

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
November 24, 2015  
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 Brown asked everyone to rise and recite the Pledge of Allegiance, followed by a short period of silence and reflection.

**CALL TO ORDER**

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

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

**ROLL CALL**

**Board Members Present:**

James Brown, President  
Debra Brinton, Vice-President  
Robert Martucci, Jr.  
James Seagreaves, President Pro-Tempore  
Joanne Ackerman

**Staff Present:**

Randy Soriano, Township Manager – EXCUSED  
Cathy Bonaskiewich, Acting Township Manager/Finance Director  
John Andreas, Director of Public Works  
Allen Stiles, Chief of Police  
Donald Sabo, Police Sergeant  
Cynthia Sopka, Director of Planning & Zoning  
John Ashley, Esquire, 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 comments related to non-agenda items will be taken after the agenda has been satisfied. Ms.

Bonaskiewich announced that the Township records the meetings and archives its tapes and records are available pursuant to the Right-to-Know Law, if requested.

Ms. Bonaskiewich reminded everyone of the three minute rule and asked that anyone who wishes to speak come to the podium, sign in, announce oneself, and speak clearly into the microphone. Ms. Bonaskiewich added that the speaker can choose not to list his/her address; however, it is preferred that the speaker announce if he or she is a Township resident. She noted that if a resident does not divulge his or her address, it will impair the Township administrative follow-ups on a particular issue.

**APPROVAL OF THE FINANCIAL REPORT AND LIST OF BILLS PAYABLE**

Commissioner Ackerman inquired about providing more descriptions about the invoices on the List of Bills Payable. Ms. Bonaskiewich noted that there is only so much room on the line, but the Finance Department can work on getting more information on the List.

**Motion by Commissioner Martucci, seconded by Commissioner Brinton, to approve the unaudited Financial Report for the period ending October 31<sup>st</sup>, 2015 and the list of Bills Payable for the period 11/7/15-11/20/2015, broken down as follows:**

\$274,163.04 = GENERAL  
\$3,058.20 = FIRE  
\$122,396.70 = LIBRARY  
\$31,662.74 = WATER  
\$75,185.64 = SEWER  
\$979.05 = REFUSE & RECYCLING  
\$153.64 = HIGHWAY AID  
**\$507,599.01 = GRAND TOTAL ALL FUNDS**

**Roll Call:**

COMMISSIONER ACKERMAN – YES  
COMMISSIONER SEAGREAVES – YES  
COMMISSIONER MARTUCCI – YES  
COMMISSIONER BRINTON – YES  
COMMISSIONER BROWN – YES

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

**MINUTES**

**November 12, 2015**

Commissioner Brown declared the Minutes of November 12, 2015 accepted as presented.

**NEW BUSINESS**

**ORDINANCES**

None.

**RESOLUTIONS**

None.

**MOTIONS**

**Motion to Advertise the Proposed 2016 Budget.**

Ms. Bonaskiewich commented that the Motion will satisfy the public inspection requirement of the Budget that allows it to be inspected up until the time of adoption.

**Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to advertise the proposed 2016 Budget.**

**Roll Call:**

COMMISSIONER ACKERMAN – YES  
COMMISSIONER SEAGREAVES – YES  
COMMISSIONER MARTUCCI – YES  
COMMISSIONER BRINTON – YES  
COMMISSIONER BROWN – YES

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

**Motion to Authorize Acting Township Manager to Execute EPA Order Extension.**

Ms. Bonaskiewich noted that the language is not yet completed on the document; however, the Board should make the Motion to authorize her to execute the extension once the Township is satisfied with the language and/or any changes that have been made.

**Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to authorize the Acting Township Manager to Execute the EPA Order Extension.**

**Roll Call:**

COMMISSIONER ACKERMAN – YES  
COMMISSIONER SEAGREAVES – YES  
COMMISSIONER MARTUCCI – YES  
COMMISSIONER BRINTON – YES  
COMMISSIONER BROWN – YES

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

**PRIVILEGE OF THE FLOOR**

Commissioner Brown announced that the next Board of Commissioners Meeting will be held on Thursday, December 3<sup>rd</sup>, 2015 and the following meeting will be held on Thursday, December 17<sup>th</sup>, 2015.

Mr. Matt Staack, property owner of 200 E. Emmaus Avenue, expressed concerns about tax increases and water rate increases.

Commissioner Seagreaves spoke about a letter written to the Board from Mr. Bob Sopko, the co-head coach for the 2015 SYA Connie Mack Baseball Team. He commented that the letter included a request to attend a future Board meeting in order to present the Township with the team's "Team Sportsmanship Award". Ms. Bonaskiewich suggested inviting Mr. Sopko and the team to a Board meeting in January.

Commissioner Martucci commented that the work on the fence and gazebo at Franko Farm Park has been finished and inquired if the Eagle Scout, Mr. Lim, completed the project or if he had help. Mr. Andreas stated that the repair to the gazebo was done by Mr. Mike Sinko, Township Custodian/Maintenance, and the Eagle Scout performed the work on the fence. The Board commended both gentlemen on their efforts.

Chief Stiles stated that he attended the Development Committee Meeting at the Lehigh County Government Center to make a presentation for Casino Grant Funding.

**ADJOURNMENT**

Commissioner Martucci made a Motion to adjourn the Meeting. Seconded by Commissioner Brinton. The time was 7:24 p.m.

Respectfully submitted,

Cathy Bonaskiewich  
Assistant Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on November 24, 2015.

Approved and certified on this date:

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

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

SEAL