

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
JULY 10, 2014
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 Brown asked everyone to rise and recite the Pledge of Allegiance, followed by a short period of silence and reflection.

CALL TO ORDER

Commissioner Brown called the meeting to order at 7:00 p.m.

Commissioner Brown turned the proceedings over to Randy Soriano, Township Manager.

ROLL CALL

Board Members Present:

James Brown, President
Debra Brinton, Vice-President
Robert Martucci, Jr.
James Seagreaves, President Pro-Tempore
Joanne Ackerman

Staff Present:

Randy Soriano, Township Manager
Cathy Bonaskiewich, Assistant Township Manager/Finance Director
John Andreas, Director of Public Works - EXCUSED
Allen Stiles, Chief of Police
Cynthia Sopka, Director of Planning & Zoning - EXCUSED
John Ashley, Esquire, Township Solicitor
David Tettermer, representative of Township Engineer, Keystone Consulting Engineers – ABSENT. Joseph Santilli was there in his place.

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.

APPROVAL OF BILLS PAYABLE

Mr. Soriano presented the list of bills payable

Motion by Commissioner Ackerman, seconded by Commissioner Martucci, to approve the list of Bills Payable for the periods 6/21/2014-7/3/2014, broken down as follows:

\$50,682.00 = GENERAL
\$17,091.68 = FIRE
\$0 = LIBRARY
\$1,904.32 = WATER
\$1,987.20 = SEWER
\$127,756.83 = REFUSE & RECYCLING
\$126.24 ___ = HIGHWAY AID
\$0 = SUBDIVISION & ESCROW
\$0 = REFUND
\$207,548.85 = GRAND TOTAL ALL FUNDS

Roll Call:

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

The Motion passed by 5-0.

Mr. Soriano wished to make a note that the construction of the URDC Lindberg Park Perimeter Trail encompasses design and engineering work associated with plan specifications in the amount of \$42,000 with \$6,000 remaining, total contract was for \$56,610.00 and that there is a remainder of \$11,324.00. The Township is submitting all documents to the PA DCNR for review and approval as well as the Township Solicitor for review of all bidding documents. Therefore, we could put this out for bid in late August or early September. The project needs to be completed by the end of 2014. We hope to receive permits from DEP within a month because the Green Future Fund through the County expires 12-31-2014.

Mr. Soriano announced that the Quarterly water/sewer/trash bills for the last quarter were incorrect.

Commissioner Brinton asked if we will incur the same postage charges for the utility bills that had to be remailed due to this error?

Mrs. Bonaskiewich responded that we did have to pay to re-send the bills but that we were seeking reimbursement from the software company because the error was due to a software glitch with the new software system that was recently installed. All residents were sent corrected bills and we are making every effort to accommodate all residents.

MINUTES

June 26, 2014

Commissioner Brown declared the June 26, 2014 Regular Meeting Minutes of the Board of Commissioners approved as presented.

NEW BUSINESS

Mr. Soriano announces that attending the meeting is Steve Repasch, former Fountain Hill Mayor and Lehigh County Operations Manager, his current position is Executive Director of the Bethlehem Water Authority. With him are Ed Boscola, Director of Water and Wastewater Resources and Ed Lowry, Consultant to the City. They are here to present the Board with information regarding the project that is being envisioned on Weil Street regarding construction of a booster pump.

Mr. Repasch offered a brief background that pre-dates his tenure of 2006. The issues have been on Weil Street, Ritter Street, Ilona Street and higher elevations adjacent to Fountain Hill. Most of these issues date back to the 80's when most of these properties had private wells.

Mr. Boscola, director of Water and Sewer Resources for the City of Bethlehem stated he is new to his position and his main focus is to get this project completed.

Mr. Lowry, the Consulting Engineer who designed this project stated that the area in question includes Weil Street, all of Ritter Street, some of Summit Street, Virginia Avenue and Wistar Street. He showed the Commissioners a map outlining the area where residents have complained about low pressure. He stated that the new pump system would be installed at 1752 Ritter Street and that pressure for residents in this area mentioned would increase about 40 PSI.

Commissioner Ackerman asked what normal PSI is and Mr. Lowry answered between 30 and 150.

Mr. Lowry stated that there will be very little, if anything visible at the surface and that it will have connecting pipes from the pumping station site to the 8" pipeline on Weil Street. He then showed Commissioners an aerial photo depicting the area. He further explained that the two pumps will be placed in an excavated hole dug 10' depth by 10' diameter and that the only thing visible will be an entry hatch, but the surrounding area will be landscaped around. He noted noise would not be an issue.

There will be 2 pumps in the station, 1 pump will run all the time but will alternate between the 2 pumps which will be controlled by variable frequency drives which means it will have the capability to speed up or slow down to maintain a set pressure.

Commissioner Ackerman asked about the pumps quitting in the middle of the night. Mr. Lowry explained that, that is why there are two pumps, even though one pump is adequate to provide enough pressure. If both pumps were to fail, residents would revert to the pressure that they currently have right now and that repair/replacement would be easier because of the size of the pumps.

Mr. Repasch noted the Authority already has an easement from the property owner and the proposed pump station could serve approximately an additional 50 properties on the West/NW side of Weil Street.

Mr. Lowry noted that the pipeline could extend down Virginia, Hamilton & Elinor Streets and may be able to extend in other directions with some limitations.

Mr. Soriano asked if this would affect pressure in the Highlands and Fiot Avenue. He noted that there was a fire a few years back on Kline Avenue and water pressure to fight the fire was an issue. Mr. Lowry affirmed that the pump would affect pressure in the Highlands and Kline Avenue but not Fiot Avenue.

Mrs. Bonaskiewich commented whether a pumper truck is able to navigate up some of the steeper roads. Kyle Myrtle, of the Eastern Salisbury Fire Department stated that a full tanker needs one of our other fire trucks to push it up the hill and that the Fire Department had established a special response team just to respond to fires in that area. Mr. Myrtle mentioned that although the new pumps will solve pressure issues for people to shower, etc., they will have no effect on the Fire Department's ability to get water to this area. Mr. Myrtle stated that since that area is at the end of Salisbury's water lines, the only way to add pressure in certain areas would be to add a "loop" so water would flow better. Mr. Myrtle stated they just had a fire on Seidersville Road and that when the water came out it "looked like dark iced tea" because the water goes stagnant in that area. Mr. Myrtle stated in some of the areas that border Bethlehem, some of the Bethlehem hydrants have been locked and they are not regularly flushed, which poses an issue. The Fire Department has to break open the hydrant when responding to a fire, which wastes valuable time since not being flushed causes clogs and problems with their equipment. Mr. Myrtle explained that the primary problem for the Fire Department is volume of water, not pressure, and the new pump system is meant to address pressure only.

Mr. Soriano stated that Salisbury Township can only take care of it's own hydrants we cannot maintain Bethlehem's. Mr. Soriano noted there may already be some kind of maintenance agreement with Bethlehem but it likely doesn't address "how much" maintenance. Mr. Soriano commented that this issue may have already been previously addressed by Bethlehem, but possibly not followed through with. Either way, between the two municipalities, we must make sure all hydrants are operable.

ORDINANCES

None.

RESOLUTIONS

Resolution to authorize Township Manager to submit a CFA Grant for rehabilitation of Lindberg Park Pavilion and Restrooms.

Mr. Soriano informed the Board that he recently met with the architect to look at the existing Pavilion and Restroom facilities who proposed three options, they are as follows:

Option 1 – Move bathrooms to the outside of the driveway area. A structural Engineer looked at the pavilion and said that it is in good shape but that ventilation could be added. The cost for Option 1 would be approximately \$35,000-\$45,000.

Option 2 – Take the existing structure and add on to it to make it larger, renovate the bathrooms and re-do the storage area. This option would require demolition of most of the structure. This Option would cost approximately \$80,000-90,000. (Note: this option is not recommended.)

Option 3 – Demolish everything and build a completely new pavilion and bathroom. This Option would cost approximately \$60,000.

Options 1 & 3 are the most viable. It is recommended that the Township Manager submit an application to the state for \$185,000. Time is limited as the grant application deadline is 7/21/2014 and the Resolution must be attached. There is a fee of \$100 to apply for this Grant and the Planning Commission must be notified of our intent to do this.

Mr. Soriano stated that the fees above included drawings but was not sure if they included demolition fees.

Mr. Soriano read the Resolution into the record.

Resolution No. 07-2014-1480

BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, REQUESTING A GREENWAYS, TRAILS, AND RECREATION PROGRAM (GTRP) GRANT FROM THE COMMONWEALTH FINANCING AUTHORITY FOR THE CONSTRUCTION OF THE LINDBERG PARK PAVILION AND RESTROOMS.

BE IT RESOLVED, that the Township of Salisbury of Lehigh County hereby requests a Greenways, Trails, and Recreation Program (GTRP) grant of \$185,000 from the Commonwealth Financing Authority to be used for construction of the Lindberg Park pavilion and restrooms as recommended in the Lindberg Park Master Site Plan.

BE IT FURTHER RESOLVED that the Applicant does hereby designate Randy Soriano, Township Manager, as the official authorized to execute all documents and agreements between the township of Salisbury and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, Randy Soriano, duly qualified Secretary of the Township of Salisbury, Lehigh County, PA, hereby certify that the foregoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Salisbury Township Board of Commissioners at a regular meeting held July 10, 2014 and said Resolution has been recorded in the Minutes of the Township of Salisbury and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the Township of Salisbury, this 10th day of July, 2014.

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to adopt the Resolution as read.

Roll Call:

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

The Motion passed by 5-0.

MOTIONS

Award Bid for 2014 I & I Sanitary Sewer Rehab Project

Mr. Soriano stated that we received bids on 7/7/2014 for chemical grouting and manholes cured in place, pressure testing & grouting of several segments with the sanitary sewer system. Work is to include sewer main cleaning, flow control, T & T logging, records generated for chemical

grouting of approximately 8 manholes, sewer main spot repairs for 9500 linear feet of pressure testing & grouting of 8, 10 & 12” sanitary sewer main. Only two bids were submitted, they were as follows:

1. Tri-State Grouting of Newark, DE in the amount of \$130,630.00
2. Video Pipe Services Inc. of Newfield, NJ in the amount of \$157,777.50

The Township Engineer has reviewed the bids and issued a letter to the Commissioners recommending awarding to Tri-State Grouting, the lowest bidder. The Engineers estimate was in the \$85,000 range. This is time-sensitive as all work must be done by 12/31/2014. It was also noted that we must do three months of metering to see what kind of progress we have made with what we have already done.

Mr. Soriano noted that he is looking to get the EPA to extend the 12/31/2014 deadline, however there are 18 municipalities involved in this same process and it is also almost double the cost that was anticipated.

Motion by Commissioner Martucci, seconded by Commissioner Seagreaves, to award the bid to Tri-State Grouting of Newark, DE – Phase 2 of Storm Sewer Project in the amount of \$130,630.00.

Roll Call:

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

The Motion passed by 5-0.

Motion to enter into an updated Agreement with Lehigh County Conservation District.

Mr. Soriano explained that the EPA audited the State and found the State/Municipalities have not complied with the MS-4 guidelines so they have issued an order to all municipalities that they need to have current Agreements in place with local Conservation Districts. Our last one dates back to 2004/2005 so we need to execute an agreement of Cooperation and update or MOU with revised language that is now required.

Mr. Soriano suggested sending flyers out to all residents, possibly by putting a note on the next utility bill, making residents aware of storm sewer run-off issues. For example washing their cars in their driveways, what they’re putting on their lawns, etc. All of this affects our compliance with the MS-4. He also stated that excavating done in the Township will also need to be submitted to the Lehigh County Conservation District for approval to make sure silt run-off will be addressed.

Motion by Commissioner Martucci, seconded by Commissioner Ackerman, to enter into a revised MOU Agreement with Lehigh Valley Conservation District

Roll Call:

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

The Motion passed by 5-0.

Motion to authorize execution of PNC Bank Master Resolution and Authorization for Depository Accounts and Treasury Management Services supplemental updates of Parts C and D.

Mrs. Boneskiewich stated that the only change is to authorize Cathy to make changes to PNC accounts for which we were starting to incur fees. We would add 3C which includes authorization to obtain treasury management service to delegate authority. Mrs. Boneskiewich stated that we have been trying to make changes to some of the Township accounts since PNC began adding fees to some of the accounts.

Mr. Soriano noted that we are exploring options to switch banks.

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to authorize the execution of PNC Bank’s Master Resolution and Management Authorization for Depository accounts and Treasury Measurement Services supplemental updates of Parts C and D.

Roll Call:

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

The Motion passed by 5-0.

ANNOUNCEMENTS

Mr. Soriano stated the Township has received a CDBG Grant in the amount of \$150,040 for the installation of the water main on South Potomac from East Susquehanna to East Montgomery, which the Lehigh County Commissioners voted unanimously to approve. He noted that the township will leverage about \$150,000 towards the cost of the project.

Mr. Soriano announced that House Bill 1272 allowing local police departments to use radar has gained four more sponsors for that Bill. Commissioner Ackerman noted that the article that appeared in the newspaper made it seem as though municipalities would gain significant sums of money by doing this and she felt that many other people, including some higher up in government may feel the same way and would be withholding support for this Bill. Chief Stiles noted that Pennsylvania is the only state in the country that does not allow this and that it makes officers' jobs more difficult to do if they do not have the proper equipment.

Chief Stiles gave an update on the Aggressive Driving Project and explained enforcement measures. He stated that most of the program was financed by a PennDOT Grant and was concentrated on the Eastern side of the Township.

Chief Stiles reminded everyone present that there is an upcoming Lehigh County Police Citizens Academy that is open to anyone who would like to attend. The Academy begins on Tuesday, September 9 and runs every Tuesday from 6-9pm for eight weeks, the fee is \$50. The program shows what it's like to go through police training and see the sciences involved.

PRIVILEGE OF THE FLOOR

Ms. Joan Gray of 936 East Susquehanna stated that she saw in the newspaper that they are going to be working on sewer lines in the area of Maumee Avenue and East Susquehanna and asked what is going to be involved with this project.

Mr. Soriano told her this is going to be a storm sewer project to address run-off on those streets and invited her to come take a look at the plans for herself.

Ms. Gray stated that her nephew lives in the 1300 block and in the winter it gets so icy that when they needed an ambulance last year they had to go out and chip ice off the street in order for the ambulance to gain access to her nephew's house. She wanted to make sure the drains being put in would alleviate this issue.

ADJOURNMENT

Commissioner Ackerman made a Motion to adjourn the Meeting, seconded by Commissioner Brinton. The time was 7:45 p.m.

Respectfully submitted,

Randy Soriano
Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on July 10, 2014.

Approved and certified on this date:

Randy Soriano

Date

SEAL