

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
September 11, 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 - EXCUSED
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
Allen Stiles, Chief of Police
Donald Sabo, Police Sergeant
Cynthia Sopka, Director of Planning & Zoning - EXCUSED
John Ashley, Esquire, Township Solicitor
David Tettermer, representative of Township Engineer, Keystone Consulting Engineers

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.

Mr. Soriano stated that there is a charge of \$22,955.42 payable to Dual Temp for installation of a new HVAC unit in the Police Department. He noted that there were initially many leaks due to a manufacturing issue which has since been corrected; however, there has not been a big storm yet that would test the corrections. Mr. Soriano commented that due to this fact, the Township is only releasing 90% of the payment.

Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to approve the list of Bills Payable for the period 8/23/2014-9/5/2014, broken down as follows:

\$573,164.50 = GENERAL
\$1,109.07 = FIRE
\$0 = LIBRARY
\$170,696.08 = WATER
\$35,248.72 = SEWER
\$0 = REFUSE & RECYCLING
\$101.27 = HIGHWAY AID
\$0 = SUBDIVISION & ESCROW
\$0 = REFUND
\$780,319.64 = GRAND TOTAL ALL FUNDS

Roll Call:

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

The Motion passed by 4-0.

MINUTES

August 28, 2014

Commissioner Brown noted two corrections on page 1: under the Pledge of Allegiance should read “Commissioner Brinton” instead of “Brown” and the same changes should be made under Call to Order section.

Commissioner Brown declared the August 28, 2014 Regular Meeting Minutes of the Board of Commissioners approved with revisions.

NEW BUSINESS

None.

ORDINANCES

None.

RESOLUTIONS

None.

MOTIONS

Motion to award bid for 2014 Sanitary Sewerage System flow monitoring and Data Logging Services.

Mr. Soriano stated that only one formal bid was received on September 8, 2014 in the amount of \$81,600 from Flow Assessment Services LLC., of West Chester, PA. The bid was reviewed by Mr. Tetterer. Mr. Soriano stated that this is the same company who did the original monitoring, so they will have the previous data to do comparisons. Mr. Soriano also stated, for the record, that the second company who was going to bid was ADS of Hanover, MD.

Mr. Soriano recommended that the Commissioners approve the bid and award the contract, pending submission of all bonds.

Motion by Commissioner Martucci, seconded by Commissioner Ackerman, to award the bid to Flow Assessment Services, LLC in the amount of \$81,600.

Roll Call:

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

The Motion passed by 4-0.

Motion to approve Payment No. 4 to Sewer Specialty Services, Inc. in the amount of \$6,894.00 for work performed on the 2013 Sanitary Sewer Rehab Project.

Mr. Tetteimer stated that the company has done some additional work which has not been billed for yet, but this amount completes the original contract.

Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to approve Payment No. 4 in the amount of \$6,894.00 to Sewer Specialty Services, Inc. for work associated with the I/I Program.

Roll Call:

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

The Motion passed by 4-0.

Motion to remove the job of custodian from the Public Works Department Collective Bargaining Agreement and place that position under Township Administration Department.

Mr. Soriano stated that they have reached a tentative agreement for the MOU and Collective Bargaining Agreements. He noted that he would like to hold an executive session immediately following the Workshop meeting because the Township Labor Attorney, Mr. Dave Knerr, will be here around 8:00 pm to discuss the terms that have been negotiated. Mr. Soriano commented that if accepted, the Board will then bring up a formal motion.

Mr. Soriano stated that a new job description must be created for the position of custodian under the Administration Budget and that description must be approved by the Commissioners. At that point, the Board will need discuss how to proceed in filling the position.

Motion by Commissioner Ackerman, seconded by Commissioner Martucci, to approve the MOU of Custodian as presented.

Roll Call:

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

The Motion passed by 4-0.

Motion to advertise and request proposals from contractors for the new Solid Waste Management and Recycling Ordinance.

Mr. Soriano stated that the current contract extension with Waste Management is set to expire on October 1, 2014. He suggested that the Board request an additional extension from Waste Management to expire on December 31, 2014.

Mr. Soriano stated that he would like to hold an Executive Session to discuss the contract and the bid that the Township would put forth. He commented that even though bid specs are listed, the content will not be discussed since it is an agreement and does contain language concerning contractual issues that still need to be addressed. Mr. Soriano noted that the discussion will be somewhat limited, but the Solicitor will also attend the Executive Session.

Motion by Commissioner Martucci, seconded by Commissioner Ackerman, to authorize the Township Manager to request a formal extension for the collection and disposal of Municipal Solid Waste and Recycling Services from Waste Management through December 31, 2014.

Roll Call:

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

The Motion passed by 4-0.

ANNOUNCEMENTS

Mr. Soriano stated that the MOU with the Lehigh County Conservation District will be on the Agenda for the next meeting, as the Township Engineer and Solicitor still need time to review. He noted that the expiration date for the Green Futures Grant for Lindberg Park is 3/1/2015, not 12/31/2014. The dilemma is that those winter months are not conducive to construction, and an extension might need to be filed.

Mr. Soriano stated that the Penn State Extension is offering a Watershed Steward Program which would help fill the Township's educational and public outreach requirements for the MS4 requirements. Penn State will train volunteers for \$40 per person to become "Master" Watershed Stewards.

PRIVILEGE OF THE FLOOR

Mr. Douglas Marsh of 1031 Graham Street commented that he hopes the Township does not do away with the current twice-weekly garbage or make the residents switch to a 96 gallon container. He suggested 2, 48 gallon containers instead. Mr. Marsh expressed concerns about the 96-gallon container being too large for many residents to handle. He also stated that depending on when pick-ups are scheduled and how holidays fall, residents could wind up going 2 – 3 weeks without garbage pick-up.

Mr. Soriano clarified that the Township is not set on going with the 96 gallon containers, but that all options will be put out to bid for comparison purposes.

Commissioner Martucci commented that the newly installed cross-walks at the school are working and that people are actually stopping to let the kids cross safely. Chief Stiles stated that it was a cooperative effort between the Police Department, School District and the Public Works Department.

Commissioner Ackerman stated that a new Fire Station sign is needed over in the Green Acres, Swain School area because the current sign is in very poor condition. Commissioner Ackerman also mentioned that perhaps caution lines or signs for safety need to be added due to the increased traffic running stop signs and racing up and down the streets from the Swain School. Chief Stiles stated that the Police Department will look into the traffic issues. Mr. Wells noted that there are no traffic restrictions in place as far as vehicles going to and from the school.

Mr. Joshua Wells, the Western Salisbury Fire Chief, stated that the parents, faculty and bus drivers for the Swain School should be reminded that they need to be more cautious in that area. Mr. Wells also reminded everyone that the Western Salisbury Community Day will be held on September 20, 2014 from 11 am – 2 pm. He commented that the Medivac will be there and residents will be able to get a look at the Fire Department's equipment and pick-up some fire safety tips.

Chief Stiles reported that the Via Marathon required five officers to handle the busy traffic, but it went well, and they avoided many of the problems that they ran into last year.

Chief Stiles commented that the refurbished Police truck has been put back into service for the Fire Inspectors, which will enable the Fire Departments to have additional equipment on scene. He stated that the truck will also be used as an educational vehicle.

ADJOURNMENT

Commissioner Martucci made a Motion to adjourn the Meeting, seconded by Commissioner Ackerman. 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 September 11, 2014.

Approved and certified on this date:

Randy Soriano

Date

SEAL