

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
December 14, 2017  
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 take place after the Workshop to discuss land acquisition matters.

Commissioner Brown turned the proceedings over to Ms. Cathy Bonaskiewich, 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:**

Cathy Bonaskiewich, Township Manager  
Paul Ziegenfus, Finance Director  
John Andreas, Director of Public Works  
Allen Stiles, Chief of Police  
Don Sabo, Police Sergeant  
Kevin Soberick, Police Sergeant  
Cynthia Sopka, Director of Planning & Zoning  
Sandy Nicolo, Code Enforcement Officer, MS4 Coordinator  
John Ashley, Esquire, rep of Davison & McCarthy, 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 commented related to non-agenda items will be taken after the agenda has been satisfied.

Ms. Bonaskiewich reminded everyone of the three-minutes rule and asked that anyone who wishes to speak, come to the podium, announce oneself, and sign-in with name and address so as to assist Township administration with follow-ups.

## **APPROVAL OF THE OF BILLS PAYABLE**

**Motion by Commissioner Martucci, seconded by Commissioner Brinton, to approve the list of Bills Payable for the period 11/18/2017-12/8/2017, broken down as follows:**

\$105,944.93 = GENERAL  
\$5,903.30 = FIRE  
\$0 = LIBRARY  
\$215,278.43 = WATER  
\$279,127.20 = SEWER  
\$94,593.14= REFUSE & RECYCLING  
\$15,826.85 = HIGHWAY AID  
\$1,000 = SUBDIVISION ESCROW  
**\$717,673.85 = 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.**

## **MINUTES**

### **November 21, 2017**

Commissioner Brown declared the Minutes of November 21, 2017 accepted as presented.

## **NEW BUSINESS**

## **ORDINANCES**

None.

## **RESOLUTIONS**

### **Resolution to submit an application to PennDOT for additional signage on Broadway.**

Ms. Bonaskiewich stated that Chief Stiles requested a “Pedestrian Crossing” sign be placed on Broadway in the area of KidsPeace. She explained that because Broadway is a state road, the Township must first submit an application for approval to PennDOT.

Commissioner Ackerman inquired if there will be markings on the street as well as the sign. Chief Stiles stated that the street has been painted with flashing lights above the crosswalk for several years. He noted that KidsPeace will be paying for the signs.

### **Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to adopt the Resolution to submit an application to PennDOT for additional signage on Broadway.**

#### **Roll Call:**

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

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

## **MOTIONS**

### **Motion to Approve Change Order No. 1 to decrease the contract price for the Cardinal Drive Sewer Force Main Replacement Project (Project “D”) by \$7,500.**

Ms. Bonaskiewich explained that the original specs for the Cardinal Drive Sewer Force Main Replacement Project (“D”) included the use of epoxy-lined ductile iron pipe. The change order provides for the use of PVC plastic C-900 pipe instead. She stated that to compensate for the change, the contractor, Michael F. Ronca & Sons, has offered a \$7,500 deduction from the original contract price, which includes material, equipment, and labor costs.

Commissioner Ackerman inquired as to how the material will wear. Mr. Tettermer replied that the PVC pipe will last as long as the iron one, and it is easier and cheaper to install.

### **Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to approve Change Order No. 1 to decrease the contract price for the Cardinal Drive Sewer Force Main Replacement Project (Project “D”) by \$7,500.**

#### **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. 2 to Michael F. Ronca & Sons for the Water Main (Edgemont, Meadowbrook & Bellair) and Sewer Force Main (Cardinal) Replacement Projects, in the amount of \$279,692.45.**

Commissioner Ackerman questioned if the Township is applying for grants for these types of projects. Ms. Bonaskiewich stated that these projects were included under the Bond issue.

**Motion by Commissioner Martucci, seconded by Commissioner Seagreaves, to authorize Payment No. 2 to Michael F. Ronca & Sons for the Water Main (Edgemont, Meadowbrook & Bellair) and Sewer Force Main (Cardinal) Replacement Projects, in the amount of \$279,692.45.**

**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. 3 to In Line Services, Inc. for the Water Meter Replacement Project, in the amount of \$132,987.65.**

Mr. Andreas stated that the project is about 86% completed and the work should be done by the middle or end of February.

Ms. Bonaskiewich commented that after this payment, only \$153,607.50 remains outstanding to finish the project.

**Motion by Commissioner Seagreaves, seconded by Commissioner Ackerman, to authorize Payment No. 3 to In Line Services, Inc. for the Water Meter Replacement Project, in the amount of \$132,987.65.**

**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. 8 (Final) to Charlie Nansteel Tree & Excavation, LLC for the Lindberg Park Phase 2 Secondary Pathways & Groundcover Restoration Project, in the amount of \$33,125.97.**

**Motion by Commissioner Brown, seconded by Commissioner Brinton, to authorize Payment No. 8 (FINAL) to Charlie Nansteel Tree & Excavation, LLC for the Lindberg Park Phase 2 Secondary Pathways & Groundcover Restoration Project, in the amount of \$33,125.97.**

**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 stated that he has been in contact with Mr. Nicolo about water runoff from East Susquehanna Street impacting a property on Byfield Street. Commissioner Seagreaves inquired as to what the Township can do to help the resident on Byfield Street.

Commissioner Martucci inquired about PennDOT's plans to upgrade the corridor of East Susquehanna Street and Broadway over the next two years. Mr. Tettermer explained that PennDOT is planning on addressing minor drainage issues in area in 2020. He noted that if there is anything the Township specifically needs to do before that time, it needs to be coordinated with PennDOT. Mr. Tettermer stated that the Township would have to make a proposal, but if there is any kind of cross pipe installation or major design work, the Township would have to fund it.

Mr. Nicolo stated that he looked at the condition and explained that the water runs off the mountain into the pipe that crosses under East Susquehanna Street, then winds its way thru an empty lot with a billboard on it and onto the residential property on Byfield Street. Mr. Nicolo suggested that the ditch on the property with the billboard be straightened out to get the water to flow towards the drain on Byfield Street instead of onto the resident's property. He stated that he

has been in contact with the property owners of the lot that contains the billboard and they are will sign off on the easement allowing the Township to help with drainage.

A discussion ensued regarding the type of work that could be done.

Attorney Ashley noted that the Township should be cautious when working on private property as to not cause a problem for another resident downstream.

Mr. Nicolo noted that no one else will be impacted because there is a drain at the dead end of Byfield and the Township would only be straightening the flow of the water to go into that drain. He commented that there is no residential property that would be involved, only the lot that holds the billboard.

Commissioner Ackerman inquired if there is something the property owner on Byfield can do on her own to help the water flow. Mr. Andreas stated that she could construct a small swale, but noted that there is not much room from the property line to her home to create a viable alternative.

Mr. Nicolo stated that the work would benefit several property owners in the area.

Commissioner Martucci commented that he would not mind doing the work, but he fears the Township would be responsible for maintenance.

Commissioner Seagreaves questioned what type maintenance would be involved. Mr. Andreas stated that it would include installing new riprap and cleaning out cinders and silt. He noted the potential issue is that maintenance begins at the outfall of the pipe, which is the state's, plus it is located on private property.

Mr. Tettermer suggested that the staff observe the location and make a recommendation as to a reasonable solution. He noted that any time something is altered, there is always the potential for negatively impacting someone else downstream or adjacent to the property.

Attorney Ashley commented that it might be considered a private matter between two property owners if one property is negatively affecting another.

It was the consensus of the Board to look at the situation in-house and make a recommendation on how or if the Township should proceed.

Mr. Ziegenfus commented that the State Auditor General's Office conducted a pension audit at the Municipal Building on Wednesday, December 13<sup>th</sup>, 2017.

Chief Stiles brought forth a transportation improvement plan, which was completed by the Lehigh Valley Planning Commission, that contained the list of roads projected to have major congestion in the next 45 years. He noted that several roadways/intersections are within the Township and are PennDOT roads.

Chief Stiles announced that Coffee with a Cop will be held on December 21<sup>st</sup>, 2017 at Starbucks on Lehigh Street from 1:00 pm – 3:00 pm.

Commissioner Brown inquired about the development of the police eligibility list for a new Police Officer. Chief Stiles stated that he has been in contact with Ms. Bonaskiewich and they are waiting until the Budget is passed to obtain a meeting with the Civil Service Commission.

**ADJOURNMENT**

Commissioner Brinton made a Motion to adjourn the Meeting. Seconded by Commissioner Martucci. The time was 7:58 p.m.

Respectfully submitted,

Cathy Bonaskiewich  
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on December 14, 2017.

Approved and certified on this date:

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

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

SEAL