

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
July 25, 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

Staff Present:

Cathy Bonaskiewich, Township Manager
Sandy Nicolo, Assistant Twp Mgr/Comm. Development Director/MS4 Coordinator – EXCUSED
Paul Ziegenfus, Finance Director
James Levernier, Director of Public Works
Donald Sabo, Chief of Police – EXCUSED
Christopher Casey, Police Lieutenant
Kerry Rabold, Planning & Zoning Officer
Jason Ulrich, 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 matters.

APPROVAL OF THE FINANCIAL REPORT AND LIST OF BILLS PAYABLE

Commissioner Patnaik inquired about the St. Luke’s Ambulance subscription service. Mr. Ziegenfus stated that the Township participates in the annual fund drive spearheaded by St. Luke’s, and the money that is raised is put towards future QRS needs. Ms. Bonaskiewich noted that the information collected by the Township during the fund drive is sent to St. Luke’s in order for residents to have ambulance service coverage for a year.

Motion by Commissioner Patnaik, seconded by Commissioner Conn, to approve the unaudited Financial Report for the period ending June 30, 2024 and the List of Bills Payable for the period 7/6/2024-7/19/2024, broken down as follows:

\$204,850.69 = GENERAL
\$11,014.51 = FIRE
\$0 = LIBRARY
\$24,740.20 = WATER
\$22,674.22 = SEWER
\$166,904.35 = REFUSE & RECYCLING
\$12,018.05 = HIGHWAY AID
\$18,693.27 = CAPITAL GENERAL
\$460,895.29 = GRAND TOTAL ALL FUNDS

The Board voted: 5 Ayes; 0 Nays.

MINUTES

July 11, 2024

Commissioner Brinton declared the Minutes from July 11, 2024 accepted as presented.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

Resolution Approving the Girl Scouts of Eastern PA (GSEP) Land Development Plan at 2638 West Rock Road.

Commissioner Brinton handed the proceedings over to Attorney Ulrich.

Attorney Ulrich stated that the Planning Commission has recommended approval of the Land Development Plan. He introduced Mr. Fornwalt from Keystone Consulting Engineers, the Township Engineer for the project. Mr. Fornwalt confirmed that the project meets all requirements under the Municipal Planning Code, the Township's SALDO, and the Zoning Ordinances.

Attorney Stephanie Kobal from Fitzpatrick, Lentz & Bubba represented the Girl Scouts. She noted that the project's scope has been reduced since the zoning approvals and variances obtained in 2019. She stated that the building footprint is now 3,200 sq ft, the number of trees to be removed has decreased, the total impervious coverage has been reduced from 13,000 sq ft to 9,900 sq ft, and the disturbed area is under an acre.

Attorney Kobal stated that waivers recommended for approval by the Planning Commission in 2020 are now before the Board. She commented that the sewer module from DEP was approved on February 8, 2024. Attorney Kobal also noted that the Lehigh County Conservation District has confirmed in writing that their erosion control plan approval remains valid. She stated that a septic permit was issued on July 18, 2024. Attorney Kobal stated that the Planning Commission has also recommended approval of the preliminary/final plan.

Attorney Ulrich emphasized that since the Engineer has confirmed that the project complies with all relevant regulations, rejecting it could lead to legal issues, including potential lawsuits against the Township.

Mr. Mathew Rotundo of 2405 W. Rock Road mentioned he will be conducting soil and water testing before and after construction and indicated he might pursue legal action if any discrepancies are found.

Ms. Kira Singhaus of 3105 Birchwood Drive asked whether residents had opportunities to prevent the development. Attorney Ulrich explained that there were opportunities for public comment during the Zoning and Planning stages, and residents could have submitted comments to the state DEP regarding the sewer module. He stated that the Township follows legal procedures and cannot halt a project that complies with the law.

Ms. Rachel Smith of 2619 W. Rock Road expressed that while she understands the project has been scaled back and the Girl Scouts have a right to a weather-safe environment, she requested that the construction be mindful of the neighborhood's quiet nature. Attorney Kobal assured that a developer agreement will detail permissible work hours.

Ms. Smith inquired about the construction timeline. Attorney Kobal stated that she could not provide a specific timeline but noted that several steps must occur before construction begins. Attorney Ulrich commented that there would be a way for her to stay informed about the start of construction.

Ms. Smith also asked about lighting. The Engineer for the Girl Scouts stated that the lighting would be shielded and directed downwards. Attorney Ulrich noted that the Township has regulations regarding light spillover.

Ms. Jane Benning of 3111 Douglas Road requested that shields be placed on existing lights affecting her property and emphasized the importance of preserving trees.

Mr. Tim Briody of 2463 W. Rock Road asked if the project would set a precedent for future commercial development in the CR Zoning District. Attorney Ulrich responded that the project complies with zoning and SALDO regulations, and does not set a precedent. Commissioner Lipkin added that there are no other similar lots in the area, so this situation is unique.

Mr. Fornwalt read the waivers into the record.

Mr. Gary Miklus of 2423 W. Rock Road asked about the maximum capacity for campers on the property and requested to see the sewer plan. Attorney Kobal stated that zoning approval includes a limit on the number of campers. Attorney Ulrich commented that he believes the limit is 55 campers at one time and stated that the sewer plan is available through DEP.

Ms. Jackie Straley of 3110 Douglas Road raised concerns about using an irrigation drip system due to a similar camp in Bucks County having problems with it.

With no further public comments, Attorney Ulrich closed the public comment period.

Motion by Commissioner Lipkin, seconded by Commissioner Conn, adopting Resolution No. 07-2024-1821, approving the Girl Scouts of Eastern PA (GSEP) Land Development Plan at 2638 West Rock Road.

The Board voted: 5 Ayes; 0 Nays

MOTIONS

Motion Awarding Bid for Louise Lane/Louise Circle Waterline Replacement Project.

Mr. Meyers stated that the project is funded through a grant, and the apparent low bidder is Wexcon, in the amount of \$407,750. He noted that the amount includes the alternate, which is to mill and overlay the roadway that is disturbed by the waterline. Mr. Meyers commented that he has worked with Wexcon in the past and recommending the Board award the bid to them.

Motion by Commissioner Patnaik, seconded by Commissioner Karol, to award the bid for Louise Lane/Louise Circle Waterline Replacement Project to Wexcon in the amount of \$407,750.

The Board voted: 5 Ayes; 0 Nays

Motion Awarding Bid for Sanitary Sewer Rehabilitation Project.

Mr. Meyers stated that Wexcon was once again the lowest bidder and this is another grant project. He stated that the amount of the project is \$466,000.

Motion by Commissioner Patnaik, seconded by Commissioner Conn, to award the bid for the Sanitary Sewer Rehabilitation Project to Wexcon in the amount of \$466,000.

The Board voted: 5 Ayes; 0 Nays

Motion Approving Waiver of Fence Permit Fees for Four (4) Property Owners Abutting Laubach Park.

Ms. Bonaskiewich explained that after the Township conducted a survey of Laubach Park, it was found that four properties – located at 1404, 1416, 1424 and 1428 Brook Avenue – had encroached into Laubach Park, primarily by rear yard fences. She stated that this Motion would allow the Township to waive the \$50 fee for the zoning permit needed in order to move the fence to the proper place.

Ms. Rabold inquired about waiving the building permit fee that some of the residents are also required to obtain. Ms. Bonaskiewich responded that this Motion only represents a waiver for the fence zoning permits.

Attorney Ulrich stated that if additional waivers are needed, the residents can request them.

Motion by Commissioner Lipkin, seconded by Commissioner Patnaik, approving waiver of fence zoning permit fees for four (4) property owners abutting Laubach Park.

The Board voted: 4 Ayes; 1 Nays

COURTESY OF THE FLOOR

Mr. Jeff Miller of 2460 W. Rock Road expressed concerns about increased traffic and speeding on W. Rock Road during the summer months when Girl Scout camp is in session. Ms. Rabold stated that four years ago, the decision handed down by the Zoning Hearing Board required that they stagger drop-off and pick-up times, give handouts to parents reminding them of local traffic regulations, and have a safety monitor present.

Lieutenant Casey noted that portable speed timing devices can be installed in the area, if needed.

Lieutenant Casey announced that National Night Out will take place on Tuesday, August 6 at Salisbury Elementary School from 6:00 pm – 8:00 pm. He commented that there will be free food, entertainment and a basket raffle.

Mr. Levernier stated that the Department's paving project was delayed until August 5 because of equipment repairs needed on Bracalente's milling machine.

Ms. Bonaskiewich stated that she will facilitate another tour through the Barrington Lane property for Commissioners who were unable to go the last time. She also noted that Wells Landscaping will be refreshing the landscaping prior to the sale.

Commissioner Conn thanked the Department of Public Works for their patch work in the area of Iroquois Street.

Ms. Rabold highlighted several upcoming projects in the Township. She stated that the Planning Commission has recommended approval of an 8-unit apartment building at 1350 E Susquehanna Street. Additionally, two larger projects are in the works: the Sheffield Square townhomes at 206 E Lynnwood Street, which are planned to include 82 townhomes to be sold as condos, and the development of the former school district property on E. Emmaus Avenue. She commented that she has been in discussions with the developer, and they intend to build townhomes on the property and use them as rentals. Ms. Rabold stated that they have submitted a sketch plan for approximately 90 rental units, though an official application has yet to be filed.

ADJOURNMENT

Commissioner Patnaik made a motion to adjourn the meeting. Commissioner Lipkin seconded the motion. The time was 8:21 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 25, 2024.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL