

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
December 22, 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 turned the proceedings over to Ms. Cathy Bonaskiewich, Assistant 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, Assistant Township Manager/Finance Director
John Andreas, Director of Public Works
Allen Stiles, Chief of Police
Cynthia Sopka, Director of Planning & Zoning
Sandy Nicolo, Code Enforcement Officer
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. She added that the speaker can choose not to list his/her address; however, it is preferred that the speaker announces if he or she is a Township resident. Ms. Bonaskiewich noted that if a resident does not divulge his or her address, it may impair the Township in administrative follow-ups on a particular issue.

APPROVAL OF THE FINANCIAL REPORT AND LIST OF BILLS PAYABLE

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to approve the unaudited Financial Report for the period ending November 30, 2016 and the list of Bills Payable for the period 12/3/2016-12/16/2016, broken down as follows:

\$65,651.82 = GENERAL
\$2,407.17 = FIRE
\$0 = LIBRARY
\$58,562.76 = WATER
\$147,557.12 = SEWER
\$777.59 = REFUSE & RECYCLING
\$14,667.36 = HIGHWAY AID
\$2,000.00 = SUBDIVISION & ESCROW
\$291,623.82 = 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

December 8, 2016

Commissioner Brown declared the Minutes of December 8, 2016 accepted as presented.

NEW BUSINESS

Public Comments on proposed 2017 Budget.

No comments were heard at this time.

MOTIONS

Motion to accept the 2017 Budget.

Motion by Commissioner Martucci, seconded by Commissioner Brown, to accept the 2017 Budget.

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 Payment No. 1 to Joao & Bradley for Contract A – Potomac Street Water Main Replacement Project (\$459,870.30) and Contract B – Trout Creek Interceptor Sanitary Sewer Relocation Project (\$162,612.69) in the total amount of \$622,482.99.

Mr. Tetterer noted that the project was completed at about \$60,000 under the contract price.

Motion by Commissioner Martucci, seconded by Commissioner Brinton, to authorize Payment No. 1 to Joao & Bradley for Contract A – Potomac Street Water Main Replacement Project (\$459,870.30) and Contract B – Trout Creek Interceptor Sanitary Sewer Relocation Project (\$162,612.69) in the total amount of \$622,482.99.

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 Change Order #1 for the Kline Avenue Storm Sewer project in the amount of \$43,910.00.

Mr. Tetterer stated that part of the money for the Kline Avenue Storm Sewer project included work on a blocked storm sewer pipe on S. Halstead Street. He noted that approximately 100 feet of the pipe had to be replaced, and since the Township received a good price from the same

contractor performing the work on the Kline Avenue Storm Sewer project (Joao & Bradley), it was decided to have them do the pipe work on S. Halstead Street.

Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to authorize Change Order #1 for the Kline Avenue Storm Sewer project in the amount of \$43,910.00.

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 authorize Payment No. 1 to Joao & Bradley for the Kline Avenue Storm Sewer project in the amount of \$202,207.50.

Ms. Bonaskiewich stated that this amount represents payment in full except for the retainage. Mr. Tettemer noted that both projects are complete, but the Township is holding retainage for maintenance purposes.

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to authorize Payment No. 1 to Joao & Bradley for the Kline Avenue Storm Sewer project in the amount of \$202,207.50.

Roll Call:

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

The Motion passed by 5-0.

ORDINANCES

2017 Tax Rate(s) and Budget Appropriations.

Ms. Bonaskiewich stated the Ordinance will establish the 2017 tax rates and appropriate funds within the Budget. She commented that there are no increases to taxes.

Motion by Commissioner Ackerman, seconded by Commissioner Martucci, to adopt Ordinance No. 12-2016-609, accepting the 2017 Tax Rate(s) and Budget Appropriations.

Roll Call:

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

The Motion passed by 5-0.

RESOLUTIONS

Water & Sewer Rate increases effective 01/01/2017.

Ms. Bonaskiewich noted that the increases will not be included in the January billing, but the Board needs to implement them now so they can be applied to the monthly billings (Jan, Feb, March) and settlements.

Motion by Commissioner Martucci, seconded by Commissioner Brinton, to accept Resolution No. 12-2016-1551, increasing water and sewer rates effective 01/01/2017.

Roll Call:

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

The Motion passed by 5-0.

Setting the Police Pension Employee Contribution Rate for 2017.

Ms. Bonaskiewich commented that the Board must set the rate each year even if there are no changes. The Police Pension contribution rate will remain at 3.04%.

Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to adopt Resolution No. 12-2016-1552, setting the Police Pension Employee Contribution Rate for 2017.

Roll Call:

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

The Motion passed by 5-0.

Setting the Non-Uniformed Employee Pension Contribution Rate for 2017.

Ms. Bonaskiewich stated that the Non-Uniformed Pension rate will remain waived. She noted that it is a plan agreement factor with PMRS in which the Township funds the plan with no employee contributions required.

Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to adopt Resolution No. 12-2016-1553, setting the Non-Uniformed Employee Pension Contribution Rate for 2017.

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 Seagreaves expressed concerns about children who are standing too close to the street while waiting for the bus.

Commissioner Brown thanked the Public Works Department for their leaf collection efforts.

Chief Stiles stated that on December 14, 2016, the Civil Service Commission approved the list of Corporal candidates eligible for promotion. He requested that the Board make the promotions at their meeting on January 12, 2017.

Chief Stiles announced that on Friday, January 20, 2017, the Police Department will be holding “Coffee with the Chief” at Francesco’s Italian Ristorante at 10:00 am.

Chief Stiles recommended that the Board develop legislation to regulate medical-marijuana growers, processors and transport services due to a Medical-Marijuana Law that was recently passed in Pennsylvania. He noted that within the Northeast Region, which encompasses 10 counties (including Lehigh County), there will be two grower/processor permits issued and one dispensary permit in Lehigh County alone. Chief Stiles stated that he believes there is a good chance the permits could be issued within the Township because Lehigh Valley Health Network is in its jurisdiction, along with the medical offices in the Cedar Crest Professional Park. It was the consensus of the Board to have Attorney Ashley develop an Ordinance.

Chief Stiles thanked the Western Salisbury Police Department for their assistance with a serious traffic situation that occurred at I-78 and Cedar Crest Boulevard.

ADJOURNMENT

Commissioner Ackerman made a Motion to adjourn the Meeting. Seconded by Commissioner Brinton. The time was 7:23 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 December 22, 2016.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL