

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
September 26, 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 announced that an Executive Session will take place after the Workshop to discuss a legal matter.

Presentation to Purina.

Chief Sabo recognized Purina for their generous donation of dog food, as well as \$1,000 to the Police Department’s K-9 Program. Officer Brian Zulic, with K-9 Ryker, and Officer Kyle Watson, with K-9 Echo, were present to express their thanks.

Commissioner Brinton turned the proceedings over to Ms. Bonaskiewich, 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
Sandy Nicolo, Assistant Twp Manager/Community Development 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

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 Karol, to approve the List of Bills Payable for the period 9/7/2024-9/20/2024, broken down as follows:

\$277,767.24 = GENERAL
\$2,414.47 = FIRE
\$43,000.00 = LIBRARY
\$18,854.02 = WATER
\$24,430.58 = SEWER
\$165,980.06 = REFUSE & RECYCLING
\$44,778.00 = HIGHWAY AID
\$9,034.78 = CAPITAL GENERAL
\$8,146.15 = CAPITAL FIRE
\$594,405.30 = GRAND TOTAL ALL FUNDS

The Board voted: 4 Ayes; 0 Nays.

MINUTES

September 12, 2024

Commissioner Brinton declared the Minutes from September 12, 2024 accepted as presented.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

Resolution Conditionally Approving the Walnut Grove Land Development Plan at 1350 East Susquehanna Street.

Mr. Wojciechowski commented that there are seven waivers that were recommended for approval by the Planning Commission, and he read them into the record. He noted that access to the apartment building will be on Van Vetchen Avenue, and the address will change to reflect that.

Commissioner Patnaik asked why the Board needs to grant a conditional approval for the plan. Attorney Ulrich explained that the conditional approval is necessary to ensure compliance with any additional conditions outlined in the letters from Ms. Rabold or Mr. Wojciechowski on July 19 and July 22, respectfully. He mentioned that the developer was agreeable to those requirements at the Planning Commission meeting.

Commissioner Patnaik inquired about the waiver for the driveway. Mr. Wojciechowski explained that there is an existing gravel driveway that the Township does not maintain. He stated that the waiver requested is for a width of 24 feet instead of the required 26 feet, and it includes plans to install curbing and pave the driveway in order to bring it closer to the standards.

Motion by Commissioner Karol, seconded by Commissioner Conn, to adopt Resolution No. 09-2024-1824, conditionally approving the Walnut Grove Land Development Plan at 1350 East Susquehanna Street.

The Board voted: 4 Ayes; 0 Nays.

Resolution Authorizing the Township Manager and Assistant Manager to Execute Northampton-Lehigh County Local Share Assessment Grant Documents and Agreements for the Repair and Improvement of the Eastern Salisbury Fire Department's Parking Lot, Including the Concrete Apron.

Motion by Commissioner Conn, seconded by Commissioner Patnaik, to adopt Resolution No. 09-2024-1825, authorizing the Township Manager and Assistant Manager to Execute Northampton-Lehigh County Local Share Assessment Grant Documents and Agreements for the Repair and Improvement of the Eastern Salisbury Fire Department's Parking Lot, Including the Concrete Apron.

The Board voted: 4 Ayes; 0 Nays.

Resolution Authorizing the Disposition of Public Works Equipment.

Motion by Commissioner Karol, seconded by Commissioner Patnaik, to adopt Resolution No. 09-2024-1826, authorizing the disposition of Public Works equipment.

The Board voted: 4 Ayes; 0 Nays.

Resolution(s) Recognizing Township Volunteers (Beck, Eberhard, Delviscio).

Commissioner Brinton stated that the residents will be honored for their volunteer efforts with a ceremony and dinner on Thursday, October 17.

Motion by Commissioner Patnaik, seconded by Commissioner Conn, to adopt Resolution Numbers 09-2024-1827, 09-2024-1828 and 09-2024-1829, recognizing Township Volunteers Mr. Charles Beck, Mr. John Eberhard and Mr. Edward Delviscio.

The Board voted: 4 Ayes; 0 Nays.

MOTIONS

Motion Authorizing Release of Improvements Escrow and Entering Maintenance Period for 1204 Voortman Avenue Minor Subdivision Project.

Mr. Wojciechowski mentioned that several public improvements have been completed, allowing the Township to enter the maintenance period and release 85% of the current improvements escrow. He added that the Township will keep the remaining 15% of the escrow during the 18-month maintenance period.

Motion by Commissioner Karol, seconded by Commissioner Patnaik, authorizing release of Improvements Escrow and Entering Maintenance Period for 1204 Voortman Avenue Minor Subdivision Project.

The Board voted: 4 Ayes; 0 Nays.

Motion Exonerating Jerusalem Western Salisbury Church 2024 Interim Township Real Estate Tax Bill.

Ms. Bonaskiewich stated that after receiving a complaint, the Lehigh County Assessment Office investigated the property and revoked the church's tax-exempt status, classifying it as a taxable parcel. She explained that this land includes the half that the Township leases for the Devonshire Drop-off Center. Mrs. Bonaskiewich noted that the church initially appealed the decision to the assessment board, but their appeal was rejected. She commented that they are now pursuing a second appeal, which could affect the Township's use of the property and the terms of agreement.

Commissioner Brinton outlined the dollar amounts owed to the various taxing authorities and noted that the School District has already exonerated the church for the 2024 school taxes.

Motion by Commissioner Conn, seconded by Commissioner Patnaik, exonerating Jerusalem Western Salisbury Church 2024 Interim Township Real Estate Tax Bill.

The Board voted: 4 Ayes; 0 Nays.

Motion Certifying the 2025 Minimum Municipal Obligation (MMO) for Police Defined-Benefit Pension Plan and Non-Uniformed Defined-Benefit & Defined-Contribution Pension Plans.

Mr. Ziegenfus stated that the requirement is to have the Board review the upcoming year's MMO amounts and certify it before the end of September.

Motion by Commissioner Conn, seconded by Commissioner Patnaik, certifying the 2025 Minimum Municipal Obligation (MMO) for Police Defined-Benefit Pension Plan and Non-Uniformed Defined-Benefit & Defined-Contribution Pension Plans.

The Board voted: 4 Ayes; 0 Nays.

COURTESY OF THE FLOOR

Chief Sabo thanked Purina once again for supporting the K-9 program.

Mr. Levernier stated that the Department of Public Works will be wrapping up the 2024 paving project in the next two weeks and then gearing up for leaf season. He noted that the Magistrate rehab is going well and invited the Commissioners to tour the building. Mr. Levernier commented that the work should be wrapped up by mid-November.

Ms. Bonaskiewich stated that 69 News will be doing an on-site interview with the realtor of the Barrington Lane property, and it should be broadcasted on the evening news Friday, September 27. She noted that the auction will take place from October 11 – October 16.

Commissioner Karol reminded the Board that the Western Salisbury Fire Department dedication ceremony will take place on Saturday, September 28.

Commissioner Patnaik inquired about the availability of electricity at Frank McCullough Park. Mr. Levernier explained that the power had to be disconnected because of the construction at the new fire station. He commented that he is trying to get a temporary service installed by the winter.

Mr. Wojciechowski stated that the Commonwealth Finance Agency will meet in October and announce the state-wide grants, which would include the grant for the salt shed. He noted that they will be working with Chief Sabo for this year's grant in order to secure the new radios that are mandated.

Mr. Wojciechowski noted that due to a weather delay, Wexcon is not starting the water main work on Louise Lane until September 30.

Mr. Wojciechowski announced that after a recent meeting at the South Mall, PennDOT is agreeable to fixing the drainage issues.

Mr. Wojciechowski also reported that the grading plan for Giant supermarket at the South Mall has recently been approved. Additionally, he mentioned that the former Steinmart space will be renovated to accommodate a Burlington Coat Factory.

Mr. Ziegenfus announced that the Township is implementing a new payroll software.

ADJOURNMENT

Commissioner Patnaik made a motion to adjourn the meeting. Commissioner Conn seconded the motion. The time was 7:38 pm.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official Minutes of the Regular Meeting of the Board of Commissioners held on September 26, 2024.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL