

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
April 26, 2018  
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 Martucci asked everyone to rise and recite the Pledge of Allegiance, followed by a short period of silence and reflection.

**CALL TO ORDER**

Commissioner Martucci called the meeting to order at 7:00 p.m.

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

**ROLL CALL**

**Board Members Present:**

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

**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  
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 FINANCIAL REPORT AND LIST OF BILLS PAYABLE**

**Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to approve the unaudited Financial Report for the period ending March 31, 2018 and the list of Bills Payable for the period 4/7/2018-4/20/2018, broken down as follows:**

\$160,065.82 = GENERAL  
\$15,806.64 = FIRE  
\$11,589.00 = WATER  
\$11,322.55 = SEWER  
\$556.78 = REFUSE & RECYCLING  
\$13,735.06 = HIGHWAY AID  
**\$213,075.85** = GRAND TOTAL ALL FUNDS

#### **Roll Call:**

COMMISSIONER ACKERMAN – YES  
COMMISSIONER SEAGREAVES – YES  
COMMISSIONER BRINTON – YES  
COMMISSIONER CONN – YES  
COMMISSIONER MARTUCCI – YES

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

### **MINUTES**

#### **April 12, 2018**

Commissioner Martucci declared the Minutes of April 12, 2018 accepted as presented.

### **NEW BUSINESS**

### **ORDINANCES**

#### **Amending the current Burn Ordinance.**

Ms. Bonaskiewich stated that the intent of the amendment was to clear up language that could have impacted the Township's recycling efforts. She noted that any reference to any materials that the Township currently promotes as recyclable, such as paper or cardboard, had to be removed.

**Motion by Commissioner Conn, seconded by Commissioner Brinton, to adopt Ordinance No. 04-2018-616, amending the current Burn Ordinance.**

**Roll Call:**

COMMISSIONER ACKERMAN – YES  
COMMISSIONER SEAGREAVES – YES  
COMMISSIONER BRINTON – YES  
COMMISSIONER CONN – YES  
COMMISSIONER MARTUCCI – YES

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

### **RESOLUTIONS**

None.

### **MOTIONS**

**Motion to Award the Bid for the Water Main Replacement Project for Paxford Road, Maumee Avenue and Montgomery Street.**

Ms. Bonaskiewich stated that a bid opening was held on April 16<sup>th</sup> and the Engineer has had time to review the paperwork and bring forth a recommendation.

Mr. Tetterer commented that the lowest responsible bidder was Barrasso Excavation of Oley, PA for \$818,437. He noted that he has reviewed their references and financials and is recommending the award.

**Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to award the bid for the Water Main Replacement Project for Paxford Road, Maumee Avenue and Montgomery Street to Barrasso Excavation of Oley, PA.**

**Roll Call:**

COMMISSIONER ACKERMAN – YES  
COMMISSIONER SEAGREAVES – YES  
COMMISSIONER BRINTON – YES  
COMMISSIONER CONN – YES  
COMMISSIONER MARTUCCI – YES

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

**Motion to Accept the Proposal received on April 20, 2018 for an Emergency Services Comprehensive Review.**

Ms. Bonaskiewich stated that a bid opening was held on April 20<sup>th</sup>, and the lowest responsible bidder was Duane Hagelgans Consulting of Lancaster, PA for \$45,000. She noted that their credentials include a variety of experience and background in emergency services, including police and fire services.

Mr. Robert Agonis of Meadowbrook Circle W inquired about a timeframe for completion. Ms. Bonaskiewich stated that it is a multi-month process, beginning in May. A report is expected by the end of the year, but the actual deadline is January 2019.

**Motion by Commissioner Conn, seconded by Commissioner Seagreaves, to accept the proposal from Duane Hagelgans Consulting of Lancaster, PA for an Emergency Services Comprehensive Review.**

**Roll Call:**

COMMISSIONER ACKERMAN – YES  
COMMISSIONER SEAGREAVES – YES  
COMMISSIONER BRINTON – YES  
COMMISSIONER CONN – YES  
COMMISSIONER MARTUCCI – YES

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

**PRIVILEGE OF THE FLOOR**

Mr. John Kelly, a member of the Board of Trustees for Western Salisbury Fire Department, requested a referendum concerning the topic of their Swain Station expansion be placed on the November election ballot in order to solicit input from the residents regarding the financial commitment from the Township. Commissioner Martucci noted that the Board would like to consider the results from the Emergency Services Comprehensive Review before making a financial commitment. He commented that while the requested commitment for year one (2018) was not supported, the Board has not denied the entire project.

Mr. Joseph Sagat of 515 Erney Street was present to address the Board in regards to the fire wood restrictions proposed in the Property Maintenance Code Ordinance Revision. Commissioner Martucci commented that there are still some changes to be made to the Ordinance before it is completed.

Mr. Sagat also expressed concerns about a neighbor feeding feral cats. Mr. Nicolo noted that Mr. Mike Sinko, Animal Control Officer, is aware of the situation and has sent a notice to the resident and has provided traps to Mr. Sagat. Mr. Sagat commented that he has cats in the traps on the weekends when there is no ACO on duty. Chief Stiles commented that he should call the non-emergency police number and an officer will contact Mr. Sinko.

Ms. Sopka announced that the EAC, Penn State Extension and Lehigh County had a successful meeting about the spotted lantern fly. She noted that over 50 people attended the meeting.

**ADJOURNMENT**

Commissioner Seagreaves made a motion to adjourn the meeting. Seconded by Commissioner Brinton. The time was 7:42 p.m.

Respectfully submitted,

Cathy Bonaskiewich  
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on April 26, 2018.

Approved and certified on this date:

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

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

SEAL