

**SALISBURY TOWNSHIP**  
**Lehigh County, Pennsylvania**  
**Board of Commissioners Meeting**  
**(Revised) Regular Meeting Agenda—October 8, 2015**  
**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 9/19/2015-10/2/2015***
- 5. Approval of the Minutes –*September 24, 2015***
- 6. New Business**
  - A. ORDINANCES - *none***
  - B. RESOLUTIONS - *none***
  - C. MOTIONS**
    1. Request for Payment #5 to Miller Brothers Construction in the amount of \$17,871.59 for the Lindberg Park Perimeter Trail Project
    2. Request for Final/Payment #4 to Tru-Line Contractors in the amount of \$4,211.30 for the Edgemont Drive Water Main Replacement project
    3. Designate Mr. Sandy Nicolo as Township’s MS4 Coordinator
- 7. Courtesy of the Floor:** (opportunity for public comment on non-agenda items)
- 8. 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
<b>General Fund</b>							
American United Life Insur	10012015	2015-Oct life/disability ins coverage	01-487.158	10/01/15	1,707.70	.00	
Total American United Life Insurance Co:					1,707.70	.00	
Anda Car Wash	9292015	2015-Aug-Police car washes	01-410.315	09/29/15	78.75	.00	
Total Anda Car Wash:					78.75	.00	
Atlantic Tactical	SI-80529481	Ammo	01-410.242	09/17/15	1,471.68	.00	
Total Atlantic Tactical:					1,471.68	.00	
Beck, Charles	08112015	Plann Comm Mtg-08/11/2015	01-414.220	08/11/15	30.00	.00	
Beck, Charles	08112015	Plann Comm Mtg-09/08/2015	01-414.220	08/11/15	30.00	.00	
Total Beck, Charles:					60.00	.00	
Brosious Jr, Richard	10012015	10 of 60 retirement incentive program	01-406.171	10/01/15	450.00	.00	
Total Brosious Jr, Richard:					450.00	.00	
Brown, James P.	08112015	Plann Comm Mtg-8/11/2015	01-414.220	08/11/15	25.00	.00	
Brown, James P.	08112015	Plann Comm Mtg-9/08/2015	01-414.220	08/11/15	25.00	.00	
Total Brown, James P.:					50.00	.00	
Bummer, Frank	10012015	10 of 60 retirement incentive program	01-406.171	10/01/15	450.00	.00	
Total Bummer, Frank:					450.00	.00	
Commonwealth of PA	09282015	return one unit state aid/overcert'd 2015 AG385	01-355.050	09/28/15	3,920.83	.00	
Total Commonwealth of PA:					3,920.83	.00	
Coopersburg Materials	Q14719	9.5MM	01-438.245	08/31/15	160.59	.00	
Total Coopersburg Materials:					160.59	.00	
Dalmation Fire Equipment I	385282	QRS-air cylinders for Scott air paks	01-410.210	07/30/15	2,618.99	.00	
Total Dalmation Fire Equipment Inc:					2,618.99	.00	
Davison & McCarthy	15799	Reimb inv: Ryan	01-404.318	09/02/15	36.00	.00	
Total Davison & McCarthy:					36.00	.00	
District Court 31-1-08	09232015	File two Civil Complaint-1762 Broadway	01-404.314	09/23/15	231.00	231.00	09/23/15
Total District Court 31-1-08:					231.00	231.00	
Eastern Auto Parts Wareho	3-619269	filters/seal for leaf machines	01-437.375	09/28/15	62.75	.00	
Total Eastern Auto Parts Warehouse:					62.75	.00	
Eastern Industries Inc.	6168144	9.5MM	01-438.245	09/03/15	5,683.26	.00	
Eastern Industries Inc.	6170601	19MM	01-438.245	09/08/15	401.36	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Eastern Industries Inc.	6172342	19MM	01-438.245	09/09/15	689.43	.00	
Eastern Industries Inc.	6173340	19MM	01-438.245	09/10/15	172.50	.00	
Eastern Industries Inc.	6180233	9.5MM	01-438.245	09/17/15	924.00	.00	
Eastern Industries Inc.	6181680	9.5MM	01-438.245	09/19/15	527.34	.00	
Total Eastern Industries Inc.:					8,397.89	.00	
Ecco Communications LLC	66971	#216-install trunk light switch	01-410.220	09/24/15	118.00	.00	
Total Ecco Communications LLC:					118.00	.00	
ELM	09092015	2015- tub grinding usage	01-431.303	09/09/15	1,747.24	.00	
Total ELM:					1,747.24	.00	
Hassick, Richard	08112015	Plann Comm Mtg-8/11/2015	01-414.220	08/11/15	25.00	.00	
Hassick, Richard	08112015	Plann Comm Mtg-9/08/2015	01-414.220	08/11/15	25.00	.00	
Total Hassick, Richard:					50.00	.00	
Home Depot Credit Service	09222015	post hole diggers	01-430.260	09/22/15	69.94	.00	
Home Depot Credit Service	09222015	mortar mix/concrete mix	01-430.240	09/22/15	409.08	.00	
Home Depot Credit Service	09232015	batteries	01-430.240	09/23/15	12.98	.00	
Home Depot Credit Service	09232015	shovel/grease gun/pliers	01-430.260	09/23/15	97.99	.00	
Total Home Depot Credit Services:					589.99	.00	
Johnson, Kevin	09222015	pants/boots/ice grips/tactical zero G plates	01-410.238	09/22/15	442.39	.00	
Total Johnson, Kevin:					442.39	.00	
Keystone Consulting Engin	145555	Reimb inv: Schoenemans	01-408.318	09/09/15	283.50	.00	
Total Keystone Consulting Engineers:					283.50	.00	
Klimowicz, Brian G.	10012015	45 of 60 health reimb	01-406.171	10/01/15	250.00	.00	
Total Klimowicz, Brian G.:					250.00	.00	
Lehigh County Conservatio	1786	Lindberg Pk MSP-Ph2 NPDES Review	01-451.601	09/12/15	4,450.00	4,450.00	09/25/15
Total Lehigh County Conservation District:					4,450.00	4,450.00	
Lehigh Valley Business	6910416	renew subscription for three years-2015, 2016, 2017	01-401.420	10/01/15	119.00	.00	
Total Lehigh Valley Business:					119.00	.00	
Luby, Joseph	10012015	10 of 60 retirement incentive program	01-406.171	10/01/15	450.00	.00	
Total Luby, Joseph:					450.00	.00	
Macmillian Oil Co of Allent	12610	hydraulic oil	01-437.251	09/14/15	136.00	.00	
Total Macmillian Oil Co of Allentown:					136.00	.00	
Madle's Hardware	09162015	fasteners	01-430.240	09/16/15	16.95	.00	
Madle's Hardware	09172015	propane tank refill	01-430.240	09/17/15	32.00	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Madle's Hardware	09182015	3 keys-Emergency Management Vehicle	01-410.251	09/18/15	8.97	.00	
Total Madle's Hardware:					57.92	.00	
McKitish Jr, Stephen J.	08112015	Plann Comm Mtg-08/11/2015	01-414.220	08/11/15	30.00	.00	
McKitish Jr, Stephen J.	08112015	Plann Comm Mtg-09/08/2015	01-414.220	08/11/15	30.00	.00	
Total McKitish Jr, Stephen J.:					60.00	.00	
Miller Brothers Constructio	09212015	pyrmt#5-Lindberg Park Perimeter Trail Proj	01-451.601	09/21/15	17,871.59	.00	
Total Miller Brothers Construction Inc:					17,871.59	.00	
Miller, Glenn	08212015	Planning Commission-8/11/2015	01-414.220	08/21/15	25.00	.00	
Miller, Glenn	08212015	Planning Commission-9/08/2015	01-414.220	08/21/15	25.00	.00	
Total Miller, Glenn:					50.00	.00	
Motors Plus Inc.	30938	#221-inspection	01-410.251	09/25/15	78.00	.00	
Total Motors Plus Inc.:					78.00	.00	
Moyer Lumber & Hardware	621706	fence/posts for Franko scout project	01-409.373	09/25/15	2,843.70	.00	
Total Moyer Lumber & Hardware:					2,843.70	.00	
Mr. John Inc.	0004950059	1 unit:Franko farm-8/19-9/15/2015	01-451.315	09/16/15	125.00	.00	
Total Mr. John Inc.:					125.00	.00	
PenTeleData	B2557098	Acct#3042745-Cable modem rental -2015-Oct	01-401.320	09/24/15	124.95	.00	
Total PenTeleData:					124.95	.00	
PPL Electric Utilities	09212015	70730-17005-Sept 2015	01-409.361	09/21/15	1,499.80	.00	
PPL Electric Utilities	09212015	92051-48008-Sept 2015	01-409.361	09/21/15	1,197.91	.00	
PPL Electric Utilities	09212015	93760-01007-Sept 2015	01-451.361	09/21/15	25.55	.00	
PPL Electric Utilities	09212015	10550-10002-Sept 2015	01-451.361	09/21/15	23.90	.00	
PPL Electric Utilities	09212015	94340-19001-Sept 2015	01-451.361	09/21/15	83.87	.00	
PPL Electric Utilities	09212015	61089-84001-Sept 2015	01-409.361	09/21/15	534.78	.00	
PPL Electric Utilities	09292015	63580-10005-Sept 2015	01-451.361	09/29/15	25.78	.00	
Total PPL Electric Utilities:					3,391.59	.00	
Reliable Sign and Striping	2714	Speed timing zone signs/Firehouse/lap splice	01-433.246	08/03/15	418.70	.00	
Total Reliable Sign and Striping:					418.70	.00	
Sabo, Donald	09282015	2015-reimb meals for FBI Leadership training	01-410.421	09/28/15	102.19	.00	
Total Sabo, Donald:					102.19	.00	
Salbry Twp Firemn Relief A	09242015	2015 Allocation	01-411.540	09/24/15	103,057.16	.00	
Total Salbry Twp Firemn Relief Asso:					103,057.16	.00	
Schreiter P.L.S., Richard L.	09082015	Plann Comm Mtg-9/08/2015	01-414.220	09/08/15	25.00	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Total Schreiter P.L.S., Richard L.:					25.00	.00	
Service Tire Truck Centers	Q08962-01	Police-tires	01-410.251	08/10/15	1,347.12	.00	
Service Tire Truck Centers	Q41028-01	Police-tires	01-410.251	09/10/15	694.52	.00	
Total Service Tire Truck Centers:					2,041.64	.00	
Staples Advantage	177569080052	Environmental Advisory Council Signage	01-461.341	09/09/15	52.49	.00	
Staples Advantage	3278716650	Toner cartridge	01-401.375	09/25/15	105.48	.00	
Total Staples Advantage:					157.97	.00	
Staver Hydraulics Co Inc	P-38822-0	Hose/plug for leaf machine	01-437.375	09/28/15	37.89	.00	
Total Staver Hydraulics Co Inc:					37.89	.00	
Stotz/Fatzinger Office Sup	145946	finance-bank stamps	01-402.240	09/28/15	107.70	.00	
Stotz/Fatzinger Office Sup	146685	Police-copy paper/clips/binders/tape/folders	01-410.240	10/01/15	378.29	.00	
Stotz/Fatzinger Office Sup	146686	finance-post-it notes	01-402.240	10/01/15	3.99	.00	
Total Stotz/Fatzinger Office Supply:					489.98	.00	
Stratix Systems Inc	133515	Mailprotector-Sept 2015	01-407.261	09/21/15	36.40	.00	
Total Stratix Systems Inc:					36.40	.00	
Suburban Propane-2022	802215	diesel	01-401.231	09/22/15	10.82	.00	
Suburban Propane-2022	802215	diesel	01-410.231	09/22/15	315.50	.00	
Suburban Propane-2022	802215	diesel	01-430.231	09/22/15	327.26	.00	
Suburban Propane-2022	902713	unleaded	01-401.231	09/22/15	23.23	.00	
Suburban Propane-2022	902713	unleaded	01-410.231	09/22/15	676.63	.00	
Suburban Propane-2022	902713	unleaded	01-430.231	09/22/15	701.86	.00	
Total Suburban Propane-2022:					2,055.30	.00	
Tapler, Jeffrey	10012015	EMC stipend-Oct 2015	01-415.139	10/01/15	250.00	.00	
Total Tapler, Jeffrey:					250.00	.00	
U.S. Municipal Supply Inc.	6083753	signs/decals	01-433.246	09/16/15	762.57	.00	
Total U.S. Municipal Supply Inc.:					762.57	.00	
U.S. Postal Service	09202015	Standard Mail permit #1930:12/1/15-11/30/16	01-401.325	09/20/15	225.00	.00	
Total U.S. Postal Service:					225.00	.00	
UGI Utilities Inc.	09222015	504043172815-Sept 2015	01-409.230	09/22/15	451.26	451.26	10/01/15
UGI Utilities Inc.	09222015	504043200800-Sept 2015	01-409.230	09/22/15	46.18	46.18	10/01/15
UGI Utilities Inc.	09222015	504043200901-Sept 2015	01-409.230	09/22/15	84.69	84.69	10/01/15
Total UGI Utilities Inc.:					582.13	582.13	
Urban Research & Develop	2305-141-1-294	LindPk MSP Ph2-7/1-8/31/2015	01-451.312	09/18/15	6,720.00	.00	
Urban Research & Develop	2305-151-1-294	Laubach Park Master Plan-5/1-8/31/2015	01-451.602	09/18/15	6,990.00	.00	
Urban Research & Develop	2305-8-IL2-293	LindPk MSP Ph1 Prof Svcs: 8/1-31/2015	01-451.312	09/18/15	2,580.00	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Total Urban Research & Development:					16,290.00	.00	
Western Salisbury Fire Co	09252015	refund zoning permit #15-6861 pd on 2-17-15	01-361.330	09/25/15	50.00	.00	
Total Western Salisbury Fire Company:					50.00	.00	
Wilson, Shemaine	09212015	Wilson-mileage to various meetings	01-480.000	09/21/15	36.11	.00	
Total Wilson, Shemaine:					36.11	.00	
Total General Fund:					179,553.09	5,263.13	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
<b>Fire Fund</b>							
D & A Emergency Equipme	22868	ESFC-ARM-102	03-411.374	09/21/15	62.00	.00	
D & A Emergency Equipme	22869	ESFC-air eject/couplers	03-411.374	09/21/15	246.25	.00	
Total D & A Emergency Equipment Inc:					308.25	.00	
Ecco Communications LLC	66440	ESFC-replcmnt of Firecom system on 20-11	03-411.374	09/14/15	10,350.00	.00	
Total Ecco Communications LLC:					10,350.00	.00	
Horn, B. W.	033101	ESFC-extinguishers recharged	03-411.374	09/25/15	323.35	.00	
Total Horn, B. W.:					323.35	.00	
Hunter Keystone Peterbilt	2-251950246	ESFC-#20-12 inspection	03-411.374	07/14/15	958.35	.00	
Hunter Keystone Peterbilt	2-252610189	WSFC-#31-31-perform 'A' service/inspection	03-412.374	09/18/15	859.99	.00	
Total Hunter Keystone Peterbilt LP:					1,818.34	.00	
PBL fire Apparatus Service	4835	WSFC-#31-12 - arrow stick & backup camera	03-412.374	09/16/15	1,403.72	.00	
PBL fire Apparatus Service	4836	WSFC-#31-11 - repair siren box	03-412.374	09/16/15	399.75	.00	
Total PBL fire Apparatus Services LLC:					1,803.47	.00	
PenTeleData	B2554127	ESFC-Cable-Oct 2015	03-411.320	09/24/15	59.95	.00	
Total PenTeleData:					59.95	.00	
Salisbury Township	09302015	3Q2015 ESFCo utility inv	03-411.320	09/30/15	71.88	.00	
Total Salisbury Township:					71.88	.00	
Stotz/Fatzinger Office Sup	146027	ESFC-fund drive mailer-2nd mailing	03-411.240	09/23/15	1,197.26	.00	
Total Stotz/Fatzinger Office Supply:					1,197.26	.00	
Suburban Propane-2022	802215	diesel	03-413.231	09/22/15	70.98	.00	
Suburban Propane-2022	902713	unleaded	03-413.231	09/22/15	152.24	.00	
Total Suburban Propane-2022:					223.22	.00	
UGI Utilities Inc.	09222015	502022721012-ESFC-Sept 2015	03-411.320	09/22/15	41.13	41.13	10/01/15
Total UGI Utilities Inc.:					41.13	41.13	
Total Fire Fund:					16,196.85	41.13	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
<b>Water Fund</b>							
A-B-E Laboratory	09112015	2015-Aug water analysis	06-448.316	09/11/15	230.00	.00	
Total A-B-E Laboratory:					230.00	.00	
American United Life Insur	10012015	2015-Oct life/disability ins coverage	06-487.158	10/01/15	139.00	.00	
Total American United Life Insurance Co:					139.00	.00	
Beth-Allen Ladder Equipm	593165	walk down ladder	06-448.260	09/28/15	672.50	.00	
Total Beth-Allen Ladder Equipment:					672.50	.00	
CY Meter Service	08102015	Meter calibrations	06-448.316	08/10/15	1,250.00	.00	
Total CY Meter Service:					1,250.00	.00	
Eastern Auto Parts Wareho	3-619269	#33-filter	06-448.251	09/28/15	9.33	.00	
Total Eastern Auto Parts Warehouse:					9.33	.00	
Ferguson Waterworks	0358867	brass elbows	06-448.240	09/18/15	419.25	.00	
Ferguson Waterworks	0362006	curb box tops/bottoms/bolts	06-448.240	09/08/15	3,941.25	.00	
Ferguson Waterworks	0362006-1	valve box ext screw	06-448.240	09/15/15	54.75	.00	
Total Ferguson Waterworks:					4,415.25	.00	
Keystone Consulting Engin	145558	2015-6/17 and 8/21/2015-water matters	06-448.313	09/09/15	418.50	.00	
Keystone Consulting Engin	14557	2015-Aug- Edgemont Dr wtrline replcmnt	06-448.608	09/09/15	262.50	.00	
Total Keystone Consulting Engineers:					681.00	.00	
Macmillian Oil Co of Allent	12610	hydraulic oil	06-448.251	09/14/15	136.00	.00	
Total Macmillian Oil Co of Allentown:					136.00	.00	
Stratix Systems Inc	133515	Mailprotector-Sept 2015	06-448.261	09/21/15	18.20	.00	
Total Stratix Systems Inc:					18.20	.00	
Suburban Propane-2022	802215	diesel	06-448.231	09/22/15	60.75	.00	
Suburban Propane-2022	902713	unleaded	06-448.231	09/22/15	130.28	.00	
Total Suburban Propane-2022:					191.03	.00	
Tru-Line Contractors Inc	09022015	Final Pymt- #4-Edgemont Drive Water Main Replcmnt	06-448.608	09/02/15	4,211.30	.00	
Total Tru-Line Contractors Inc:					4,211.30	.00	
Total Water Fund:					11,953.61	.00	



Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
<b>Sewer Fund</b>							
American United Life Insur	10012015	2015-Oct life/disability ins coverage	08-487.158	10/01/15	139.00	.00	
Total American United Life Insurance Co:					139.00	.00	
Beth-Allen Ladder Equipm	593165	walk down ladder	08-429.260	09/28/15	672.50	.00	
Total Beth-Allen Ladder Equipment:					672.50	.00	
Eastern Auto Parts Wareho	3-619269	#33-filter	08-429.251	09/28/15	9.33	.00	
Total Eastern Auto Parts Warehouse:					9.33	.00	
Keystone Consulting Engin	145559	2015-Aug-I&I removal program	08-429.372	09/09/15	586.50	.00	
Keystone Consulting Engin	145618	2015-Aug-sewer matters	08-429.313	09/15/15	1,053.13	.00	
Keystone Consulting Engin	145619	2015-Aug-I&I sewer dig repairs	08-429.372	09/15/15	982.01	.00	
Keystone Consulting Engin	145620	2015-Aug-sanitary sewer rehab project	08-429.372	09/15/15	2,924.90	.00	
Total Keystone Consulting Engineers:					5,546.54	.00	
Macmillian Oil Co of Allent	12610	hydraulic oil	08-429.251	09/14/15	136.00	.00	
Total Macmillian Oil Co of Allentown:					136.00	.00	
PPL Electric Utilities	09212015	35530-02004-Sept 2015	08-429.361	09/21/15	16.80	.00	
PPL Electric Utilities	09212015	82960-01000-Sept 2015	08-429.361	09/21/15	17.50	.00	
PPL Electric Utilities	09212015	33760-14008-Sept 2015	08-429.361	09/21/15	17.15	.00	
PPL Electric Utilities	09282015	64170-11008-Sept 2015	08-429.361	09/28/15	17.84	.00	
PPL Electric Utilities	09292015	20380-10009-Sept 2015	08-429.361	09/29/15	17.14	.00	
PPL Electric Utilities	09292015	21780-10003-Sept 2015	08-429.361	09/29/15	18.53	.00	
Total PPL Electric Utilities:					104.96	.00	
Stratix Systems Inc	133515	Mailprotector-Sept 2015	08-429.261	09/21/15	18.20	.00	
Total Stratix Systems Inc:					18.20	.00	
Suburban Propane-2022	802215	diesel	08-429.231	09/22/15	60.75	.00	
Suburban Propane-2022	902713	unleaded	08-429.231	09/22/15	130.28	.00	
Total Suburban Propane-2022:					191.03	.00	
Total Sewer Fund:					6,817.56	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
<b>Refuse &amp; Recycling Fund</b>							
Republic Services #282	0282-0005347	2015-Sept service	10-427.300	09/15/15	83,773.50	.00	
Republic Services #282	0282-0005347	2-recycle rolloff @ drop off centers	10-427.303	09/15/15	450.00	.00	
Total Republic Services #282:					84,223.50	.00	
Stratix Systems Inc	133515	Mailprotector-Sept 2015	10-407.261	09/21/15	18.20	.00	
Total Stratix Systems Inc:					18.20	.00	
Total Refuse & Recycling Fund:					84,241.70	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
<b>Highway Aid Fund</b>							
PPL Electric Utilities	09212015	49130-02001-Sept 2015	35-433.362	09/21/15	25.15	.00	
PPL Electric Utilities	09212015	05340-01002-Sept 2015	35-433.362	09/21/15	25.86	.00	
PPL Electric Utilities	09212015	99940-01007-Sept 2015	35-433.362	09/21/15	25.50	.00	
PPL Electric Utilities	09212015	53875-61001-Sept 2015	35-433.362	09/21/15	25.63	.00	
PPL Electric Utilities	09282015	89989-11003-Sept 2015	35-433.362	09/28/15	24.74	.00	
Total PPL Electric Utilities:					126.88	.00	
Total Highway Aid Fund:					126.88	.00	
Grand Totals:					298,889.69	5,304.26	

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

President: \_\_\_\_\_

Board of Commissioners

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
September 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  
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**

Ms. Bonaskiewich presented the unaudited Financial Report and the list of Bills Payable.

**Motion by Commissioner Martucci, seconded by Commissioner Ackerman, to approve the unaudited Financial Report for the period ending August 31, 2015 and the list of Bills Payable for the period 9/5/15-9/18/2015, broken down as follows:**

\$203,021.48 = GENERAL  
\$2,641.81 = FIRE  
\$0 = LIBRARY  
\$79,676.36 = WATER  
\$25,430.08 = SEWER  
\$2,549.00 = REFUSE & RECYCLING  
\$12,944.64 = HIGHWAY AID  
\$42,200.00 = SUBDIVISION & ESCROW  
**\$368,463.37** = 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**

**September 10, 2015**

Commissioner Brown declared the Minutes of September 10, 2015 accepted as presented.

**NEW BUSINESS**

**ORDINANCES**

None.

**RESOLUTIONS**

None.

**MOTIONS**

**Request for Final/Payment #2 to Flow Assessment Services for \$14,640.00.**

Ms. Bonaskiewich stated that this payment represents the final disbursement to Flow Assessment Services for the flow monitoring and data logging services they provided. Mr. Tetteimer stated that he is analyzing a report from the company that will realize the impact of the I&I work that has been completed by the Township. He noted that he will get back to the Board with a final report.

**Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to approve Final/Payment #2 to Flow Assessment Services for \$14,640.00.**

**Roll Call:**

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

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

**Certification of the 2016 Minimum Municipal Obligations (MMOs) for both Police and Non-Uniformed Pension Plans.**

Ms. Bonaskiewich stated that the MMO for the Police plan is \$322,198 and the non-uniformed plan is \$408,628. Ms. Brinton inquired as to why the State Aid is not in line with what the Township has contributed. Ms. Bonaskiewich replied that the State Aid is not determined by the same basis as the MMO, and noted that the levels only go up incrementally each year.

**Motion by Commissioner Ackerman, seconded by Commissioner Martucci, to certify the 2016 Minimum Municipal Obligations (MMOs) for both the Police and the Non-Uniformed Pension Plans.**

**Roll Call:**

COMMISSIONER ACKERMAN – YES  
COMMISSIONER SEAGREAVES – YES

COMMISSIONER MARTUCCI – YES  
COMMISSIONER BRINTON – YES  
COMMISSIONER BROWN – YES

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

**Lehigh Street Properties Assessment Appeal Stipulation and Order of Court.**

Ms. Bonaskiewich commented that the basis for the Order of Court was a tax appeal by Lehigh Street Properties. She stated that the County determined the tax assessment to be reduced from \$5,890,400 to \$4,900,000.

**Motion by Commissioner, seconded by Commissioner, to authorize Township Solicitor Attorney John Ashley to execute the Order of Court for the Lehigh Street Properties Assessment Appeal.**

**Roll Call:**

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

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

**Request by Salisbury High School's Student Government Advisory to hold a Homecoming Parade on October 16, 2015.**

Ms. Bonaskiewich stated that the Salisbury Township School District is requesting to hold a Homecoming Parade on Friday, October 16, 2015 from 5:15 p.m. – 6:15 p.m. She noted that the parade leaves from the Administration Building on Salisbury Road, travels to Tweed Avenue, then to the parking lot near the football field at the High School on East Montgomery Street. Ms. Bonaskiewich noted that she is in receipt of the Certificate of Insurance from the School District, but still needs the Waiver of Liability.

Chief Stiles commented that the Police Department and the Public Works Department will coordinate efforts to make sure the necessary barricades are in place and noted that two officers are assigned to the preparation of the parade.

**Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to accept the request by Salisbury High School's Student Government Advisory to hold a Homecoming Parade on October 16, 2015, contingent upon an executed Waiver of Liability.**

**Roll Call:**

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

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

**Waiver of Application and Permit Fees for Western Salisbury Fire Department.**

Ms. Bonaskiewich stated that Western Salisbury Fire Department is requesting relief from permit fees associated with the Subdivision and Land Development Plan they have submitted to the Township.

**Motion by Commissioner Brinton, seconded by Commissioner Ackerman, to approve a Waiver of Application and Permit Fees for Western Salisbury Fire Department.**

**Roll Call:**

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

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

**Trick-or-Treat Night on Friday, October 30, 2015.**

Ms. Bonaskiewich commented that Chief Stiles has recommended Friday, October 30, 2015 as the official Trick-or-Treat Night. As in prior years, trick-or-treating will be held from 6:00 p.m. – 8:00 p.m.

**Motion by Commissioner Martucci, seconded by Commissioner Brinton, to set the Trick-or-Treat Night for October 30, 2015 from 6:00 p.m. – 8:00 p.m.**

**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. Ray Souliere from 2707 Lindberg Avenue expressed concerns about imposing a large water/sewer rate increase next year as opposed to a gradual increase over several years. Ms. Bonaskiewich explained that over the last several years, both funds have had a substantial fund balance and the plan was to utilize the fund balance as opposed to increasing rates; however, both funds have substantially depleted the balance and the Township does not want to further diminish it. She noted that the numbers will be revisited as the Township goes through the budget process. Commissioner Brinton commented that the rates will have to go up and the Board should revisit the issue every two years so it is not as much of an increase.

Mr. Souliere expressed concerns about motorists speeding on Lindberg Avenue. Chief Stiles stated that officers will be back in the area to do enforcement. He noted that the Department recently replaced one of their speed-timing devices. Chief Stiles commented that the Police and Public Works Departments will be working together to make some improvements along the road to do some “traffic calming” in that area.

Mr. Josh Wells, Chief of Western Salisbury Fire Department, thanked the Board for waiving the application and permit fees. He also noted that Community Day was a success with around 300 attendees.

Mr. Bill Jensen, a resident, expressed concerns about the increase in the water/sewer rates. Mr. Jensen stated that he was glad to hear that the Township will revisit the issue during the budget process.

Commissioner Martucci thanked Sergeant Patten and two officers for handling a situation in his neighborhood on Wednesday, September 23<sup>rd</sup>.

Commissioner Seagreaves announced that Eastern Salisbury Fire Department will be holding a Community Day at the Fire Station on Saturday, October 10, 2015 from 11:00 a.m. – 2:00 p.m.

Chief Stiles commented that PEMA has provided a list of safety concerns about the Papal visit in Philadelphia and it will be posted on the Township’s website.

## **ADJOURNMENT**

Commissioner Ackerman made a Motion to adjourn the Meeting. Seconded by Commissioner Brinton. The time was 7:42 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 September 24, 2015.

Approved and certified on this date:

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

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

SEAL

DRAFT

**SALISBURY TOWNSHIP**  
Lehigh County, Pennsylvania  
**(Revised) Board of Commissioners Workshop Meeting**  
**October 8, 2015**  
**7:30 p.m.**  
(approximate time)

**Topics of discussion:**

1. Presentation on Lindberg/Flexer Bike Lanes TAP Project
2. Discussion on the continuation of the annual Employment and Lease Agreements for Mr. Charles Durner, Jr.
3. Discussion regarding Swain School recognition
4. Revised Meeting Schedule