

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
March 28, 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 a fact-finding Executive Session was held on Saturday, March 23, 2019. He noted that another fact-finding Executive Session will be held after the Workshop.

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 – ARRIVED LATE
Rodney Conn

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
Allen Stiles, Chief of Police
Cynthia Sopka, Director of Planning & Zoning – EXCUSED
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 Conn, seconded by Commissioner Brinton, to approve the Financial Report for the period ending February 28, 2019 and the list of Bills Payable for the period 3/9/2019-3/22/2019, broken down as follows:

\$176,546.30 = GENERAL
\$1,954.56 = FIRE
\$0 = LIBRARY
\$267,946.88 = WATER
\$11,604.17 = SEWER
\$10,708.61 = REFUSE & RECYCLING
\$12,310.59 = HIGHWAY AID
\$0 _____ = SUBDIVISION & ESCROW
\$481,071.11 = GRAND TOTAL ALL FUNDS

Roll Call:

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

The Motion passed by 4-0.

MINUTES

March 14, 2019

Commissioner Martucci declared the Minutes of March 14, 2019 accepted as presented.

NEW BUSINESS

ORDINANCES

Ordinance to Repeal Junkyard Ordinance No. 20, adopted September 12, 1958.

Ms. Bonaskiewich stated that in reviewing the fee schedule, it was found that “Junkyard Permits” were still referenced. She explained that junkyards are covered under the Zoning Ordinance so

the Board should repeal the Township's separate Ordinance and let Zoning be the governing body over the issue.

Motion by Commissioner Brinton, seconded by Commissioner Seagreaves, to adopt Ordinance No. 03-2019-621, repealing Ordinance No. 20 in its entirety.

Roll Call:

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

The Motion passed by 4-0.

RESOLUTIONS

Resolution to Appoint an Assistant Township Manager/Code Enforcement Director.

Ms. Bonaskiewich stated that she is requesting to add Mr. Sandy Nicolo as the Assistant Township Manager/Code Enforcement Director. She noted that the move will build a stronger team and a good set of Department Heads.

Motion by Commissioner Brinton, seconded by Commissioner Conn, to adopt Resolution No. 03-2019-1622, appointing Mr. Sandy Nicolo as the Assistant Township Manager/Code Enforcement Director.

Roll Call:

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

The Motion passed by 4-0.

Resolution to Appoint Chief Administrative Officer of Township's Pension Plans.

Ms. Bonaskiewich explained that she has served as CAO of the Township's Pension Plans since becoming Finance Director in 1999, but Mr. Paul Ziegenfus should take over the role as the Township's new Finance Director.

Motion by Commissioner Conn, seconded by Commissioner Brinton, to adopt Resolution No. 03-2019-1623, appointing Mr. Paul Ziegenfus as the Chief Administrative Officer of the Township's Pension Plans.

Roll Call:

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

The Motion passed by 4-0.

MOTIONS

Motion to approve an additional salary of \$3,500 annually for the new Assistant Township Manager/Code Enforcement Director.

Motion by Commissioner Seagreaves, seconded by Commissioner Brinton, to approve an additional salary of \$3,500 annually for the new Assistant Township Manager/Code Enforcement Director.

Roll Call:

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

The Motion passed by 4-0.

Motion to approve Payment #4 to MJF Electrical Construction for Lindberg Park Phase 3 Contracted Work.

Ms. Bonaskiewich explained that the payment includes the continued work on both the pavilion and restroom building.

Commissioner Brinton questioned when Lindberg will be open to the public. Ms. Bonaskiewich stated that the final completion date is June 14, 2019, but they are hoping everything will be done at the end of May.

Motion by Commissioner Seagreaves, seconded by Commissioner Brinton, to approve Payment #4 to MJF Electrical Construction for Lindberg Park Phase 3 Contracted Work in the amount of \$3,384.40.

Roll Call:

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

COMMISSIONER MARTUCCI – YES

The Motion passed by 4-0.

Motion to approve Kingdom Hall of Jehovah’s Witnesses Request for Conditional Use Hearing Application Fee Refund.

Ms. Bonaskiewich noted that the Kingdom Hall of Jehovah’s Witnesses are asking for a refund of their \$900 Conditional Use application fee. She commented that the Township incurred fees as well and provided that amount to the Board in her memo.

Commissioner Brinton stated that while the Board may waive or return the application fee due to their non-profit status, the Hearing did cost the Township \$898 in advertising and legal transcription fees.

Commissioner Ackerman commented that the tax payers should not have to pay for the cost of the Conditional Use Hearing.

Motion by Commissioner Seagreaves, seconded by Commissioner Conn, to approve Kingdom of Jehovah’s Witnesses Request for Conditional Use Hearing Application Fee Refund.

Roll Call:

COMMISSIONER ACKERMAN – NO
COMMISSIONER SEAGREAVES – NO
COMMISSIONER BRINTON – NO
COMMISSIONER CONN – NO
COMMISSIONER MARTUCCI – NO

The Motion was denied by 5-0.

Motion to approve the CBA with the Public Works Department Employee Association for the years 2019-2022, contingent on creation of final pension language, completion of all necessary ordinances and documentation, and execution by the PWA.

The Motion was tabled for a future meeting.

PRIVILEGE OF THE FLOOR

Mr. Jeff Hill from Erney Street expressed concerns about the noise from the old Captain’s Table restaurant on South Pike Avenue and noted that he has witnessed car repairs taking place in the parking lot. Mr. Hill also alleged that there was a party held in the parking lot with tables, chairs and a DJ around Thanksgiving, forcing cars to park along South Pike Avenue. Mr. Nicolo commented that the owners should have come to the Township in that instance for special permission. He noted that he did speak to the owners this week and asked them to be more attentive to what is going on in the neighborhood. Chief Stiles stated that he is in the process of re-writing

the Noise Ordinance because it is based on decibels and it cannot be enforced; however, if the Department receives a noise complaint, they will address it.

Commissioner Ackerman reminded residents to lock their cars overnight. Chief Stiles commented that anyone who experiences a theft (or attempted theft) from a vehicle should call the non-emergency police number no matter how much or how little was taken out of the car. He noted that it gives officers an idea of where the thefts are occurring and they can better patrol the area.

Chief Stiles announced that National Drug Take Back Day is Saturday, April 27, 2019 and officers will be at the South Mall from 10:00 a.m. – 2:00 p.m. for collection.

Chief Stiles commented that the new K-9, Michlon has arrived and will begin months of training with the newly selected K-9 Officer, Brian Zulic. He also noted that the new School Resource Officer, Jason Laky (former K-9 Officer) has already started at the Middle School and is learning his way around the schools on the west side.

A resident in the audience commented that she noticed graffiti stickers on various street signs in the Devonshire and Emmaus areas. Mr. Andreas stated that he was not aware of the problem, but will look into it. Chief Stiles noted that it is illegal to place the stickers on street signs.

ADJOURNMENT

Commissioner Brinton made a motion to adjourn the meeting. Seconded by Commissioner Conn. The time was 7:41 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 28, 2019.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL