes from December 14, 2023 and January 2, 2024 accepted as presented.

### **NEW BUSINESS**

### **ORDINANCES**

None.

### **RESOLUTIONS**

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

Commissioner Brinton commented that some equipment will be sold on Municibid, an online bidding platform, so a Resolution is required under the First-Class Township Code.

**Motion by Commissioner Lipkin, seconded by Commissioner Karol, to adopt Resolution No. 01-2024-1810, approving disposition of Public Works Equipment.**

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

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

## **MOTIONS**

### **Motion Authorizing Entering into Donation Agreement with Charles and Carolyn Nippert and Authorizing Township Manager to Execute all Documents related to their Donation of Land at 126 Crestmont Street to Salisbury Township.**

Commissioner Brinton stated that the land abuts to the McAuliffe properties that the Township recently purchased.

Attorney Gross noted that he prepared the agreement and shared it with the attorney for the Nippert's, who had very minimal, reasonable changes.

Commissioner Patnaik inquired if the property will be considered a donation or is it technically a sale for \$1. Attorney Gross commented that the Township is receiving the deed, which is \$1. He stated that the Nippert's are not getting anything for the land, which is why they wanted to term it a donation. Attorney Gross further explained that because they are not looking for any tax deduction, there is no legal difference in this case.

**Motion by Commissioner Patnaik, seconded by Commissioner Lipkin, to enter into a Donation Agreement with Charles and Carolyn Nippert and authorize the Township Manager to execute all documents related to their donation of land at 126 Crestmont Street to Salisbury Township.**

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

Commissioner Lipkin thanked the Nippert's for the donation.

## **COURTESY OF THE FLOOR**

Mr. Nicolo announced that Ms. Michele Lopez, the Township's Code Enforcement Officer, will replace him as the secretary on the Environmental Advisory Council.

Mr. Wojciechowski stated that the contractor will be starting the sewer lining in the area of Trout Drive and Garden Avenue next week.

Mr. Wojciechowski announced that the Township received two grants from DECD. He stated that one of the grants is from PA Small Water and Sewer for a water main replacement, and the amount is \$391,000. Mr. Wojciechowski noted that the other grant, in the amount of \$660,000, is from H2O PA to perform sewer repairs in about 20 locations in the Meadowbrook area.

Commissioner Patnaik commented that the President will be in the Emmaus area on Friday, January 12 and noted that there will be traffic detours in place along the major thoroughfares.

Commissioner Karol thanked the Department Works for their snow plowing efforts.

A discussion ensued regarding the new trash company and procedures. A resident in the audience expressed her appreciation for the new method of collection and equipment. Commissioner Lipkin stated that her experience with their customer service response was quick and efficient.

Mr. Levernier noted some challenges with snow removal during the most recent storm. He commented that some of the new employees do not have snow plowing experience, but he and Mr. Hercik will be working with them in the upcoming storms for training purposes.

Chief Sabo stated that on January 23, 2024, the Police Department will be deploying their new car cameras, body cameras and server, all part of the \$126,000 state share casino grant they procured.

Mr. Jerry Steward, the race director of the Quadzilla Trail Race at Trexler Nature Preserve, requested to hold a 12-hour running race at Walking Purchase Park on October 26, 2024. He explained the details of the race to the Board, and noted that they have received permission from St. Luke's to utilize their parking lot during the event. Chief Sabo stated that the Police Department will have their motorcycles available on standby in the area, and Eastern Salisbury Fire Department will have their ATV available as well. Ms. Bonaskiewich noted that she will include the request for formal approval on the next agenda, which will be January 25, 2024.

Commissioner Patnaik inquired about how a student can go about gaining employment in the Department of Public Works. Mr. Levernier stated that a lot of municipalities offer a summer help program so the student could start there. He noted the next step would be once the student turns 18, he would need to obtain a CDL permit in order to be considered for a full-time position.

### **ADJOURNMENT**

Commissioner Karol made a motion to adjourn the meeting. Commissioner Lipkin seconded the motion. The time was 7:46 p.m.

Respectfully submitted,

Cathy Bonaskiewich  
Township Secretary

These constitute the official Minutes of the Regular Meeting of the Board of Commissioners held on January 11, 2024.

Approved and certified on this date:

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Cathy Bonaskiewich

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

SEAL