

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
October 24, 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 take place after the Notifications to discuss a personnel and real estate matter. Attorney Ulrich noted that action is expected to be taken on both matters.

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 Manager/Community Development Director/MS4 Coordinator
Paul Ziegenfus, Finance Director
James Levernier, Director of Public Works
Donald Sabo, Chief of Police
Jason Ulrich, Esquire, representative of Gross McGinley, LLP, Township Solicitor
Bryan Smith, representative of Barry Isett & Associates, Township Engineer
Genny Baillie, Director of Recreation

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.

The Board convened into an Executive Session.

The Board reconvened at 7:20 pm.

APPROVAL OF THE FINANCIAL REPORT AND LIST OF BILLS PAYABLE

Motion by Commissioner Karol, seconded by Commissioner Patnaik, to approve the unaudited Financial Reports for the periods of August and September 2024 and the List of Bills Payable for the periods of 9/21/2024-10/4/2024 and 10/5/24-10/18/24, broken down as follows:

9/21/24-10/4/24

\$696,154.15 = GENERAL
\$993.44 = FIRE
\$0 = LIBRARY
\$214,657.43 = WATER
\$115,692.07 = SEWER
\$15,151.93 = REFUSE & RECYCLING
\$24,134.80 = HIGHWAY AID
\$55,658.18 = CAPITAL GENERAL
\$945.00 = PAYROLL
\$1,123,187.00 = GRAND TOTAL ALL FUNDS

10/5/24-10/18/24

\$176,814.16 = GENERAL
\$4,037.08 = FIRE
\$0 = LIBRARY
\$32,789.15 = WATER
\$110,028.87 = SEWER
\$165,409.47 = REFUSE & RECYCLING
\$42,865.15 = HIGHWAY AID
\$9,823.56 = CAPITAL GENERAL
\$8,057.56 = PAYROLL
\$20.00 = CASH ALLOCATIONS
\$549,845.00 = GRAND TOTAL ALL FUNDS

The Board voted: 5 Ayes; 0 Nays.

MINUTES

September 26, 2024

Commissioner Brinton declared the Minutes from September 26, 2024 accepted as presented.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

Resolution Authorizing the Sale of 3015 Barrington Lane.

Ms. Bonaskiewich noted that the Township’s auction sale of 3015 Barrington Lane concluded on October 16, and the high bid was \$795,008.

Motion by Commissioner Conn, seconded by Commissioner Lipkin, to adopt Resolution No. 10-2024-1830, authorizing the sale of 3015 Barrington Lane.

The Board voted: 5 Ayes; 0 Nays.

Commissioner Brinton expressed her appreciation to those who donated the property, as well as to the auctioneers for their efforts.

Resolution Amending Zoning Hearing Board and Planning Commission Member Payments.

Ms. Bonaskiewich explained that the Township is looking to amend the method by which payment is made to the Zoning Hearing Board members, as well as increase the amount paid to both the Zoning Hearing Board members and the Planning Commission members. She noted that effective January 1, 2025, the ZHB will be paid through the Accounts Payable system, instead of payroll, and the per-meeting payment amounts for both ZHB and PC will be \$50 for the Chairman and Secretary and \$40 for other members.

Motion by Commissioner Patnaik, seconded by Commissioner Conn, to adopt Resolution No. 10-2024-1831, amending the Zoning Hearing Board and Planning Commission member payments.

The Board voted: 5 Ayes; 0 Nays.

Resolution Adopting the Lehigh Valley 2024 Hazard Mitigation Plan Update.

Mr. Wyatt Davis, Emergency Management Coordinator, provided the Board with a brief explanation of the plan update.

Motion by Commissioner Conn, seconded by Commissioner Lipkin, to adopt Resolution No. 10-2024-1832, adopting the Lehigh Valley 2024 Hazard Mitigation Plan Update.

The Board voted: 5 Ayes; 0 Nays.

Resolution Confirming Plot 886 LLC Waiver to Develop at 886 Flexer Avenue and Releasing Plot 886 LLC Letter of Credit.

Attorney Ulrich explained that the original plan was submitted five years ago but is now being abandoned by the current owners, who have sold the property to new owners. He stated that the new owners have no intention of developing the property according to the previously approved plans by the Planning Commission and Board of Commissioners. As a result, they have requested the release of the Letter of Credit and the formal abandonment of the plan.

Motion by Commissioner Patnaik, seconded by Commissioner Karol, to adopt Resolution No. 10-2024-1833, accepting the abandonment of the Land Development Plan of Plot 886 LLC and releasing the Letter of Credit.

The Board voted: 5 Ayes; 0 Nays.

MOTIONS

Motion Appointing a Sergeant from the Promotional Eligibility List.

Motion by Commissioner Conn, seconded by Commissioner Patnaik, to name Bryan Losagio from the Promotional Eligibility List to the rank of Sergeant.

The Board voted: 5 Ayes; 0 Nays.

Motion Authorizing Removal of EAC Members Due to Lack of Participation.

Commissioner Lipkin explained that the EAC has been without quorum since February, which has prevented the Council from holding official meetings. She commented that three members have missed three or more meetings, exceeding the two unexcused absences permitted under the bylaws. Commissioner Lipkin noted that these removals would create the opportunity for the Township to seek available candidates to fill the vacancies for the 3rd, 4th and 5th wards.

Motion by Commissioner Karol, seconded by Commissioner Lipkin, to authorize the removal of Mr. Thomas McCabe, Mr. Sam Sankari and Mr. Ed Olearczyk from the EAC due to lack of participation.

The Board voted: 5 Ayes; 0 Nays.

COURTESY OF THE FLOOR

Mr. Nicolo stated that a complaint form has been created for residents to use when filing complaints in order for the issue to be officially documented. He noted that the form has been reviewed and approved by the solicitor. Attorney Ulrich added that for future hearings and matters that may lead to litigation, it is important to establish a written record.

Commissioner Lipkin inquired about the procedure if the complainant does not want to be identified. Attorney Ulrich noted that they could report it anonymously, but they still have to fill out the report.

Commissioner Patnaik raised a question from a resident who wishes to remove a street tree but does not want to replant it. Mr. Nicolo responded that the resident would need to submit a waiver request, and a fee would apply, as the request must be reviewed by the Planning Commission.

Commissioner Patnaik questioned who is responsible for replacing the street lights in the Township. Mr. Levernier replied that all street lights are maintained by PPL.

Commissioner Patnaik stated that he was contacted by a resident who was upset at the noise caused by airplanes coming from Queen City Airport. Attorney Ulrich stated that the Township has no jurisdiction with respect to air space and that the resident would have to contact the FAA.

Commissioner Brinton announced that while recently attending a Pennsylvania State Association of Township Commissioners' leadership summit, Commissioner Patnaik was presented with the President's Award in recognition of outstanding leadership and dedication to the PSATC.

Commissioner Lipkin noted that the Township is searching for volunteers on the EAC as well as the Recreation Advisory Committee.

Mr. Levernier stated that he was recently notified by the County that the Township was awarded \$250,000 from the LSA grant for the construction of a new salt shed.

Mr. Levernier noted that leaf season begins on October 28, and the website will be updated two to three times a week with the crews' schedule.

Chief Sabo stated that the renovations to the Police Department are about 80% complete, and noted that most of the cost has been covered by grant funding.

Chief Sabo reminded the Board that the Township's Trick-or-Treat night is Friday, October 25 from 6:00 pm – 8:00 pm.

Chief Sabo stated that the continuous 12-hour bicycle race at Dodson Park takes place on Saturday, October 26, and officers will be on hand.

Chief Sabo commented that the radio project is moving forward with Lehigh County, which mandates the implementation of new radios for police, fire, and EMS. He noted that he is working with Barry Isett to seek grant funding for the million-dollar project.

Ms. Maria Diaz inquired about the time it takes for the Plot 886 LLC Letter of Credit to be released. Attorney Ulrich stated that he will send the executed copy of the Resolution to her attorney tomorrow.

Commissioner Brinton announced that an Executive Session will take place after the meeting in regards to a personnel and legal matter.

ADJOURNMENT

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

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official Minutes of the Regular Meeting of the Board of Commissioners held on October 24, 2024.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL