

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
November 26, 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 – ARRIVED LATE
Heather Lipkin, President Pro-Tempore
Alok Patnaik
Alex Karol

Staff Present:

Cathy Bonaskiewich, Township Manager
Sandy Nicolo, Assistant Twp Manager/Comm Devel Director/MS4 Coordinator – EXCUSED
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
Charlie 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.

APPROVAL OF THE LIST OF BILLS PAYABLE

Motion by Commissioner Lipkin, seconded by Commissioner Patnaik, to approve the List of Bills Payable for the periods of 11/9/24-11/22/24, broken down as follows:

\$180,035.67 = GENERAL
\$1,758.86 = FIRE
\$39.60 = LIBRARY
\$283,605.43 = WATER
\$311,983.37 = SEWER
\$172,431.78 = REFUSE & RECYCLING
\$0 = HIGHWAY AID
\$11,553.96 = CAPITAL GENERAL
\$172,431.78 = REFUSE & RECYCLING
\$2,562.79 = PAYROLL
\$33,500.00 = SUBDIVISION & ESCROW
\$5,769.85 = CASH ALLOCATIONS
\$1,003,241.31 = GRAND TOTAL ALL FUNDS

The Board voted: 4 Ayes; 0 Nays.

MINUTES

November 14, 2024

Commissioner Brinton declared the Minutes from November 14, 2024 accepted as presented.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

Resolution Authorizing the Township Manager and Assistant Manager to execute Statewide Local Share Assessment (LSA) Grant Documents and Agreements for the Purchase of New Radios for Emergency Services Personnel.

Ms. Bonaskiewich noted that this is a revised version of the Resolution that was adopted at the last meeting. She explained that the revision was needed because the Township is committing 20% of the total purchase price of \$829,666.24, so it reduces the amount of the grant request to \$663,733.

Motion by Commissioner Karol, seconded by Commissioner Patnaik, to adopt Resolution No. 11-2024-1834, authorizing the submission of the Statewide Local Share Assessment (LSA) grant application for the purchase of new radios for emergency services personnel and authorizing the Township Manager and Assistant Manager to execute the grant documents and agreements.

The Board voted: 4 Ayes; 0 Nays.

Resolution Approving the Preliminary/Final Major Subdivision Plan at 621 E. Lynnwood Street.

Attorney Ron Corkery was present to represent the developer, Mr. Tom Williams. Attorney Corkery noted that they are also requesting the Board grant four waivers as was recommended by the Planning Commission and the Township Engineer.

Commissioner Brinton asked how many homes are being proposed for construction. Attorney Corkery responded that the subdivision will include two single-family dwellings and four semi-detached (twin) dwellings.

The Board noted that they have not heard any feedback from the public regarding the development of this property.

Motion by Commissioner Karol, seconded by Commissioner Patnaik, to adopt Resolution No. 11-2024-1837, conditionally approving the Preliminary/Final Major Subdivision Plan at 621 E. Lynnwood Street.

The Board voted: 4 Ayes; 0 Nays.

MOTIONS

Motion Accepting a Time Extension to 12/20/24 for the Major Subdivision Project at 621 E. Lynnwood Street.

Attorney Gross noted that this motion is not needed since the Plan has been approved.

Motion Approving Payment #1 to Wexcon, Inc. for the Louise Lane Waterline Project in the Amount of \$232,650.

Mr. Myers reported that the waterline work has been completed, and they are almost finished with the paving work, which will be included in the next payment application.

Motion by Commissioner Patnaik, seconded by Commissioner Lipkin, to approve Payment #1 to Wexcon, Inc. for the Louise Lane Waterline Project in the amount of \$232,650.

The Board voted: 4 Ayes; 0 Nays.

Motion Approving Pavilion Reservation Policy Update.

Ms. Bonaskiewich explained that the Township has introduced a new reservation system and updated its fee structure. She commented that pavilion reservation fees will increase from \$25 to \$50 for residents and from \$100 to \$150 for nonresidents to align with fees in neighboring municipalities. Ms. Bonaskiewich also noted that the Township will eliminate the refundable security deposit, as it was consistently returned regardless of the pavilion's condition, due to the inability to verify who caused any damage or mess.

Commissioner Patnaik asked about the fee for non-profit organizations. Ms. Bonaskiewich responded that there was previously no charge, but going forward, they will be charged \$50, regardless of whether or not they are located within the Township.

Motion by Commissioner Karol, seconded by Commissioner Lipkin, to approve the Pavilion Reservation Policy Update.

The Board voted: 4 Ayes; 0 Nays.

COURTESY OF THE FLOOR

Lieutenant Casey thanked the Department of Public Works for their efforts with the rehabilitation project at the Police Department. He encouraged the Board to visit the newly renovated space.

Lieutenant Casey noted that the two Detectives have recently completed the FBI-Leeda Trilogy training classes, and Chief Sabo will be recognizing them at an upcoming meeting.

Mr. Levernier stated that leaf season will be wrapping up mid-December.

Commissioner Patnaik inquired about the last day of the burn ban for the Township. Mr. Grow, Fire Services Director, explained that the County is currently discussing lifting the ban altogether. He stated that for the Township, the decision will be made by Ms. Bonaskiewich. Mr. Grow noted that the County's deadline for the ban is December 15.

ADJOURNMENT

Commissioner Patnaik made a motion to adjourn the meeting. Commissioner Lipkin seconded the motion. The time was 7:24 pm.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official Minutes of the Regular Meeting of the Board of Commissioners held on November 26, 2024.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL