

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
March 14, 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 real estate and legal matters.

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/Community Development Director/MS4 Coordinator
Paul Ziegenfus, Finance Director
James Levernier, Director of Public Works
Donald Sabo, Chief of Police
Genny Baillie, Recreation Director
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.

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 2/17/24-3/8/24, broken down as follows:

\$293,539.47 = GENERAL
\$3,863.75 = FIRE
\$0 = LIBRARY
\$295,693.64 = WATER
\$71,966.85 = SEWER
\$273.90 = REFUSE & RECYCLING
\$21,792.15 = HIGHWAY AID
\$38,008.05 = CAPITAL GENERAL
\$725,137.81 = GRAND TOTAL ALL FUNDS

The Board voted: 5 Ayes; 0 Nays.

MINUTES

February 22, 2024

Commissioner Brinton declared the Minutes from February 22, 2024 accepted as presented.

NEW BUSINESS

ORDINANCES

Ordinance Amending Chapter 26, Part 1 and Repealing Part 3 of Township’s Codified Ordinance Pertaining to Water Service.

Motion by Commissioner Lipkin, seconded by Commissioner Karol, to adopt Ordinance No. 03-2024-669, amending Chapter 26, Part 1 and Repealing Part 3 of Township’s Codified Ordinance Pertaining to Water Service.

The Board voted: 5 Ayes; 0 Nays

RESOLUTIONS

Resolution Appointing Township Auditor for Fiscal Years 2023-2025 with Option for Two-Year Extension.

Mr. Ziegenfus stated that the Township received four proposals and he is recommending the appointment of Buckno, Lipsicky & Company as the lowest responsible bidder. He noted that the Township’s current auditor did not submit a proposal.

Commissioner Patnaik inquired if there would be a conflict of interest if the Township and one of its vendors would have the same auditor. Attorney Gross commented that without seeing something very specific, he does not have any concerns.

Motion by Commissioner Conn, seconded by Commissioner Patnaik, to adopt Resolution No. 03-2024-1812, appointing Buckno, Lipsicky & Company as the Township Auditor for Fiscal Years 2023-2025 with option for two-year extension.

The Board voted: 5 Ayes; 0 Nays

MOTIONS

Motion Accepting the Audited Financials for the Fiscal Year-Ending December 31, 2022.

Mr. Ziegenfus reviewed the Township's final audit report for the fiscal year-ending December 31, 2022, recently provided by Frey & Company. He highlighted some items and noted that it was a clean audit with no findings.

Motion by Commissioner Karol, seconded by Commissioner Lipkin, to accept the audited financials for the Fiscal Year-Ending December 31, 2022.

The Board voted: 5 Ayes; 0 Nays

Motion in Consideration of Time Extension for Land Development Plan at 2844 South Pike Avenue.

Ms. Bonaskiewich reminded the Board that they accepted a 45-day time extension through March 22, 2024 for CityLine Construction's preliminary/final land development plan at 2844 South Pike Avenue. She noted that the Planning Commission voted at their February 28, 2024 meeting to further extend the deadline to May 31, 2024 in order to allow CityLine sufficient time to address and potentially remedy stormwater concerns.

Mr. Wojciechowski further explained that CityLine made an appeal to the Lehigh Valley Planning Commission regarding some items, and LVPC's interpretation was not available at the time of the February 28th Planning Commission meeting; therefore, the Planning Commission was unable to act. He commented that they made a recommendation to the Board to extend the deadline to May 31, 2024.

Attorney Gross stated that since CityLine presented something legitimate to the Planning Commission which requires additional time, it is his recommendation that the Township should give them time to hear back from the third party (LVPC), especially because there are reasonable items pending.

Motion by Commissioner Patnaik, seconded by Commissioner Lipkin, to accept the Time Extension for the Land Development at 2844 South Pike Avenue to May 31, 2024.

The Board voted: 5 Ayes; 0 Nays

COURTESY OF THE FLOOR

Lehigh County Executive Phil Armstrong was present to update the Board on current county happenings. He provided information on the county's undertaking of the 911 communication system upgrade. Mr. Armstrong noted that there is federal mandate in place that requires all radios be digital by 2026, which causes all first responders to need new radios.

Ms. Bonaskiewich inquired if the county would consider looking at grants for the radio needs. Mr. Armstrong responded affirmatively and noted that he has been in contact with Representative Susan Wild and Senator Nick Miller.

Mr. Armstrong introduced the county's new Community Liaison Officer, Ms. Adrianna Calderon, and urged the Board to reach out to her if anyone has any questions or concerns.

Mr. Paul Willistein from the Salisbury Press inquired if funding would be provided to offset the expense of the new radio equipment. Mr. Armstrong stated that there is nothing in stone yet as the cost has not been determined; however, he noted that there will be payment plans available for municipalities.

Chief Sabo commented that he is anticipating a cost of \$3,300 per unit and believes there to be about \$20 million in the budget to supply some of the items, with the remainder as municipalities' responsibility. He noted that he expects to have a visit from a consultant within the next 90 days to get a count of all the radios needed and will then get firm numbers before they divvy up that initial sum.

Mr. Willistein also brought forth concerns about the illegal activity at Walking Purchase Park. Mr. Armstrong noted that he will look into the issue and suggested that Ms. Calderon attend the next meeting between the Township, County and City of Allentown.

Ms. Genny Baillie noted that the Recreation Committee will be holding an Easter Egg Hunt on Saturday, March 16 at Lindberg Park.

Mr. Nicolo brought forth pictures of a partially collapsed house in the Township that was still inhabited by its owner. He commented that the owner was given notice that the structure must be demolished, and noted that if the owner does not comply, the Township would have to take care of it and subsequently lien the property. Mr. Nicolo stated if that is the case, he would have a Resolution ready for the Board at the next meeting to demolish the house.

Commissioners Patnaik and Brinton noted that they have received positive feedback about the Township's new trash hauler.

Commissioner Conn thanked the Department of Public Works for removing a tree and improving the line-of-sight in the area of Iroquois Street and Keystone Avenue.

Ms. Bonaskiewich noted that the Township closed on the Nippert acreage last week, so the land is now Township property.

Mr. Levernier commented that the Department of Public Works started construction on the Police Department's Training Facility and is hoping the grading work will be done in about four weeks.

Chief Sabo noted that the Police Department is working on various traffic complaints from residents. He commented that additional enforcements will be coming up, utilizing the seatbelt and aggressing driving grants.

Chief Sabo stated that a drive-by shooting recently occurred in Walking Purchase Park and the Allentown Police were able to apprehend the suspects. He commented that there are illegal dumping issues again in the area again, as well as stolen cars and guns, so they will be doing targeted enforcements.

ADJOURNMENT

Commissioner Lipkin made a motion to adjourn the meeting. Commissioner Patnaik seconded the motion. The time was 7:55 p.m.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official Minutes of the Regular Meeting of the Board of Commissioners held on March 14, 2024.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL