

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Meeting
Regular Meeting Agenda—July 11, 2013
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 Payable – *Period 6/22/2013 – 7/5/2013*

5. Approval of the Minutes –*June 27, 2013*

6. New Business

A. ORDINANCES

None

B. RESOLUTIONS

None

C. MOTIONS

1. Motion to Award Double Bituminous Slurry Seal Bid
2. Motion to authorize the execution of the Lehigh County MERT Agreement

Courtesy of the Floor: (opportunity for public comment on non-agenda items)

8. Adjournment

**Workshop to follow regular meeting*

**Executive Session if warranted*

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
General Fund							
Allentown Equipment Corp	54355	Inspect #17 & 26	01-401.251	03/13/13	150.00	.00	
Allentown Equipment Corp	54355	Inspect #3,5,2,14,9,7,6,1,4 & 3 trailers	01-437.251	03/13/13	510.00	.00	
Allentown Equipment Corp	54348	replc switch for A/C in sweeper	01-437.375	06/11/13	236.00	.00	
Total Allentown Equipment Corp:					896.00	.00	
Atlantic Tactical	SI-80437453	sling adapter	01-410.241	06/17/13	38.98	.00	
Total Atlantic Tactical:					38.98	.00	
Baillie, Genevieve	06212013	mileage:plygrnd progrm	01-452.240	06/21/13	122.61	.00	
Total Baillie, Genevieve:					122.61	.00	
Berkheimer Associates	06282013	2013-June LST Commission	01-403.453	06/28/13	570.11	.00	
Total Berkheimer Associates:					570.11	.00	
Beth-Allen Ladder Equipm	585016	rolling ladder for garage	01-409.260	06/06/13	1,542.00	.00	
Total Beth-Allen Ladder Equipment:					1,542.00	.00	
Cedar Crest Emergicenter	00042705	6/26/2013-drug test	01-406.315	06/26/13	65.00	.00	
Total Cedar Crest Emergicenter:					65.00	.00	
Cramsey's T & B Wholesal	334909	candy plygrnd prgrm	01-452.240	06/27/13	277.30	.00	
Total Cramsey's T & B Wholesale:					277.30	.00	
Eastern Auto Parts Wareho	3-247209	filters for loader	01-437.375	06/26/13	38.00	.00	
Total Eastern Auto Parts Warehouse:					38.00	.00	
Ecco Communications LLC	62160	revamp police car for Emerg Mgmt	01-415.260	06/26/13	285.00	.00	
Total Ecco Communications LLC:					285.00	.00	
Fonzone and Ashley	50290	reimb inv:Samson	01-404.318	06/01/13	44.00	.00	
Fonzone and Ashley	50297	Reimb inv:Baker	01-404.318	06/01/13	66.00	.00	
Fonzone and Ashley	50183	Reimb inv:Baker	01-404.318	05/01/13	198.00	.00	
Total Fonzone and Ashley:					308.00	.00	
Frankenfield III, Budd	06272013	2013 health reimbursement	01-406.171	06/27/13	362.37	.00	
Total Frankenfield III, Budd:					362.37	.00	
Fraunces, Dr. John P	06132013	Frankenfield-MERT evaluation	01-406.314	06/13/13	150.00	.00	
Total Fraunces, Dr. John P:					150.00	.00	
Gross McGinley LLP	06302013	2013-May-Hearings/decisions/misc	01-414.314	06/30/13	481.25	.00	
Gross McGinley LLP	06302013	2013-May/June-Steven J Inc	01-414.314	06/30/13	768.75	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Total Gross McGinley LLP:					1,250.00	.00	
Groundhog Lawn & Landsc	06212013	Flexer Avenue	01-413.317	06/21/13	1,200.00	.00	
Total Groundhog Lawn & Landscape:					1,200.00	.00	
Group Sales Box Office	606188	40 tickest for 'Cinderella'	01-452.315	07/03/13	3,974.50	.00	
Total Group Sales Box Office:					3,974.50	.00	
Hamilton Park Athletic Ass	06302013	2013 Contribution	01-465.540	06/30/13	1,000.00	.00	
Total Hamilton Park Athletic Assoc:					1,000.00	.00	
IALEFI	12104	Patten-June 24-25-2013 firearms training	01-410.421	06/03/13	230.00	.00	
Total IALEFI:					230.00	.00	
Interstate Battery of Allent	80050634	Battery for tractor used in highway & parks	01-437.375	06/25/13	65.97	.00	
Interstate Battery of Allent	80050634	Battery for tractor used in highway & parks	01-451.375	06/25/13	65.98	.00	
Interstate Battery of Allent	80050634	reimb core charge for battery in emerg generator	01-409.373	06/25/13	45.00-	.00	
Interstate Battery of Allent	11046326	Battery & core charge for emergency generator	01-409.373	06/13/13	197.95	.00	
Total Interstate Battery of Allentwn:					284.90	.00	
Jacoby, Patrick	06212013	mileage-plygrnd program	01-452.240	06/21/13	28.82	.00	
Total Jacoby, Patrick:					28.82	.00	
Keystone Code Consulting	11033	Commercial inspections-1251 SCCB-Suite 202	01-413.306	07/01/13	250.00	.00	
Total Keystone Code Consulting :					250.00	.00	
Keystone Consulting Engin	135010	Reimb inv:Brown	01-408.318	06/10/13	224.17	.00	
Keystone Consulting Engin	135017	reimb inv:Clemmer	01-408.318	06/10/13	89.67	.00	
Keystone Consulting Engin	135008	2013-May-Flxr Ave Road Recon	01-439.600	06/10/13	2,533.44	.00	
Keystone Consulting Engin	135014	2013-May-MS4 Plan	01-408.313	06/10/13	688.45	.00	
Keystone Consulting Engin	135016	2013-May-Road Overlay	01-408.313	06/10/13	4,104.37	.00	
Keystone Consulting Engin	135021	2013-May-Maumee Ave Storm Sewer	01-446.605	06/10/13	8,017.51	.00	
Total Keystone Consulting Engineers:					15,657.61	.00	
Klimowicz, Brian G.	07012013	18 of 60 health reimb	01-406.171	07/01/13	250.00	.00	
Total Klimowicz, Brian G.:					250.00	.00	
L V Coaltn on Affdbl Housi	06302013	2013 contribution	01-465.540	06/30/13	5,000.00	.00	
Total L V Coaltn on Affdbl Housing:					5,000.00	.00	
Lane PHD, Thomas W.	06282013	Psyc Exams-Zulic	01-406.314	06/28/13	350.00	.00	
Total Lane PHD, Thomas W.:					350.00	.00	
Lehigh County District Attor	06302013	2013 Contrbtn-Support of Child Abuse Investigator	01-465.540	06/30/13	1,000.00	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Total Lehigh County District Attorney:					1,000.00	.00	
Lehigh County Humane So	6265	2Q2013 animal control services	01-410.317	06/25/13	2,875.00	.00	
Total Lehigh County Humane Society:					2,875.00	.00	
Lehigh County Senior Citiz	06302013	2013 contribution	01-465.540	06/30/13	3,000.00	.00	
Total Lehigh County Senior Citizens:					3,000.00	.00	
LORCO Petroleum Co	1007909	Pick-up used oil/windshld washr	01-437.251	06/21/13	93.20	.00	
Total LORCO Petroleum Co:					93.20	.00	
M.J.M. Security	2-1072979	keys/locks	01-430.240	07/02/13	60.00	.00	
Total M.J.M. Security:					60.00	.00	
Macmillian Oil Co of Allent	30382	oil for mower	01-451.240	06/12/13	414.00	.00	
Macmillian Oil Co of Allent	30597	speedy dry	01-430.240	06/18/13	398.00	.00	
Total Macmillian Oil Co of Allentown:					812.00	.00	
Metzler Scholarship, Richa	06302013	Dontn:scholarship fund-2013	01-465.540	06/30/13	100.00	.00	
Total Metzler Scholarship, Richard C:					100.00	.00	
Miklus, Nancy	07012013	49 of 60 cash incentive pymt	01-406.171	07/01/13	100.00	.00	
Total Miklus, Nancy:					100.00	.00	
Mr. John Inc.	0004632861	1 unit:Franko farm-5/29-6/25/2013	01-452.240	06/26/13	125.00	.00	
Total Mr. John Inc.:					125.00	.00	
NAPA Auto Parts-Emmaus	392991	car wash soap	01-430.240	06/07/13	93.98	.00	
Total NAPA Auto Parts-Emmaus:					93.98	.00	
New Holland Dodge Chrysl	108405	2013-Dodge Charger-police	01-410.250	06/28/13	25,832.00	.00	
New Holland Dodge Chrysl	108401	2013-Dodge Charger-police	01-410.250	06/28/13	25,832.00	.00	
Total New Holland Dodge Chrysler Jeep:					51,664.00	.00	
Nextel Communications	889956289-06	2013-June-Manager	01-401.320	06/27/13	64.40	.00	
Nextel Communications	889956289-06	2013-June-Asst Mgr/Finance Director	01-402.320	06/27/13	64.40	.00	
Nextel Communications	889956289-06	2013-June-Code Enforcement Officer	01-413.320	06/27/13	64.40	.00	
Nextel Communications	889956289-06	2013-June-P-Z Officer	01-414.320	06/27/13	64.40	.00	
Nextel Communications	889956289-06	2013-June-EMC Tapler	01-415.320	06/27/13	64.40	.00	
Nextel Communications	889956289-06	2013-June-DPW	01-430.320	06/27/13	49.81	.00	
Nextel Communications	889956289-06	2013-June-Rec	01-452.320	06/27/13	64.40	.00	
Nextel Communications	889956289-06	2013-June-Police	01-410.320	06/27/13	1,030.07	.00	
Total Nextel Communications:					1,466.28	.00	
Nothstein, Richard B.	06242013	tolls/meals for SRO training	01-410.421	06/24/13	90.30	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Total Nothstein, Richard B.:					90.30	.00	
PenTeleData	B2004233	Acct#3042745-Cable modem rental July	01-401.320	06/24/13	124.95	.00	
Total PenTeleData:					124.95	.00	
Perkiomen Tours & Travel	06272013	2013-NYC 'Cinderella'-Deposit	01-452.315	06/27/13	100.00	.00	
Total Perkiomen Tours & Travel:					100.00	.00	
PPL Electric Utilities	06272013	63580-10005-June 2013	01-451.361	06/27/13	25.11	.00	
PPL Electric Utilities	06202013	70730-17005-June 2013	01-409.361	06/20/13	1,322.97	.00	
PPL Electric Utilities	06202013	61089-84001-June 2013	01-409.361	06/20/13	494.22	.00	
PPL Electric Utilities	06202013	92051-48008-June 2013	01-409.361	06/20/13	1,214.62	.00	
PPL Electric Utilities	06242013	93760-01007-June 2013	01-451.361	06/24/13	24.06	.00	
PPL Electric Utilities	06242013	10550-10002-June 2013	01-451.361	06/24/13	26.00	.00	
PPL Electric Utilities	06212013	94340-19001-June 2013	01-451.361	06/21/13	71.28	.00	
Total PPL Electric Utilities:					3,178.26	.00	
Protect Alarms	117019	batteries @ burglary panel-Munic bldg	01-401.375	06/24/13	104.00	.00	
Protect Alarms	117014	batteries @ fire panel-Munic Bldg	01-401.375	06/24/13	122.00	.00	
Protect Alarms	117010	2 batteries replcd-Annex bldg	01-401.375	06/24/13	104.00	.00	
Total Protect Alarms:					330.00	.00	
PSATS	0207858-IN	Nicolo-4/9/13-BCO 111	01-414.421	03/29/13	65.00	.00	
PSATS	0207857-IN	Nicolo-4/9/13-BCO 110	01-414.421	03/29/13	65.00	.00	
Total PSATS:					130.00	.00	
Reliable Sign & Striping	0936	speed limit signs	01-433.246	05/22/13	113.10	.00	
Reliable Sign & Striping	0126-1	price adjustment	01-433.246	01/10/13	136.40	.00	
Reliable Sign & Striping	0975	signs for parks	01-433.246	06/18/13	1,088.00	.00	
Total Reliable Sign & Striping:					1,064.70	.00	
S&S Worldwide	7762317	Vball net for plygrnd program	01-452.240	06/20/13	87.99	.00	
Total S&S Worldwide:					87.99	.00	
Salisbury Township School	06242013	Custodian charges-wrestling	01-465.309	06/24/13	1,461.48	.00	
Total Salisbury Township School Dist:					1,461.48	.00	
Salisbury Youth Associatio	06302013	2013 Contribution	01-465.540	06/30/13	1,000.00	.00	
Total Salisbury Youth Association:					1,000.00	.00	
Signal Service Inc.	7446	Lehi & Bevin-signals on flash	01-433.362	06/16/13	1,453.00	.00	
Total Signal Service Inc.:					1,453.00	.00	
Soriano, Randy	06302013	Jan-June 2013-Mileage to various mtgs/parking	01-480.000	06/30/13	76.02	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Total Soriano, Randy:					76.02	.00	
Starr Uniform Center	77454	pants	01-410.238	06/20/13	156.47	.00	
Total Starr Uniform Center:					156.47	.00	
Staver Hydraulics Co Inc	41762	Hose for sweeper	01-437.375	06/17/13	49.69	.00	
Total Staver Hydraulics Co Inc:					49.69	.00	
Stengel Brothers Inc.	328095	parts #6	01-437.251	06/20/13	463.32	.00	
Total Stengel Brothers Inc.:					463.32	.00	
Stiles, Allen	07022013	Chief-Tolls/parking-Police Expo	01-410.421	07/02/13	40.05	.00	
Total Stiles, Allen:					40.05	.00	
Stotz/Fatzinger Office Sup	91294	finance office-stapler	01-402.260	06/24/13	14.99	.00	
Stotz/Fatzinger Office Sup	91294	finance office-file folders/receipt paper/index cards	01-402.240	06/24/13	148.40	.00	
Stotz/Fatzinger Office Sup	91294	tax office-report covers	01-403.240	06/24/13	25.40	.00	
Stotz/Fatzinger Office Sup	91909	P/Z pens/files	01-414.240	07/02/13	35.65	.00	
Total Stotz/Fatzinger Office Supply:					224.44	.00	
Stratix Systems Inc	13857024	51 of 63 lease for copiers	01-401.375	06/20/13	545.38	.00	
Total Stratix Systems Inc:					545.38	.00	
Suburban Propane-2755	06262013	unleaded	01-401.231	06/26/13	197.65	.00	
Suburban Propane-2755	06262013	unleaded	01-430.231	06/26/13	395.29	.00	
Suburban Propane-2755	06262013	unleaded	01-410.231	06/26/13	2,569.37	.00	
Suburban Propane-2755	06262013	diesel	01-430.231	06/26/13	2,493.80	.00	
Total Suburban Propane-2755:					5,656.11	.00	
Tapler, Jeffrey	07012013	EMC stipend-July 2013	01-415.139	07/01/13	250.00	.00	
Total Tapler, Jeffrey:					250.00	.00	
Times News	100300616-06	Ad-invitation to bid-bituminous seal coat	01-401.341	06/20/13	220.80	.00	
Total Times News:					220.80	.00	
U.S. Municipal Supply Inc.	6040101	turning arrow stencil	01-433.246	06/12/13	168.98	.00	
Total U.S. Municipal Supply Inc.:					168.98	.00	
UGI Utilities Inc.	06202013	504043172815--June 2013	01-409.230	06/20/13	556.39	556.39	07/02/13
UGI Utilities Inc.	06202013	504043200901--June 2013	01-409.230	06/20/13	61.11	61.11	07/02/13
UGI Utilities Inc.	06202013	504043200800--June 2013	01-409.230	06/20/13	167.39	167.39	07/02/13
Total UGI Utilities Inc.:					784.89	784.89	
Veritext Mid-Atlantic	PA1783804	6/4/2013 ZHB	01-414.316	06/24/13	115.00	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Total Veritext Mid-Atlantic:					115.00	.00	
Wilson, Shemaine	06282013	mileage/parking for seminar/LCCOG mtg	01-401.421	06/28/13	37.28	.00	
Total Wilson, Shemaine:					37.28	.00	
Witmer Public Safety Grou	1486133	ammo	01-410.241	06/07/13	1,079.70	.00	
Total Witmer Public Safety Group:					1,079.70	.00	
Total General Fund:					114,409.47	784.89	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Fire Fund							
Abboud Consulting Inc	5015	ESFC-2Q2013 computer maint agreemnt	03-411.240	02/28/13	585.00	.00	
Total Abboud Consulting Inc:					585.00	.00	
Binder's Automotive Inc	17022	ESFC-#2062-inspection	03-411.374	06/21/13	66.55	.00	
Total Binder's Automotive Inc:					66.55	.00	
Hunter Keystone Peterbilt	2-231760139	ESFC-#20-21-inspection/oil change	03-411.374	06/25/13	521.57	.00	
Total Hunter Keystone Peterbilt LP:					521.57	.00	
PenTeleData	B1998157	ESFC-Cable-July 2013	03-411.320	06/24/13	60.07	.00	
Total PenTeleData:					60.07	.00	
Salisbury Township	06302013	2Q2013 ESFCo utility inv	03-411.320	06/30/13	90.76	.00	
Total Salisbury Township:					90.76	.00	
Suburban Propane-2755	06262013	unleaded	03-413.231	06/26/13	395.29	.00	
Suburban Propane-2755	06262013	diesel	03-413.231	06/26/13	1,385.44	.00	
Total Suburban Propane-2755:					1,780.73	.00	
UGI Utilities Inc.	06202013	502022721012-ESFC-June 2013	03-411.320	06/20/13	32.17	32.17	07/02/13
Total UGI Utilities Inc.:					32.17	32.17	
Total Fire Fund:					3,136.85	32.17	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Water Fund							
Keystone Consulting Engin	135012	2013-May-Ellsworth St Water Line	06-448.607	06/10/13	1,253.42	.00	
Total Keystone Consulting Engineers:					1,253.42	.00	
LORCO Petroleum Co	1007909	Pick-up used oil/windshld washr	06-448.251	06/21/13	93.20	.00	
Total LORCO Petroleum Co:					93.20	.00	
Nextel Communications	889956289-06	2013-June-Water Dept	06-448.320	06/27/13	24.60	.00	
Total Nextel Communications:					24.60	.00	
Suburban Propane-2755	06262013	unleaded	06-448.231	06/26/13	197.65	.00	
Suburban Propane-2755	06262013	diesel	06-448.231	06/26/13	369.45	.00	
Total Suburban Propane-2755:					567.10	.00	
U.S. Postal Service	07022013	2013-July mailing of utility invoices	06-448.325	07/02/13	721.52	721.52	07/02/13
Total U.S. Postal Service:					721.52	721.52	
Total Water Fund:					2,659.84	721.52	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Sewer Fund							
Keystone Consulting Engin	135015	2013-May-I&I removal program	08-429.372	06/10/13	2,686.13	.00	
Keystone Consulting Engin	135019	2013-May-Upgrade pump stn control panels	08-429.313	06/10/13	224.17	.00	
Keystone Consulting Engin	135020	2013-May-I&I removal program	08-429.372	06/10/13	5,236.91	.00	
Total Keystone Consulting Engineers:					8,147.21	.00	
LORCO Petroleum Co	1007909	Pick-up used oil/windshld washr	08-429.251	06/21/13	93.20	.00	
Total LORCO Petroleum Co:					93.20	.00	
PPL Electric Utilities	06272013	20380-10009-June 2013	08-429.361	06/27/13	16.65	.00	
PPL Electric Utilities	06272013	21780-10003-June 2013	08-429.361	06/27/13	18.19	.00	
PPL Electric Utilities	06282013	39790-24008-June 2013	08-429.361	06/28/13	126.99	.00	
PPL Electric Utilities	06282013	95425-66011-June 2013	08-429.361	06/28/13	16.55	.00	
PPL Electric Utilities	06282013	31590-08002-June 2013	08-429.361	06/28/13	16.94	.00	
PPL Electric Utilities	06262013	64170-11008-June 2013	08-429.361	06/26/13	17.61	.00	
PPL Electric Utilities	06202013	35530-02004-June 2013	08-429.361	06/20/13	16.29	.00	
PPL Electric Utilities	06242013	82960-01000-June 2013	08-429.361	06/24/13	17.17	.00	
PPL Electric Utilities	06242013	33760-14008-June 2013	08-429.361	06/24/13	16.58	.00	
Total PPL Electric Utilities:					262.97	.00	
Suburban Propane-2755	06262013	unleaded	08-429.231	06/26/13	197.65	.00	
Suburban Propane-2755	06262013	diesel	08-429.231	06/26/13	369.45	.00	
Total Suburban Propane-2755:					567.10	.00	
U.S. Postal Service	07022013	2013-July mailing of utility invoices	08-429.325	07/02/13	721.52	721.52	07/02/13
Total U.S. Postal Service:					721.52	721.52	
Verizon	06252013	2013-June 868-8310-Cardinal Dr Pump Stn	08-429.320	06/25/13	30.03	.00	
Total Verizon:					30.03	.00	
Total Sewer Fund:					9,822.03	721.52	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Refuse & Recycling Fund							
U.S. Postal Service	07022013	2013-July mailing of utility invoices	10-401.325	07/02/13	721.53	721.53	07/02/13
Total U.S. Postal Service:					721.53	721.53	
Waste Management Inc	0390048-2392-	2013-Franko disposal contrn serv charge- 5/31&6/3&6/7&6/12	10-427.303	06/16/13	920.00	.00	
Waste Management Inc	0390047-2392-	2013-Devonshire disposal contrn serv charge- 6/7&6/12	10-427.303	06/16/13	460.00	.00	
Waste Management Inc	0389295-2392-	2013-July service	10-427.300	07/01/13	126,666.67	.00	
Total Waste Management Inc:					128,046.67	.00	
Total Refuse & Recycling Fund:					128,768.20	721.53	

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Highway Aid Fund							
PPL Electric Utilities	06282013	95790-09009-June 2013	35-433.362	06/28/13	16.22	.00	
PPL Electric Utilities	06282013	72390-08002-June 2013	35-433.362	06/28/13	16.14	.00	
PPL Electric Utilities	06262013	89989-11003-June 2013	35-433.362	06/26/13	25.24	.00	
PPL Electric Utilities	06202013	49130-02001-June 2013	35-433.362	06/20/13	25.67	.00	
PPL Electric Utilities	06212013	05340-01002-June 2013	35-433.362	06/21/13	24.10	.00	
PPL Electric Utilities	06212013	99940-01007-June 2013	35-433.362	06/21/13	24.10	.00	
PPL Electric Utilities	06212013	53875-61001-June 2013	35-433.362	06/21/13	25.43	.00	
Total PPL Electric Utilities:					156.90	.00	
Total Highway Aid Fund:					156.90	.00	
Grand Totals:					258,953.29	2,981.63	

Date: _____

President: _____
Board of Commissioners

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
JUNE 27, 2013
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
Robert Martucci, Jr., Vice President
James Seagreaves, President Pro-Tempore
Joanne Ackerman
Debra Brinton

Staff Present:

Randy Soriano, Township Manager
Cathy Bonaskiewich, Assistant Township Manager/Finance Director
John Andreas, Director of Public Works
Allen Stiles, Chief of Police – EXCUSED
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.

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 themselves, 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 THE LIST OF BILLS PAYABLE AND FINANCIAL REPORT

Commissioner Brinton questioned the \$3,700 spent in the Dues, Subscriptions and Memberships expense line item because the Township had only budgeted \$2,700. Ms. Bonaskiewich stated that \$2,850 was for the Board's dues to Pennsylvania State Association of Township Commissioners and \$850 was for the Bird Town application fee. It was the consensus of the Board to get further clarification on the PSATC organization. Mr. Soriano suggested allocating money for special events by line item transfer so the Board knows exactly what the money is used for.

Commissioner Ackerman inquired about the payment to Keystone Consulting Engineers for Salisbury School District renovations. Mr. Soriano explained that it is a pass-through clause in that the Township is first billed by Keystone and then the Township bills the School District for the same amount.

Commissioner Ackerman inquired about the payment to Sands Auto Group for repair of an engine. Mr. Andreas stated that the exhaust system had to be cleaned and repaired under warranty and the vehicle also needed the injectors changed and cleaned. He explained that the problem was due to both wear and tear and human error, and he has taken steps to avoid the problem in the future.

Commissioner Brinton inquired about the payment to Stratix Systems. Ms. Bonaskiewich stated that Stratix is the firm who provides IT services to the Township.

Motion by Commissioner Martucci, seconded by Commissioner Seagreaves, to approve the list of Bills Payable for the periods of 6/8/2013-6/21/2013, and the unaudited Financial Report for the period ending 5/31/2013, broken down as follows:

\$117,056.60 = GENERAL
\$263,611.32 = FIRE
\$0 = LIBRARY
\$71,220.90 = WATER
\$44,841.72 = SEWER
\$3,109.00 = REFUSE & RECYCLING
\$12,809.26 = HIGHWAY AID
\$512,648.80 = 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

June 13, 2013

Mr. Soriano noted one correction on page seven. Commissioner Brown declared the June 13, 2013 Regular Meeting Minutes of the Board of Commissioners approved with the correction.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

None.

MOTIONS

Motion to transfer additional funds from the Capital Reserve to be used for Franko Farm House Repairs and Maintenance.

Mr. Soriano stated that Commissioner Martucci, Mr. Nicolo and Ms. Bonaskiewich met at the Franko Farm House with Charlie Durner and his wife to review the much-needed repairs to the home. He commented that all 23 windows are old and will need to be replaced, as well as four doors.

Mr. Soriano noted that Commissioner Martucci looked at the overall construction of the home and it was found to be structurally sound. He stated that with respect to the outside brick structure, there will be a need to caulk some cracks to minimize water infiltration, which will be discussed with the Contractor at a later date. Mr. Soriano commented that with respect to the summer kitchen building that is adjacent to the house, the structure appears to be sound, but the perimeter walls will need to be repointed. He also noted that the roof will need to be replaced, and a cost estimate will be obtained.

Mr. Soriano explained that during the Budget deliberations, the Board had anticipated or requested \$20,000 to be set aside for the Franko Farm House, and so the Board set aside \$1 to

leave the line item open. Mr. Soriano stated that he believes this amount will be sufficient for the time being. He noted that next year's Budget will be developed to take into consideration the other costs needed to maintain the premises.

Mr. Soriano recommended the Board accepts the proposals from Jack Weiss as follows: replacement of four doors - \$5,998.92; replacement of 23 windows - \$9,878.56.

Commissioner Brinton inquired whose responsibility it is to maintain the home. It was the consensus of the Board that it is the Township's responsibility since they own the home. Commissioner Brinton suggested that someone should be appointed to make sure the repairs are being taken care of.

Motion by Commissioner Brinton, seconded by Commissioner Ackerman, to transfer \$20,000 from the Capital Reserve to cover the cost of repairing and maintaining the Franko Farm House.

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 release \$262,763 as Final Payment for the new Eastern Salisbury Fire Department Fire Truck.

Mr. Soriano stated that the PEMA loan for \$100,000 has been approved and the funds will be used to offset the cost of the new Spartan ERV Legend. He noted that per the contract, the cost of the new Fire Truck is \$362,763 with \$100,000 already paid in April. Mr. Soriano stated that the balance of \$262,763 is due upon delivery of the Truck, and ESFD is trying to coordinate the date of delivery with the Township's issuance of the check.

Mr. Soriano recommended that the Board authorize the release of \$262,763 contingent on the Township Solicitor and Manager's review and final dispensation of the check in accordance with the properly signed documents in place before or at the time of delivery.

Motion by Commissioner Ackerman, seconded by Commissioner Martucci, to release the \$262,763 as Final Payment for the new Eastern Salisbury Fire Department Spartan Fire Truck, contingent on the signed documents and approval from the Township Solicitor.

Roll Call:

COMMISSIONER ACKERMAN - YES

COMMISSIONER SEAGREAVES - YES
COMMISSIONER MARTUCCI - YES
COMMISSIONER BRINTON - YES
COMMISSIONER BROWN - YES

The Motion passed by 5-0.

Payment Applications #2 (\$14,203.80) and #3 (\$7,663.41) submitted by Sewer Specialty Services Co. for work performed on the 2012 Closed Circuit TV Inspection/Testing/Grouting Sanitary Sewer Pipe Joints Project.

Mr. Soriano stated the Engineer has reviewed and approved the Payment Applications. He noted that the last Change Order was for sewer lateral inspections and other miscellaneous work. Mr. Soriano explained that the money is in the Budget since the Township received a bid for less than what was budgeted. Mr. Tetterer explained that there were a couple of spots in the sewer mains that they fixed right away.

Commissioner Ackerman inquired if any of the work could have been done in-house. Mr. Tetterer stated that the work is part of a larger job through the EPA order for the City of Allentown. Mr. Andreas explained that the Public Works Department does not have the ability to do the extensive type of work required for the project.

Motion by Commissioner Martucci, seconded by Commissioner Seagreaves, to approve Payment Application # 2 in the amount of \$14,203.80 and Payment Application #3 in the amount of \$7,663.41 submitted by Sewer Specialty Services Co. for work performed on the 2012 Closed Circuit TV Inspection/Testing/Grouting Sanitary Sewer Pipe Joints Project.

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 approve the release of \$148,499.34 security bond escrow for the KidsPeace Broadway Campus improvements.

Mr. Tetterer stated that the project, which began in 2005, is now completed and the maintenance period is over. Mr. Soriano stated that releasing the security bond will officially end the Township's relationship with holding KidsPeace responsible for improvements.

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to authorize the release of the Development Improvement escrow for KidsPeace Broadway Campus in the amount of \$148,499.34.

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

Mr. Soriano announced that the Lehigh County Commissioners approved the Township's Gaming Grant in the amount of \$49,851 to be used for the purchase of two 2013 Dodge Chargers and a road display showing drivers their mileage-per-hour.

Mr. Soriano stated that the latest edition of the Township's newsletter will soon be published on the website. He noted that by not printing the newsletter on paper, the Township saved \$5,000.

Mr. Don Melber of 1702 E. Susquehanna Street expressed concerns about a structure on his neighbor's property and inquired if he had any rights as a property owner to contest the building. Commissioner Martucci stated that he will call Mr. Nicolo to make sure the resident is compliant with his permits and he will report back to the Board. Mr. Tettemer explained that if it is strictly a residential use, and the property owner submits a permit application that meets all the requirements, then the project is an approved use and neighbors are not generally notified. He noted that the notification requirements happen when somebody is doing something that is beyond the scope of the SALDO. Mr. Soriano commented that the resident has the right to request a copy of the permit through the Right-to-Know Law.

Commissioner Brown inquired about the fixing of the roof on the Municipal Building. Commissioner Martucci stated that he is meeting with Mr. Nicolo to go up on the roof and determine if the problem is a quick-fix or something more extensive. He noted that he will report back to the Board at the next meeting.

Mr. Andreas reported on current PennDOT construction projects that are taking place in the Township. He stated that the work on the Oxford Drive Bridge will continue through the summer and their intent is work on the other side when they are finished with the current side, keeping the traffic pattern in the same direction.

Mr. Andreas commented that he will be attending a pre-construction meeting on July 1st for the Fairview Bridge. He noted that work is scheduled to start on July 8th with the bridge to reopen later this year.

Mr. Andreas stated that a pre-construction meeting for the South Ellsworth water line project was held on July 1st, and the project is scheduled to begin around July 15th. He noted that the Maumee Avenue stormwater project is in the final stages of design and bid spec preparation. It is anticipated to be put out for bid within the next two weeks.

Mr. Andreas commented that bids will be opened on July 1st for the resurfacing of roads on the South Mountain.

Commissioner Brinton thanked Mr. Soriano for his work on the new Dog Ordinance leaflets. Mr. Andreas stated that 34 new signs will be placed in the Township parks in regards to the enforcement of the Dog Ordinance.

Ms. Bonaskiewich announced that the Township will be running a Bus Trip to the Broadway Theatre production of Cinderella on October 19th. The price of \$149 includes Orchestra seating and roundtrip transportation.

ADJOURNMENT

Commissioner Brinton made a Motion to adjourn the Meeting, seconded by Commissioner Martucci. The time was 8:50 p.m.

Respectfully submitted,

Randy Soriano
Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on June 27, 2013.

Approved and certified on this date:

Randy Soriano

Date

SEAL

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Workshop Meeting
July 11, 2013
7:30 p.m.
(approximate time)

Topics of discussion:

1. Discussion on Goal setting by the Board of Commissioners
2. Pennsylvania State Association of Township Commissioners – PSATC
Membership