

CORONAVIRUS STATEMENT – Updated June 5, 2020

TOWNSHIP OFFICES CONTINUE TO BE CLOSED TO THE PUBLIC IN ORDER TO LIMIT PERSONAL CONTACT. Administrative staff continues to be available during normal business hours, Monday-Friday 8:30 am- 4:30 pm via phone or e-mail to answer any questions or conduct routine business and greatly appreciates your patience and understanding should you experience a brief delay in receiving a response. The Township's office phone number is 610-797-4000 and general email is info@salisburytownship.org. Outlined below are other temporary modifications:

- In-person payment of all utility bills will not be accepted. Payments must be mailed in the envelope provided with the bill, dropped in the Admin Building Drop Box, or made via our online bill payment platform located on the Township's website at <https://www.salisburytownship.org/township-government/departments/finance/pay-your-utility-bill-online/>. If you need assistance with the online bill paying option, please call 484-661-5815 or 610-797-4000 for help.
- *[Updated 06/05/20]* In-person payment of tax bills will not be accepted. Payments of Township taxes must be mailed to the address indicated on the tax bill – Linda J. Minger, 2900 S. Pike Avenue, Allentown, PA 18103 or dropped in the Admin Building Drop Box. If you need to contact the Tax Collector with any inquiries, she can be reached at 610-871-0252 or lminger@saliburysd.org.
- Beginning Monday, June 1, 2020, both Township drop-off sites will continue to be open Monday to Friday from 8am-2pm, on alternating weeks, with the addition of Monday & Thursday evening and Saturday hours. Monday and Thursday evening hours will be 2pm-6pm, and Saturday hours will be 8am-1pm. Franko will be open the weeks of June 1st and 15th. Devonshire will be open the weeks of June 8th and 22nd. Again, this is a temporary change intended for the month of June only, and we will reassess the operation schedule beyond June sometime in the latter half of the month. It is subject to change at any time, depending on circumstances.

The Township's employee will be stationed at the entrance gate, managing all site visitors. Residents will have to show proof of Township residency (their most recent utility bill would be optimal) and addresses will be logged. Only 3 cars will be allowed on-site at any given time; only when one car leaves another will be allowed in.

As usual, the sites are **open for residential use only**; no landscapers or non-residential use will be allowed. All materials will be checked to ensure that they're clean and not contaminated with other waste. Contaminated materials will not be allowed to be disposed of at the site.

In order to maintain appropriate social distancing, there will be no physical interaction between Township staff and the public. **Residents must be able to unload materials and empty containers themselves.** Residents must take all bags and containers utilized for the transportation of materials with them when they leave the drop-off site. **Masks will be required to be worn to enter the site.**

- *[Updated 06/05/20]* As we now enter the yellow phase county-wide, we will begin re-opening some of the Township's park facilities:

Tennis, Basketball and Pickleball Courts will be re-opened for personal use by local residents only, along with soccer and ballfields. NO TEAM PRACTICE OR ORGANIZED GAMES SHALL BE PERMITTED. The Township will also begin accepting park pavilion reservations.

Soccer and ballfield reservation requests for organized play continue to be suspended until further notice. Playground facilities and restrooms remain closed. Both of these will be re-evaluated as we near the green phase of re-opening.

A reminder to anyone using the Township's facilities: YOU MUST ADHERE TO STATE SAFETY GUIDELINES REGARDING GATHERING SIZE, SOCIAL DISTANCING, AND PROTECTIVE GEAR.

- Salisbury Township has reestablished accepting zoning and building permit applications. All applications must be submitted either electronically or through the mail. There will be no in-person drop off available. Submissions can be emailed to khval@salisburytownship.org or mailed to: Salisbury Township, Community Development Office/Permit Application, 2900 South Pike Avenue, Allentown, PA 18103. Upon submission, all applications will be reviewed within the required time limits.

Because the Township's third-party inspection agency, Barry Isett & Assoc., Inc., has ceased inspection services effective 03/20/20 (with the exception of emergency or critical-need projects), only permits approved for work deemed essential, or granted an exemption by the State's Department of Community and Economic Development, will be released to the applicant. All non-essential permits will be held until the Order has been lifted and normal operations resume. This determination will be communicated to the applicant. If you have any questions, please contact Community Development Department staff at 484-661-5825 or 484-661-5812 for additional assistance.

- Planning submissions and zoning appeals will be accepted, as long as a waiver of the time requirements is included. Planning submissions and zoning appeals must also be submitted either electronically or through the mail. They can be emailed to krabold@salisburytownship.org or mailed to: Salisbury Township, Community Development Office/Appeal, 2900 South Pike Avenue, Allentown, PA 18103. Since no meetings or hearings have been scheduled until further notice, planning submissions and zoning appeals submitted will be placed on the appropriate agenda, in the order of submission, once meetings and hearings have resumed. There will be no more than four cases per agenda. For further guidance on these matters, and for a copy of the required waivers, please contact Kerry Rabold at krabold@salisburytownship.org.

- The Salisbury Township Police Department has issued separate guidance on the Department's plan of action during this time and their procedure for addressing non-emergency calls. More information is available at <https://salisburypolice.org/>.

Public Meetings

Salisbury Township's 'normal' public meeting schedules have resumed; however, at the present time, they will mostly be held virtually via the Zoom online platform until such a time when indoor public gatherings in excess of ten people are allowed. Be sure to check the Township's website often regarding meeting status updates, along with applicable registration information at <https://www.salisburytownship.org/township-government/meetings/>.

[Updated 06/05/20] Please note, the 06/09/20 Planning Commission meeting will be held outdoors at the Western Salisbury Fire Department's Eisenhower Station located at 3425 Eisenhower Avenue, Allentown, PA 18103 beginning at 7:30pm. Attendees are asked to wear masks, maintain social distancing protocols, and bring their own seating.

As always, please visit the Township's website at <https://www.salisburytownship.org/> or call 610-797-4000 for additional information. We'll continue to update the website as further information becomes available. We greatly appreciate your patience and understanding of Salisbury Township's efforts to minimize the disruption of service and attempts to maximize the health and safety of all, so that we can continue to fulfill our obligations to the citizens we serve.

Cathy Bonaskiewich
Township Manager