

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
February 11, 2016
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 announced that an Executive Session will be held after the Regular Meeting to discuss personnel matters.

Commissioner Brown turned the proceedings over to Ms. Cathy Bonaskiewich, Acting Township Manager.

ROLL CALL

Board Members Present:

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

Staff Present:

Randy Soriano, Township Manager – EXCUSED
Cathy Bonaskiewich, Acting Township Manager/Finance Director
John Andreas, Director of Public Works
Allen Stiles, Chief of Police
Cynthia Sopka, Director of Planning & Zoning – EXCUSED
John Ashley, Esquire, Township Solicitor
David Tettermer, representative of Keystone Consulting Engineers, 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 comments related to non-agenda items will be taken after the agenda has been satisfied. Ms. Bonaskiewich announced that the Township records the meetings and archives its tapes and records are available pursuant to the Right-to-Know Law, if requested.

Ms. Bonaskiewich 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. Ms. Bonaskiewich 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. She 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 THE LIST OF BILLS PAYABLE

Motion by Commissioner Martucci, seconded by Commissioner Brinton, to approve the list of Bills Payable for the period 1/23/2016-2/5/2016, broken down as follows:

\$91,055.81 = GENERAL
\$9,243.99 = FIRE
\$0 = LIBRARY
\$758.28 = WATER
\$1,552.15 = SEWER
\$85,654.14 = REFUSE & RECYCLING
\$204.67 = HIGHWAY AID
\$5,017.60 = SUBDIVISION & ESCROW
\$193,486.64 = 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.

MINUTES

January 28, 2016

Commissioner Brinton noted an error on Page 2. Commissioner Brown declared the Minutes of January 28, 2016 accepted with the correction

NEW BUSINESS

ORDINANCES

Amending Police Ranks.

Ms. Bonaskiewich commented that during the Budget process, the Board had approved the idea of promoting four patrolmen to the position of corporal. She noted that in order to start the process, the Township must add the rank of corporal by Township Ordinance. Ms. Bonaskiewich stated that the Board, at the same time, may also make the Motion to authorize the Civil Service Commission to start the process for promotion.

Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to approve Ordinance No. 02-2016-599, amending the police ranks, as well as authorizing the Civil Service Commission to begin the procedure for corporal promotions.

Roll Call:

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

The Motion passed by 5-0.

Amending Property Maintenance Regulations.

Ms. Bonaskiewich stated that the Township is looking to update the Property Maintenance Ordinance in order to further comply with MS4 requirements in regards to eliminating potential illicit discharges. She noted that the changes have been suggested by the MS4 Coordinator and have been reviewed by the Township's Solicitor and Engineer.

Motion by Commissioner Brinton, seconded by Commissioner Martucci, to approve Ordinance No. 02-2016-600, amending Property Maintenance Regulations.

Roll Call:

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

The Motion passed by 5-0.

Borrowing Ordinance for General Obligation Bonds Series of 2016.

Ms. Bonaskiewich introduced Mr. Chris Gibbons with Concord Financial (financial consultants) and Attorney Michael Gaul with King, Spry, Herman, Freund & Faul, LLC (bond counsel) who were present to discuss the results from the auction that took place for interested underwriters to enter their bids for the best interest rate(s) for the G.O. Bond, Series of 2016 offering.

Mr. Gibbons stated that the Township received four proposals for bank loans and compared the best proposal to what was available in the bond market at that time. He commented that through a public online auction on the morning of February 11, 2016, it was determined that the bond issue was a better route by several thousand dollars. Mr. Gibbons stated that the best bid received was from Janney, Montgomery & Scott, LLC (Philadelphia, PA) at a rate of 2.31%. The total amount of borrowing is \$6,440,000. He noted that the refinancing of the 2010 bond saves around \$200,000 over the life of the loan.

Attorney Gaul explained that the Board should pass the Ordinance “as amended” because the numbers have changed since the time of the advertisement of the Ordinance.

Motion by Commissioner Brown, seconded by Commissioner Brinton, to accept the Borrowing Ordinance for General Obligation Bonds Series of 2016, as amended.

Roll Call:

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

The Motion passed by 5-0.

RESOLUTIONS

Amending Civil Service Regulations.

Ms. Bonaskiewich stated that the Board would be approving the following proposed amendments: (1) The extension of the MPOETC Act 120 certification deadline to within one hundred twenty (120) days of the official closing date for applicants (presently, certification is required by the closing date for applicants); and (2) The addition of polygraph testing to the background investigations portion of the regulations.

Ms. Bonaskiewich noted that the Civil Service Commission passed a separate Resolution to amend the physical fitness and agility testing at the meeting on February 11, 2016. She commented that the Board can pass the Resolution at this time as well.

Chief Stiles stated the changes to physical agility testing is to have the ability to use a different provider.

Motion by Commissioner Martucci, seconded by Commissioner Ackerman, to accept Resolution No. 02-2016-1534 and 02-2016-1535, amending the Civil Service Regulations.

Roll Call:

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

The Motion passed by 5-0.

MOTIONS

To Approve the GOALS ARA Charity Racing Event Request.

Ms. Bonaskiewich reminded the Board that a representative from the GOALS Adventure Racing Association (GOALS ARA) was present at the Workshop on January 28, 2016 to request the use of Walking Purchase Park on Saturday, June 4, 2016 for their “Cradle of Liberty Adventure Race”, benefiting the Gift of Life Donor program. Ms. Bonaskiewich stated that all necessary insurance information and releases, as well as communications with Lehigh County and the City of Allentown, will take place prior to the event.

Motion by Commissioner Brinton, seconded by Commissioner Brown, to approve the GOALS ARA Charity Racing Event Request.

Roll Call:

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

The Motion passed by 5-0.

To Approve the LVHN – VIA Marathon Request.

Ms. Bonaskiewich stated that as in previous years, Lehigh Valley Health Network is seeking approval to hold their annual VIA Marathon on September 11, 2016. She commented that all necessary insurance information and releases will be in place prior to the event.

Motion by Commissioner Brinton, seconded by Commissioner Seagreaves, to approve the request from LVHN to hold their annual VIA Marathon.

Roll Call:

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

The Motion passed by 5-0.

PRIVILEGE OF THE FLOOR

Commissioner Martucci expressed concerns about a billing error for the St. Luke’s Ambulance subscription service. Ms. Bonaskiewich noted that the Township is looking into the matter as many people have received duplicate bills.

Commissioner Brinton announced that the Township is in receipt of the grant from DCNR for \$242,000, which will help with Phase III of the Lindberg Park Master Site Plan (restrooms, pavilion and playground).

Commissioner Seagreaves stated that he received a phone call from the residents at the corner of Salisbury Road and Fairfax Street in regards to the plow truck damaging their retaining wall while removing the high snow bank. Mr. Andreas stated that the Public Works Department would try to restack the wall if necessary, but they would not be purchasing materials for rebuilding or replacing the wall. He noted that he advised the residents to contact their homeowner’s insurance company, and he stated the Township’s insurance company would be speaking with the residents directly about the process. Mr. Andreas commented that he will follow up with the residents and the insurance company.

ADJOURNMENT

Commissioner Brinton made a Motion to adjourn the Meeting. Seconded by Commissioner Martucci. The time was 7:50p.m.

Respectfully submitted,

Cathy Bonaskiewich
Assistant Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on February 11, 2016.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL