

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
May 23, 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 take place after the Workshop regarding 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
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
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 FINANCIAL REPORT AND LIST OF BILLS PAYABLE

Commissioner Conn inquired about an invoice from Document Systems Ltd. for a letter opener. Ms. Bonaskiewich explained that it is a machine that opens letters and the invoice represents the annual maintenance contract.

Motion by Commissioner Ackerman, seconded by Commissioner Conn, to approve the unaudited Financial Report for the period ending April 30, 2019 and the list of Bills Payable for the period 5/4/2019-5/17/2019, broken down as follows:

\$485,712.89 = GENERAL
\$1,276.94 = FIRE
\$0 = LIBRARY
\$40,670.21 = WATER
\$42,383.63 = SEWER
\$2,158.28 = REFUSE & RECYCLING
\$11,237.92 = HIGHWAY AID
\$0 _____ = SUBDIVISION & ESCROW
\$583,439.87 = 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

May 9, 2019

Commissioner Martucci declared the Minutes of May 9, 2019 accepted as presented.

NEW BUSINESS

CONDITIONAL USE HEARING

South Mall Food Truck Events.

Ms. Bonaskiewich turned the proceedings over to Attorney John Ashley, Township Solicitor.

Attorney Ashley stated that the Conditional Use Hearing is being held at the request of the South Mall, Metro Commercial Management, to obtain permission for food truck events in the mall parking lot, located at 3300 Lehigh Street.

Ms. Rachel Berosh, assistant manager for Metro Commercial, testified that they are requesting permission to hold "Food Truck Thursdays" from 4:00 p.m. – 8:00 p.m. in the front parking lot of the South Mall. The event would take place each Thursday from the beginning of May until September 26, 2019. Ms. Berosh noted that there are typically 15-20 food trucks each week, and all are certified by the Board of Health and inspected. She commented that the trucks leave the parking lot by 9:00 p.m. She stated that she has spoken with the Township Fire Inspectors regarding how to keep the event safe and commented that there is one security guard and two maintenance personnel on hand during the event.

Commissioner Martucci asked Chief Stiles if there were any problems with the event last year. Chief Stiles responded that there were no problems at the South Mall having to do with the food trucks in 2018.

Motion by Commissioner Brinton, seconded by Commissioner Ackerman, to approve the Conditional Use request by the South Mall (Metro Commercial Management) to operate food truck events on Thursdays from 4:00 p.m. – 8:00 p.m. beginning May 2019 and running until September 26, 2019.

Roll Call:

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

The Motion passed by 5-0.

ORDINANCES

Ordinance to Approve Amendments to the Current Non-Uniformed Defined Benefit Pension Plan and Establish a New Defined Contribution Pension Plan for New Full-Time Non-Uniformed Employees.

Ms. Bonaskiewich reminded the Board that at the meeting of April 25, 2019, they voted to approve the Collective Bargaining Agreement with the Township's Public Works' Association, contingent on the newly revised and added pension documents. The Ordinance will amend the current PMRS Defined Benefit Pension Plan, closes it as of May 31, 2019 and establishes a new Defined Contribution Pension Plan for all new full-time non-uniformed employees hired on or after June 1, 2019.

Motion by Commissioner Conn, seconded by Commissioner Seagreaves, to adopt Ordinance No. 05-2019-622, approving amendments to the current non-uniformed Defined Benefit Pension Plan and establish a new Defined Contribution Pension Plan for new full-time non-uniformed employees.

Roll Call:

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

The Motion passed by 5-0.

RESOLUTIONS

Resolution to Approve Myron Haydt's request for a SALDO Waiver for 2217 North Melrose Lane, re: maximum driveway slope.

Mr. Tetterer stated that the developer is requesting relief from SALDO Section 22-1011.6, regarding maximum driveway slopes for the property located at 2217 North Melrose Lane (Southbury Park Development). Mr. Tetterer explained that the SALDO allows for a maximum slope of 10%, but because of construction issues that occurred, the developer cannot meet that requirement.

Mr. Myron Haydt, developer of Southbury Park, commented that they encountered bedrock during construction are unable to dig down into the ground. He noted that while they are asking for the maximum slope of 15%, he believes it will actually be between 10-13%. Mr. Tetterer explained that they are proposing a 6% slope coming off the edge of the road for 15 feet, and then there will be a transition slope.

Mr. Mark Sessanta, property owner, commented that he is agreeable to what the developer is proposing. Mr. Tetterer noted that because of the location of the property, he does not have any engineering objections to the waiver request.

Commissioner Brinton inquired as to why it is necessary to have an Ordinance specifying a 10% slope. Mr. Tetterer stated that there is a conflict between the SALDO and the Zoning Ordinance because Zoning actually allows 15%. He noted that reason why there is a 10% slope in the SALDO is because it is needed for the design portion of development so the Township can make sure that something reasonable can be built there.

Motion by Commissioner Brinton, seconded by Commissioner Conn, to approve Myron Haydt's request for a SALDO Waiver for 2217 North Melrose Lane with regard to maximum driveway slope.

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 – Discussion regarding Lafayette College Meyner Center’s Proposal for Police Chief Recruitment Services.

Ms. Bonaskiewich noted that Mr. David Woglom, associate director of the Meyner Center at Lafayette College, had previously met with herself and Commissioners Brinton and Martucci to provide an overview of the services that the Meyner Center offers. She commented that she wanted to afford the Board the same opportunity so Mr. Woglom is in attendance to discuss his proposal to assist in the recruitment of a new Police Chief.

Mr. David Woglom stated that the Meyner Center offers services, training and programs to municipal government. He provided the Board with his background in municipal government and the Meyner Center and noted that the most common project he does is recruitment.

Commissioner Conn inquired about the sizes of the municipalities that Mr. Woglom has previously recruited for in the position of Chief of Police. Mr. Woglom stated that he has worked with smaller departments than Salisbury, like Penn Argyl, and larger departments like Chambersburg and Upper Dublin, with around 40-50 officers, respectively.

Commissioner Conn asked about the timeframe. Mr. Woglom replied that he believes the best recruitment is done in as brief of a period of time as scheduling permits. He noted that the first step is the logistics meeting and if that is day one of the process, it will take, depending on scheduling, 3-4 months before there is a new Chief.

Commissioner Seagreaves inquired about the success rates of Mr. Woglom’s recruitment. He replied that there were very few who have not worked out.

Chief noted that he has attended numerous trainings at the Meyner Center and he believes they will be able to guide the Board accordingly.

Motion by Commissioner Conn, seconded by Commissioner Brinton, to obtain Lafayette college Meyner Center’s recruitment services for Police Chief, as follows: (1) Meyner Center’s services at \$95/hour (with the total cost not to exceed \$6,000); advertising with the PA Chiefs of Police Association (\$500); engaging a panel of Police Chiefs in the interview process (\$2,000); and conducting candidate background investigations (approximately \$3,000).

Roll Call:

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

The Motion passed by 5-0.

PRESENTATION

Presentation by Ms. Mary Erdman regarding Fair Districts PA Legislation.

Ms. Bonaskiewich noted that she was contacted by Township resident Ms. Francis Derhammer regarding the possibility of having a Fair Districts PA representative address the Board concerning their request for the passage of a resolution in support of legislation “that will create a non-partisan, independent redistricting committee”.

Ms. Mary Erdman was present to address the Board. She provided the Board with a history of gerrymandering in the state as well as in the Lehigh Valley. A discussion ensued regarding a future action by the Board.

PRIVILEGE OF THE FLOOR

Ms. Cathy Dawson, one of the residents brought the Fairness Proposal to the Board, inquired as to what the next steps would be in order for the Board to take action in support of the Fair Districts’ legislation. Commissioner Martucci noted that a Workshop will be held at the next meeting to discuss the matter and to see if the Board wants to proceed with a resolution. If so, the resolution would be put on the agenda for the meeting on June 27, 2019.

Commissioner Conn provided an update from Ms. Adele Clemmer regarding the landscaping along the berm at LVHN.

Commissioner Brinton stated that she received a phone call from a resident who expressed concerns about the Township’s trash hauler, Republic Services. She inquired if the Township gets reimbursed for the times that the hauler misses scheduled pickups. Ms. Bonaskiewich stated that unfortunately there is no clause in the current contract that gives any remedy for that kind of missed service. She noted that when the Township goes out to bid for a new hauler, that issue will play into a company being the “lowest responsible bidder” because there have been ongoing, chronic, issues with picking up the trash/recycling on scheduled days. Ms. Bonaskiewich commented that the contract with Republic Services is up in February and the Township will be getting the information out to bid within the next two to three months.

Commissioner Seagreaves inquired if language can be added to the next contract regarding compensation for chronic issues. Ms. Bonaskiewich stated that yes, it can be included and it was included with the previous hauler, Waste Management. She noted that there is nothing included in the document about specific days and routes – that information was supplied to Republic Services after the contract was initiated. Ms. Bonaskiewich noted that she will follow-up with the resident who reached out to Commissioner Brinton.

Commissioner Seagreaves thanked the Police and Fire Departments for their assistance with an incident at LVHN the previous night.

Commissioner Martucci thanked Mr. Nicolo and Mr. Andreas for handling an issue for Mrs. Heckman on Lehigh Avenue.

Chief Stiles provided updates on various community events he attended in the Township.

ADJOURNMENT

Commissioner Ackerman made a motion to adjourn the meeting. Seconded by Commissioner Brinton. The time was 8:24 pm.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on May 23, 2019.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL