

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
July 11, 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 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 – EXCUSED

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 – EXCUSED
Christopher Casey, Police Lieutenant
Jack Gross, Esquire, representative of Gross McGinley, LLP, Township Solicitor
Charley Myers, 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.

Commissioner Brinton announced that an Executive Session will be held after the meeting to discuss real estate and legal matters.

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 6/22/2024-7/5/2024, broken down as follows:

\$282,950.84 = GENERAL
\$1,322.53 = FIRE
\$0 = LIBRARY
\$170,566.79 = WATER
\$224,230.21 = SEWER
\$1,024.22 = REFUSE & RECYCLING
\$196.59 = HIGHWAY AID
\$14,061.22 = CAPITAL GENERAL
\$700.00 = SUBDIVISION & ESCROW
\$695,052.40 = GRAND TOTAL ALL FUNDS

The Board voted: 4 Ayes; 0 Nays.

MINUTES

June 27, 2024

Commissioner Brinton declared the Minutes from June 27, 2024 accepted as presented.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

None.

MOTIONS

Motion Accepting a Time Extension to 09/21/2024 for the Major Subdivision Project at 621 E. Lynnwood Street.

Commissioner Brinton stated that this location is the former site of Schaedel's Greenhouse. She also commented that neighbors have expressed concerns over how many units are proposed.

Mr. Myers stated that the developer is requesting an extension due to comments from both the Township and Lehigh County Conservation District. He noted that they are likely coming back with less units than what was specified on the original plan. Mr. Myers commented that he anticipates the new plan will be before the Planning Commission in August.

Motion by Commissioner Lipkin, seconded by Commissioner Patnaik, accepting a Time Extension to 09/21/2024 for the Major Subdivision Project at 621 E. Lynnwood Street.

The Board voted: 4 Ayes; 0 Nays

Motion Accepting the Audited Financials for the Fiscal-Year Ending 12/31/2023.

Mr. Chris Betley from Buckno, Lisicky & Company was present to review the Township's final audit report. He stated that they were able to provide a clean opinion, which means that the financial statements provided to them are accurate. Mr. Betley reviewed the report with the Board, which included the basis for opinion, the responsibilities of both management and Buckno, Lisicky & Company, the pension plans, and the summary of funds.

Mr. Betley stated that he appreciated the cooperation of management as he received all the requested information in a timely manner.

Motion by Commissioner Conn, seconded by Commissioner Patnaik, accepting the Audited Financials for the Fiscal-Year Ending 12/31/2023.

The Board voted: 4 Ayes; 0 Nays

COURTESY OF THE FLOOR

Mr. Myers stated that they received a letter confirming that the CBDG grant money for sewer work will be coming around October, as long as the federal funds are received. He noted that the contract would be January – September 2025, so even though the funds would be received in 2024, the work would occur next year.

Commissioner Patnaik brought forth concerns from residents about the deer population in the Parkway. Commissioner Brinton noted that the issue has come up before, and she recalled that the most effective way to manage deer is a controlled shoot. She commented that she does not believe the residents in the area would be in favor of that method.

Commissioner Patnaik noted that a study done by Cornell University about the population control of deer looked at controlled shoots, birth control or doing nothing, and all three variables had the same results after ten years. Commissioner Conn stated that this issue is out of the Township's control and suggested the residents contact the PA Game Commission.

Ms. Bonaskiewich commented that she had reached out to USDA when this issue came up previously. She stated that she had sent them statistics on any reported incidents or accidents, which is what they use to gauge the need for intervention, and there was not enough data to warrant involvement. Commissioner Lipkin clarified that if the residents want to address the situation privately, they are able to do so.

Commissioner Brinton noted that the term expirations for some of the Commissioners need to be updated on the website.

Commissioner Brinton thanked the Department of Public Works for their on-going work of replacing faded street signs.

Commissioner Lipkin brought forth a request from a resident that the Township waive the permit fees for those residents who received notification from the Township that they must move their fencing because it encroaches on the Laubach Park property. Ms. Bonaskiewich stated that if there is a consensus of the Board, this issue should be an agenda item for the next meeting.

Ms. Bonaskiewich commented that the Township received an Eagle Scout application to construct free library stands in the Township parks. She noted that the Scout will work with Mr. Levernier on the placement of the stands. The Board thanked the Eagle Scout for his efforts.

Ms. Bonaskiewich stated that the meeting of October 10, 2024 will be cancelled due to lack of a quorum as three Commissioners will be attending the PA Municipal Leadership Summit.

Ms. Bonaskiewich announced that the Volunteer Recognition Dinner will be held on October 17, 2024 at 6:00 pm.

Mr. Levernier commented that in-house paving is underway with patch work. He noted that Bracalente will do milling work during the last week of July, and they will start paving in early August. Mr. Levernier stated that paving work will be done in the area between Tweed Avenue and Ueberroth Street, as well as the area from Lehigh Avenue to E. Susquehanna Street, and all the streets north off of E. Susquehanna Street. He noted that inclement weather will impact the schedule.

Commissioner Patnaik inquired about how it is determined if roads get a sealcoat. Mr. Levernier stated that it depends on the condition of the road whether it gets a maintenance treatment or a mill and overlay.

Mr. Levernier announced that in conjunction with Eastern and Western Salisbury Fire Departments, the Township is hosting a Cool Down Event on Monday, July 15, 2024 at Salisbury High School from 6:00 pm – 8:00 pm.

Lieutenant Casey presented a report from Chief Sabo regarding police activity over the Fourth of July holiday. Lieutenant Casey reminded the public to report any illegal firework activity to the police immediately instead of waiting until the following day.

Commissioner Brinton commented that National Night Out will take place on Tuesday, August 6, 2024 and basket donations for the raffle are appreciated.

ADJOURNMENT

Commissioner Conn made a motion to adjourn the meeting. Commissioner Patnaik seconded the motion. The time was 7:51 pm.

Respectfully submitted,

Cathy Bonaskiewich
Assistant Township Secretary

These constitute the official Minutes of the Regular Meeting of the Board of Commissioners held on July 11, 2024.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL