

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Meeting
Regular Meeting Agenda—April 11, 2019
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 3/23/19 – 4/5/19

5. Approval of the Minutes –March 28, 2019

6. New Business

A. ORDINANCES - none

B. RESOLUTIONS

1. Resolution to Ms. Kathryn J. Martucci in recognition of years of service
2. Resolution to Approve the Retirement Benefits of Mrs. Kathryn J. Martucci
3. Resolutions – Volunteer Recognition
 - Robert Agonis
 - Kirk & Kristine Alder
 - James Brown
 - Keith Carson
 - Ian Dodson
 - Dennis Grejda
 - Rosalie Maehrer
 - James Marsh
 - William Remo Jr.
 - Darrell Singles
 - David Tomcics
4. Resolution to authorize a CDBG Grant application submission

C. MOTIONS

1. Motion to Approve Payment #8 to Kobalt Construction for Lindberg Park Phase 3 Contracted Work in the amount of \$18,000.00

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

8. Adjournment

* *Workshop to follow Regular Meeting*

* *Executive Session*

Report Criteria:

Detail report.
Invoice detail records above \$0 included.
Paid and unpaid invoices included.

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
American United Life Insurance Co							
American United Life Insur	03192019	01-487.158	2019-Apr life/disability ins coverage	03/19/19	1,734.82	.00	
American United Life Insur	03192019	06-487.158	2019-Apr life/disability ins coverage	03/19/19	219.41	.00	
American United Life Insur	03192019	08-487.158	2019-Apr life/disability ins coverage	03/19/19	219.41	.00	
American United Life Insur	03192019	10-487.158	2019-Apr life/disability ins coverage	03/19/19	42.99	.00	
Total American United Life Insurance Co:					2,216.63	.00	
Bazella Group							
Bazella Group	3273	01-410.700	Floor Densifier for Pole Building	03/25/19	2,550.00	.00	
Total Bazella Group:					2,550.00	.00	
Berks County Intermediate Unit							
Berks County Intermediate	00100693	01-403.325	2Q18 & 3Q18-Exception billings (17)	04/01/19	8.50	.00	
Total Berks County Intermediate Unit:					8.50	.00	
Bummer, Frank							
Bummer, Frank	4012019	01-406.172	52 of 60 retirement incentive program	04/01/19	450.00	.00	
Total Bummer, Frank:					450.00	.00	
County of Lehigh							
County of Lehigh	170204420	01-474.430	2019 County tax-1301 Black River Road	04/01/19	252.92	.00	
Total County of Lehigh:					252.92	.00	
Dallas Data Systems Inc.							
Dallas Data Systems Inc.	24531	01-407.261	Electronic Filing Module-W-2's/1099's	03/25/19	1,018.02	.00	
Dallas Data Systems Inc.	24531	01-410.261	Electronic Filing Module-W-2's/1099's	03/25/19	326.80	.00	
Dallas Data Systems Inc.	24531	06-448.261	Electronic Filing Module-W-2's/1099's	03/25/19	69.32	.00	
Dallas Data Systems Inc.	24531	08-429.261	Electronic Filing Module-W-2's/1099's	03/25/19	69.32	.00	
Dallas Data Systems Inc.	24531	10-407.261	Electronic Filing Module-W-2's/1099's	03/25/19	46.54	.00	
Dallas Data Systems Inc.	24532	01-407.261	Caselle Advantage-Budgeting tool	03/25/19	9,044.07	.00	
Dallas Data Systems Inc.	24532	06-448.261	Caselle Advantage-Budgeting tool	03/25/19	2,056.07	.00	
Dallas Data Systems Inc.	24532	08-429.261	Caselle Advantage-Budgeting tool	03/25/19	2,267.06	.00	
Dallas Data Systems Inc.	24532	10-407.261	Caselle Advantage-Budgeting tool	03/25/19	1,632.80	.00	
Dallas Data Systems Inc.	24546	06-448.325	Postage & Mailing Services for Delinquent Utility Bills-Feb 2019	03/15/19	49.12	.00	
Dallas Data Systems Inc.	24546	08-429.325	Postage & Mailing Services for Delinquent Utility Bills-Feb 2019	03/15/19	68.78	.00	
Dallas Data Systems Inc.	24546	10-401.325	Postage & Mailing Services for Delinquent Utility Bills-Feb 2019	03/15/19	78.60	.00	
Dallas Data Systems Inc.	24546	06-448.342	Postage & Mailing Services for Delinquent Utility Bills-Feb 2019	03/15/19	23.58	.00	
Dallas Data Systems Inc.	24546	08-429.342	Postage & Mailing Services for Delinquent Utility Bills-Feb 2019	03/15/19	33.01	.00	
Dallas Data Systems Inc.	24546	10-401.342	Postage & Mailing Services for Delinquent Utility Bills-Feb 2019	03/15/19	37.73	.00	
Total Dallas Data Systems Inc.:					16,820.82	.00	
Davison & McCarthy							
Davison & McCarthy	23455	01-404.318	2019-Feb-Samuel M Gentile Minor Subdivision	03/06/19	988.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Davison & McCarthy	23468	01-404.318	2019-Resubdivision of 2242 & 2310 Church Rd	03/16/19	65.00	.00	
Total Davison & McCarthy:					1,053.00	.00	
DiMatteo, Francesco							
DiMatteo, Francesco	030520192	01-430.192	2019-Clothing Allowance	03/05/19	173.75	.00	
Total DiMatteo, Francesco:					173.75	.00	
Dispatch Answering Service							
Dispatch Answering Servic	204B137	06-448.320	610-782-5025-Apr 2019	03/31/19	19.95	.00	
Dispatch Answering Servic	204B137	01-430.320	610-782-5572-Apr 2019	03/31/19	15.00	.00	
Dispatch Answering Servic	204B137	01-401.320	Answr Service/Pump Stn Alrm-Apr 2019	03/31/19	236.75	.00	
Total Dispatch Answering Service:					271.70	.00	
Eastern Auto Parts Warehouse							
Eastern Auto Parts Wareho	3IV427055	06-448.251	#32-Battery	03/27/19	62.98	.00	
Eastern Auto Parts Wareho	3IV427055	08-429.251	#32-Battery	03/27/19	62.97	.00	
Eastern Auto Parts Wareho	3IV427604	01-437.375	#8-Oil filter	03/28/19	34.40	.00	
Eastern Auto Parts Wareho	3IV427837	01-430.240	15W-40-Oil	03/28/19	39.48	.00	
Eastern Auto Parts Wareho	3IV428093	01-409.373	Battery for Admin bldg generator	03/29/19	203.95	.00	
Eastern Auto Parts Wareho	3IV428094	01-410.240	Battery 750CCA	03/29/19	125.95	.00	
Eastern Auto Parts Wareho	3IV429264	01-437.375	oil filter for scag mower	04/02/19	10.75	.00	
Total Eastern Auto Parts Warehouse:					540.48	.00	
Eastern Propane							
Eastern Propane	1852292	08-429.373	#7 propane	03/15/19	178.86	.00	
Total Eastern Propane:					178.86	.00	
Eastern Salisbury Fire Co.							
Eastern Salisbury Fire Co.	04042019	03-411.240	Reimb-Univest Jan-Mar & Batteries	04/04/19	937.33	.00	
Total Eastern Salisbury Fire Co.:					937.33	.00	
Ferguson Waterworks							
Ferguson Waterworks	471788	06-448.240	Hydrant extension kit	03/19/19	365.00	.00	
Ferguson Waterworks	472540	01-436.240	Pipe for storm sewer	03/18/19	520.00	.00	
Ferguson Waterworks	473219	01-410.700	Pipe for pole building	03/26/19	2,185.88	.00	
Ferguson Waterworks	CM036099	01-436.240	Return-pipe for storm sewer	03/18/19	35.98-	.00	
Ferguson Waterworks	CM036175	01-410.700	Return-pipe for pole bldg	04/02/19	316.47-	.00	
Total Ferguson Waterworks:					2,718.43	.00	
Fromm Electric Supply Corp							
Fromm Electric Supply Cor	51135059	01-409.373	Spot light for flag	03/19/19	24.76	.00	
Total Fromm Electric Supply Corp:					24.76	.00	
GreatAmerica Financial Svcs							
GreatAmerica Financial Sv	24473457	01-407.261	Datto Siris 3-PD document storage-Mar 2019	03/21/19	279.20	.00	
GreatAmerica Financial Sv	24473457	06-448.261	Datto Siris 3-PD document storage-Mar 2019	03/21/19	139.60	.00	
GreatAmerica Financial Sv	24473457	08-429.261	Datto Siris 3-PD document storage-Mar 2019	03/21/19	139.60	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
GreatAmerica Financial Sv	24473457	10-407.261	Datto Siris 3-PD document storage- Mar 2019	03/21/19	139.60	.00	
Total GreatAmerica Financial Svcs:					698.00	.00	
Home Depot Credit Services							
Home Depot Credit Service	27489	01-410.240	Drain pipe & coupling for pole bldg	03/29/19	88.99	.00	
Home Depot Credit Service	27489	01-430.240	Toggle switch/garage door opener/electrical tape	03/29/19	40.72	.00	
Total Home Depot Credit Services:					129.71	.00	
Hunter Keystone Peterbilt LP							
Hunter Keystone Peterbilt	R202006045:01	03-411.374	#20-41-Inspection/oil change	03/18/19	931.22	.00	
Total Hunter Keystone Peterbilt LP:					931.22	.00	
Kaman Industrial Technologies							
Kaman Industrial Technolo	Y803521	01-437.375	Ball bearing flange for blacktop saw	03/15/19	109.05	.00	
Total Kaman Industrial Technologies:					109.05	.00	
King, Gail							
King, Gail	4012019	01-406.172	37 of 60 retirement incentive program	04/01/19	450.00	.00	
Total King, Gail:					450.00	.00	
Kutz Inc., E. M.							
Kutz Inc., E. M.	28084	01-437.375	Bolts/edges for plows	03/25/19	776.20	.00	
Kutz Inc., E. M.	28084	01-437.375	bolt/lock nut/handle bracket/door latch for plows & spreader	03/25/19	83.32	.00	
Total Kutz Inc., E. M.:					859.52	.00	
Lawson Products							
Lawson Products	9306571267	01-430.240	washers/glass cleaner/wires/clamp/duct tape	03/18/19	316.07	.00	
Total Lawson Products:					316.07	.00	
Luby, Joseph							
Luby, Joseph	4012019	01-406.172	52 of 60 retirement incentive program	04/01/19	450.00	.00	
Total Luby, Joseph:					450.00	.00	
LYNX Computer Technologies							
LYNX Computer Technolo	582765	01-407.319	Office 365 subscription	03/21/19	7.98	.00	
LYNX Computer Technolo	582765	06-448.319	Office 365 subscription	03/21/19	4.00	.00	
LYNX Computer Technolo	582765	08-429.319	Office 365 subscription	03/21/19	4.00	.00	
LYNX Computer Technolo	582765	10-407.319	Office 365 subscription	03/21/19	4.00	.00	
Total LYNX Computer Technologies:					19.98	.00	
Martin Stone Quarries Inc.							
Martin Stone Quarries Inc.	202895	01-436.240	Stone for Gaskill St storm sewer	03/18/19	354.44	.00	
Martin Stone Quarries Inc.	203040	01-436.240	Stone for Laible St storm sewer	03/25/19	1,585.08	.00	
Total Martin Stone Quarries Inc.:					1,939.52	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Miller Municipal Supply LLC							
Miller Municipal Supply LL	132748	01-433.246	Street signs & brackets	03/18/19	231.70	.00	
Total Miller Municipal Supply LLC:					231.70	.00	
Minger Treasurer, Linda J							
Minger Treasurer, Linda J	4289	01-474.430	2019 Township tax-1301 Black River Road	04/01/19	152.86	.00	
Total Minger Treasurer, Linda J:					152.86	.00	
MJF Electrical Contracting							
MJF Electrical Contracting	03152019	01-451.601	Lindberg Pk Final Rehab Project-Ph 3 -Pmt #4 Electrical Contract work thru 3/15/19	03/15/19	3,384.40	3,384.40	03/29/19
Total MJF Electrical Contracting:					3,384.40	3,384.40	
Morning Call, The							
Morning Call, The	005185040000	01-406.341	Ad: Classified listing for Administrative Asst	03/24/19	433.24	.00	
Total Morning Call, The:					433.24	.00	
Motors Plus Inc.							
Motors Plus Inc.	35545	01-410.251	#217-Inspection/Oil Change/tires	03/19/19	245.65	.00	
Motors Plus Inc.	35548	01-410.251	#214-Inspection/oil change/brakes	03/20/19	594.36	.00	
Motors Plus Inc.	35561	01-410.251	#219-Inspection/Rear brakes	03/22/19	258.90	.00	
Total Motors Plus Inc.:					1,098.91	.00	
Moyer, Roger J.							
Moyer, Roger J.	4012019	01-406.172	37 of 60 retirement incentive program	04/01/19	450.00	.00	
Total Moyer, Roger J.:					450.00	.00	
Mr. John Inc.							
Mr. John Inc.	5552211	01-451.315	Laubach Park-02/27/19-03/26/19	03/27/19	145.00	.00	
Mr. John Inc.	5552212	01-451.315	Lindberg Park-2/27/19-3/26/2019	03/27/19	157.91	.00	
Total Mr. John Inc.:					302.91	.00	
New Enterprise Stone & Lime Co Inc							
New Enterprise Stone & Li	7022140	01-438.245	coldpatch	03/15/19	919.10	.00	
Total New Enterprise Stone & Lime Co Inc:					919.10	.00	
Nothstein, Richard B.							
Nothstein, Richard B.	03112019	01-406.171	2019-Health Reimbursement	03/11/19	150.00	.00	
Total Nothstein, Richard B.:					150.00	.00	
Oldcastle Infrastructure							
Oldcastle Infrastructure	326180311	01-436.240	Inlet box for Laible street storm sewer	03/20/19	555.00	.00	
Total Oldcastle Infrastructure:					555.00	.00	
Overhead Door Company, The							
Overhead Door Company,	C19.330	01-409.373	Washbay door cable & re-alignment	03/21/19	467.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Overhead Door Company, The:					467.00	.00	
PA State Assoc of Boroughs							
PA State Assoc of Borough	4012019	01-430.421	Public Works Management course-Levernier	04/01/19	135.00	.00	
Total PA State Assoc of Boroughs:					135.00	.00	
PenTeleData							
PenTeleData	B3477538	03-411.320	Cable-Mar 2019	03/24/19	59.95	.00	
PenTeleData	B3482609	01-401.320	Acct#3042745-Cable modem rental - Mar 2019	03/24/19	124.95	.00	
Total PenTeleData:					184.90	.00	
Plasterer Equipment Co Inc.							
Plasterer Equipment Co In	P81878	01-437.375	#8-Seal/gaskets/fuel filter/v-belt	03/27/19	62.72	.00	
Plasterer Equipment Co In	P81878	01-437.375	#8-Seal/gaskets/fuel filter/v-belt	03/27/19	62.54	.00	
Total Plasterer Equipment Co Inc.:					125.26	.00	
PPL Electric Utilities							
PPL Electric Utilities	03222019	01-451.361	93760-01007	03/22/19	27.44	.00	
PPL Electric Utilities	03222019	08-429.361	33760-14008	03/22/19	30.98	.00	
PPL Electric Utilities	03222019	08-429.361	82960-01000	03/22/19	33.00	.00	
PPL Electric Utilities	03222019	01-451.361	10550-10002	03/22/19	33.95	.00	
PPL Electric Utilities	03222019	35-433.362	53875-61001	03/22/19	34.58	.00	
PPL Electric Utilities	03222019	35-433.362	99940-01007	03/22/19	34.89	.00	
PPL Electric Utilities	03222019	35-433.362	05340-01002	03/22/19	34.83	.00	
PPL Electric Utilities	03222019	01-409.361	61089-84001	03/22/19	769.90	.00	
PPL Electric Utilities	03222019	01-409.361	92051-48008	03/22/19	928.41	.00	
PPL Electric Utilities	03222019	01-409.361	70730-17005	03/22/19	595.33	.00	
PPL Electric Utilities	03222019	35-433.362	49130-02001	03/22/19	43.05	.00	
PPL Electric Utilities	03222019	08-429.361	35530-02004	03/22/19	32.05	.00	
PPL Electric Utilities	03272019	08-429.361	31590-08002	03/27/19	32.19	.00	
PPL Electric Utilities	03272019	35-433.362	95790-09009	03/27/19	27.63	.00	
PPL Electric Utilities	03272019	35-433.362	72390-08002	03/27/19	27.57	.00	
PPL Electric Utilities	03272019	08-429.361	39790-24008	03/27/19	496.12	.00	
PPL Electric Utilities	03272019	08-429.361	95425-66011	03/27/19	33.19	.00	
PPL Electric Utilities	03272019	08-429.361	49200-35001	03/27/19	38.53	.00	
PPL Electric Utilities	03272019	08-429.361	20380-10009	03/27/19	30.66	.00	
PPL Electric Utilities	03272019	08-429.361	21780-10003	03/27/19	36.35	.00	
PPL Electric Utilities	03272019	08-429.361	64170-11008	03/27/19	27.44	.00	
PPL Electric Utilities	03272019	35-433.362	89989-11003	03/27/19	33.82	.00	
PPL Electric Utilities	04012019	35-433.362	32810-04003	04/01/19	36.03	.00	
PPL Electric Utilities	04012019	35-433.362	58010-04003	04/01/19	37.09	.00	
PPL Electric Utilities	04012019	35-433.362	96549-22003	04/01/19	36.03	.00	
PPL Electric Utilities	04012019	06-448.361	59410-04007	04/01/19	30.72	.00	
PPL Electric Utilities	04012019	35-433.362	59610-04003	04/01/19	39.57	.00	
PPL Electric Utilities	04012019	08-429.361	98810-20005	04/01/19	154.85	.00	
PPL Electric Utilities	04012019	35-433.362	97159-57000	04/01/19	40.27	.00	
Total PPL Electric Utilities:					3,756.47	.00	
Print-O-Stat Inc.							
Print-O-Stat Inc.	A0106509	01-401.343	Printing-Right-To-Know requests	04/02/19	8.28	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Print-O-Stat Inc.:					8.28	.00	
Republic Services #282							
Republic Services #282	0282-000727243	10-427.300	2019-Mar-service	03/15/19	92,366.34	.00	
Total Republic Services #282:					92,366.34	.00	
Seitz Bros Exterminating Co							
Seitz Bros Exterminating C	03182019	01-401.315	2019-ESFC bldg	03/18/19	549.86	.00	
Seitz Bros Exterminating C	03182019	01-401.315	2019-Police & Magistrate Bldg	03/18/19	498.98	.00	
Total Seitz Bros Exterminating Co:					1,048.84	.00	
Signal Service Inc.							
Signal Service Inc.	31314	01-433.362	Yearly maintenance & inspection	03/12/19	2,950.00	.00	
Signal Service Inc.	31321	01-433.362	Additional work completed during yearly PM inspection	03/12/19	126.00	.00	
Total Signal Service Inc.:					3,076.00	.00	
Soriano, Orazio							
Soriano, Orazio	4012019	01-406.172	25 of 36 Retirement Incentive Program	04/01/19	760.00	.00	
Total Soriano, Orazio:					760.00	.00	
Staples Advantage							
Staples Advantage	3408566759	01-409.240	Glass cleaner/C-fold towels	03/22/19	139.68	.00	
Total Staples Advantage:					139.68	.00	
Staples Credit Plan							
Staples Credit Plan	03282019	01-410.240	DVD/toner/memo pads/stamp/safe	03/28/19	889.56	.00	
Staples Credit Plan	03282019	01-451.240	Flyers for Easter Egg Hunt	03/28/19	130.50	.00	
Staples Credit Plan	03282019	01-414.240	Thumb drive/note pads	03/28/19	43.98	.00	
Total Staples Credit Plan:					1,064.04	.00	
Staver Hydraulics Co Inc							
Staver Hydraulics Co Inc	P-28001-0	01-451.375	Fittings & hose	03/21/19	25.57	.00	
Total Staver Hydraulics Co Inc:					25.57	.00	
Stotz/Fatzinger Office Supply							
Stotz/Fatzinger Office Sup	229826	01-400.200	Document frames	03/29/19	225.82	.00	
Stotz/Fatzinger Office Sup	229883	01-401.240	Dividers	03/29/19	16.10	.00	
Total Stotz/Fatzinger Office Supply:					241.92	.00	
Suburban Propane-2022							
Suburban Propane-2022	73055	01-401.231	diesel	03/15/19	13.96	.00	
Suburban Propane-2022	73055	01-410.231	diesel	03/15/19	405.95	.00	
Suburban Propane-2022	73055	01-430.231	diesel	03/15/19	419.90	.00	
Suburban Propane-2022	73055	06-448.231	diesel	03/15/19	74.10	.00	
Suburban Propane-2022	73055	08-429.231	diesel	03/15/19	74.10	.00	
Suburban Propane-2022	73055	03-413.231	diesel	03/15/19	85.91	.00	
Suburban Propane-2022	805694	01-401.231	unleaded	03/15/19	30.40	.00	
Suburban Propane-2022	805694	01-410.231	unleaded	03/15/19	883.81	.00	

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Suburban Propane-2022	805694	01-430.231	unleaded	03/15/19	914.21	.00	
Suburban Propane-2022	805694	06-448.231	unleaded	03/15/19	161.33	.00	
Suburban Propane-2022	805694	08-429.231	unleaded	03/15/19	161.33	.00	
Suburban Propane-2022	805694	03-413.231	unleaded	03/15/19	187.05	.00	
Total Suburban Propane-2022:					3,412.05	.00	
Takacs Jr., Dennis V.							
Takacs Jr., Dennis V.	4012019	01-415.149	EMC Deputy - Apr 2019	04/01/19	83.33	.00	
Total Takacs Jr., Dennis V.:					83.33	.00	
Tapler, Jeffrey							
Tapler, Jeffrey	4012019	01-415.139	EMC stipend-Apr 2019	04/01/19	250.00	.00	
Total Tapler, Jeffrey:					250.00	.00	
Times News							
Times News	100456448-032020	01-401.341	Ad:ZHB mtg 4/2/19	03/28/19	373.10	.00	
Times News	100456831-032020	01-401.341	Ad: 3/20/19-Repeal of Junkyards Ordinance	03/21/19	89.90	.00	
Total Times News:					463.00	.00	
Trek Bicycle Allentown							
Trek Bicycle Allentown	3202019	01-410.375	Police bike trek repair	03/20/19	278.72	.00	
Total Trek Bicycle Allentown:					278.72	.00	
Trius Inc							
Trius Inc	SI056190	01-437.375	Curb shoe for #25 plow	03/15/19	200.00	.00	
Trius Inc	SI056190	01-430.240	Tire chains	03/15/19	1,343.00	.00	
Total Trius Inc:					1,543.00	.00	
U.S. Municipal Supply Inc.							
U.S. Municipal Supply Inc.	6149124	01-437.375	Oil leak repair & tires for Paver	03/15/19	13,521.65	.00	
Total U.S. Municipal Supply Inc.:					13,521.65	.00	
UGI Utilities Inc.							
UGI Utilities Inc.	03212019	01-409.230	411001979581	03/21/19	844.60	844.60	03/29/19
UGI Utilities Inc.	03212019	01-409.230	411001980316	03/21/19	823.74	823.74	03/29/19
UGI Utilities Inc.	03212019	01-409.230	411000866649	03/21/19	908.53	908.53	03/29/19
UGI Utilities Inc.	03262019	01-409.230	411001980555	03/26/19	2,351.72	2,351.72	03/29/19
Total UGI Utilities Inc.:					4,928.59	4,928.59	
Urban Research & Development							
Urban Research & Develop	2305-17-I26-3447	01-451.312	LindPk MSP Ph3 & Ph4-Feb 2019- Construction drawings/specifications/bid docs/construction observation/grant admin	03/22/19	1,650.00	.00	
Total Urban Research & Development:					1,650.00	.00	
Verizon							
Verizon	03242019	08-429.320	2019-Mar-868-8310-Cardinal Dr Pump Stn	03/24/19	36.87	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Verizon	03252019	01-401.320	2019-Mar-Mgr/Tablet	03/25/19	10.02	.00	
Verizon	03252019	01-410.320	2019-Mar-Police tablet/air card charges	03/25/19	331.81	.00	
Verizon	03252019	01-411.320	2019-Mar-Fire Inspectors/Tablet	03/25/19	34.31	.00	
Verizon	03252019	01-413.320	2019-Mar-Code Enf Ofcr Tablet	03/25/19	10.02	.00	
Verizon	03252019	03-411.320	2019-Mar-ESFC/Tablet	03/25/19	108.69	.00	
Verizon	03252019	03-412.320	2019-Mar-WSFC/Tablet	03/25/19	181.55	.00	
Verizon	03252019	01-401.320	2019-Mar-Mgr	03/25/19	55.07	.00	
Verizon	03252019	01-402.320	2019-Mar-Finance Director	03/25/19	55.07	.00	
Verizon	03252019	01-409.320	2019-Mar-Facility Maintenance	03/25/19	55.07	.00	
Verizon	03252019	01-410.320	2019-Mar-Police	03/25/19	482.49	.00	
Verizon	03252019	01-413.320	2019-Mar-Code Enf Ofcr	03/25/19	55.07	.00	
Verizon	03252019	01-414.320	2019-Mar-P/Z Officer	03/25/19	55.07	.00	
Verizon	03252019	01-415.320	2019-Mar-Tapler	03/25/19	78.03	.00	
Verizon	03252019	01-430.320	2019-Mar-DPW	03/25/19	140.81	.00	
Verizon	03252019	01-452.320	2019-Mar-Rec Dir	03/25/19	55.07	.00	
Verizon	03252019	06-448.320	2019-Mar-Water Dept	03/25/19	66.16	.00	
Total Verizon:					1,811.18	.00	
Whitehall Turf Equipment							
Whitehall Turf Equipment	399913	01-451.375	Chain loop for chainsaw	03/14/19	117.78	.00	
Whitehall Turf Equipment	400209	01-451.375	oil drain/belt/cutter deck/blades for scags & mowers	03/20/19	165.34	.00	
Total Whitehall Turf Equipment:					283.12	.00	
Ziegenfus, Paul							
Ziegenfus, Paul	4052019	01-402.460	Reimb-2019 GFOA Annual Conference	04/05/19	425.00	.00	
Total Ziegenfus, Paul:					425.00	.00	
ZOLL Medical Corporation							
ZOLL Medical Corporation	2829557	03-411.240	pads for AED's	02/28/19	3,717.38	.00	
Total ZOLL Medical Corporation:					3,717.38	.00	
Grand Totals:					177,544.69	8,312.99	

Report Criteria:

Detail report.
Invoice detail records above \$0 included.
Paid and unpaid invoices included.

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
General Fund							
Total General Fund:					68,959.64	8,312.99	
Fire Fund							
Total Fire Fund:					6,209.08	.00	
Water Fund							
Total Water Fund:					3,341.34	.00	
Sewer Fund							
Total Sewer Fund:					4,260.67	.00	
Refuse & Recycling Fund							
Total Refuse & Recycling Fund:					94,348.60	.00	
Highway Aid Fund							
Total Highway Aid Fund:					425.36	.00	
Grand Totals:					177,544.69	8,312.99	

Date: _____

President: _____

Board of Commissioners

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
March 28, 2019
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 Martucci asked everyone to rise and recite the Pledge of Allegiance.

CALL TO ORDER

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

Commissioner Martucci announced that a fact-finding Executive Session was held on Saturday, March 23, 2019. He noted that another fact-finding Executive Session will be held after the Workshop.

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

ROLL CALL

Board Members Present:

Robert Martucci, Jr., President
Debra Brinton, Vice-President
James Seagreaves, President Pro-Tempore
Joanne Ackerman – ARRIVED LATE
Rodney Conn

Staff Present:

Cathy Bonaskiewich, Township Manager
Sandy Nicolo, Assistant Township Manager/Code Enforcement Director, MS4 Coordinator
Paul Ziegenfus, Finance Director
John Andreas, Director of Public Works
Allen Stiles, Chief of Police
Cynthia Sopka, Director of Planning & Zoning – EXCUSED
John Ashley, Esquire, rep of Davison & McCarthy, Township Solicitor
David Tetterer, rep 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 commented related to non-agenda items will be taken after the agenda has been satisfied.

Ms. Bonaskiewich reminded everyone of the three-minute rule and asked that anyone who wishes to speak, come to the podium, announce oneself, and sign-in with name and address so as to assist Township administration with follow-ups.

APPROVAL OF THE FINANCIAL REPORT AND LIST OF BILLS PAYABLE

Motion by Commissioner Conn, seconded by Commissioner Brinton, to approve the Financial Report for the period ending February 28, 2019 and the list of Bills Payable for the period 3/9/2019-3/22/2019, broken down as follows:

\$176,546.30 = GENERAL
\$1,954.56 = FIRE
\$0 = LIBRARY
\$267,946.88 = WATER
\$11,604.17 = SEWER
\$10,708.61 = REFUSE & RECYCLING
\$12,310.59 = HIGHWAY AID
\$0 _____ = SUBDIVISION & ESCROW
\$481,071.11 = GRAND TOTAL ALL FUNDS

Roll Call:

COMMISSIONER ACKERMAN – EXCUSED
COMMISSIONER SEAGREAVES – YES
COMMISSIONER BRINTON – YES
COMMISSIONER CONN – YES
COMMISSIONER MARTUCCI – YES

The Motion passed by 4-0.

MINUTES

March 14, 2019

Commissioner Martucci declared the Minutes of March 14, 2019 accepted as presented.

NEW BUSINESS

ORDINANCES

Ordinance to Repeal Junkyard Ordinance No. 20, adopted September 12, 1958.

Ms. Bonaskiewich stated that in reviewing the fee schedule, it was found that “Junkyard Permits” were still referenced. She explained that junkyards are covered under the Zoning Ordinance so

the Board should repeal the Township's separate Ordinance and let Zoning be the governing body over the issue.

Motion by Commissioner Brinton, seconded by Commissioner Seagreaves, to adopt Ordinance No. 03-2019-621, repealing Ordinance No. 20 in its entirety.

Roll Call:

COMMISSIONER ACKERMAN – EXCUSED
COMMISSIONER SEAGREAVES – YES
COMMISSIONER BRINTON – YES
COMMISSIONER CONN – YES
COMMISSIONER MARTUCCI – YES

The Motion passed by 4-0.

RESOLUTIONS

Resolution to Appoint an Assistant Township Manager/Code Enforcement Director.

Ms. Bonaskiewich stated that she is requesting to add Mr. Sandy Nicolo as the Assistant Township Manager/Code Enforcement Director. She noted that the move will build a stronger team and a good set of Department Heads.

Motion by Commissioner Brinton, seconded by Commissioner Conn, to adopt Resolution No. 03-2019-1622, appointing Mr. Sandy Nicolo as the Assistant Township Manager/Code Enforcement Director.

Roll Call:

COMMISSIONER ACKERMAN – YES
COMMISSIONER SEAGREAVES – YES
COMMISSIONER BRINTON – YES
COMMISSIONER CONN – YES
COMMISSIONER MARTUCCI – YES

The Motion passed by 4-0.

Resolution to Appoint Chief Administrative Officer of Township's Pension Plans.

Ms. Bonaskiewich explained that she has served as CAO of the Township's Pension Plans since becoming Finance Director in 1999, but Mr. Paul Ziegenfus should take over the role as the Township's new Finance Director.

Motion by Commissioner Conn, seconded by Commissioner Brinton, to adopt Resolution No. 03-2019-1623, appointing Mr. Paul Ziegenfus as the Chief Administrative Officer of the Township's Pension Plans.

Roll Call:

COMMISSIONER ACKERMAN – EXCUSED
COMMISSIONER SEAGREAVES – YES
COMMISSIONER BRINTON – YES
COMMISSIONER CONN – YES
COMMISSIONER MARTUCCI – YES

The Motion passed by 4-0.

MOTIONS

Motion to approve an additional salary of \$3,500 annually for the new Assistant Township Manager/Code Enforcement Director.

Motion by Commissioner Seagreaves, seconded by Commissioner Brinton, to approve an additional salary of \$3,500 annually for the new Assistant Township Manager/Code Enforcement Director.

Roll Call:

COMMISSIONER ACKERMAN – EXCUSED
COMMISSIONER SEAGREAVES – YES
COMMISSIONER BRINTON – YES
COMMISSIONER CONN – YES
COMMISSIONER MARTUCCI – YES

The Motion passed by 4-0.

Motion to approve Payment #4 to MJF Electrical Construction for Lindberg Park Phase 3 Contracted Work.

Ms. Bonaskiewich explained that the payment includes the continued work on both the pavilion and restroom building.

Commissioner Brinton questioned when Lindberg will be open to the public. Ms. Bonaskiewich stated that the final completion date is June 14, 2019, but they are hoping everything will be done at the end of May.

Motion by Commissioner Seagreaves, seconded by Commissioner Brinton, to approve Payment #4 to MJF Electrical Construction for Lindberg Park Phase 3 Contracted Work in the amount of \$3,384.40.

Roll Call:

COMMISSIONER ACKERMAN – EXCUSED
COMMISSIONER SEAGREAVES – YES
COMMISSIONER BRINTON – YES
COMMISSIONER CONN – YES

COMMISSIONER MARTUCCI – YES

The Motion passed by 4-0.

Motion to approve Kingdom Hall of Jehovah’s Witnesses Request for Conditional Use Hearing Application Fee Refund.

Ms. Bonaskiewich noted that the Kingdom Hall of Jehovah’s Witnesses are asking for a refund of their \$900 Conditional Use application fee. She commented that the Township incurred fees as well and provided that amount to the Board in her memo.

Commissioner Brinton stated that while the Board may waive or return the application fee due to their non-profit status, the Hearing did cost the Township \$898 in advertising and legal transcription fees.

Commissioner Ackerman commented that the tax payers should not have to pay for the cost of the Conditional Use Hearing.

Motion by Commissioner Seagreaves, seconded by Commissioner Conn, to approve Kingdom of Jehovah’s Witnesses Request for Conditional Use Hearing Application Fee Refund.

Roll Call:

COMMISSIONER ACKERMAN – NO
COMMISSIONER SEAGREAVES – NO
COMMISSIONER BRINTON – NO
COMMISSIONER CONN – NO
COMMISSIONER MARTUCCI – NO

The Motion was denied by 5-0.

Motion to approve the CBA with the Public Works Department Employee Association for the years 2019-2022, contingent on creation of final pension language, completion of all necessary ordinances and documentation, and execution by the PWA.

The Motion was tabled for a future meeting.

PRIVILEGE OF THE FLOOR

Mr. Jeff Hill from Erney Street expressed concerns about the noise from the old Captain’s Table restaurant on South Pike Avenue and noted that he has witnessed car repairs taking place in the parking lot. Mr. Hill also alleged that there was a party held in the parking lot with tables, chairs and a DJ around Thanksgiving, forcing cars to park along South Pike Avenue. Mr. Nicolo commented that the owners should have come to the Township in that instance for special permission. He noted that he did speak to the owners this week and asked them to be more attentive to what is going on in the neighborhood. Chief Stiles stated that he is in the process of re-writing

the Noise Ordinance because it is based on decibels and it cannot be enforced; however, if the Department receives a noise complaint, they will address it.

Commissioner Ackerman reminded residents to lock their cars overnight. Chief Stiles commented that anyone who experiences a theft (or attempted theft) from a vehicle should call the non-emergency police number no matter how much or how little was taken out of the car. He noted that it gives officers an idea of where the thefts are occurring and they can better patrol the area.

Chief Stiles announced that National Drug Take Back Day is Saturday, April 27, 2019 and officers will be at the South Mall from 10:00 a.m. – 2:00 p.m. for collection.

Chief Stiles commented that the new K-9, Michlon has arrived and will begin months of training with the newly selected K-9 Officer, Brian Zulic. He also noted that the new School Resource Officer, Jason Laky (former K-9 Officer) has already started at the Middle School and is learning his way around the schools on the west side.

A resident in the audience commented that she noticed graffiti stickers on various street signs in the Devonshire and Emmaus areas. Mr. Andreas stated that he was not aware of the problem, but will look into it. Chief Stiles noted that it is illegal to place the stickers on street signs.

ADJOURNMENT

Commissioner Brinton made a motion to adjourn the meeting. Seconded by Commissioner Conn. The time was 7:41 p.m.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on March 28, 2019.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL

RESOLUTION NO. 04-2019-1637

BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, EXPRESSING THE APPRECIATION OF THE MEMBERS OF THE BOARD OF COMMISSIONERS TO KATHRYN J. MARTUCCI FOR HER YEARS OF SERVICE TO THE TOWNSHIP AND ITS CITIZENS

WHEREAS, KATHRYN J. MARTUCCI has been employed with the Planning, Zoning and Code Enforcement Departments of the Township of Salisbury for nineteen (19) years; and

WHEREAS, during her employment with the Township, KATHRYN J. MARTUCCI has been a dedicated and conscientious employee who has rendered valuable and capable services to this Board and the citizens of the Township of Salisbury; and

WHEREAS, this Board deems it appropriate to acknowledge the dedicated services of KATHRYN J. MARTUCCI during her employment with Salisbury Township.

NOW, THEREFORE, BE IT RESOLVED by the Salisbury Township Board of Commissioners and it is hereby resolved by same that the appreciation of its members, staff and all of the citizens of the Township of Salisbury be extended to KATHRYN J. MARTUCCI for the many years of capable and dedicated service she has rendered to the Township; and

BE IT FURTHER RESOLVED that the best wishes of the members of this Board and staff be extended to KATHRYN J. MARTUCCI.

APPROVED AND ADOPTED this 11th day of April, 2019 at a regular public meeting.

TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)

By: _____
President, Board of Commissioners

Attest:

Secretary

RESOLUTION NO. 04-2019-1636

BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, APPROVING THE RETIREMENT BENEFITS FOR KATHRYN J. MARTUCCI

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

WHEREAS, the Board has received a letter of retirement from Ms. Kathryn J. Martucci whereby Ms. Martucci informed the Township of her decision to retire effective May 6, 2019; and

WHEREAS, PMRS will calculate the retirement benefits for Ms. Martucci after the Board accepts her 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 Kathryn J. Martucci as calculated by the PMRS.

APPROVED AND ADOPTED this 11th day of April, 2019 at a regular public meeting.

TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)

President, Board of Commissioners

ATTESTED:

Township Secretary

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Workshop Meeting
April 11, 2019
7:30 p.m.
(approximate time)

Topics of discussion:

- St. Luke's Emergency Transport Service 2018 Review