

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA**

**MINUTES FROM THE BOARD OF COMMISSIONERS
January 6, 2014
REORGANIZATION 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.

OATH OF OFFICE – The Honorable Michael Pochron, District Judge

Commissioner-Elect – James Seagreaves (Ward 2)
Commissioner-Elect – James A. Brown (Ward 4)
Tax Collector-Elect – Linda Minger (At Large)

Members Attending:

James Brown
Robert Martucci, Jr. – EXCUSED
James Seagreaves
Joanne Ackerman
Debra Brinton

Staff Attending:

Randy Soriano, Township Manager
Cathy Bonaskiewich, Assistant Township Manager/Finance Director
John Andreas, Director of Public Works – EXCUSED
Allen Stiles, Chief of Police – EXCUSED
Cynthia Sopka, Director of Planning and Zoning – EXCUSED
John Ashley, Esquire, Township Solicitor
David Tettermer, Township Engineer, Keystone Consulting Engineers - EXCUSED

CALL TO ORDER

Following the swearing-in ceremony, Mr. Soriano called the meeting to order at 7:10 p.m.

PLEDGE OF ALLEGIANCE FOLLOWED

NOTIFICATION

Mr. Soriano 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 comments related to non-agenda items will be taken after the agenda has been satisfied.

Mr. Soriano announced that the Township records the meetings and archives its tapes and records are available pursuant to the Right-to-Know Law, if requested.

Mr. Soriano reminded everyone of the three minute rule and asked that anyone who wishes to speak come to the podium, sign in, announce oneself, and speak clearly into the microphone. Mr. Soriano added that the speaker can choose not to list his/her address; however, it is preferred that the speaker announce if he or she is a Township resident. He noted that if a resident does not divulge his or her address, it will impair the Township administrative follow-ups on a particular issue.

ELECTION OF OFFICERS

Mr. Soriano noted that the Commissioners should nominate and elect the officers for 2014. He stated that after the election of the President, he will step aside and the new President will preside over the remainder of the meeting

1. President

Commissioner Ackerman made a motion to nominate Commissioner Brinton for President of the Board of Commissioners.

Commissioner Seagreaves made a motion to nominate Commissioner Brown for President of the Board of Commissioners.

Commissioner Brown made a motion to close the nominations for President.

A roll call vote was taken:

Commissioner Ackerman – BRINTON
Commissioner Brown – BROWN
Commissioner Brinton – BRINTON
Commissioner Martucci – EXCUSED
Commissioner Seagreaves – BROWN

As a result of a 2-2 vote, the Board moved onto the office of the Vice-President.

2. Vice-President

Commissioner Ackerman made a motion to nominate Commissioner Brinton for Vice-President of the Board of Commissioners.

Commissioner Seagreaves made a motion to nominate Commissioner Martucci for Vice-President of the Board of Commissioners.

Commissioner Brown moved to close the nominations for Vice-President.

A roll call vote was taken:

Commissioner Ackerman – BRINTON
Commissioner Brown – BRINTON
Commissioner Brinton – BRINTON
Commissioner Martucci – EXCUSED
Commissioner Seagreaves – MARTUCCI

The Board voted 3-1 to approve the nomination of Commissioner Brinton for Vice-President of the Board of Commissioners.

Commissioner Brinton, newly elected Vice-President, assumed her chairmanship and presided over the nominations for the office of President of the Board of Commissioners.

Commissioner Seagreaves made a motion to nominate Commissioner Brown for President of the Board of Commissioners.

Commissioner Ackerman made a motion to close the nominations for President.

A roll call vote was taken:

Commissioner Ackerman – BROWN
Commissioner Brown – BROWN
Commissioner Brinton – BROWN
Commissioner Martucci – EXCUSED
Commissioner Seagreaves – BROWN

The Board voted unanimously to approve the nomination of Commissioner Brown for President of the Board of Commissioners.

Commissioner Brown, newly elected President, assumed his chairmanship and presided over the rest of the nominations.

3. President Pro-Tempore

Commissioner Brown made a motion to nominate Commissioner Martucci for President Pro-Tempore of the Board of Commissioners.

Commissioner Ackerman made a motion to nominate Commissioner Seagreaves for President Pro-Tempore of the Board of Commissioners.

Commissioner Ackerman closed the nominations for President Pro-Tempore.

A roll call vote was taken:

Commissioner Ackerman – SEAGREAVES

Commissioner Brown – MARTUCCI
Commissioner Brinton – SEAGREAVES
Commissioner Martucci – EXCUSED
Commissioner Seagreaves – MARTUCCI

As a result of a 2-2 vote, the Board will delay electing the Pro-Tempore until the full Board is present.

APPOINTMENTS – BY RESOLUTION

1. Township Secretary

Commissioner Brinton made a motion to reappoint Mr. Randy Soriano, Township Manager, as Township Secretary. Commissioner Seagreaves seconded the motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – EXCUSED
Commissioner Seagreaves – YES

The Board voted unanimously to approve the appointment of Mr. Randy Soriano as Township Secretary.

2. Assistant Township Secretary

Commissioner Brinton made a motion to reappoint Ms. Cathy Bonaskiewich, Assistant Township Manager/Finance Director, as Assistant Township Secretary. Commissioner Ackerman seconded the motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – EXCUSED
Commissioner Seagreaves – YES

The Board voted unanimously to approve the appointment of Ms. Cathy Bonaskiewich as Assistant Township Secretary.

3. Township Treasurer

Commissioner Ackerman made a motion to appoint Ms. Linda Minger as Township Treasurer. Commissioner Brinton seconded the motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – EXCUSED
Commissioner Seagreaves – YES

The Board voted unanimously to approve the appointment of Ms. Linda Minger as Township Treasurer.

4. Assistant Township Treasurer

Commissioner Brown made a motion to appoint Ms. Cathy Bonaskiewich, Assistant Township Manager/Finance Director, as Assistant Township Treasurer. Commissioner Brinton seconded the motion.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – EXCUSED
Commissioner Seagreaves – YES

The Board voted unanimously to approve the appointment of Ms. Cathy Bonaskiewich as Assistant Township Treasurer.

5. Township Solicitor

Mr. Soriano brought forth the reappointment of John Ashley, Esquire of Davison & McCarthy as Township Solicitor.

Commissioner Brown made a motion to approve Resolution No. 01-2014-1456 appointing John Ashley, Esquire for Township Solicitor. The motion was seconded by Commissioner Brinton.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – EXCUSED
Commissioner Seagreaves – YES

The Board voted unanimously to approve the appointment of John Ashley, Esquire as Township Solicitor.

6. Township Engineer

Mr. Soriano brought forth the reappointment of Mr. Dave Tetterer of Keystone Consulting Engineers as Township Engineer.

Commissioner Brinton made a motion to approve Resolution No. 01-2014-1457 appointing Mr. Dave Tetterer of Keystone Consulting Engineers as Township Engineer. The motion was seconded by Commissioner Ackerman.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – EXCUSED
Commissioner Seagreaves – YES

The Board voted unanimously to approve the appointment of Mr. Dave Tetterer of Keystone Consulting Engineers as Township Engineer.

7. Alternate Township Engineer

Mr. Soriano commented that in the past, the Township has retained Hanover Engineering Associates to act as Alternate Township Engineer in the event there would be conflicts with the primary Township Engineer.

Commissioner Brown made a motion to approve Resolution No. 01-2014-1458 appointing Hanover Engineering Associates as Alternate Township Engineer. The motion was seconded by Commissioner Ackerman.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – EXCUSED
Commissioner Seagreaves – YES

The Board voted unanimously to approve the appointment of Hanover Engineering Associates as Alternate Township Engineer.

8. Sewage Enforcement Officer

Commissioner Ackerman made a motion to approve Resolution No. 01-2014-1459 appointing Mr. Scott Bieber to serve as Primary Sewage Enforcement Officer. The motion was seconded by Commissioner Brinton.

A roll call vote was taken:

Commissioner Ackerman – YES

Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – EXCUSED
Commissioner Seagreaves – YES

The Board voted unanimously to approve the appointment of Mr. Scott Bieber as Primary Sewage Enforcement Officer.

9. Alternate Sewage Enforcement Officer

Commissioner Brown made a motion to approve Resolution No. 01-2014-1459 appointing Hanover Engineering Associates (Jeffrey Huff, Christopher Taylor, and Jacob Schray) to serve as Alternate Sewage Enforcement Officers. The motion was seconded by Commissioner Ackerman.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – EXCUSED
Commissioner Seagreaves – YES

The Board voted unanimously to approve the appointment of HEA (Jeffrey Huff, Christopher Taylor, and Jacob Schray) as Alternate Sewage Enforcement Officers.

10. Township Auditor

Mr. Soriano brought forth the reappointment of the Township Auditor for the fiscal year ending 2013. Mr. Soriano noted that the Board of Commissioners allocated \$12,000 for such service in the 2014 Budget. Mr. Soriano commented that this amount was based on an engagement letter proposal submitted by the Township's current auditor, Todd Bushta, CPA.

Commissioner Brown made a motion to approve Resolution No. 01-204-1460 appointing Todd Bushta as Township Auditor from the Firm of Gneiding, DeSanctis, Blizard & Company, LLP – 1275 Glenlivet Drive, Suite 130, Allentown, PA 18106. The motion was seconded by Commissioner Ackerman.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – EXCUSED
Commissioner Seagreaves – YES

The Board unanimously approved Mr. Todd Bushta from the Firm of Gneiding, DeSanctis, Blizard & Company, LLP - 1275 Glenlivet Drive, Suite 130, Allentown, PA 18106 - as Township Auditor for 2014.

APPOINTMENTS – BY MOTION

1. Planning Commission (4 year term)

a. First Ward

Commissioner Brown nominated Mr. Richard Hassick.

b. Fourth Ward

Commissioner Brown nominated Mr. Glenn Miller.

c. Third Ward Alternate Member

Commissioner Seagreaves nominated Dr. William Licht, PhD.

A roll call vote was taken:

Commissioner Ackerman – YES

Commissioner Brown – YES

Commissioner Brinton – YES

Commissioner Martucci – EXCUSED

Commissioner Seagreaves – YES

The Board unanimously approved Mr. Richard Hassick, Mr. Glenn Miller and Dr. William Licht, PhD to the Planning Commission for a term of four years.

2. Zoning Hearing Board (5 year term)

a. Fifth Ward

Commissioner Ackerman nominated Mr. James Kelley.

A roll call vote was taken:

Commissioner Ackerman – YES

Commissioner Brown – YES

Commissioner Brinton – YES

Commissioner Martucci – EXCUSED

Commissioner Seagreaves – YES

The Board unanimously approved Mr. James Kelley to the Zoning Hearing Board for a term of five years.

3. Civil Service Commission (6 year term)

a. First Ward

Commissioner Brown nominated Mr. Archie Hartzell.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – EXCUSED
Commissioner Seagreaves – YES

The Board unanimously approved Mr. Archie Hartzell to the Civil Service Commissioner for a term of six years.

4. Vacancy Board (1 year term)

a. First Ward

Commissioner Brown nominated Mr. Dan Moyer.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – EXCUSED
Commissioner Seagreaves – YES

The Board unanimously approved Mr. Dan Moyer to the Vacancy Board for a term of one year.

5. Environmental Advisory Council (3 year term)

a. Second Ward

Commissioner Seagreaves nominated Mr. Kreg Ulery.

b. Third Ward

Commissioner Brinton nominated Ms. Jane Benning.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – EXCUSED
Commissioner Seagreaves – YES

The Board unanimously approved Mr. Kreg Ulery and Ms. Jane Benning to the Environmental Advisory Committee for terms of three years.

6. Recreation Advisory Committee (5 year term)

a. First Ward

Commissioner Brown Mr. Patrick Jacoby.

A roll call vote was taken:

Commissioner Ackerman – YES
Commissioner Brown – YES
Commissioner Brinton – YES
Commissioner Martucci – EXCUSED
Commissioner Seagreaves – YES

The Board unanimously approved Mr. Patrick Jacoby to the Recreation Advisory Committee for a term of five years.

NEW BUSINESS

LIST OF BILLS PAYABLES

Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to approve the list of Bills Payable for the period 12/14/2013 through 1/3/2014, broken down as follows:

\$345,052.93 = GENERAL
\$54,506.72 = FIRE
\$0 = LIBRARY
\$231,506.22 = WATER
\$33,701.29 = SEWER
\$139,109.70 = REFUSE & RECYCLING
\$34,749.86 = HIGHWAY AID
\$838,682.72 = GRAND TOTAL ALL FUNDS

Roll Call:

COMMISSIONER ACKERMAN – YES
COMMISSIONER BROWN – YES
COMMISSIONER BRINTON – YES
COMMISSIONER MARTUCCI – EXCUSED
COMMISSIONER SEAGREAVES – YES

The motion passed by 4-0.

RESOLUTIONS

Resolution setting the Tax Collector Bond Amount.

Mr. Soriano introduced the Ordinance to set the Tax Collector's Bond for 2014-2017:

RESOLUTION NO. 01-2014-1461

BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, SETTING THE BOND AMOUNT FOR THE TOWNSHIP TAX COLLECTOR FOR THE YEARS 2014 THROUGH 2017.

WHEREAS, the person who is to serve as the Collector of certain taxes for the Township of Salisbury ("Township") for years 2014 through 2017 is required to enter into a surety bond, to the Commonwealth for all taxes to be collected by him, pursuant to provisions of Section 4(b) of the "Local Tax Collections Law," the Act of May 25, 1945, P.L. 1050, as amended, 72.P.S. §5511.4.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, and it is hereby resolved by same, that for years 2014 through 2017, the Township Tax Collector shall enter into a surety bond in the amount of \$12,170,000.

BE IT FURTHER RESOLVED that this Resolution shall become effective immediately upon adoption.

APPROVED AND ADOPTED in lawful session duly assembled this 6th day of January, 2014.

*TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)*

President, Board of Commissioners

ATTESTED:

Township Secretary

Motion by Commissioner Seagreaves, seconded by Commissioner Brinton, to accept Resolution No. 01-2014-1461 setting the Tax Collector Bond amount for 2014-2017.

Roll Call:

COMMISSIONER ACKERMAN – YES
COMMISSIONER BROWN – YES
COMMISSIONER BRINTON – YES
COMMISSIONER MARTUCCI – EXCUSED
COMMISSIONER SEAGREAVES – YES

The motion passed by 4-0.

COURTESY OF THE FLOOR

ADJOURNMENT

Commissioner Brinton made a motion to adjourn the Meeting. Seconded by Commissioner Ackerman. The time was 7:45 p.m.