

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
December 12, 2019  
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 Brinton asked everyone to rise and recite the Pledge of Allegiance.

**CALL TO ORDER**

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

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

**ROLL CALL**

**Board Members Present:**

Debra Brinton, President  
James Seagreaves, Vice-President  
Joanne Ackerman – EXCUSED  
Rodney Conn  
Heather Lipkin

**Staff Present:**

Cathy Bonaskiewich, Township Manager  
Sandy Nicolo, Assistant Township Manager/Code Enforcement Director/MS4 Coordinator  
Paul Ziegenfus, Finance Director  
John Andreas, Director of Public Works  
Kevin Soberick, Chief of Police – EXCUSED  
Charles Whitehead, Police Corporal  
Cynthia Sopka, Director of Planning & Zoning  
John Ashley, Esquire, representative of Davison & McCarthy, 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 commented related to non-agenda items will be taken after the agenda has been satisfied. Ms. Bonaskiewich reminded everyone of the three-minute 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 LIST OF BILLS PAYABLE**

**Motion by Commissioner Conn, seconded by Commissioner Lipkin, to approve the list of Bills Payable for the period 11/23/2019-12/6/2019, broken down as follows:**

\$42,723.39 = GENERAL  
\$4,605.79= FIRE  
\$0 = LIBRARY  
\$181,122.11 = WATER  
\$2,187.88 = SEWER  
\$103,164.20 = REFUSE & RECYCLING  
\$12,026.83 = HIGHWAY AID  
\$47,583.00 = CAPITAL GENERAL  
**\$393,413.20** = GRAND TOTAL ALL FUNDS

#### **Roll Call:**

COMMISSIONER ACKERMAN – EXCUSED  
COMMISSIONER SEAGREAVES – YES  
COMMISSIONER BRINTON – YES  
COMMISSIONER CONN – YES  
COMMISSIONER LIPKIN – YES

**The Motion passed by 4-0.**

### **MINUTES**

#### **November 26, 2019**

Commissioner Brinton declared the Minutes of November 26, 2019 accepted as presented.

### **NEW BUSINESS**

### **ORDINANCES**

#### **Public Hearing and Ordinance to Approve Vacation of a portion of Walnut Street between 1678 Cardinal Dive and 1668 Cardinal Drive.**

Ms. Bonaskiewich turned the proceedings over to Attorney Ashley.

Attorney Ashley commented that this portion of Walnut Street has never been accepted, opened or maintained by the Township and has been there in excess of 21 years. He noted that there has been a petition to vacate the alley by the property owners, Mr. and Mrs. Ronald and Letitia Forthman, who were present to testify and sworn into the record.

Mrs. Forthman noted that the neighbor does not have any objections to vacating the alley.

No other comments were heard and the Public Hearing was closed.

**Motion by Commissioner Lipkin, seconded by Commissioner Conn, to adopt Ordinance No. 12-2019-625, allowing a portion of Walnut Street between 1678 Cardinal Drive and 1668 Cardinal Drive to be vacated.**

**Roll Call:**

COMMISSIONER ACKERMAN – EXCUSED  
COMMISSIONER SEAGREAVES – YES  
COMMISSIONER BRINTON – YES  
COMMISSIONER CONN – YES  
COMMISSIONER LIPKIN – YES

**The Motion passed by 4-0.**

**Public Comment regarding 2020 Budget Approval and Ordinance to Set/Reaffirm Tax Rates for the Year 2020 and Approve 2020 Budget Appropriations.**

Ms. Bonaskiewich opened the floor for public comment. No comments were heard.

**Motion by Commissioner Conn, seconded by Commissioner Seagreaves, to adopt Ordinance No. 12-2019-626, setting/reaffirming tax rates for the Year 2020 and approving 2020 Budget Appropriations.**

**Roll Call:**

COMMISSIONER ACKERMAN – EXCUSED  
COMMISSIONER SEAGREAVES – YES  
COMMISSIONER BRINTON – YES  
COMMISSIONER CONN – YES  
COMMISSIONER LIPKIN – YES

**The Motion passed by 4-0.**

**Ordinance to Amend Non-Uniformed Defined Benefit (PMRS) Pension Plan to Set Employee Contribution Rate for Year 2020.**

Ms. Bonaskiewich stated that the amendment is increasing the employee contribution rate to 1.5% for 2020.

**Motion by Commissioner Conn, seconded by Commissioner Lipkin, to adopt Ordinance No. 12-2019-627, amending the non-uniformed Defined Benefit (PMRS) Pension Plan to Set Employee Contribution Rate for Year 2020.**

**Roll Call:**

COMMISSIONER ACKERMAN – EXCUSED  
COMMISSIONER SEAGREAVES – YES  
COMMISSIONER BRINTON – YES  
COMMISSIONER CONN – YES  
COMMISSIONER LIPKIN – YES

**The Motion passed by 4-0.**

### **RESOLUTIONS**

#### **Resolution to Set the Police Pension Plan Employee Contribution Rate for Year 2020.**

Ms. Bonaskiewich stated that the rate will remain the same for 2020 at 3.04%, per the Collective Bargaining Agreement.

**Motion by Commissioner Conn, seconded by Commissioner Lipkin, to adopt Resolution No. 12-2019-1657, setting the Police Pension Plan Employee Contribution Rate for Year 2020.**

#### **Roll Call:**

COMMISSIONER ACKERMAN – EXCUSED  
COMMISSIONER SEAGREAVES – YES  
COMMISSIONER BRINTON – YES  
COMMISSIONER CONN – YES  
COMMISSIONER LIPKIN – YES

**The Motion passed by 4-0.**

#### **Resolution to Increase Water and Sewer Rates effective 01/01/2020.**

Ms. Bonaskiewich stated that the water rates will go from \$6.60 per thousand gallons to \$7.00 per thousand gallons. She noted the current residential sewer rate at \$72 per unit, per quarter will increase to \$75 per unit per quarter, and the commercial sewer rate will go from \$79.20 per unit, per quarter to \$82.50 per unit per quarter.

Commissioner Brinton commented that the increases are due to the fees imposed on the Township from Lehigh County Water Authority.

**Motion by Commissioner Lipkin, seconded by Commissioner Seagreaves, to adopt Resolution No. 12-2019-1656, increasing the Water and Sewer Rates effective 01/01/2020.**

#### **Roll Call:**

COMMISSIONER ACKERMAN – EXCUSED  
COMMISSIONER SEAGREAVES – YES  
COMMISSIONER BRINTON – YES  
COMMISSIONER CONN – YES

COMMISSIONER LIPKIN – YES

**The Motion passed by 4-0.**

**Resolution to Approve participation in the Municipal Risk Management (MRM) Workers' Compensation Pooled Trust.**

Ms. Bonaskiewich explained that during the insurance renewal process for 2020, the Township's current insurance carrier will no longer be offering workers compensation coverage. She noted that the Township's agency is recommending going with the Municipal Risk Management (MRM) Workers' Compensation Pooled Trust, and the Board must pass a resolution to join the trust. She noted that the Township will realize a cost savings from joining the trust and is locked in a good rate for four years.

**Motion by Commissioner Conn, seconded by Commissioner Seagreaves, to adopt Resolution No. 12-2019-1655, approving participation in the Municipal Risk Management (MRM) Workers' Compensation Pooled Trust.**

**Roll Call:**

COMMISSIONER ACKERMAN – EXCUSED  
COMMISSIONER SEAGREAVES – YES  
COMMISSIONER BRINTON – YES  
COMMISSIONER CONN – YES  
COMMISSIONER LIPKIN – YES

**The Motion passed by 4-0.**

**MOTIONS**

**Motion to Approve Non-Uniformed Defined Contribution Pension Plan Funding for the Year 2019.**

Ms. Bonaskiewich commented that while this action needs to take place by year-end, there is no dollar amount associated with it because it is based on compensation. After January 1, 2020, the matter will come back before the Board to ratify the amount. She stated that the Board is approving the action to fund the plan.

**Motion by Commissioner Lipkin, seconded by Commissioner Conn, to approve non-uniformed Defined Contribution Pension Plan funding for the Year 2019.**

**Roll Call:**

COMMISSIONER ACKERMAN – EXCUSED  
COMMISSIONER SEAGREAVES – YES  
COMMISSIONER BRINTON – YES  
COMMISSIONER CONN – YES  
COMMISSIONER LIPKIN – YES

**The Motion passed by 4-0.**

**Motion to Approve the Arts Academy Charter School MOU.**

Ms. Bonaskiewich noted that the MOU was reviewed at last workshop.

**Motion by Commissioner Conn, seconded by Commissioner Seagreaves, to approve the Arts Academy Charter School MOU.**

**Roll Call:**

COMMISSIONER ACKERMAN – EXCUSED  
COMMISSIONER SEAGREAVES – YES  
COMMISSIONER BRINTON – YES  
COMMISSIONER CONN – YES  
COMMISSIONER LIPKIN – YES

**The Motion passed by 4-0.**

**Motion to Approve Payment #1 to Insituform Technologies for 2019 Sanitary Sewer Rehab CIPPL – Contract “B”.**

Ms. Bonaskiewich noted that the amount of the payment is \$20,520.68.

**Motion by Commissioner Conn, seconded by Commissioner Lipkin, to approve Payment #1 to Insituform Technologies for the 2019 Sanitary Sewer Rehab – Contract B – in the amount of \$20,520.68.**

**Roll Call:**

COMMISSIONER ACKERMAN – EXCUSED  
COMMISSIONER SEAGREAVES – YES  
COMMISSIONER BRINTON – YES  
COMMISSIONER CONN – YES  
COMMISSIONER LIPKIN – YES

**The Motion passed by 4-0.**

**PRIVILEGE OF THE FLOOR**

Commissioner Seagreaves stated that he received a call from a resident at the end of Wayne Ave regarding the Spotted Lantern Flies on the Trees of Heaven on the High School property. The resident also expressed concerns about the trash company and the top coat deteriorating on the street.

Mr. Vance Bowers of 3518 Country Club Road expressed concerns about the condition of Devonshire Park, specifically the pavilion building, and requested the installation of a walking trail around the park. He also expressed concerns about speeding on Country Club Road.

Mr. Phillip Bernard of 1148 Flexer Avenue expressed concerns about speeding on Flexer Avenue. He also commented that PPL cut trees in the back of his home and left the debris in the easement. Commissioner Brinton stated that the Board will pass along the information about speeding to the Police Chief, but the debris left by the utility company is the property owner's responsibility.

**ADJOURNMENT**

Commissioner Conn made a motion to adjourn the meeting. Seconded by Commissioner Brinton. The time was 7:46 pm.

Respectfully submitted,

Cathy Bonaskiewich  
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on December 12, 2019.

Approved and certified on this date:

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

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

SEAL