

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
May 23, 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 be held after the approval of the Minutes to discuss a personnel matter. She noted that another Executive Session will be held after the Workshop to discuss a real estate matter.

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
Alok Patnaik
Alex Karol

Staff Present:

Cathy Bonaskiewich, Township Manager
Sandy Nicolo, Assistant Township Manager/Community Development Director/MS4 Coordinator
Paul Ziegenfus, Finance Director – EXCUSED
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 FINANCIAL REPORTS AND LIST OF BILLS PAYABLE

Commissioner Conn commented that Mr. Ziegenfus’s update on the collection of past due utility bills from Portnoff Law Associates was encouraging.

Motion by Commissioner Conn, seconded by Commissioner Lipkin, to approve the unaudited Financial Report for April 2024 and the List of Bills Payable for the period 5/4/2024-5/17/2024, broken down as follows:

\$202,838.97 = GENERAL
\$9,079.03 = FIRE
\$0 = LIBRARY
\$16,443.82 = WATER
\$112,368.52 = SEWER
\$167,111.38 = REFUSE & RECYCLING
\$12,260.50 = HIGHWAY AID
\$28,911.82 = CAPITAL GENERAL
\$266.00 = CASH ALLOCATIONS
\$579,280.04 = GRAND TOTAL ALL FUNDS

The Board voted: 5 Ayes; 0 Nays.

MINUTES

May 9, 2024

Commissioner Brinton declared the Minutes from May 9, 2024 accepted as presented.

***The Board convened into Executive Session at 7:03 pm.**

***The Board reconvened at 7:20 pm and made the following motions:**

Motion Authorizing Hiring of Entry-Level Police Officer(s) from Eligibility List.

Motion by Commissioner Conn, seconded by Commissioner Karol, to extend an offer of employment to Zachary Palansky as an entry-level Police Officer.

The Board voted: 5 Ayes; 0 Nays

Motion by Commissioner Conn, seconded by Commissioner Lipkin, to extend an offer of employment to Dakota Baker as an entry-level Police Officer.

The Board voted: 5 Ayes; 0 Nays

Ms. Bonaskiewich clarified that Mr. Palansky and Mr. Baker will be hired as administrative employees while they attend the police academy.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

Resolution Conditionally Approving the Preliminary/Final Land Development Plan at 2844 South Pike Avenue.

Mr. Wojciechowski stated that City Line Construction received Zoning Hearing Board variances in June 2022, and one of the conditions was approval of the Land Development Plan. He noted that one of the biggest concerns with the Plan was stormwater control on the site. Mr. Wojciechowski stated that together with LVPC, they have determined that the stormwater is sufficient and meets the requirements of the Township Ordinance.

Mr. Wojciechowski commented that City Line Construction is requesting five waivers and read them for the record.

Motion by Commissioner Patnaik, seconded by Commissioner Karol, adopting Resolution No. 05-2024-1817, conditionally approving the Preliminary/Final Land Development Plan at 2844 South Pike Avenue.

The Board voted: 5 Ayes; 0 Nays

Resolution Renaming Green Acres Park “Frank McCullough Sr. Park”.

Commissioner Brinton stated that in order to honor a life of service to the youth and recreation needs of the Township, the Recreation Advisory Committee has recommended renaming Green Acres Park to Frank McCullough Sr. Park.

Ms. Bonaskiewich noted that a brief ceremony will be held at 10:00 am on Saturday, June 22 to unveil the new park sign.

Motion by Commissioner Patnaik, seconded by Commissioner Lipkin, adopting Resolution No. 05-2024-1818, renaming Green Acres Park to “Frank McCullough Sr. Park”.

The Board voted: 5 Ayes; 0 Nays

Resolution Authorizing the Disposition of Public Works Equipment.

Ms. Bonaskiewich commented that this Resolution represents the sale of two mowers. She noted that Moore Township has expressed interested in the 2010 Toro mower in the amount of \$14,000, so the only one that will be listed on the Municibid site is the 2015 Scag Zero-Turn mower.

Commissioner Patnaik inquired if a separate Resolution would be needed for the inter-municipal sale. Attorney Ulrich explained that as long as the Board approves the sales, a second Resolution is not needed.

Motion by Commissioner Conn, seconded by Commissioner Patnaik, adopting Resolution No. 05-2024-1819, authorizing the disposition of Public Works Equipment.

The Board voted: 5 Ayes; 0 Nays

Resolution Authorizing the Sale of 2020 Cam Tilt Trailer to Upper Nazareth Township.

Ms. Bonaskiewich noted that three neighboring municipalities expressed interest in purchasing the trailer at the Township's expected price of \$10,000. She stated that Upper Nazareth Township was the first to inquire about it, and their Board unanimously approved the purchase at their May 15, 2024 public meeting.

Motion by Commissioner Lipkin, seconded by Commissioner Karol, adopting Resolution No. 05-2024-1820, authorizing the sale of the 2020 Cam Tilt Trailer to Upper Nazareth Township.

The Board voted: 5 Ayes; 0 Nays

MOTIONS

Motion Approving Payment from Fire Fund Capital Reserves for Repair of WSFD Apparatus in the amount of \$18,656.39.

Ms. Bonaskiewich noted that unexpected repairs were needed on two pieces of WSFD apparatus, and funding will need to come from the Fire Fund Capital Reserves. She explained that since neither repair had been included in the 2024 budget, and the appropriation of funds had not been previously approved by the Board, formal action is needed.

Motion by Commissioner Conn, seconded by Commissioner Patnaik, to approve payment from Fire Fund Capital Reserves for the repair of WSFD apparatus in the amount of \$18,656.39.

The Board voted: 5 Ayes; 0 Nays

Motion Accepting Time Extension to November 27, 2024 for the Preliminary/Final Land Development at 206 East Lynnwood Street.

Attorney Ulrich explained that Seven Development Group has taken over development plans from D.R. Horton and additional time is needed for them to submit a plan.

Motion by Commissioner Lipkin, seconded by Commissioner Karol, to accept the Time Extension to November 27, 2024 for the Preliminary/Final Land Development at 206 East Lynnwood Street (also know as Sheffield Square North).

The Board voted: 5 Ayes; 0 Nays

Motion Approving Delaware Valley Orienteering Association (DVOA) Orienteering Event Request for Franko Park on July 27, 2024.

Ms. Mary Frank was present to address the Board. She gave a brief overview of the association and explained that orienteering is like a treasure hunt on foot where people find locations with

compasses that are designated on map. Ms. Frank noted that she will be able to provide a certificate of insurance and waiver of liability.

Motion by Commissioner Conn, seconded by Commissioner Patnaik, to approve the Delaware Valley Orienteering Association (DVOA) Orienteering Event Request for Franko Park on July 27, 2024.

The Board voted: 5 Ayes; 0 Nays

Motion Approving Payment #1 (Final) in the Amount of \$83,080, including Change Order #1 in the amount of \$3,480.00, to Insituform Technologies for the Sewer Main Lining Project (Contract A).

Mr. Wojciechowski stated that the Change Order represents extra lining that was needed in order to make the project work correctly.

Motion by Commissioner Karol, seconded by Commissioner Conn, approving Payment #1 (Final) in the amount of \$83,080, including Change Order #1 in the amount of \$3,480.00, to Insituform Technologies for the Sewer Main Lining Project (Contract A).

The Board voted: 5 Ayes; 0 Nays

Motion Approving Payment #1 (Final) in the Amount of \$207,547.60, including Change Order #1 in the Amount of \$1,747.60, to Insituform Technologies for the Manhole Rehabilitation Project (Contract B).

Mr. Wojciechowski stated that once the manholes were cleaned out, they recognized there was more work that needed to be done, which resulted in a small overage.

Motion by Commissioner Karol, seconded by Commissioner Conn, approving Payment #1 (Final) in the amount of \$207,547.60, including Change Order #1 in the amount of \$1,747.60, to Insituform Technologies for the Manhole Rehabilitation Project (Contract B).

The Board voted: 5 Ayes; 0 Nays

COURTESY OF THE FLOOR

Chief Sabo stated that the Coffee with a Cop event that was held on Sunday, May 19 proved successful with many citizens and families stopping by.

Chief Sabo announced that National Night Out will take place on August 6, 2024 at the Salisbury Elementary School.

Mr. Levernier commented that Bracalente started the milling and paving work on Andrea Drive, Mockingbird Court and Windy Hill Road, and they will start Lindberg next week.

Ms. Bonaskiewich announced that settlement on the property at 3015 Barrington Lane that was donated to the Township took place on Thursday, May 16.

ADJOURNMENT

Commissioner Lipkin made a motion to adjourn the meeting. Commissioner Conn seconded the motion. The time was 8:00 pm.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official Minutes of the Regular Meeting of the Board of Commissioners held on May 23, 2024.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL