

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
November 24, 2020
REGULAR MEETING – 7:00 PM**

**SPECIAL NOTIFICATION - This public meeting of the Salisbury Township Board of Commissioners was held in a hybrid setting using the Zoom virtual meeting platform due to the COVID-19 pandemic and social distancing guidelines.*

PLEDGE OF ALLEGIANCE

CALL TO ORDER

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

Commissioner Brinton announced that an Executive Session will be held after the Workshop to discuss real estate matters.

Commissioner Brinton turned the proceedings over to Ms. Cathy Bonaskiewich, Township Manager.

ROLL CALL

Board Members Present:

Debra Brinton, President
Rodney Conn, Vice-President
James Seagreaves, President Pro-Tempore
Heather Lipkin
Alok Patnaik

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
Kevin Soberick, Chief of Police
Dustin Grow, Fire Services Director
Genny Baillie, Recreation Director
John Ashley, Esquire, representative of Davison & McCarthy, Township Solicitor
David Tettermer, representative of Keystone Consulting Engineers, Township Engineer

NOTIFICATION

Ms. Bonaskiewich welcomed the attendees to the regular meeting of the Board of Commissioners for November 24, 2020. She noted that the meeting is being held in a hybrid setting using the Zoom virtual meeting platform due to the current COVID-19 conditions and with respect to social distancing and public gathering guidelines. Ms. Bonaskiewich commented that the meeting is

being recorded electronically for the purpose of taking the Minutes and asked that attendees keep themselves muted to keep background noise to a minimum. She stated that if anyone would like to comment on a particular agenda item or during courtesy of the floor, he/she should unmute his/herself and use the hand raise button. All public comments on agenda items will be taken prior to the vote and all public comments related to non-agenda items will be taken after the agenda has been satisfied. Ms. Bonaskiewich requested speakers to please announce his/her name and address for the purpose of taking down the Minutes.

APPROVAL OF THE FINANCIAL REPORT AND LIST OF BILLS PAYABLE

Motion by Commissioner Conn, seconded by Commissioner Lipkin, to approve the unaudited Financial Report for the period ending October 31, 2020 and the list of Bills Payable for the period 11/7/2020-11/20/2020, broken down as follows:

\$185,067.61 = GENERAL
\$2,797.50 = FIRE
\$0 = LIBRARY
\$158,674.22 = WATER
\$97,440.47 = SEWER
\$1,442.81 = REFUSE & RECYCLING
\$10,771.10 = HIGHWAY AID
\$168,183.17 = CAPITAL GENERAL
\$313,722.00 = CAPITAL FIRE
\$158,062.41 = CAPITAL SEWER
\$23,220.40 = SUBDIVISION & ESCROW
\$1,150,541.37 = GRAND TOTAL ALL FUNDS

Roll Call:

COMMISSIONER PATNAIK – YES
COMMISSIONER LIPKIN – YES
COMMISSIONER SEAGREAVES – YES
COMMISSIONER CONN – YES
COMMISSIONER BRINTON – YES

The Motion passed by 5-0.

MINUTES

November 12, 2020

Commissioner Brinton declared the Minutes from November 12, 2020 accepted as presented.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

Resolution to accept Linda Minger's resignation from the elected position of Tax Collector and appointed position of Treasurer as of December 31, 2020.

Ms. Bonaskiewich stated that Ms. Minger has been working for the Township for 35 years and is part of Township history.

The Board thanked Ms. Minger for her years of service.

Motion by Commissioner Conn, seconded by Commissioner Seagreaves, to adopt Resolution No. 11-2020-1689, accepting Linda Minger's resignation from the elected position of Tax Collector and appointed position of Treasurer as of December 31, 2020.

Roll Call:

COMMISSIONER PATNAIK – YES
COMMISSIONER LIPKIN – YES
COMMISSIONER SEAGREAVES – YES
COMMISSIONER CONN – YES
COMMISSIONER BRINTON – YES

The Motion passed by 5-0.

Resolution to Appoint Tax Collector to fill the vacancy through 12/31/21.

Ms. Bonaskiewich stated that the applicants were narrowed down to three interviewees: Mr. Gary Cook, Ms. Tamara Kulik Smarch and Ms. Alina Lockhoff. She noted that the Board interviewed the individuals in an Executive Session and background checks were performed on each one.

The Board thanked all the applicants for their time and effort with the interview process.

Commissioner Conn nominated Ms. Tamara Kulik Smarch for the position of Tax Collector. Commissioner Patnaik seconded the motion.

No other nominations were made.

Motion by Commissioner Conn, seconded by Commissioner Patnaik, to adopt Resolution No. 11-2020-1690, appointing Ms. Tamara Kulik Smarch to the position of Tax Collector to fill the vacancy through 12/31/21.

Roll Call:

COMMISSIONER PATNAIK – YES
COMMISSIONER LIPKIN – YES
COMMISSIONER SEAGREAVES – YES
COMMISSIONER CONN – YES
COMMISSIONER BRINTON – YES

The Motion passed by 5-0.

MOTIONS

Motion for Appointment to Zoning Hearing Board – 3rd Ward Vacancy.

Commissioner Brinton nominated Ms. Nicole Ortiz to the Zoning Hearing Board to fill the Third Ward vacancy. She noted that Ms. Ortiz has been an alternate member of the Zoning Hearing Board and has shown interest in becoming a permanent member of the Board. Commissioner Brinton commented that even though Ms. Ortiz lives in the Fifth Ward, she is able to fill the Third Ward seat because there were no applicants from that Ward. Her term will expire 1/1/25.

Motion by Commissioner Brinton, seconded by Commissioner Seagreaves, to appoint Ms. Nicole Ortiz to the Zoning Hearing Board for the 3rd Ward Vacancy with a term expiration of 1/1/25.

Roll Call:

COMMISSIONER LIPKIN – YES
COMMISSIONER SEAGREAVES – YES
COMMISSIONER CONN – YES
COMMISSIONER BRINTON – YES

The Motion passed by 5-0.

PRIVILEGE OF THE FLOOR

Commissioner Lipkin thanked the Fire Departments for their efforts with a recent house fire on Kern Street. She noted that the closest fire hydrant to that location is at Weil and Savercool but it does not work because it does not receive enough pressure. She noted that the fire department is aware of the problem and that it is a Bethlehem water issue, but inquired as to why the hydrant does not work.

Ms. Bonaskiewich stated that the issue is the City of Bethlehem's ability to pump water to reach that end of the system, and to undertake any project to fix it would be costly. She commented that the fire departments know what type of truck to send out to that area. Ms. Bonaskiewich noted that she will follow up with communication to Bethlehem.

Chief Ian Dodson, Fire Chief of Eastern Salisbury Fire Department, stated that it is an ongoing issue and there are implementations in place knowing that they are not going to get adequate water supply from the hydrants. He commented that even if the city installs an additional booster, it is only going to increase the pressure by 3 PSI, so it will not help with fire suppression. Chief Dodson reiterated that the way it is set up between both fire departments and Fire Services Director Dustin Grow is more than adequate to stop the fire.

Chief Soberick stated that starting on December 1st, the Police Department will be closed to the public to try to lessen Covid exposure. He also noted that there will be no more hunting permits issued effective December 1st. Chief Soberick commented that he will reevaluate the Department's mitigation efforts in the middle of January.

Mr. Grow commended the fire departments with their efforts at the fire on Kern Street. He stated that he has looked into a Grant that would get water supply in the area, but he believes the chances of approval would be slim. He also noted that the cost breakdown would not be worth it at this point.

Ms. Genny Baillie stated that the Recreation Committee met on November 16th and a resident had brought forth concerns regarding hunting at Franko. She noted that the RAC will be looking into reevaluating the need of hunting at the park.

Ms. Rabold thanked the Board for appointing Ms. Ortiz to the Zoning Hearing Board.

Mr. Andreas commented that the Public Works Department is working long hours to get the leaves collected throughout the Township. Commissioner Brinton thanked Mr. Andreas for the leaf collection updates via email.

Ms. Bonaskiewich reminded the Board about the upcoming appointments to the various boards/commissions.

Ms. Bonaskiewich inquired if the Board would like to continue to meet in a hybrid format or if the Commissioners would like to go back to being fully remote on Zoom. It was the consensus of the Board to continue in the hybrid format.

Ms. Bonaskiewich noted that the Municipal Building is open to the public for now, but they will continue to monitor the situation.

ADJOURNMENT

Commissioner Lipkin made a motion to adjourn the meeting. Seconded by Commissioner Patnaik. The time was 7:31 p.m.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on November 24, 2020.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL