

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
October 10, 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 Mr. Sandy Nicolo, Assistant 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 – EXCUSED
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
Cynthia Sopka, Director of Planning & Zoning – EXCUSED
John Ashley, Esquire, representative of Davison & McCarthy, Township Solicitor
David Tettermer, representative of Keystone Consulting Engineers, Township Engineer

NOTIFICATION

Mr. Nicolo 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. Mr. Nicolo 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 Seagreaves, to approve the list of Bills Payable for the period 9/21/2019-10/4/2019, broken down as follows:

\$281,368.24 = GENERAL
\$5,181.21 = FIRE
\$81,559.00 = LIBRARY
\$1,933.7 = WATER
\$3,099.11 = SEWER
\$105,005.07 = REFUSE & RECYCLING
\$193.21 = HIGHWAY AID
\$478,339.54 = GRAND TOTAL ALL FUNDS

Roll Call:

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

The Motion passed by 3-0.

MINUTES

September 26, 2019

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

NEW BUSINESS

RESOLUTIONS

Resolution to Appoint First Ward Commissioner to fill vacancy through 12/31/2019.

Mr. Nicolo explained that the First Ward vacancy was created by the resignation of Mr. Robert Martucci, Jr. on August 31, 2019. This appointment fills the vacancy through December 31, 2019. He noted that the Township received applications from two individuals, Ms. Heather Lipkin and Mr. Kenneth Wied, and they were interviewed at an Executive Session on September 26, 2019.

Mr. Nicolo opened the nominations.

Commissioner Conn nominated Ms. Heather Lipkin as First Ward Commissioner. Commissioner Seagreaves seconded the nomination.

No other nominations were made.

Commissioner Conn made a motion to close the nominations. Commissioner Seagreaves seconded the motion.

Motion by Commissioner Conn, seconded by Commissioner Seagreaves, to adopt Resolution No. 10-2019-1650, appointing Ms. Heather Lipkin as the First Ward Commissioner through December 31, 2019.

Roll Call:

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

The Motion passed by 3-0.

Commissioner Lipkin thanked the Board for the opportunity. Commissioner Brinton read the Resolution into the record.

Commissioner Lipkin was sworn-in by Attorney Ashley and took her seat with the rest of Board members.

ORDINANCES

Ordinance Amendment regarding Reduction of Speed Limits on Local Roads.

Mr. Nicolo stated that this ordinance amendment will add the entire length of Lehigh Avenue from Tweed Avenue to Park Avenue to the Township's lists of streets with maximum speed limits below the typically recommended 35 mph for a local road. He explained that once the ordinance is adopted, the Township will move forward with posting the appropriate 25 mph speed limit signs.

Motion by Commissioner Conn, seconded by Commissioner Seagreaves, to adopt Ordinance No. 10-2019-623, amending the Ordinance regarding the reduction of speed limits on local roads.

Roll Call:

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

The Motion passed by 4-0.

Ordinance Amendment regarding Shade Tree Appeals Procedure.

Mr. Nicolo stated that the amendment will change the language of the Ordinance so that the Environmental Advisory Council (instead of the Board of Commissioners) will first hear the formal appeals from residents who do not agree with a decision made by the Township's Shade Tree Official, Mr. Sandy Nicolo.

Motion by Commissioner Conn, seconded by Commissioner Seagreaves, to adopt Resolution No. 10-2019-624, amending the Shade Tree Appeals Procedure.

Roll Call:

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

The Motion passed by 4-0.

MOTIONS

Motion to enter into Bus Shelter Agreement with LANTA.

Mr. Nicolo stated that LANTA approached the Township to update the bus shelter agreement. He noted that the primary change is to implement the sharing of the advertising proceeds that the Township receives; however, the changes will not affect the proceeds to the Township, which is about \$200 a year.

Commissioner Conn noted a typo on page 3.

Motion by Commissioner Conn, seconded by Commissioner Seagreaves, to authorize the execution by the appropriate Township officials of the bus shelter agreement with LANTA.

Roll Call:

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

The Motion passed by 4-0.

Motion to Approve Payment #7 (Final) to MJF Electric for Lindberg Park Phase 3 Contracted Work in the amount of \$5,973.50.

Mr. Nicolo noted that this final payment represents the release of the 10% retainage to MJF Electric for Phase 3 electrical work related to the new restroom building at Lindberg Park. He commented that the maintenance period of the contract now takes over.

Motion by Commissioner Conn, seconded by Commissioner Seagreaves, to approve Payment #7 (Final) to MJF Electric for Lindberg Park Phase 3 Contracted Work in the amount of \$5,973.50.

Roll Call:

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

The Motion passed by 4-0.

Motion to Approve Payment #12 (Final) to Kobalt Construction, Inc. for Lindberg Park Phase 3 Contracted Work in the amount of \$58,130.64.

Motion by Commissioner Conn, seconded by Commissioner Lipkin, to approve Payment #12 (Final) to Kobalt Construction, Inc. for Lindberg Park Phase 3 Contracted Work in the amount of \$58,130.64.

Roll Call:

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

The Motion passed by 4-0.

Motion to Approve Waiver to SALDO §1010.2.B(6) requiring fencing and landscaping for a detention basin at 2210 South Melrose Lane.

The developer, Mr. Myron Haydt, was present to address the Board. He explained that he is requesting a waiver to the SALDO requirement of installing fencing around a detention basin. Mr. Haydt noted that the lot is large enough to take the rain water and spread it in the lower grassy area for it to absorb. He commented that since it is going to look like a normal lawn from the street to the cul-de-sac, it is his request to not have to fence in the area.

Mr. Tettermer stated that this is an infiltration basin and the maximum water depth it can obtain is about two feet. With the infiltration rate in the area, it will take about 16 hours for water to drain properly, but the SALDO requires a fence around a basin if the time to drain is in excess of three hours. Mr. Tettermer noted that the topic was brought to the Planning Commission and their one major concern was the Township's liability. He stated that he does not have any engineering objections and noted that the Planning Commission did recommend approval.

Attorney Ashley commented that the Township would have to own the property to have liability in tort claims, so liability in this case will remain on the property owner.

Motion by Commissioner Conn, seconded by Commissioner Lipkin, to approve the request to grant a Waiver to SALDO §1010.2.B(6) requiring fencing and landscaping for a detention basin at 2210 South Melrose Lane.

Roll Call:

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

The Motion passed by 4-0.

PRIVILEGE OF THE FLOOR

Mr. Robert Agonis of 1189 Meadowbrook Circle N inquired about a duplicate utility bill he received from the Township. Mr. Ziegenfus replied that the Township's address was printed incorrectly on the remittance slip so a revised bill was mailed to all residents.

Mr. Charles Beck of 930 E Lexington Street expressed concerns about the condition of the summer kitchen at Franko Farmhouse and requested that repairs be made to it. He commented that it is a historic building and there could be grants available for the restoration work. Mr. Andreas stated that he will follow-up on the request.

Mr. Beck inquired if the Township could restrict on-street parking to require motorists park with traffic instead of against traffic. Chief Soberick commented that it is already a regulation that motorists have to park with traffic.

Mr. Wendell Mukics of 706 Mortimer Street inquired if the newly appointed Commissioner lives in the first ward and if she has a general idea of the crime in the area. He also suggested developing a crime watch in the area. Commissioner Lipkin offered to meet with Mr. Mukics to discuss his concerns.

Mr. Joshua Wells, Fire Chief of Western Salisbury Fire Department, announced that the fire departments have been in the Township schools this week as part of fire prevention week.

Commissioner Conn brought forth a concern from a resident on Belair Drive regarding motorists hydroplaning at Flexer and Lincoln Avenues and crashing into his fence. He noted that the resident believes the increase in incidents is due to the road being re-paved.

Mr. Ziegenfus noted that the Township's auditor has filed the annual DCED report with the State. He stated that they are finalizing the Township's audit and will present it at the next Board meeting. Mr. Ziegenfus commented that the audit went well and there were no findings.

Chief Soberick announced that the Police Department will be holding Coffee With a Cop on October 14, 2019 at Starbucks on Lehigh Street from 1:00 p.m. – 3:00 p.m.

Commissioner Brinton announced that the next Board meeting on October 24, 2019 will be held at the Police Department.

ADJOURNMENT

Commissioner Conn made a motion to adjourn the meeting. Seconded by Commissioner Seagreaves. The time was 7:48 p.m.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on October 10, 2019.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL