

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
May 13, 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 there will be an Executive Session following the meeting regarding a legal matter and she noted that there was also one on Tuesday, May 4 regarding a personnel matter.

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  
James Levernier, Acting Director of Public Works  
Kevin Soberick, Chief of Police  
Dustin Grow, Fire Services 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 May 13, 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 FINANCIAL REPORT AND LIST OF BILLS PAYABLE**

**Motion by Commissioner Patnaik, seconded by Commissioner Lipkin, to approve the unaudited Financial Report for the period ending March 31, 2021, and list of Bills Payable for the periods 4/3/21-4/16/21 and 4/17/21-5/7/21, broken down as follows:**

**4/3/21 – 4/16/21:**

\$179,909.84 = GENERAL  
\$27,409.96 = FIRE  
\$0 = LIBRARY  
\$44,550.04 = WATER  
\$45,092.17 = SEWER  
\$139,661.99 = REFUSE & RECYCLING  
\$254.10 = HIGHWAY AID  
\$1,250.13 = CASH ALLOCATIONS  
\$18,727.50 = CAPITAL GENERAL  
**\$456,855.73** = GRAND TOTAL ALL FUNDS

**4/17/21-5/7/21:**

\$179,909.84 = GENERAL  
\$27,409.96 = FIRE  
\$44,550.04 = WATER  
\$45,092.17 = SEWER  
\$139,661.99 = REFUSE & RECYCLING  
\$254.10 = HIGHWAY AID FUND  
\$18,727.50 = CAPITAL GENERAL FUND  
\$1,250.13 = CASH ALLOCATIONS  
**\$284,241.87** = 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**

**April 8, 2021**

Commissioner Patnaik noted a typographical error on page three. Commissioner Brinton declared the Minutes from April 8, 2021 accepted with the correction.

**NEW BUSINESS**

**ORDINANCES**

None.

**RESOLUTIONS**

**Resolution to Amend Salisbury Township's Act 537 Sewer Plan to Include 1204 Voortman Avenue Minor Subdivision.**

Mr. Tetterer explained that anytime there is a subdivision or alteration to the current Act 537 Sewer Plan, the Township needs to pass a Resolution acknowledging the revision to the Plan and it will be sent to DEP to be recorded.

**Motion by Commissioner Seagreaves, seconded by Commissioner Conn, to adopt Resolution No. 05-2021-1709, amending Salisbury Township's Act 537 Sewer Plan to Include 1204 Voortman Avenue Minor Subdivision.**

**Roll Call:**

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

**The Motion passed by 5-0.**

**Resolution Approving Disposition of Public Works Grader.**

**Motion by Commissioner Conn, seconded by Commissioner Patnaik, to adopt Resolution No. 05-2021-1710, approving the disposition of a Public Works Grader.**

**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 Recognize the Years of Service and to Accept the Retirement of David Bonaskiewich.**

Commissioner Brinton noted that Mr. Bonaskiewich has been a Township employee for 32 years, and his retirement is effective May 14, 2021.

The Board thanked Mr. Bonaskiewich for his years of service.

**Motion by Commissioner Patnaik, seconded by Commissioner Lipkin, to adopt Resolution No. 05-2021-1711, recognizing the years of service and accepting the retirement of David Bonaskiewich.**

**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 Authorize the Renewal of Franko Farmhouse Lease Agreement.**

Commissioner Brinton stated that Mrs. Valentine Durner has expressed interest in continuing her tenancy at the property and commented that Mrs. Durner keeps the Franko Farmhouse in beautiful condition.

**Motion by Commissioner Conn, seconded by Commissioner Lipkin, to authorize the renewal of the Franko Farmhouse Lease Agreement.**

**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 Authorize the Renewal of Devonshire Drop-off Site Lease Agreement.**

Commissioner Brinton noted that the Township has provided a residential drop-off site at the Western Salisbury Jerusalem Church property along Devonshire Road for many years and would like to continue to do so. She commented that the lease agreement is for a period of ten years.

Commissioner Patnaik inquired about the language in the agreement that states the Township may use the land by making a donation to JWSC. Ms. Bonaskiewich commented that the Township has had a lease agreement in place for many years and with the last renewal, JWSC requested it be denoted as a donation, despite the fact we are just continuing a lease agreement. Attorney Ashley commented that is an exchange of goods and they probably want to call it a donation for tax purposes.

**Motion by Commissioner Conn, seconded by Commissioner Lipkin, to authorize the renewal of the Devonshire Drop-off Site Lease Agreement.**

**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 Approve the Updated Park Reservation Policy.**

Ms. Bonaskiewich stated that the Township received some special requests when making park pavilion requests, and the policy revision would allow the requests to be handled administratively instead of bringing them to the Board.

**Motion by Commissioner Patnaik, seconded by Commissioner Seagreaves, to approve the updated Park Reservation Policy.**

**Roll Call:**

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

**The Motion passed by 5-0.**

**PRIVILEGE OF THE FLOOR**

Mr. Levernier provided the Board with an update about the Laubach Park bathroom renovations. He noted that the Public Works Department is redoing the floors, fixing the plumbing, replacing the toilets and fixtures, and rewiring the electric. He stated that everything will have a new coat of paint and they hope to be done in the next few weeks.

Mr. Ziegenfus commented that he is still trying to get information about the stimulus money the Township will receive, including a specific dollar amount, but he noted that the Township should receive half of the money this year and half next year, and the Township has until 2024 to spend it. He noted that the funds can be used for projects involving water, sewer, storm water, etc.

Chief Soberick announced that it is National Police Week and Police Memorial Day on May 15, 2021. It was the consensus of the Board to provide lunch for the Police Department next week.

Mr. Grow provided the Board with updates from both Fire Departments.

Ms. Jennifer Knecht of 1845 Church Road inquired if the Township will reconsider organizing the Park Playground Program this year since some of the COVID-19 restrictions are being lifted. Ms. Bonaskiewich replied that it is not possible to do the program this year because the planning begins

in March and there is simply not enough time to get it up and running. She noted that the Recreation Director is exploring other things the Township can do this summer.

Commissioner Brinton inquired if the Township could push back the start date of the Park Program to allow for planning. Ms. Bonaskiewich stated that the way the timing is set now is ideal for schedules because the college-age counselors go back to school in August.

Ms. Jill Stanley of 2741 South Pike Avenue inquired if the Township can do anything about the road noise on South Pike Avenue, specifically the air brakes from tractor trailer trucks and speeding. Chief Soberick stated that it is not plausible for the Police Department to enforce the noise Ordinance for motor vehicles and noted that there is not an engine brake restriction in the Township. He commented that South Pike Avenue is a very heavily traveled road and the Police Department does a lot of speed enforcement on that road.

### **ADJOURNMENT**

Commissioner Lipkin made a motion to adjourn the meeting. Seconded by Commissioner Patnaik. The time was 7:37 p.m.

Respectfully submitted,

Cathy Bonaskiewich  
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on May 13, 2021.

Approved and certified on this date:

\_\_\_\_\_  
Cathy Bonaskiewich

Date: \_\_\_\_\_

SEAL