

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
May 12, 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 Workshop 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, rep 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**

Ms. Bonaskiewich noted that an invoice from Veritext was amended for \$34.81 less than the original bill.

**Motion by Commissioner Martucci, seconded by Commissioner Ackerman, to approve the list of Bills Payable for the period 4/23/2016-5/6/2016, broken down as follows:**

\$97,271.16 = GENERAL  
\$10,320.90 = FIRE  
\$0 = LIBRARY  
\$14,155.13 = WATER  
\$9,695.82 = SEWER  
\$90,207.14 = REFUSE & RECYCLING  
\$205.80 = HIGHWAY AID  
\$1,000.00 = SUBDIVISION & ESCROW  
**\$219,855.95** = 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**

**April 28, 2016**

Commissioner Brown declared the Minutes of April 28, 2016 accepted as presented.

**NEW BUSINESS**

**ORDINANCES**

None.

**RESOLUTIONS**

**Designation of Agent authorized to execute documents for FEMA disaster relief assistance.**

Ms. Bonaskiewich stated that a Resolution is needed to designate an authorized agent to execute documents on behalf of the Township for the disaster relief filing to PEMA/FEMA from the snow storm event during the weekend of January 22-24, 2016.

**Motion by Commissioner Seagreaves, seconded by Commissioner Brinton, to authorize Ms. Cathy Bonaskiewich, Acting Township Manager, to execute documents for FEMA disaster relief assistance.**

**Roll Call:**

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

**The Motion passed by 5-0.**

**MOTIONS**

**Requesting the Civil Service Commission to create an Eligibility List for entry-level Police Officers.**

Ms. Bonaskiewich reminded the Board that as part of the 2016 Budget, they approved the hiring of two additional Patrol Officers. She stated that because the new-hire process is lengthy, it is recommended to move forward at this time with a request to the Civil Service Commission to create an eligibility list for the hiring of two officers.

**Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to request the Civil Service Commission to create an Eligibility List for entry-level Police Officers.**

**Roll Call:**

COMMISSIONER ACKERMAN – YES  
COMMISSIONER SEAGREAVES – YES

COMMISSIONER MARTUCCI – YES  
COMMISSIONER BRINTON – YES  
COMMISSIONER BROWN – YES

**The Motion passed by 5-0.**

**Review draft audited financial statements for Fiscal Year-Ending 12/31/2015.**

Mr. Todd Bushta, Township Auditor, presented the 2015 Audit Report to the Board. He stated that the information is the regulatory compliance report which will get filed with the Pennsylvania Department of Community and Economic Development. Mr. Bushta noted that the Township remains “financially sound and healthy”.

Mr. Bushta stated that he also reviewed internal control matters and found everything to be in “sound working order.”

**Motion by Commissioner Seagreaves, seconded by Commissioner Brinton, to accept the draft audited financial statement for the period ending December 31, 2015.**

**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**

Mr. Joseph Allen inquired about paving Mountain Park Road. Mr. Andreas explained that Mountain Park Road is typically done with oil and chip to have it remain flexible, and he will look at putting it on the list.

Mr. Allen questioned why Lehigh Valley Health Network is not required to pay taxes to the Township. Commissioner Brown stated that the hospital is non-profit so is exempt from having to pay taxes.

Mr. Joshua Wells, Fire Chief of Western Salisbury Fire Department, provided the Board with a synopsis of WSFD for the year 2015. He stated that there are 36 active members who responded to 410 fire calls, which was an increase of 40 calls in 2014. Chief Wells noted that 2016 is already 15 calls ahead 2015. He thanked the Board for their continued support.

Commissioner Martucci stated that a resident expressed concerns about the declining condition of the historical signage at the Commix Hotel, Jerusalem Lutheran Church and Jerusalem

Western Salisbury Church. Mr. Andreas stated that he is not sure who maintains the signs, but will look into it.

Commissioner Brinton thanked Mr. Andreas and Mr. Nicolo for their efforts in regards to concerns from a resident.

Commissioner Seagreaves asked for an update about the resident with water issues alleging occurring from new construction on East Emmaus Avenue. Mr. Tetteimer stated that he met with the parties on site at three different occasions and they were able to work out a plan amongst themselves.

Chief Stiles stated that he attended an FBI conference in Memphis, TN and thanked the Board for the opportunity to attend.

Mr. Andreas stated that the retention pond in the area of Woodside Court was cut and noted that the Public Works Department is now focusing on the ponds and parks.

Mr. Andreas commented that he met with PennDOT in regards to the concerns along East Susquehanna Street. He stated that PennDOT will be compiling historical information for the Township and will also assess their twelve-year plan.

### **ADJOURNMENT**

Commissioner Martucci made a Motion to adjourn the Meeting. Seconded by Commissioner Brinton. The time was 7:30 p.m.

Respectfully submitted,

Cathy Bonaskiewich  
Assistant Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on May 12, 2016.

Approved and certified on this date:

\_\_\_\_\_  
Cathy Bonaskiewich

Date: \_\_\_\_\_

SEAL