

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
February 22, 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 announced that an Executive Session will be held after the Workshop to discuss a legal matter.

Commissioner Brinton turned the proceedings over to Ms. Cathy Bonaskiewich, Township Manager.

**ROLL CALL**

**Board Members Present:**

Debra Brinton, President  
Rodney Conn, Vice-President – EXCUSED  
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 – EXCUSED  
Charles Whitehead, Police Sergeant  
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 Karol, seconded by Commissioner Patnaik, to approve the List of Bills Payable for the period 2/3/24-2/16/24, broken down as follows:**

\$176,209.00 = GENERAL  
\$1,469.14 = FIRE  
\$0 = LIBRARY  
\$40,639.68 = WATER  
\$276,875.08 = SEWER  
\$164,803.92 = REFUSE & RECYCLING  
\$12,907.15 = HIGHWAY AID  
\$6,531.92 = CAPITAL GENERAL  
**\$679,435.89** = GRAND TOTAL ALL FUNDS

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

**MINUTES**

**February 8, 2024**

Commissioner Brinton declared the Minutes from February 8, 2024 accepted as presented.

**NEW BUSINESS**

**ORDINANCES**

**Ordinance Adopting Mobile Food Vending Regulations within Salisbury Township.**

**Motion by Commissioner Lipkin, seconded by Commissioner Karol, to approve Ordinance No. 02-2024-668, adopting mobile food vending regulations within Salisbury Township.**

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

**RESOLUTIONS**

**None.**

**MOTIONS**

**Motion Authorizing the Contract Extension with Bracalente Construction to 12/31/24 for the 'Road Equipment Rental with Operators' Contract.**

**Motion by Commissioner Patnaik, seconded by Commissioner Lipkin, to authorize the contract extension with Bracalente Construction to 12/31/24 for the ‘Road Equipment Rental with Operators’ contract.**

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

**Motion Accepting Time Extension to 08/31/24 for the Land Development at 2638 West Rock Road.**

Ms. Jackie Straley of 3110 Dogwood Lane inquired as to why the Girl Scouts are requesting a six-month extension. Attorney Kendra Eden was present to represent the Girl Scouts and stated that they have received approval for the sewer module from DEP, and the plan is to proceed to the Planning Commission for their comments.

Mr. Wojciechowski confirmed that a final letter of approval was issued.

**Motion by Commissioner Karol, seconded by Commissioner Patnaik, to accept the Time Extension to 08/31/24 for the Land Development at 2638 West Rock Road.**

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

### **COURTESY OF THE FLOOR**

Mr. Levernier stated that after waiting 18 months, the Department of Public Works took possession of a new bucket truck. He commented that the employees have received training on it and recently used it to cut down a tree at Laubach Park.

Commissioner Patnaik inquired if the Township will pick-up branches from the recent snow event. Mr. Levernier stated that they will not be doing a special branch collection, but residents can hold them until the curbside branch collection takes place in April.

Mr. Nicolo thanked Ms. Kerry Rabold for the work she put into the new Mobile Food Vending Ordinance.

Mr. Nicolo stated that he recently attended a construction meeting at Western Salisbury Fire Company’s new fire station and reported that the roof and the walls will be installed within the next week.

Mr. Ziegenfus stated that Request for Proposals have been put out for a Township Auditor and final proposals are due on Friday, March 1<sup>st</sup>. He commented that he expects an increase from the last contract, and it will probably be slightly over the \$20,000 budgeted amount.

Mr. Ziegenfus announced that the Township is finalizing the purchase of new recreation software that will allow residents to reserve park pavilions online.

Mr. John Zovko of 1531 Spiegle Street asked for clarification on the new trash containers and inquired if they were mandated. He expressed concerns about maneuvering the large containers. Commissioner Lipkin confirmed that residents must use the bins that were provided. Commissioner Karol stated that the Township is permitting residents to leave the trash bins at the

end of their driveways and noted that Township staff is working towards revising the Ordinance to read as such.

Ms. Straley also expressed concerns about the large trashcans. Ms. Bonaskiewich noted that smaller trashcans have been explored, but there is not a solution yet.

Mr. Paul Brady from Whitetail Disposal stated that there might be 45-gallon cans available to residents. He suggested the Township have a procedure in place that the residents must follow in order to get a smaller can.

Mr. Brady provided the Board with a service update for the month of January.

**ADJOURNMENT**

Commissioner Lipkin made a motion to adjourn the meeting. Commissioner Patnaik seconded the motion. The time was 7:33 p.m.

Respectfully submitted,

Cathy Bonaskiewich  
Township Secretary

These constitute the official Minutes of the Regular Meeting of the Board of Commissioners held on February 22, 2024.

Approved and certified on this date:

\_\_\_\_\_  
Cathy Bonaskiewich

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

SEAL