

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
June 27, 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 pm.

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

**ROLL CALL**

**Board Members Present:**

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

**Staff Present:**

Cathy Bonaskiewich, Township Manager – EXCUSED  
Sandy Nicolo, Assistant Township Manager/Community Development Director/MS4 Coordinator  
Paul Ziegenfus, Finance Director  
James Levernier, Director of Public Works  
Donald Sabo, Chief of Police – EXCUSED  
Christopher Casey, Police Lieutenant  
Genny Baillie, Recreation Director  
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 FINANCIAL REPORT AND LIST OF BILLS PAYABLE**

Commissioner Patnaik inquired about the appearance of a deficit in the general fund that was shown in the summary report given to the Board. Mr. Ziegenfus explained that it was a timing issue where more spending was done the beginning of the year, which was all budgeted for, so it was the timing of the expenditures before the revenue was received. He noted that much of the tax revenue will be coming in June, so the next report should reflect a positive surplus.

**Motion by Commissioner Patnaik, seconded by Commissioner Conn, to approve the unaudited Financial Report for the period ending May 31, 2024 and List of Bills Payable for the period 6/8/2024-6/21/2024, broken down as follows:**

\$432,680.34 = GENERAL  
\$4,477.50 = FIRE  
\$0 = LIBRARY  
\$24,967.05 = WATER  
\$15,301.83 = SEWER  
\$165,447.46 = REFUSE & RECYCLING  
\$12,204.62 = HIGHWAY AID  
\$2,407.81 = CAPITAL GENERAL  
**\$657,486.61 = GRAND TOTAL ALL FUNDS**

**The Board voted:** 4 Ayes; 0 Nays.

### **MINUTES**

#### **June 13, 2024**

Commissioner Brinton declared the Minutes from June 13, 2024 accepted as presented.

### **NEW BUSINESS**

### **ORDINANCES**

**None.**

### **RESOLUTIONS**

**None.**

## MOTIONS

### Motion Appointing 1<sup>st</sup> Ward Representative to Recreation Advisory Committee (RAC).

**Motion by Commissioner Lipkin, seconded by Commissioner Conn, to appoint Mr. Arnaldo Lopez as the 1<sup>st</sup> Ward representative to the Recreation Advisory Committee for a five-year term through 01/01/2029.**

**The Board voted: 4 Ayes; 0 Nays**

### Motion Approving Arts Academy Charter School Memorandum of Understanding (MOU).

**Motion by Commissioner Lipkin, seconded by Commissioner Patnaik, to approve the Arts Academy Charter School Memorandum of Understanding (MOU).**

**The Board voted: 4 Ayes; 0 Nays**

### Motion Authorizing Payment to Bracalente Construction for the ‘Road Equipment Rental with Operators’ Contract Work in the Amount of \$106,539.00.

Mr. Levernier commented that this payment represents the paving work on Lindberg Avenue.

**Motion by Commissioner Patnaik, seconded by Commissioner Conn, authorizing payment to Bracalente Construction for the ‘Road Equipment Rental with Operators’ Contract Work in the amount of \$106,539.00.**

**The Board voted: 4 Ayes; 0 Nays**

## COURTESY OF THE FLOOR

Ms. Baillie commented that the dedication of Frank McCullough Sr Park took place on Saturday, June 22<sup>nd</sup> and was very well attended. She also provided the Board with an update on the Township’s Playground Program.

A discussion ensued regarding the Township’s notification system and website.

Mr. Ziegenfus thanked the Department of Public Works for the paving work in the parking lot of the Municipal Building.

Commissioner Patnaik inquired if the Township has to adopt the bill that prohibits the use of handheld cell phones, which was recently signed into legislation by the Governor. Attorney Ulrich stated that if it is a state code, the police can enforce it. Mr. Nicolo noted that if the Township has an Ordinance for it, the Township would receive the fine money instead of the state. Attorney Ulrich commented that he will send a draft of one that they have used for other municipalities.

Commissioner Patnaik stated that he is nominated on to be on the State's 911 Advisory Board and will be a non-voting member as a First-Class Township representative.

Commissioner Lipkin commented that the EAC meeting on June 19<sup>th</sup> was very informative with presentations from a Conservation Ecologist with the Lehigh County Conservation District and a master gardener from Bird Town USA.

Lieutenant Casey detailed a police incident that, after a short pursuit by officers, resulted in the apprehension of two individuals who were allegedly stealing packages off of residents' porches.

**ADJOURNMENT**

Commissioner Patnaik made a motion to adjourn the meeting. Commissioner seconded the motion. The time was 7:40 pm.

Respectfully submitted,

Sandy Nicolo  
Assistant Township Secretary

These constitute the official Minutes of the Regular Meeting of the Board of Commissioners held on June 27, 2024.

Approved and certified on this date:

\_\_\_\_\_  
Sandy Nicolo

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

SEAL