

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
March 14, 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 Martucci asked everyone to rise and recite the Pledge of Allegiance.

**CALL TO ORDER**

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

Commissioner Martucci announced that an Executive Session will be held after the Workshop to discuss a legal matter.

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-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 FINANCIAL REPORT AND LIST OF BILLS PAYABLE**

**Motion by Commissioner Ackerman, seconded by Commissioner Conn, to approve the Financial Report for the period ending January 31, 2019 and the list of Bills Payable for the period 2/23/2019-3/8/2019, broken down as follows:**

\$179,393.39 = GENERAL  
\$16,968.64 = FIRE  
\$0 = LIBRARY  
\$7,833.73 = WATER  
\$29,687.63 = SEWER  
\$90,738.47 = REFUSE & RECYCLING  
\$21,453.36 = HIGHWAY AID  
\$0 \_\_\_\_\_ = SUBDIVISION & ESCROW  
**\$346,075.22 = 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**

#### **February 28, 2019**

Commissioner Martucci declared the Minutes of February 28, 2019 accepted as presented.

### **NEW BUSINESS**

### **ORDINANCES**

None.

### **RESOLUTIONS**

**Resolution Setting the Schedule of Fees for 2019.**

Ms. Bonaskiewich noted that a few fees were increased and a lot of clean up was necessary with the fee schedule and its organization.

**Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to adopt Resolution No. 03-2019-1620, Setting the Schedule of Fees.**

**Roll Call:**

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

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

**Resolution to Amend the Civil Service Commission Rules and Regulations.**

Ms. Bonaskiewich noted that the amendment will incorporate the use of the Lehigh County Chiefs' of Police Association Testing Consortium, which will allow the Township to join the Consortium in 2020.

**Motion by Commissioner Ackerman, seconded by Commissioner Conn, to adopt Resolution No. 03-2019-1621, amending the Civil Service Commission Rules and Regulations.**

**Roll Call:**

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

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

**MOTIONS**

**Motion to approve Payment #7 to Kobalt Construction for Lindberg Park Phase 3 Contracted Work in the amount of \$15,750.**

Ms. Bonaskiewich stated that the payment represents continued work on the restroom building.

**Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to approve Payment #7 to Kobalt Construction for Lindberg Park Phase 3 Contracted Work in the amount of \$15,750.**

**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 Emergency Services Comprehensive Review as submitted by Duane Hagelgans Consulting, LLC.**

Ms. Bonaskiewich explained that the Motion will only accept the report, it does not obligate the Township to take any steps within the report. She noted that after it is accepted, the report will be posted on the Township's website.

Mr. Joshua Wells, Chief of Western Salisbury Fire Department, inquired if there is an action plan in place after the report is accepted. Commissioner Martucci commented that the Board still has to discuss and review the information. Once that is complete, he anticipates developing a plan and meeting with the parties involved.

**Motion by Commissioner Conn, seconded by Commissioner Ackerman, to accept the Emergency Services Comprehensive Review as submitted by Duane Hagelgans Consulting, LLC.**

**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**

Chief Stiles noted that he provided the Board with the 2018 Annual Report.

Chief Stiles commented that the Police Department installed their radar speed sign on Flexer Avenue and provided the Board with the statistics in that area.

Chief Stiles stated that the Police Department will be taking part in a program through Lehigh County entitled, Youth and Law Enforcement. Officers will have the opportunity to meet with teenagers from the High School and discuss important topics.

Mr. Robert Agonis of 1189 Meadowbrook Circle W commented that the Devonshire Drop-off Center will open Saturday, March 16. Commissioner Ackerman inquired about the status of the new signs. Mr. Andreas stated that they have not started on them yet, but will move forward with it. Ms. Bonaskiewich commented that there is now a shelter at the Franko Drop-off Center for the operators, but there might not be enough room at Devonshire for a shelter.

Ms. Renee Haines from Allentown Public Library presented the Board with some program information for 2019 and highlights from 2018. Commissioner Ackerman inquired if the Library offers any special programs for children with autism. Ms. Haines noted that they are adding a sensory story time in their Spring session for children and adults, which will include books, songs and activities.

Mr. Ian Dodson from Eastern Salisbury Fire Department asked if the Department has the Board's approval to begin gathering specifications for a rescue pumper truck. Commissioner Brinton commented that the Board needs to talk about the (Comprehensive Review) report before saying yes or no to anything.

### **ADJOURNMENT**

Commissioner Brinton made a motion to adjourn the meeting. Seconded by Commissioner Ackerman. The time was 7:27 p.m.

Respectfully submitted,

Cathy Bonaskiewich  
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on March 14, 2019.

Approved and certified on this date:

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

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

SEAL