

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
January 28, 2021
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 regarding a real estate matter after the approval of the Minutes.

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
Kerry Rabold, Planning and Zoning Officer
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 January 28, 2021. 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 LIST OF BILLS PAYABLE

Motion by Commissioner Seagreaves, seconded by Commissioner Lipkin, to approve the list of Bills Payable for the period 1/9/21-1/22/21, broken down as follows:

\$228,602.33 = GENERAL
\$13,665.77 = FIRE
\$0 = LIBRARY
\$11,679.06 = WATER
\$6,167.64 = SEWER
\$800.29 = REFUSE & RECYCLING
\$10,927.71 = HIGHWAY AID
\$3,341.28 = CAPITAL GENERAL
\$40,716.21 = CAPITAL FIRE FUND
\$315,900.29 = 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

January 14, 2021

Commissioner Brinton declared the Minutes from January 14, 2021 accepted as presented.

*The Board convened into an Executive Session.

*The meeting resumed at 7:11 p.m.

NEW BUSINESS

ORDINANCES

Ordinance to Approve the Vacation of a portion of Eisenhower Avenue.

Ms. Bonaskiewich reminded the Board that the matter was discussed at a Public Hearing during the Board of Commissioners meeting on January 14, 2021.

Motion by Commissioner Patnaik, seconded by Commissioner Conn, to approve Ordinance No. 01-2021-633, approving the vacation of a portion of Eisenhower Avenue.

Roll Call:

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

The Motion passed by 5-0.

Ordinance to Amend Chapter 18 of the Township’s Codified Ordinance Regarding School EDU calculations for Sewer Billings.

Ms. Bonaskiewich explained that the Ordinance is a corrective item as the EDU (Equivalent Dwelling Unit) calculation was erroneously changed in the Township’s Codified Ordinance, so this will correct it back to 24 pupils per EDU.

Motion by Commissioner Lipkin, seconded by Commissioner Conn, to approve Ordinance No. 01-2021-634, amending Chapter 18 of the Township’s Codified Ordinance Regarding School EDU calculations for sewer billings.

Roll Call:

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

The Motion passed by 5-0.

RESOLUTIONS

Resolution to Recognize the Years of Service and to Accept the Retirement of John Andreas.

The Board thanked Mr. Andreas for his 28 years of service.

Motion by Commissioner Seagreaves, seconded by Commissioner Patnaik, to adopt Resolution No. 01- 2021-1697 to recognize the years of service and accept the retirement of John Andreas.

Roll Call:

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

The Motion passed by 5-0.

Ms. Bonaskiewich stated that Mr. Andreas will be acting as a consultant for a short period of time as the Department moves through a period of transition.

Resolution to Recognize the Years of Service and to Accept the Retirement of Donald Zimmerman.

The Board thanked Mr. Zimmerman for his 31 years of service.

Motion by Commissioner Patnaik, seconded by Commissioner Conn, to adopt Resolution No. 01-2021-1698 to recognize the years of service and to accept the retirement of Donald Zimmerman.

Roll Call:

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

The Motion passed by 5-0.

Ms. Bonaskiewich noted that Mr. Zimmerman has offered his services with his water license during the transitional period.

Resolution to Appoint Highway Department Supervisor James Levernier as Acting Public Works Director.

Motion by Commissioner Patnaik, seconded by Commissioner Lipkin, to adopt Resolution No. 01-2021-1699, appointing Highway Department Supervisor James Levernier as Acting Public Works Director.

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 Designate Depository for Township Funds.

Ms. Bonaskiewich noted that the current Resolution in place names the Township's previous depository. She stated that the Township took steps to transition to M&T Bank a few years ago, so this Resolution will reflect the correct depository.

Motion by Commissioner Conn, seconded by Commissioner Seagreaves, to adopt Resolution No. 01-2021-1700, designating a depository for Township funds.

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 to Accept the Audited Financials for the Fiscal Year-Ending 12/31/19.

Ms. Bonaskiewich reminded the Board that Mr. Rogen Resides attended the last meeting to present the 2019 audited Financial Report.

Motion by Commissioner Lipkin, seconded by Commissioner Seagreaves, to accept the audited Financials for the fiscal-year ending 12/31/19.

Roll Call:

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

The Motion passed by 5-0.

Motion to Accept Glen Miller's Resignation from the Planning Commission.

Ms. Bonaskiewich commented that Mr. Miller announced his resignation from the Planning Commission at their meeting on January 12, 2021.

Motion by Commissioner Lipkin, seconded by Commissioner Conn, to accept Glen Miller's resignation from the Planning Commission.

Roll Call:

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

The Motion passed by 5-0.

Motion – Appointments to various Boards and Commissions.

APPOINTMENTS – BY MOTION

1. Zoning Hearing Board, alternate (3-year term)

a. Fifth Ward

On a Motion by Commissioner Patnaik to nominate Mr. Thomas Spinner and seconded by Commissioner Brinton, a roll-call vote was taken:

Commissioner Lipkin – YES
Commissioner Conn – YES
Commissioner Patnaik – YES
Commissioner Seagreaves – YES
Commissioner Brinton – YES

The Board voted 5-0 to approve the appointment of Mr. Thomas Spinner to the Zoning Hearing Board as an alternate member for a term of three years.

2. Environmental Advisory Council

a. Fourth Ward

On a Motion by Commissioner Conn to nominate Mr. Paul Carr and seconded by Commissioner Brinton, a roll-call vote was taken:

Commissioner Lipkin – YES
Commissioner Conn – YES
Commissioner Patnaik – YES
Commissioner Seagreaves – YES
Commissioner Brinton – YES

The Board voted 5-0 to approve the appointment of Mr. Paul Carr to the Environmental Advisory Council for a term of five years.

b. Fifth Ward

On a Motion by Commissioner Patnaik to nominate Mr. Edward Olearczyk and seconded by Commissioner Brinton, a roll-call vote was taken:

Commissioner Lipkin – YES
Commissioner Conn – YES
Commissioner Patnaik – YES
Commissioner Seagreaves – YES
Commissioner Brinton – YES

The Board voted 5-0 to approve the appointment of Mr. Edward Olearczyk to the Environmental Advisory Council for a term of five years.

PRIVILEGE OF THE FLOOR

Mr. Andreas thanked the Board and Ms. Bonaskiewich for their support over the years.

Ms. Genny Baillie noted that the Recreation Advisory Committee met on January 18th and planned their calendar of events for the year. She stated that at the request of the Board, the RAC provided time on their agenda for a discussion with SYA and Hamilton Park and noted that they are going to continue the consideration of their proposal together.

All Department Heads, as well as both Fire Chiefs, wished Mr. Andreas a happy retirement and thanked him for his years of service.

Ms. Catherine Glenn of 725 E. Wayne Avenue inquired about the hunting permits at Franko Farm. Commissioner Brinton noted that the Township is going to continue to allow permits at this time, but will reevaluate it in the future. Commissioner Seagreaves commented that the Township will install signage, notifying people that hunting is permitted in that area. Ms. Bonaskiewich stated that the new Game Commissioner has reached out to her and explained that there are different regulations in specific areas as well as very specific periods of time when people can hunt in the area.

ADJOURNMENT

Commissioner Conn made a motion to adjourn the meeting. Seconded by Commissioner Lipkin. 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 January 28, 2021.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL