

SALISBURY TOWNSHIP

ORDINANCE NO. 06-2018-617

AN ORDINANCE BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, AMENDING PART 12 OF CHAPTER 1, ENTITLED SCHEDULE OF FEES, OF THE CODE OF ORDINANCES, AS AMENDED, TO ESTABLISH AN ADMINISTRATIVE FEE FOR PREPARING CERTIFICATIONS OF WATER, SEWER, AND/OR REFUSE BILLING FEES, MUNICIPAL LIENS AND OTHER ASSESSMENTS FILED AGAINST PROPERTIES IN THE TOWNSHIP

WHEREAS, the Board of Commissioners wishes to establish fees for the processing of requests for certifications of water, sewer and/or refuse billing fees and municipal liens and other assessments filed against properties within the Township.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, and it is hereby ordained and enacted by the same that an administrative fee shall be established for preparing certifications of water, sewer, and/or refuse billing fees, municipal liens and other assessments filed against properties in the Township and shall be listed in Part 12 of Chapter 1 entitled (Schedule of Fees) of the Code of Ordinances which shall be amended to include the following:

ARTICLE I.

The Salisbury Township Board of Commissioners hereby appoints the Finance Director and his/her designee as the Municipal Officer authorized to provide certifications of water, sewer, and/or refuse billing fees, municipal liens and other assessments filed against properties in the Township upon request by the public, and hereby authorizes said Municipal Officer to assess, collect and retain, as compensation for providing such service, such fee as is determined by resolution of the Board of Commissioners.

ARTICLE II.

The Municipal Officer shall, upon the written request specifying the tax identification number and/or address of the property, furnish the requestor either of the following within 15 business days of the request:

- A. A certificate to the effect that, as of the date specified in the request, there are no outstanding and/or delinquent charges for water, sewer and/or refuse services, liens, assessments, penalties or use charges against the property, as of the date of the Municipal Officer's certificate.
- B. A certificate and bill showing the amount of any outstanding and/or delinquent charges for

water, sewer and/or refuse services, liens, assessments, penalties and use charges against the property as of the date specified in the request that have not been paid as of the date of the Municipal Officer's certificate.

The Board of Commissioners may, by resolution, adopt procedures and regulations to implement this Ordinance and may, by resolution, fix reasonable fees to be charged for municipal activities or services provided pursuant to Ordinance, including, but not limited to, issuance of certificates and bills.

ARTICLE III.

Initially, the fees for such certifications shall be as follows:

Schedule of Fees:

Type of Fee	Proposed Fee
(Water/Sewer/Trash/Municipal Liens/Fines and Assessments) Certifications	\$20/property

ARTICLE IV. All Ordinances inconsistent herewith are hereby repealed.


ARTICLE V. This Ordinance shall be effective immediately upon adoption.

ENACTED AND ORDAINED this 14th day of June, 2018.

TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)

By: 
President, Board of Commissioners

Attest:


Secretary