

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Meeting
(Revised) Regular Meeting Agenda—July 10, 2014
7:00 PM

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Notifications:**
 - All public sessions of the Salisbury Township Board of Commissioners regular meeting are electronically monitored (tape recorded) for the purpose of taking the Minutes. Public comment on agenda items will be entertained at the time the item is up for vote, non-agenda related public comments will be entertained after the agenda.
 - Public Comment Period Policy—Three (3) Minutes Rule
- 4. Bills Payables – *period 6/21/2014 – 7/3/2014***
- 5. Approval of the Minutes – *June 26, 2014***
- 6. PRESENTATION**
 1. City of Bethlehem and City of Bethlehem Water Authority- Booster Water Pump Station- Weil Street- Review of Project.
- 7. New Business**
 - A. ORDINANCES**
 - B. RESOLUTIONS**
 1. Authorize the Township Manager to submit a CFA Grant for the Rehabilitation of the Lindberg Park Pavilion and Restrooms.
 - C. MOTIONS**
 1. Motion to Award Bid for 2014 I/I Phase II Sanitary Sewer Rehab Project
 2. Motion to authorize entering into an Agreement of Cooperation with the Lehigh County Conservation District.
 3. Motion to authorize the execution of PNC Bank’s Master Resolution and Authorization for Depository Accounts and Treasury Management Services supplemental updates Parts C and D
- 8. Courtesy of the Floor:** (opportunity for public comment on non-agenda items)
- 9. Adjournment**
 - *Workshop to follow regular meeting
 - *Executive Session

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
General Fund							
Allentown Equipment Corp	55914	#17-replc fuel pump	01-401.251	06/12/14	474.35	.00	
Total Allentown Equipment Corp:					474.35	.00	
American United Life Insur	07012014	2014-July life/disability ins coverage	01-487.158	07/01/14	1,678.37	.00	
Total American United Life Insurance Co:					1,678.37	.00	
ASL Mechanical	8033	DPW lunch rm-A/c not working-replc condenser/fan motor/blade/shield	01-409.373	06/24/14	1,010.92	.00	
Total ASL Mechanical:					1,010.92	.00	
Atlantic Tactical	SI-80481529	holster	01-410.260	06/23/14	105.40	.00	
Atlantic Tactical	SI-80481529	holster-Nothstein	01-410.238	06/23/14	36.72	.00	
Total Atlantic Tactical:					142.12	.00	
Bonaskiewich, David	06232014	2014 Boot/Clothing Allowance	01-430.192	06/23/14	132.00	.00	
Total Bonaskiewich, David:					132.00	.00	
Burkholders Heating & AC	74096	Annex bldg:replaced circulator and flanges	01-409.373	06/13/14	832.98	.00	
Total Burkholders Heating & AC Inc:					832.98	.00	
Coopersburg Materials	Q13478	SP19/9.5	01-438.245	06/11/14	1,416.24	.00	
Total Coopersburg Materials:					1,416.24	.00	
Davison & McCarthy	13485	Reimb inv:Litzenberger	01-404.318	06/04/14	88.00	.00	
Total Davison & McCarthy:					88.00	.00	
DiMatteo, Francesco	06222014	2014 Boot allowance	01-430.192	06/22/14	200.00	.00	
Total DiMatteo, Francesco:					200.00	.00	
Eastern Auto Parts Wareho	3-407631	#1-fuses	01-437.251	06/24/14	1.35	.00	
Total Eastern Auto Parts Warehouse:					1.35	.00	
Eastern Industries Inc.	658335	9.5MM	01-438.245	06/24/14	125.00	.00	
Eastern Industries Inc.	658334	19MM/9.5MM	01-438.245	06/24/14	1,112.56	.00	
Eastern Industries Inc.	658333	19MM	01-438.245	06/24/14	279.44	.00	
Total Eastern Industries Inc.:					1,517.00	.00	
Georges Greenhouse, Flo	23122	Debus-flower arrangement	01-400.200	06/12/14	69.00	.00	
Total Georges Greenhouse, Flowers By:					69.00	.00	
Giant Food Stores Inc.	06152014	First Aid/Supplies for Rec Program	01-452.240	06/15/14	107.74	.00	
Total Giant Food Stores Inc.:					107.74	.00	
Home Depot Credit Service	06252014	cleaning supplies for munic bldgs	01-409.240	06/25/14	59.35	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Home Depot Credit Service	07012014	Fire Inspector supplies-drill bit/phillips tips	01-410.260	07/01/14	10.32	.00	
Total Home Depot Credit Services:					69.67	.00	
Keystone Consulting Engin	139229	reimb inv:Litzenberger	01-408.318	05/13/14	897.75	.00	
Total Keystone Consulting Engineers:					897.75	.00	
Klimowicz, Brian G.	07012014	30 of 60 health reimb	01-406.171	07/01/14	250.00	.00	
Total Klimowicz, Brian G.:					250.00	.00	
Lawson Products	9302518480	bandsaw blade	01-430.260	06/12/14	70.78	.00	
Total Lawson Products:					70.78	.00	
Lehigh County Humane So	2Q2014	2Q2014 animal control services	01-410.317	06/30/14	3,125.00	.00	
Total Lehigh County Humane Society:					3,125.00	.00	
M. P. Uniform & Supply	90829-1	gloves	01-410.238	06/16/14	24.99	.00	
M. P. Uniform & Supply	90856-1	shirt	01-410.238	06/17/14	58.49	.00	
M. P. Uniform & Supply	90863-1	pants	01-410.238	06/17/14	99.98	.00	
Total M. P. Uniform & Supply:					183.46	.00	
Macmillian Oil Co of Allent	43690	motor oil	01-437.251	06/25/14	203.93	.00	
Total Macmillian Oil Co of Allentown:					203.93	.00	
Madle's Hardware	05282014	police-band-aids/earplugs	01-410.240	05/28/14	19.48	.00	
Total Madle's Hardware:					19.48	.00	
Morning Call, The	06152014	Subscription renewal-acct#20063974 thru 1/04/2015	01-401.420	06/15/14	179.76	.00	
Total Morning Call, The:					179.76	.00	
Mr. John Inc.	0004769265	1 unit:Franko farm-5/28-6/24/2014	01-452.240	06/25/14	125.00	.00	
Total Mr. John Inc.:					125.00	.00	
Mr. Rooter Plumbing	135187	Repair toilet in holding cell	01-409.373	06/07/14	198.00	.00	
Total Mr. Rooter Plumbing:					198.00	.00	
New Holland Dodge Chrysl	06182014	2014-Dodge Charger-police	01-410.250	06/18/14	24,950.00	24,950.00	06/27/14
Total New Holland Dodge Chrysler Jeep:					24,950.00	24,950.00	
Patten, Ronald C.	06242014	Patten-mileage/tolls for police convention	01-410.421	06/24/14	35.60	.00	
Total Patten, Ronald C.:					35.60	.00	
PenTeleData	B2242413	Acct#3042745-Cable modem rental -2014-July	01-401.320	06/24/14	124.95	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Total PenTeleData:					124.95	.00	
PPL Electric Utilities	06242014	92051-48008-June 2014	01-409.361	06/24/14	1,004.75	.00	
PPL Electric Utilities	06232014	94340-19001-June 2014	01-451.361	06/23/14	79.02	.00	
PPL Electric Utilities	06232014	70730-17005-June 2014	01-409.361	06/23/14	1,237.24	.00	
PPL Electric Utilities	06232014	61089-84001-June 2014	01-409.361	06/23/14	410.64	.00	
PPL Electric Utilities	06262014	93760-01007-June 2014	01-451.361	06/26/14	29.61	.00	
PPL Electric Utilities	06252014	10550-10002-June 2014	01-451.361	06/25/14	23.47	.00	
Total PPL Electric Utilities:					2,784.73	.00	
Protect Alarms	121460	Annex-fire system service inspection agreement thru 7/20/2015	01-401.375	07/01/14	405.00	.00	
Total Protect Alarms:					405.00	.00	
S&S Worldwide	8159621	Supplies for plygrnd progrm	01-452.240	06/12/14	1,052.72	.00	
Total S&S Worldwide:					1,052.72	.00	
Soriano, Randy	06242014	Mileage to various mtgs/parking	01-401.421	06/24/14	177.52	.00	
Total Soriano, Randy:					177.52	.00	
Stauffer Insurance, C. M.	79746	Add 2014 police dodge charger	01-486.352	06/27/14	509.40	.00	
Total Stauffer Insurance, C. M.:					509.40	.00	
Stiles, Allen	06302014	Chief-room/food/tolls-Police/Expo Conference	01-410.460	06/30/14	425.61	.00	
Total Stiles, Allen:					425.61	.00	
Stratix Systems Inc	253992 1	55-licenses for windows server	01-407.261	06/17/14	663.05	.00	
Stratix Systems Inc	15470252	63 OF 63 lease	01-401.375	06/20/14	398.51	.00	
Total Stratix Systems Inc:					1,061.56	.00	
Suburban Propane-2755	800860	diesel	01-430.231	06/17/14	1,096.33	.00	
Suburban Propane-2755	90785	unleaded	01-401.231	06/17/14	162.88	.00	
Suburban Propane-2755	90785	unleaded	01-430.231	06/17/14	325.75	.00	
Suburban Propane-2755	90785	unleaded	01-410.231	06/17/14	2,117.39	.00	
Total Suburban Propane-2755:					3,702.35	.00	
Swank Motion Pictures Inc.	RG1936186	Movie for park program	01-452.240	06/11/14	474.00	.00	
Total Swank Motion Pictures Inc.:					474.00	.00	
Tapler, Jeffrey	07012014	EMC stipend-July 2014	01-415.139	07/01/14	250.00	.00	
Total Tapler, Jeffrey:					250.00	.00	
Times News	100328740-06	Ad:Environmental Advisory Committee Mtg-6/18/2014	01-461.341	06/19/14	27.36	.00	
Times News	100329332-06	Ad-plan comm workshop mtg	01-414.341	06/26/14	55.20	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Total Times News:					82.56	.00	
UGI Utilities Inc.	06202014	504043200800-June 2014	01-409.230	06/20/14	190.44	190.44	07/01/14
UGI Utilities Inc.	06202014	504043172815-June 2014	01-409.230	06/20/14	651.58	651.58	07/01/14
UGI Utilities Inc.	06202014	504043200901-June 2014	01-409.230	06/20/14	70.08	70.08	07/01/14
Total UGI Utilities Inc.:					912.10	912.10	
Urban Research & Develop	2305-8I-5-2765	Lindberg Pk MSP Cont/Add Svcs-May-June 2014	01-451.312	06/30/14	8,206.00	.00	
Total Urban Research & Development:					8,206.00	.00	
Verizon	06262014	2014-June- Police tablet/air card charges	01-410.320	06/26/14	492.25	.00	
Verizon	06262014	2014-June - Mrg-data/line charge	01-401.320	06/26/14	43.33	.00	
Total Verizon:					535.58	.00	
Total General Fund:					58,682.58	25,862.10	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Fire Fund							
Campbell Supply	R0001006842:	ESFC-replc I-Beam axle-Twnsp pay 40% of cost	03-411.374	04/30/14	14,344.82	.00	
Campbell Supply	R016001707:0	ESFC-#20-41-electrical repairs	03-411.374	05/29/14	1,529.50	.00	
Total Campbell Supply:					15,874.32	.00	
Eastern Auto Parts Wareho	3-401773	ESFC-20-61-steering shock	03-411.374	06/11/14	38.86	.00	
Total Eastern Auto Parts Warehouse:					38.86	.00	
PenTeleData	B2242413	ESFC-Cable-July 2014	03-411.320	06/24/14	59.95	.00	
Total PenTeleData:					59.95	.00	
Salisbury Township	06302014	2Q2014 ESFCo utility inv	03-411.320	06/30/14	148.00	.00	
Total Salisbury Township:					148.00	.00	
Suburban Propane-2755	800860	diesel	03-413.231	06/17/14	609.07	.00	
Suburban Propane-2755	90785	unleaded	03-413.231	06/17/14	325.75	.00	
Total Suburban Propane-2755:					934.82	.00	
UGI Utilities Inc.	06202014	502022721012-ESFC-June 2014	03-411.320	06/20/14	35.73	35.73	07/01/14
Total UGI Utilities Inc.:					35.73	35.73	
Total Fire Fund:					17,091.68	35.73	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Water Fund							
American United Life Insur	07012014	2014-July life/disability ins coverage	06-487.158	07/01/14	136.61	.00	
Total American United Life Insurance Co:					136.61	.00	
Macmillian Oil Co of Allent	43690	motor oil	06-448.251	06/25/14	203.91	.00	
Total Macmillian Oil Co of Allentown:					203.91	.00	
Reading Equipment & Dist	124985	#33-flashing	06-448.251	06/24/14	120.05	.00	
Total Reading Equipment & Dist Inc:					120.05	.00	
Stauffer Insurance, C. M.	79746	Add 2014 police dodge charger	06-486.352	06/27/14	28.30	.00	
Total Stauffer Insurance, C. M.:					28.30	.00	
Stratix Systems Inc	253992 1	55-licenses for windows server	06-448.261	06/17/14	331.00	.00	
Total Stratix Systems Inc:					331.00	.00	
Suburban Propane-2755	800860	diesel	06-448.231	06/17/14	162.42	.00	
Suburban Propane-2755	90785	unleaded	06-448.231	06/17/14	162.88	.00	
Total Suburban Propane-2755:					325.30	.00	
Total Water Fund:					1,145.17	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Sewer Fund							
American United Life Insur	07012014	2014-July life/disability ins coverage	08-487.158	07/01/14	136.61	.00	
Total American United Life Insurance Co:					136.61	.00	
Macmillian Oil Co of Allent	43690	motor oil	08-429.251	06/25/14	203.91	.00	
Total Macmillian Oil Co of Allentown:					203.91	.00	
PPL Electric Utilities	06232014	35530-02004-June 2014	08-429.361	06/23/14	16.54	.00	
PPL Electric Utilities	06262014	82960-01000-June 2014	08-429.361	06/26/14	17.38	.00	
PPL Electric Utilities	06262014	33760-14008-June 2014	08-429.361	06/26/14	16.90	.00	
Total PPL Electric Utilities:					50.82	.00	
Reading Equipment & Dist	124985	#33-flashing	08-429.251	06/24/14	120.06	.00	
Total Reading Equipment & Dist Inc:					120.06	.00	
Stauffer Insurance, C. M.	79746	Add 2014 police dodge charger	08-486.352	06/27/14	28.30	.00	
Total Stauffer Insurance, C. M.:					28.30	.00	
Stratix Systems Inc	253992 1	55-licenses for windows server	08-429.261	06/17/14	331.00	.00	
Total Stratix Systems Inc:					331.00	.00	
Suburban Propane-2755	800860	diesel	08-429.231	06/17/14	162.42	.00	
Suburban Propane-2755	90785	unleaded	08-429.231	06/17/14	162.88	.00	
Total Suburban Propane-2755:					325.30	.00	
Verizon	06252014	2014-June 868-8310-Cardinal Dr Pump Stn	08-429.320	06/25/14	32.05	.00	
Total Verizon:					32.05	.00	
Total Sewer Fund:					1,228.05	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Refuse & Recycling Fund							
Stratix Systems Inc	253992 1	55-licenses for windows server	10-407.261	06/17/14	331.00	.00	
Total Stratix Systems Inc:					331.00	.00	
Waste Management Inc	0407321-2392-	2014-July service	10-427.300	07/01/14	126,666.67	.00	
Total Waste Management Inc:					126,666.67	.00	
Total Refuse & Recycling Fund:					126,997.67	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Highway Aid Fund							
PPL Electric Utilities	06242014	53875-61001-June 2014	35-433.362	06/24/14	25.20	.00	
PPL Electric Utilities	06242014	99940-01007-June 2014	35-433.362	06/24/14	25.27	.00	
PPL Electric Utilities	06242014	05340-01002-June 2014	35-433.362	06/24/14	25.69	.00	
PPL Electric Utilities	06232014	49130-02001-June 2014	35-433.362	06/23/14	24.91	.00	
PPL Electric Utilities	06272014	89989-11003-June 2014	35-433.362	06/27/14	25.17	.00	
Total PPL Electric Utilities:					126.24	.00	
Total Highway Aid Fund:					126.24	.00	
Grand Totals:					205,271.39	25,897.83	

Date: _____

President: _____

Board of Commissioners

DRAFT MANAGER MINUTES

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
JUNE 26, 2014
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 Randy Soriano, Township Manager.

ROLL CALL

Board Members Present:

James Brown, President
Debra Brinton, Vice-President
Robert Martucci, Jr.
James Seagreaves, President Pro-Tempore (Arrived later at 7:05 p.m.)
Joanne Ackerman

Staff Present:

Randy Soriano, Township Manager
Cathy Bonaskiewich, Assistant Township Manager/Finance Director
John Andreas, Director of Public Works
Allen Stiles, Chief of Police
Cynthia Sopka, Director of Planning & Zoning-Excused
John Ashley, Esquire, Township Solicitor
David Tettermer, representative of Township Engineer, Keystone Consulting Engineers

NOTIFICATION

Mr. Soriano 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.

DRAFT MANAGER MINUTES

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

Mr. Soriano 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. Mr. Soriano 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. He 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 FINANCIAL REPORT AND LIST OF BILLS PAYABLES

Mr. Soriano brought up the unaudited Financial Statements for the period ending May 31, 2014.

Mr. Soriano noted that this is accompanied by the Narrative prepared by Cathy Bonaskiewich, Asst. Manager/Director of Finance.

Motion by Commissioner Martucci, seconded by Commissioner Brinton, to approve the May 31, 2014 unaudited Financial Statements and the List of Bills Payable for the periods– period 6/7/2014 – 6/20/2014 broken down as follows:

\$138,412.55=GENERAL
\$ 4,364.27 = FIRE
\$ 0 = LIBRARY
\$208,371.92 = WATER
\$188,491.02 = SEWER
\$ 640.00 = REFUSE & RECYCLING
\$ 18,657.51 = HIGHWAY AID
\$0 = SUBDIVISION & ESCROW
\$0= REFUND
\$558,937.27 = 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.

DRAFT MANAGER MINUTES

MINUTES

June 12, 2014

Commissioner Brown declared the June 12, 2014 Regular Meeting Minutes of the Board of Commissioners approved as presented.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

Resolution - revision of the Official Sewage Facilities Plan for New Land Development – 1524 E. Emmaus Ave.

Mr. Soriano stated that the owner of this development on Emmaus Avenue would like to connect to the existing sanitary Sewer. This Resolution will be incorporated in the Sewage Facilities Planning Module that will be submitted to DEP.

Commissioner Brinton asked for the Township Engineer to explain where the property is located.

Mr. Tettermer noted this is one new unit to be located across from Fairview Road and Emmaus Avenue. It is a long, thin site but met requirements.

Motion by Commissioner Seagreaves seconded by Commissioner Ackerman to approve the connection for 1524 E. Emmaus to the Township Sanitary Sewer System.

Roll Call:

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

The Motion passed by 5-0.

Resolution To Amend Previous Resolution Regarding the PWD Incentive Retirement Program.

DRAFT MANAGER MINUTES

Mr. Soriano explained the intent of this revision. Mr. Soriano noted that there is one PWD employee that will not qualify for the retirement incentive because he turns 60 on December 30, 2014. He is currently 59. In discussing this with our Labor Attorney, he suggests that, in order to cure this deficiency, the Board amend the eligibility age requirement set forth in the Resolution adopted on March 13. We are proposing to reduce the age requirement from 60 years to 59.5 years. The enclosed Resolution will achieve that purpose. Currently there will be two employees eligible to retire by the end of the year. Equipment Operator C-Highway Division and Crew Leader-Utility Division.

Mr. Soriano read the Resolution as proposed:

RESOLUTION NO. 06-2014-_____

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, TO AMEND RESOLUTION No. 03-2014-1466 AUTHORIZING THE TOWNSHIP MANAGER TO EXERCISE THE OPTION OF OFFERING A WINDOW PERIOD AND RETIREMENT INCENTIVE PURSUANT TO SECTION 18(f) of the 2014 PUBLIC WORKS COLLECTIVE BARGAINING AGREEMENT

WHEREAS, Salisbury Township and Salisbury Township Public Works Employees Association in 2009 ratified a Collective Bargaining Agreement hereinafter referred as the “CBA,” covering the respective years 2010 through 2014; and

WHEREAS, the CBA included a Section 18 referred to as the “Retirement Incentive Program” which included a “Window Period” which covered only the 2010 year; and

WHEREAS, Section 18(f) of the current CBA provides that the Township may offer, in its sole discretion, additional window period for the remaining years of the contract similar to the Program described for 2010; and

WHEREAS, the Township would like to exercise the offer for the calendar year 2014; and

WHEREAS, the Township desires to amend Resolution No. 03-2014-1466 adopted March 13, 2014 to revise the Age Requirement.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, in accordance with the above recitals do hereby amend Resolution No. 03-2014-1466 to amend § 18(b)(1) to read as follows:

(1) Age. The Employee has attained the age of fifty-nine (59) years and five (5) months; and

APPROVED AND ADOPTED this 26th day of June, 2014 at a regular public meeting.

DRAFT MANAGER MINUTES

TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)

James A. Brown
President, Board of Commissioners

ATTESTED:

Randy Soriano, Secretary

Motion by Commissioner Martucci seconded by Commissioner Brinton to approve Resolution as read.

Roll Call:

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

The Motion passed by 5-0.

Resolution to accept the Retirement of Richard D. Brosious Jr.

Mr. Soriano noted that Mr. Brosious is currently 60 years and has exercised the option to retire effective July 1, 2014. A short bio from Cathy B.

Equipment Operator – C. Date of Hire = 05/03/1982. Date of Retirement = 07/01/2014 (last day of employment is 06/30/14). Years of Service = 32 years, 2 months. Estimated Annual Retirement Benefit = \$35,100

Mr. Soriano read the text of the Resolution

RESOLUTION NO. 06-2014-1478

BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, APPROVING THE RETIREMENT BENEFITS FOR RICHARD D. BROSIOUS, JR.

WHEREAS, the Board of Commissioners (“Board”) adopted a Non-Uniformed Pension Plan through the Pennsylvania Municipal Retirement System (“PMRS” Plan) setting forth the retirement requirements and benefits governing Township Public Works Employees; and

DRAFT MANAGER MINUTES

WHEREAS, the Board has received a letter of retirement from Richard D. Brosious, Jr. whereby Mr. Brosious informs the Township of his decision to retire effective July 1, 2014; and

WHEREAS, PMRS will calculate the retirement benefits for Mr. Brosious after the Board accepts his retirement.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, and it is hereby resolved by the same to approve the election of retirement benefits for Richard D. Brosious, Jr. as calculated by the PMRS.

APPROVED AND ADOPTED this 26th day of June, 2014 at a regular public meeting.

TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)

President, Board of Commissioners

ATTESTED:

Township Secretary

Motion by Commissioner Seagreaves seconded by Commissioner Martucci to approve Resolution as read.

Roll Call:

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

The Motion passed by 5-0.

MOTIONS

Motion to approve the Payment No. 3 from Sewer Specialty Services in the amount of \$40,743.72

DRAFT MANAGER MINUTES

Mr. Soriano stated that this is the third payment with regards to the Inflow/Infiltration work associated with the EPA Court Order to eliminate excess I/I from our system. The original contract was for \$162,780. This work was approved by the BOC in 2013.

Mr. Soriano also informed the Board that the 2014 I/I project is currently out to bid for chemical grouting of manholes, cured-in-place and link-pipe sleeve spot repairs, and pressure testing and grouting of various segments of their sanitary sewer system. The work will include sewer main cleaning, flow control, TV verification, data logging and report generation for approximately 8 manholes for chemical grouting, 32 sewer main spot-repair locations, and 9,500 linear feet of pressure testing and grouting of 8", 10", and 12" sanitary sewer mains. Sealed bids will be received until **2:00 p.m. (prevailing time) on Monday July 7, 2014**

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to approve the payment No. 3 request from Sewer Specialty Co. Inc. for \$40,743.72

Roll Call:

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

The Motion passed by 5-0.

Request from SYA To Display A Banner across State Road.

Mr. Soriano noted that the Township received a request by the SYA by email. Text follows:

Hello:

I am the Director of SYA football for the upcoming season. We are planning a community event/fundraiser for a Car Show at the Salisbury Middle School on October 22, 2014.

We would like to inform the public about this event to make it a huge success for our program.

What steps do we need to take to display a banner for advertisement across S Pike Ave?

Thank you for your help in advance.

Leno Scarcia

Mr. Soriano noted that Mr. Scarcia is present to make his presentation.

Mr. Soriano added that he responded to Mr. Scarcia email as follows:

DRAFT MANAGER MINUTES

"It all depends on which poles we are talking about. The Township does not own any poles to my knowledge nor has equipment to hang the banner. Even if the owner of the poles (PPL or telephone co) would agree and the SYA would install the banner if approved we would require that the SYA sign a hold harmless agreement and waiver of liability with an indemnification clause and the usual certificate of insurance adding the owner of the road as and additional insured".

Mr. Soriano noted that If the road is a State Road, PADOT requires that the Township accepts the request first and make the application on behalf of the applicant (SYA). All liability is then the Township as far as PADOT is concerned. The Township would then turn around and make sure that the organization holds both the State and Township harmless by the safeguards described in my email above. So it starts first with whether the Board will approve such a request.

Mr. Leno Scarcia commented that the SYA had 3 locations in mind for the banners that he would like the township to consider they were; S. Pike Avenue, Emmaus Avenue near Honeysuckle and 28th Street off of Lehigh Street. He also noted that the Salisbury Canine Unit and Fire Departments will be involved in events that day and says it will be a great family affair.

Motion by Commissioner Martucci and seconded by Commissioner Brinton to approve the request from SYA to display a banner across Emmaus for the duration of 3 weeks contingent on the applicant signing a Waiver of Liability and adding both PA DOT and Township as additional insured on their COI.

Roll Call:

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

The Motion passed by 5-0.

ANNOUNCEMENTS

Mr. Soriano announced that the Township has received a CDBG Grant in the amount of \$150,000 to be used for the installation of a Water Main on S. Potomac Street from E. Susquehanna to E. Montgomery,

Mr. Soriano noted that the Township has advertised for a PWD position to fill the vacancy due to the retirement of Mr. Brosious.

Mr. Soriano reported that four (4) seasonal employees have been hired by the PWD for the summer work.

Mr. Soriano reported that Commissioner Seagreaves has requested that the existing Ordinance covering oil spill reimbursement costs for the Police Department, Public Works and the

DRAFT MANAGER MINUTES

Volunteer Fire Departments be revised to include any extra time, materials (sand, dry chemicals, extinguishers, etc.) and additional services outside of the normal police/firefighting duties. Including but not limited to false alarms, Hazmat spills, crash investigations, rescues, search and rescues, use of special equipment, etc.

Chief Stiles mentioned that “we as a township are responsible for the initial cost for hazmat spills on Route 78” and that without a resolution or ordinance it is often difficult to recoup those costs.

PRIVILEGE OF THE FLOOR

ADJOURNMENT

Commissioner Martucci made a Motion to adjourn the Meeting, seconded by Commissioner Ackerman. The time was 8:10 p.m.

Respectfully submitted,

Randy Soriano
Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on June 26, 2014.

Approved and certified on this date:

Randy Soriano

Date

SEAL

Appendix II – Authorized Official Resolution

Be it RESOLVED, that the _____ (Name of Applicant) of _____ (Name of County) hereby request an Greenways, Trails, and Recreation Program (GTRP) grant of \$ _____ from the Commonwealth Financing Authority to be used for _____.

Be it FURTHER RESOLVED, that the Applicant does hereby designate _____ (Name and Title) and _____ (Name and Title) as the official(s) to execute all documents and agreements between the _____ (Name of Applicant) and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, _____, duly qualified Secretary of the _____ (Name of Applicant), _____ (Name of County) _____, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the _____ (Governing Body) at a regular meeting held _____ (Date) and said Resolution has been recorded in the Minutes of the _____ (Applicant) and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the _____ (Applicant),
this ____ day of ____, 20__.

Name of Applicant

County

Secretary

INVITATION TO BID

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PA**

The Township of Salisbury will receive sealed bids for the construction of a stormwater line along Maumee Avenue, between East Susquehanna Street and Salisbury Road and along Erney Street between Buttonwood Street and South Pike Avenue. The Base Bid work will include the installation of approximately 1,355 linear feet of 15" reinforced concrete storm sewer pipe and 14 inlets. The Alternate 1 Bid will be for additional storm sewer work along Maumee Avenue north of East Susquehanna Street and the Alternate 2 Bid will be for pavement base drain along Maumee Avenue. All bids must be in triplicate, sealed, marked and addressed as follows:

**TOWNSHIP OF SALISBURY
2900 South Pike Avenue
Allentown, PA 18103**

PROPOSAL FOR: Maumee Avenue and Erney Street Storm Sewer Construction Project

All sealed paper bids, mailed or delivered in person, will be received until 3:00 PM (prevailing time) on July 23, 2014 at the Office of the Township Manager, Salisbury Township, 2900 South Pike Avenue, Allentown, PA 18103, and publicly opened and read aloud at 10:00 A.M. on Thursday, July 24, 2014. Mailed bids must be submitted in triplicate and placed in a separate carrier envelope marked "BID ENCLOSED". (Bids will not be accepted via email or fax delivery).

Copies of the Drawings, Specifications and Bid Forms may be examined and obtained at Keystone Consulting Engineers, Inc., 6235 Hamilton Boulevard, Wescosville, PA 18106 upon request and payment of Thirty Dollars (\$30.00) per set, non-refundable.

Bidders must be PennDOT Prequalified per PennDOT Pub. 408, Section 102. Each bid must be accompanied by Bid Security made payable to the Township of Salisbury in an amount of ten percent (10%) of the Bid price and in the form of a certified or bank check or a Bid Bond issued by a surety meeting the requirements of PennDOT Pub. 408 Section 103.04. The successful bidder must furnish Performance, Payment and Maintenance Bonds each in an amount equal to the Contract Price and meeting the requirements of PennDOT Pub. 408, Section 103.04.

The project is subject to minimum wage rates in accordance with the Pennsylvania Prevailing Wage Act.

The Township of Salisbury reserves the right to waive any informality in, and to reject, any or all bids.

Randy Soriano
Township Secretary/Manager

Advertise: Salisbury Press

Wednesday, July 2, 2014
Wednesday, July 9, 2014