

**SALISBURY TOWNSHIP**  
**Lehigh County, Pennsylvania**  
**Board of Commissioners Meeting**  
**Regular Meeting Agenda—November 21, 2023**  
**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 sessions of the Salisbury Township Board of Commissioners are held in the Board Room at the Township Building, 2900 South Pike Ave., Allentown, PA 18103
- Public Comment Period Policy—Three (3) Minutes Rule

**4. Bills Payables – Period 11/4/23-11/17/23**

**5. Approval of the Minutes –Nov. 9, 2023**

**6. New Business**

**A. Presentation by and Discussion with Ms. Liesel Gross from Lehigh County Authority regarding the Kline’s Island Sewer System (KISS) Regional Sewer Plan**

**B. MOTIONS**

1. Motion Authorizing Advertisement of the Public Inspection Period for the Proposed 2024 Budget
2. Motion Accepting a Time Extension to May 31, 2024 for the Preliminary/Final Land Development Plan at 206 East Lynwood Street
3. Motion Considering a Time Extension for the Preliminary/Final Land Development Plan at 2844 South Pike Avenue

**C. RESOLUTIONS**

1. Resolution Considering Approval of the Preliminary/Final Land Development Plan at 2844 South Pike Avenue
2. Resolution Approving the Preliminary/Final Land Development Plan at 1525 E. Susquehanna Street
3. Resolution Amending Sections 7.1, 7.2, 7.3, 9.1, 9.3, and 10.2 of Civil Service Commission Rules and Regulations mostly pertaining to Promotions within the Department

**D. ORDINANCES** *(none)*

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

**8. Adjournment**

*\*Workshop to follow*

*\*Executive Session*

*2900 South Pike Ave, Allentown, PA 18103*

## 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
<b>A &amp; A Auto Stores</b>							
A & A Auto Stores	424563	01-437.251	#11 & #12 - DPF heat shield for tool boxes	10/27/23	89.86	.00	
A & A Auto Stores	424762	01-437.375	#22-Fuel pump	10/31/23	209.95	.00	
Total A & A Auto Stores:					299.81	.00	
<b>ABE Laboratories LLC</b>							
ABE Laboratories LLC	36606	06-448.316	Water Testing - Coliform - Edgemont	11/14/23	50.00	.00	
ABE Laboratories LLC	36691	06-448.316	Water Testing - Coliform - Edgemont	11/15/23	50.00	.00	
Total ABE Laboratories LLC:					100.00	.00	
<b>Allentown Equipment Corp</b>							
Allentown Equipment Corp	7822	01-437.251	Inspection-2017 Ford Interceptor	11/07/23	91.00	.00	
Total Allentown Equipment Corp:					91.00	.00	
<b>Alpine Building Supply</b>							
Alpine Building Supply	2310-186960	41-409.600	Quonset Hut Metal Roof	10/06/23	6,290.70	.00	
Total Alpine Building Supply:					6,290.70	.00	
<b>Amazon Business</b>							
Amazon Business	119P-YT6M-LPP7	01-401.240	K-cups/Speakers	11/12/23	234.93	.00	
Amazon Business	1DCW-C7HP-7NM	01-409.240	Air freshener	10/25/23	29.69	.00	
Amazon Business	1DXR-NTD3-YL1	41-409.600	Police wiring cameras/door access	11/14/23	2,063.83	.00	
Amazon Business	1HKR-RJ1F-7K6G	01-409.240	Chemicals for water system - Township Building	10/31/23	171.98	.00	
Total Amazon Business:					2,500.43	.00	
<b>AT&amp;T Mobility-229</b>							
AT&T Mobility-229	287303312229X11	01-414.320	2023-Oct-Comm.Develop.-Phone	10/31/23	167.21	.00	
AT&T Mobility-229	287303312229X11	01-430.320	2023-Oct-DPW-Phones	10/31/23	215.81	.00	
AT&T Mobility-229	287303312229X11	03-411.320	2023-Oct-ESFD-Phone	10/31/23	75.46	.00	
AT&T Mobility-229	287303312229X11	01-402.320	2023-Oct-Finance Dir -Phone-ipad	10/31/23	55.51	.00	
AT&T Mobility-229	287303312229X11	01-407.319	2023-Oct-IT-Phone	10/31/23	43.16	.00	
AT&T Mobility-229	287303312229X11	01-401.320	2023-Oct-Mgr-Phone-ipad-Commissioner ipad	10/31/23	144.94	.00	
AT&T Mobility-229	287303312229X11	01-409.320	2023-Oct-Maintenance-Phone	10/31/23	43.16	.00	
AT&T Mobility-229	287303312229X11	01-452.320	2023-Oct-Rec Dir.-Phone	10/31/23	43.16	.00	
AT&T Mobility-229	287303312229X11	08-429.320	2023-Oct-Sewer Dept Tablets	10/31/23	136.35	.00	
AT&T Mobility-229	287303312229X11	06-448.320	2023-Oct-Water Dept Tablets	10/31/23	136.34	.00	
AT&T Mobility-229	287303312229X11	01-411.320	2023-Oct-Fire inspector tablets	10/31/23	75.46	.00	
Total AT&T Mobility-229:					1,136.56	.00	
<b>AT&amp;T Mobility-833</b>							
AT&T Mobility-833	287303254833X11	01-414.320	2023-Oct-Comm.Develop.-Tablets	10/31/23	75.46	.00	
AT&T Mobility-833	287303254833X11	01-415.320	2023Oct-Emergency Management-Tablets/Phones	10/31/23	161.78	.00	
AT&T Mobility-833	287303254833X11	03-411.320	2023-Oct-ESFD-Tablets	10/31/23	226.38	.00	
AT&T Mobility-833	287303254833X11	01-401.320	2023-Oct-Mgr-Tablet	10/31/23	78.62	.00	
AT&T Mobility-833	287303254833X11	01-410.320	2023-Oct-Police Phones/Tablets	10/31/23	1,429.46	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
AT&T Mobility-833	287303254833X11	01-452.320	2023-Oct-Rec Dir-Tablet	10/31/23	37.73	.00	
AT&T Mobility-833	287303254833X11	03-412.320	2023-Oct-WSFD-Tablets	10/31/23	226.38	.00	
AT&T Mobility-833	287303254833X11	01-411.320	2023-Oct-Fire Insp-tablets	10/31/23	113.19	.00	
Total AT&T Mobility-833:					2,349.00	.00	
<b>Backwoods Outdoor Center</b>							
Backwoods Outdoor Cente	50327	01-451.375	Mower lug nuts	11/03/23	9.95	.00	
Total Backwoods Outdoor Center:					9.95	.00	
<b>Barbaz, John</b>							
Barbaz, John	102523	01-414.220	Planning Commission Mtg	10/25/23	25.00	.00	
Total Barbaz, John:					25.00	.00	
<b>Beck, Charles</b>							
Beck, Charles	102523	01-414.220	Plann Comm Mtg	10/25/23	35.00	.00	
Total Beck, Charles:					35.00	.00	
<b>Berkheimer Associates</b>							
Berkheimer Associates	227	01-403.453	2023-Oct-LST Comm	10/31/23	379.35	.00	
Total Berkheimer Associates:					379.35	.00	
<b>Bethlehem-012968-01, City of</b>							
Bethlehem-012968-01, City	111023	06-448.368	Water for Resale-9/30/23-10/27/23	11/10/23	338.42	.00	
Total Bethlehem-012968-01, City of:					338.42	.00	
<b>Bethlehem-013011-00, City of</b>							
Bethlehem-013011-00, City	111023	06-448.363	Hydrant Rental	11/10/23	880.00	.00	
Total Bethlehem-013011-00, City of:					880.00	.00	
<b>Bethlehem-038001-00, City of</b>							
Bethlehem-038001-00, City	111023	08-429.368	3Q23-Sewer	11/10/23	32,985.50	.00	
Total Bethlehem-038001-00, City of:					32,985.50	.00	
<b>Brown, James P.</b>							
Brown, James P.	102523	01-414.220	Planning Commission Mtg	10/25/23	25.00	.00	
Total Brown, James P.:					25.00	.00	
<b>Carahsoft Technology Corporation</b>							
Carahsoft Technology Corp	IN1533760	01-407.319	Office365 Annual Subscription-2024	11/06/23	3,407.79	.00	
Carahsoft Technology Corp	IN1533760	06-448.319	Office365 Annual Subscription-2024	11/06/23	454.37	.00	
Carahsoft Technology Corp	IN1533760	08-429.319	Office365 Annual Subscription-2024	11/06/23	454.37	.00	
Carahsoft Technology Corp	IN1533760	10-407.319	Office365 Annual Subscription-2024	11/06/23	227.19	.00	
Total Carahsoft Technology Corporation:					4,543.72	.00	
<b>CDW Government</b>							
CDW Government	MV37295	01-407.261	Body camera server	10/31/23	3,015.36	.00	
CDW Government	MV59197	01-407.261	Body camera server	11/01/23	581.32	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total CDW Government:					3,596.68	.00	
<b>Chemung Supply</b>							
Chemung Supply	026558	06-448.240	Chains for tires	11/01/23	400.19	.00	
Total Chemung Supply:					400.19	.00	
<b>Coopersburg Materials</b>							
Coopersburg Materials	24559	06-448.600	Blacktop for water main project	10/31/23	1,269.51	.00	
Total Coopersburg Materials:					1,269.51	.00	
<b>Core &amp; Main</b>							
Core & Main	T760851	06-448.600	Pressure Tester for water main project	10/23/23	3,500.00	.00	
Core & Main	T901168	06-448.600	Fittings for Edgemont Dr water main	11/07/23	529.80	.00	
Total Core & Main:					4,029.80	.00	
<b>Csaszar, Brian</b>							
Csaszar, Brian	11623	01-430.192	2023 Clothing Allowance	11/06/23	74.19	.00	
Csaszar, Brian	82023	01-430.192	2023 Clothing Allowance	11/06/23	31.74	.00	
Total Csaszar, Brian:					105.93	.00	
<b>Dallas Data Systems Inc.</b>							
Dallas Data Systems Inc.	26807	01-402.421	Training-Payroll	11/08/23	985.59	.00	
Total Dallas Data Systems Inc.:					985.59	.00	
<b>Dimmich Law Office, Jeffrey R</b>							
Dimmich Law Office, Jeffre	621007	01-406.314	Civil Service-General File-5/17/23 thru 11/15/23	11/16/23	1,326.00	.00	
Total Dimmich Law Office, Jeffrey R:					1,326.00	.00	
<b>Dispatch Answering Service</b>							
Dispatch Answering Servic	000204B192	01-430.320	610-782-5572-Oct-2023	10/25/23	265.19	.00	
Total Dispatch Answering Service:					265.19	.00	
<b>Eastern Auto Parts Warehouse</b>							
Eastern Auto Parts Wareho	3IV1001587	01-437.251	#22-Electric Fuel Pump	10/30/23	40.47	.00	
Eastern Auto Parts Wareho	3IV1003366	01-437.251	#4-Coolant	11/03/23	132.40	.00	
Eastern Auto Parts Wareho	3IV1003374	01-437.251	Coolant for shop	11/03/23	99.30	.00	
Eastern Auto Parts Wareho	3IV1003987	01-437.251	#42-Wiper blades	11/06/23	27.16	.00	
Eastern Auto Parts Wareho	3IV1005233	01-437.251	#41-Steering Pump	11/09/23	845.81	.00	
Eastern Auto Parts Wareho	3IV1005265	01-437.375	#41-Power steering fluid	11/09/23	145.26	.00	
Eastern Auto Parts Wareho	3IV1005267	01-437.375	RV Antifreeze	11/09/23	28.36	.00	
Eastern Auto Parts Wareho	3IV1006239	01-437.375	Relays for small roller	11/13/23	38.80	.00	
Total Eastern Auto Parts Warehouse:					1,357.56	.00	
<b>Ecco Communications LLC</b>							
Ecco Communications LLC	82213	06-448.240	#35-Light bulb	10/26/23	32.00	.00	
Total Ecco Communications LLC:					32.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>Edwards Business Systems</b>							
Edwards Business System	3538637	01-401.375	DPW Copier - Oct/Nov 2023 - Maintenance Contract	11/02/23	14.94	.00	
Total Edwards Business Systems:					14.94	.00	
<b>F.W. Webb Company</b>							
F.W. Webb Company	82372943	08-429.373	Trolley Station-Well pump fittings	11/01/23	940.20	.00	
F.W. Webb Company	83029054	08-429.373	Trolley Station well tank	11/13/23	563.80	.00	
Total F.W. Webb Company:					1,504.00	.00	
<b>Four Winds Concrete Inc</b>							
Four Winds Concrete Inc	85764	41-409.600	Concrete Retaining Blocks & Delivery for Police Training Facility	10/20/23	3,665.00	.00	
Four Winds Concrete Inc	85801	06-448.240	Concrete for water main break on Nottingham	10/24/23	2,320.00	.00	
Total Four Winds Concrete Inc:					5,985.00	.00	
<b>Frankenfield, Frank</b>							
Frankenfield, Frank	102523	01-414.220	Planning Commission Mtg	10/25/23	25.00	.00	
Total Frankenfield, Frank:					25.00	.00	
<b>Fries Esq., William J.</b>							
Fries Esq., William J.	48020	01-414.314	10/4/23-10/25/23-Zoning appeal-Matador Outdoor	10/31/23	2,100.00	.00	
Fries Esq., William J.	48021	01-414.314	10/9/23-10/23/23-Klocek Appeal (#23-0313)	10/31/23	450.00	.00	
Fries Esq., William J.	48022	01-414.314	10/20/23-Zoning appeal-2218 N Melrose Ln	10/31/23	90.00	.00	
Total Fries Esq., William J.:					2,640.00	.00	
<b>Fromm Electric Supply Corp</b>							
Fromm Electric Supply Cor	11663811-00	08-429.373	Trolley Station Electric	11/02/23	775.95	.00	
Fromm Electric Supply Cor	51162151-00	08-429.373	Trolley Station Electric	10/27/23	30.20	.00	
Fromm Electric Supply Cor	51162184-00	08-429.373	Trolley Station Electric	10/27/23	144.71-	.00	
Fromm Electric Supply Cor	51162185-00	08-429.373	New Panel Cover	10/27/23	64.50	.00	
Fromm Electric Supply Cor	51162237-00	08-429.373	Trolley Station Grounding	10/31/23	55.07	.00	
Fromm Electric Supply Cor	51162241-00	08-429.373	Trolley Station Bathroom Heater	11/01/23	254.89	.00	
Total Fromm Electric Supply Corp:					1,035.90	.00	
<b>Gebhardts</b>							
Gebhardts	INV23769	01-406.240	Plaque/gavel-Dimmich	11/14/23	140.80	.00	
Total Gebhardts:					140.80	.00	
<b>Groff Tractor &amp; Equipment</b>							
Groff Tractor & Equipment	PSO516276-1	01-437.375	#60-Cam Sesor	11/06/23	31.69	.00	
Groff Tractor & Equipment	RSA060903-2	06-448.600	Edgemont Drive Water Main	10/25/23	852.00	.00	
Groff Tractor & Equipment	SWO213056-1	01-437.375	Repair Fan in John Deere	11/13/23	722.56	.00	
Total Groff Tractor & Equipment:					1,606.25	.00	
<b>Gross McGinley LLP</b>							
Gross McGinley LLP	11123	01-404.310	Acct# 32175.0004-Oct 2023-Planning Commission Mtg	11/01/23	716.93	.00	
Gross McGinley LLP	11123	01-404.318	Acct# 32175.0004-Oct 2023-Planning Commission Mtg	11/01/23	702.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Gross McGinley LLP	11123-2	01-404.310	Acct# 32175.0003-Oct 2023-ZHB	11/01/23	2,047.50	.00	
Gross McGinley LLP	11123-3	01-404.310	Acct#32175.0000-Oct 2023-Administration	11/01/23	6,152.00	.00	
Gross McGinley LLP	11123-4	01-404.310	Acct# 32175.0002-Oct 2023-Lien Satisfaction	11/01/23	975.00	.00	
Gross McGinley LLP	11123-5	01-404.310	Acct# 32175.0001-Oct-2023-Code Enforcement	11/01/23	760.00	.00	
Total Gross McGinley LLP:					11,353.43	.00	
<b>Guardian Gear</b>							
Guardian Gear	1682	01-410.238	Shirts/Plate Vest Carriers	11/08/23	856.90	.00	
Total Guardian Gear:					856.90	.00	
<b>Hale Trailer Brake &amp; Wheel Inc</b>							
Hale Trailer Brake & Wheel	1731149	01-437.251	2" Rubber Grommet	11/15/23	11.82	.00	
Total Hale Trailer Brake & Wheel Inc:					11.82	.00	
<b>Hassick, Richard</b>							
Hassick, Richard	102523	01-414.220	Plann Comm Mtg	10/25/23	25.00	.00	
Total Hassick, Richard:					25.00	.00	
<b>Hercik Jr, Robert F.</b>							
Hercik Jr, Robert F.	111523	01-430.171	2023 Health Reimbursement	11/15/23	250.00	.00	
Total Hercik Jr, Robert F.:					250.00	.00	
<b>Holiday Outdoor Decor</b>							
Holiday Outdoor Decor	INV11485	01-452.240	Outdoor Lights for Christmas Tree	11/08/23	1,425.48	.00	
Total Holiday Outdoor Decor:					1,425.48	.00	
<b>Humphrey's Hydraulic Service</b>							
Humphrey's Hydraulic Serv	39185	01-437.375	#22-motor for leaf truck boom	11/02/23	260.00	.00	
Total Humphrey's Hydraulic Service:					260.00	.00	
<b>Isett &amp; Associates, Barry</b>							
Isett & Associates, Barry	0182937	01-408.318	Project#00329023.018-Sept 2023-2740 Lanze Ln Grading Review	10/12/23	894.00	.00	
Isett & Associates, Barry	VI-183816	01-414.306	2023-Oct-Commercial Inspections	11/10/23	3,448.10	.00	
Isett & Associates, Barry	VI-183816	01-414.306	2023-Oct-Residential Inspections	11/10/23	3,148.00	.00	
Total Isett & Associates, Barry:					7,490.10	.00	
<b>Johnson, Kevin</b>							
Johnson, Kevin	103123	01-410.421	Reimb-lodging/meals/fuel for training	10/31/23	846.38	.00	
Johnson, Kevin	103123-2	01-410.421	Reimb-lodging/meals for training	10/31/23	775.76	.00	
Johnson, Kevin	11623	01-410.420	Reimb-Membership Dues DVNA	11/06/23	25.00	.00	
Total Johnson, Kevin:					1,647.14	.00	
<b>Kessler Freedman Inc.</b>							
Kessler Freedman Inc.	4544.1123	01-407.319	Oct 2023-Website updates	11/01/23	160.00	.00	
Total Kessler Freedman Inc.:					160.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>Kress, Kevin J.</b>							
Kress, Kevin J.	111323	01-410.238	Reimb-shoes	11/13/23	112.50	.00	
Total Kress, Kevin J.:					112.50	.00	
<b>Kutz Inc., E. M.</b>							
Kutz Inc., E. M.	40072	06-448.251	#34-Air cylinder	10/25/23	112.60	.00	
Kutz Inc., E. M.	40072	08-429.251	#34-Air cylinder	10/25/23	112.60	.00	
Kutz Inc., E. M.	40128	01-437.375	#22-Boom Control-Leaf Truck Repair	11/01/23	31.52	.00	
Total Kutz Inc., E. M.:					256.72	.00	
<b>L/B Water Service Inc</b>							
L/B Water Service Inc	3758682	06-448.600	Fitting/Pipe supplies for Edgemont water main	10/23/23	1,532.65	.00	
L/B Water Service Inc	3762896	06-448.600	Fittings for Edgemont Drive water main	11/02/23	345.00	.00	
Total L/B Water Service Inc:					1,877.65	.00	
<b>Lehigh County Authority</b>							
Lehigh County Authority	8843	08-429.530	3Q23 LCA Sewer	10/31/23	1,327.65	.00	
Lehigh County Authority	8843	08-429.534	3Q23 LCA Sewer	10/31/23	20,466.54	.00	
Lehigh County Authority	8843	08-429.367	3Q23 LCA Sewer	10/31/23	164,494.87	.00	
Lehigh County Authority	8848	06-448.363	3Q23 Hydrant rentals	10/31/23	1,229.43	.00	
Total Lehigh County Authority:					187,518.49	.00	
<b>Levan Machine &amp; Truck Equipment</b>							
Levan Machine & Truck Eq	186771	41-439.700	#11-Snow plow	11/07/23	10,400.75	.00	
Levan Machine & Truck Eq	186793	41-439.700	Bucket truck	11/08/23	1,700.00	.00	
Total Levan Machine & Truck Equipment:					12,100.75	.00	
<b>Lowe and Moyer Garage Inc.</b>							
Lowe and Moyer Garage In	376626	01-437.251	#4-Coolant Fitting	11/03/23	29.52	.00	
Total Lowe and Moyer Garage Inc.:					29.52	.00	
<b>Madle's Hardware</b>							
Madle's Hardware	218964/1	01-451.373	Hammer/Hook	10/02/23	53.98	.00	
Madle's Hardware	219043/1	01-451.373	Knife/Handle	10/06/23	53.79	.00	
Madle's Hardware	219435/1	01-437.251	Air hose for leaf truck	10/31/23	12.77	.00	
Madle's Hardware	219437/1	01-437.251	#22 - Air fittings	10/31/23	12.58	.00	
Madle's Hardware	219449/1	01-437.251	Foam for leaf box	11/01/23	28.36	.00	
Madle's Hardware	219576/1	01-437.375	Spring snap for leaf truck	11/09/23	27.92	.00	
Madle's Hardware	219656/1	01-430.260	Rakes	11/14/23	305.78	.00	
Total Madle's Hardware:					495.18	.00	
<b>Manderbach Ford Inc.</b>							
Manderbach Ford Inc.	460159	01-437.251	#13-New passenger side mirror	10/25/23	997.38	.00	
Total Manderbach Ford Inc.:					997.38	.00	
<b>Martinson, Karl</b>							
Martinson, Karl	101423	01-430.192	2023-Clothing Allowance	11/08/23	24.99	.00	
Martinson, Karl	11823	01-430.192	2023-Clothing Allowance	11/08/23	101.98	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Martinson, Karl:					126.97	.00	
<b>Meier Supply Co Inc</b>							
Meier Supply Co Inc	2743221	08-429.373	Trolley Station support bracket HVAC	11/03/23	75.68	.00	
Total Meier Supply Co Inc:					75.68	.00	
<b>Metro Fuel Injection</b>							
Metro Fuel Injection	A257459	01-437.251	#4-Maxx Force EGR Cooler	10/16/23	1,623.84	.00	
Total Metro Fuel Injection:					1,623.84	.00	
<b>Miller Municipal Supply LLC</b>							
Miller Municipal Supply LL	0000139783	01-433.246	Street signs	11/07/23	232.80	.00	
Total Miller Municipal Supply LLC:					232.80	.00	
<b>Morning Call, The</b>							
Morning Call, The	082016555000	01-406.341	Ad: Classified listing for DPW	10/31/23	787.10	.00	
Morning Call, The	082016555000	01-401.341	Ad: Civil Service Comm	10/31/23	371.66	.00	
Morning Call, The	082016555000	01-401.341	Ad: Trash bids	10/31/23	3,212.37	.00	
Total Morning Call, The:					4,371.13	.00	
<b>Motorola Solutions Inc</b>							
Motorola Solutions Inc	8330243733	01-407.319	Police body camera repair	04/11/23	480.00	.00	
Total Motorola Solutions Inc:					480.00	.00	
<b>New Enterprise Stone &amp; Lime Co Inc</b>							
New Enterprise Stone & Li	8211886	06-448.600	2A Stone for water project	10/27/23	795.30	.00	
New Enterprise Stone & Li	8214727	06-448.600	2A Stone for water project	10/31/23	1,195.59	.00	
New Enterprise Stone & Li	8214728	06-448.600	AASHTO #57-Water Project	10/31/23	299.00	.00	
New Enterprise Stone & Li	8215945	06-448.600	2A Stone for water project	11/01/23	1,017.50	.00	
New Enterprise Stone & Li	8215946	06-448.600	AASHTO #57-Water Project	11/01/23	969.95	.00	
New Enterprise Stone & Li	8216850	06-448.600	2A Stone for water project	11/02/23	602.91	.00	
New Enterprise Stone & Li	8216851	06-448.600	AASHTO #57-Water Project	11/02/23	323.38	.00	
New Enterprise Stone & Li	8218115	06-448.600	25 MM - Water Project	11/03/23	476.94	.00	
New Enterprise Stone & Li	8219293	06-448.600	25 MM - Water Project	11/06/23	637.99	.00	
New Enterprise Stone & Li	8219294	06-448.600	2A Stone for water project	11/06/23	381.70	.00	
New Enterprise Stone & Li	8219295	06-448.600	AASHTO #57-Water Project	11/06/23	1,062.60	.00	
New Enterprise Stone & Li	8220198	06-448.600	25 MM - Water Project	11/07/23	555.21	.00	
New Enterprise Stone & Li	8220199	06-448.600	2A Stone for water project	11/07/23	760.76	.00	
New Enterprise Stone & Li	8220200	06-448.600	AASHTO #57-Water Project	11/07/23	708.00	.00	
Total New Enterprise Stone & Lime Co Inc:					9,786.83	.00	
<b>Nothstein, Richard B.</b>							
Nothstein, Richard B.	111323	01-410.238	Reimb-Holster adapter/Battery charger/Shoes	11/13/23	170.00	.00	
Nothstein, Richard B.	111523	01-410.171	2022/2023-Health Reimbursement	11/15/23	300.00	.00	
Total Nothstein, Richard B.:					470.00	.00	
<b>Overhead Door Company, The</b>							
Overhead Door Company,	C23.846	01-409.373	Garage door parts and repair	10/31/23	3,900.00	.00	
Overhead Door Company,	R23.2171	01-409.373	Serviced 2 doors at McAuliffe property	11/13/23	1,100.00	.00	



Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Overhead Door Company, The:					5,000.00	.00	
<b>PA Municipal Health Ins Coop</b>							
PA Municipal Health Ins Co	150000-0	01-401.156	2023 Nov coverage	11/07/23	4,093.15	.00	
PA Municipal Health Ins Co	150000-0	01-402.156	2023 Nov coverage	11/07/23	10,176.60	.00	
PA Municipal Health Ins Co	150000-0	01-410.156	2023 Nov coverage	11/07/23	41,103.95	.00	
PA Municipal Health Ins Co	150000-0	01-414.156	2023 Nov coverage	11/07/23	6,092.05	.00	
PA Municipal Health Ins Co	150000-0	01-430.156	2023 Nov coverage	11/07/23	30,344.89	.00	
PA Municipal Health Ins Co	150000-0	06-401.156	2023 Nov coverage	11/07/23	381.62	.00	
PA Municipal Health Ins Co	150000-0	06-448.156	2023 Nov coverage	11/07/23	9,311.59	.00	
PA Municipal Health Ins Co	150000-0	10-426.156	2023 Nov coverage	11/07/23	1,119.43	.00	
PA Municipal Health Ins Co	150000-0	08-429.156	2023 Nov coverage	11/07/23	9,311.59	.00	
PA Municipal Health Ins Co	150000-0	08-401.156	2023 Nov coverage	11/07/23	381.62	.00	
Total PA Municipal Health Ins Coop:					112,316.49	.00	
<b>PA One Call System Inc.</b>							
PA One Call System Inc.	0001028879	01-401.320	2023-Oct-Voice/Fax messages	10/31/23	308.31	.00	
Total PA One Call System Inc.:					308.31	.00	
<b>PPL Electric Utilities-08450-07007</b>							
PPL Electric Utilities-08450	11223	08-429.361	08450-07007	11/02/23	24.92	.00	
Total PPL Electric Utilities-08450-07007:					24.92	.00	
<b>PPL Electric Utilities-15450-07020</b>							
PPL Electric Utilities-15450	11223	08-429.361	15450-07020	11/02/23	25.21	.00	
Total PPL Electric Utilities-15450-07020:					25.21	.00	
<b>PPL Electric Utilities-30460-06001</b>							
PPL Electric Utilities-30460	11323	06-448.361	30460-06001	11/03/23	401.88	.00	
Total PPL Electric Utilities-30460-06001:					401.88	.00	
<b>PPL Electric Utilities-32650-08001</b>							
PPL Electric Utilities-32650	11223	08-429.361	32650-08001	11/02/23	24.92	.00	
Total PPL Electric Utilities-32650-08001:					24.92	.00	
<b>PPL Electric Utilities-32810-04003</b>							
PPL Electric Utilities-32810	102723	35-433.362	32810-04003	10/27/23	31.91	.00	
Total PPL Electric Utilities-32810-04003:					31.91	.00	
<b>PPL Electric Utilities-33760-14008</b>							
PPL Electric Utilities-33760	101923	08-429.361	33760-14008	10/19/23	25.08	.00	
Total PPL Electric Utilities-33760-14008:					25.08	.00	
<b>PPL Electric Utilities-39790-24008</b>							
PPL Electric Utilities-39790	102723	08-429.361	39790-24008	10/27/23	167.74	.00	
Total PPL Electric Utilities-39790-24008:					167.74	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>PPL Electric Utilities-42850-08008</b>							
PPL Electric Utilities-42850	11223	08-429.361	42850-08008	11/02/23	24.92	.00	
Total PPL Electric Utilities-42850-08008:					24.92	.00	
<b>PPL Electric Utilities-47020-14000</b>							
PPL Electric Utilities-47020	103023	08-429.361	47020-14000	10/30/23	24.73	.00	
Total PPL Electric Utilities-47020-14000:					24.73	.00	
<b>PPL Electric Utilities-49200-35001</b>							
PPL Electric Utilities-49200	102623	08-429.361	49200-35001	10/26/23	31.27	.00	
Total PPL Electric Utilities-49200-35001:					31.27	.00	
<b>PPL Electric Utilities-54060-05002</b>							
PPL Electric Utilities-54060	11323	01-451.361	54060-05002	11/03/23	25.84	.00	
Total PPL Electric Utilities-54060-05002:					25.84	.00	
<b>PPL Electric Utilities-56060-06003</b>							
PPL Electric Utilities-56060	11323	08-429.361	56060-06003	11/03/23	24.97	.00	
Total PPL Electric Utilities-56060-06003:					24.97	.00	
<b>PPL Electric Utilities-58010-04003</b>							
PPL Electric Utilities-58010	102723	35-433.362	58010-04003	10/27/23	33.25	.00	
Total PPL Electric Utilities-58010-04003:					33.25	.00	
<b>PPL Electric Utilities-59410-04007</b>							
PPL Electric Utilities-59410	102723	06-448.361	59410-04007	10/27/23	25.56	.00	
Total PPL Electric Utilities-59410-04007:					25.56	.00	
<b>PPL Electric Utilities-59610-04003</b>							
PPL Electric Utilities-59610	102723	35-433.362	59610-04003	10/27/23	35.92	.00	
Total PPL Electric Utilities-59610-04003:					35.92	.00	
<b>PPL Electric Utilities-62400-52006</b>							
PPL Electric Utilities-62400	102723	01-451.361	62400-52006	10/27/23	13.88	.00	
Total PPL Electric Utilities-62400-52006:					13.88	.00	
<b>PPL Electric Utilities-79000-43000</b>							
PPL Electric Utilities-79000	102623	35-434.361	79000-43000	10/26/23	568.37	.00	
Total PPL Electric Utilities-79000-43000:					568.37	.00	
<b>PPL Electric Utilities-79200-43006</b>							
PPL Electric Utilities-79200	102623	35-434.361	79200-43006	10/26/23	11,656.87	.00	
Total PPL Electric Utilities-79200-43006:					11,656.87	.00	
<b>PPL Electric Utilities-95425-66011</b>							
PPL Electric Utilities-95425	102623	08-429.361	95425-66011	10/26/23	24.74	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total PPL Electric Utilities-95425-66011:					24.74	.00	
<b>PPL Electric Utilities-96549-22003</b>							
PPL Electric Utilities-96549	102723	35-433.362	96549-22003	10/27/23	31.48	.00	
Total PPL Electric Utilities-96549-22003:					31.48	.00	
<b>PPL Electric Utilities-97159-57000</b>							
PPL Electric Utilities-97159	102723	35-433.362	97159-57000	10/27/23	36.52	.00	
Total PPL Electric Utilities-97159-57000:					36.52	.00	
<b>PPL Electric Utilities-98810-20005</b>							
PPL Electric Utilities-98810	102723	08-429.361	98810-20005	10/27/23	55.20	.00	
Total PPL Electric Utilities-98810-20005:					55.20	.00	
<b>Print-O-Stat Inc.</b>							
Print-O-Stat Inc.	80347	01-401.343	Copies for Right-to-Know	11/13/23	56.51	.00	
Total Print-O-Stat Inc.:					56.51	.00	
<b>PSATC</b>							
PSATC	34064	01-400.420	2024 Dues	11/06/23	3,542.50	.00	
Total PSATC:					3,542.50	.00	
<b>RCN-1950</b>							
RCN-1950	075195001-00144	01-401.320	4201-0751950-01-Nov 2023-Phone/Internet	11/01/23	2,243.01	.00	
Total RCN-1950:					2,243.01	.00	
<b>RCN-1951</b>							
RCN-1951	075195101-00144	03-411.320	Acct#42010751951-01-ESFD-Nov2023	11/01/23	482.69	.00	
Total RCN-1951:					482.69	.00	
<b>RCN-555</b>							
RCN-555	077255501-00144	01-401.320	4201-0772555-01-Black River Rd-Nov-2023	11/01/23	62.25	.00	
Total RCN-555:					62.25	.00	
<b>RCN-880</b>							
RCN-880	076588001-00144	01-401.320	4201-0765880-01-Cardinal Dr-Pumping station Nov 2023	11/01/23	78.09	.00	
Total RCN-880:					78.09	.00	
<b>RCN-882</b>							
RCN-882	076588201-00144	01-401.320	4201-0765882-01-Flexer Ave-Nov 2023	11/01/23	56.65	.00	
Total RCN-882:					56.65	.00	
<b>ReadyRefresh by Nestle-0436481527</b>							
ReadyRefresh by Nestle-0	13K0436481527	01-409.366	Admin Bldg- Acct#0436481527	11/07/23	172.43	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total ReadyRefresh by Nestle-0436481527:					172.43	.00	
<b>ReadyRefresh by Nestle-0436481543</b>							
ReadyRefresh by Nestle-0	13K0436481543	01-409.366	Police Bldg-Acct#0436481543	11/07/23	227.18	.00	
Total ReadyRefresh by Nestle-0436481543:					227.18	.00	
<b>ReadyRefresh by Nestle-0436481576</b>							
ReadyRefresh by Nestle-0	13K0436481576	01-409.366	DPW Bldg- Acct#0436481576	11/07/23	98.20	.00	
Total ReadyRefresh by Nestle-0436481576:					98.20	.00	
<b>ReadyRefresh by Nestle-0441704392</b>							
ReadyRefresh by Nestle-0	13J0441704392	01-409.366	Franko Farm- Acct#0441704392	11/02/23	3.17	.00	
Total ReadyRefresh by Nestle-0441704392:					3.17	.00	
<b>Sabulsky, Kyle</b>							
Sabulsky, Kyle	11423	01-410.238	Reimb-Boots/Shirt	11/04/23	324.96	.00	
Total Sabulsky, Kyle:					324.96	.00	
<b>Schreiter P.L.S., Richard L.</b>							
Schreiter P.L.S., Richard L.	102523	01-414.220	Plann Comm Mtg	10/25/23	25.00	.00	
Total Schreiter P.L.S., Richard L.:					25.00	.00	
<b>SealMaster</b>							
SealMaster	INV2065442	01-438.245	Crack Sealer	11/06/23	147.48	.00	
Total SealMaster:					147.48	.00	
<b>Seitz Bros Exterminating Co</b>							
Seitz Bros Exterminating C	2366717	01-409.373	Pest control for the pole bldg-Nov 2023	11/08/23	52.50	.00	
Total Seitz Bros Exterminating Co:					52.50	.00	
<b>Service Electric Cable TV</b>							
Service Electric Cable TV	111523	01-410.315	Acct# 0715417274-Prolog Express-Nov 2023	11/15/23	84.61	.00	
Total Service Electric Cable TV:					84.61	.00	
<b>Service Tire Truck Centers</b>							
Service Tire Truck Centers	23-0248282-001	01-437.251	Scrap tire disposal	06/07/23	56.00	.00	
Service Tire Truck Centers	23-0252242-001	01-437.251	Spare Tires	06/26/23	927.34	.00	
Total Service Tire Truck Centers:					983.34	.00	
<b>Shammy Shine Car Washes</b>							
Shammy Shine Car Washes	103123	01-410.315	Police Car Washes-Oct 2023	10/31/23	115.00	.00	
Total Shammy Shine Car Washes:					115.00	.00	
<b>SHI International Corp</b>							
SHI International Corp	B17580301	41-409.700	Door access readers	11/03/23	2,498.02	.00	
SHI International Corp	CR-802726	41-409.700	Return - Door Access Readers	10/31/23	2,127.37-	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total SHI International Corp:					370.65	.00	
<b>Sinko, Michael</b>							
Sinko, Michael	111623	01-409.192	2023-Boot/Clothing Allowance	11/16/23	349.67	.00	
Total Sinko, Michael:					349.67	.00	
<b>Staver Hydraulics Co Inc</b>							
Staver Hydraulics Co Inc	00037185	01-437.375	#22-leaf truck parts	10/31/23	147.34	.00	
Staver Hydraulics Co Inc	00037290	01-437.375	#22-fittings	11/01/23	4.03	.00	
Total Staver Hydraulics Co Inc:					151.37	.00	
<b>Stotz/Fatzinger Office Supply</b>							
Stotz/Fatzinger Office Supp	294594	01-410.240	Confidential stamp	11/03/23	10.29	.00	
Total Stotz/Fatzinger Office Supply:					10.29	.00	
<b>STR Business Solutions</b>							
STR Business Solutions	8071	01-401.375	Ink Cartridge and labels for postage machine	11/09/23	235.00	.00	
Total STR Business Solutions:					235.00	.00	
<b>Suburban Propane-2022</b>							
Suburban Propane-2022	11123	01-401.231	unleaded	11/01/23	42.61	.00	
Suburban Propane-2022	11123	01-410.231	unleaded	11/01/23	1,342.71	.00	
Suburban Propane-2022	11123	01-430.231	unleaded	11/01/23	392.70	.00	
Suburban Propane-2022	11123	06-448.231	unleaded	11/01/23	165.29	.00	
Suburban Propane-2022	11123	08-429.231	unleaded	11/01/23	165.29	.00	
Suburban Propane-2022	11123	03-413.231	unleaded	11/01/23	134.11	.00	
Suburban Propane-2022	11123	01-430.231	diesel	11/01/23	1,796.75	.00	
Suburban Propane-2022	11123	06-448.231	diesel	11/01/23	84.49	.00	
Suburban Propane-2022	11123	08-429.231	diesel	11/01/23	84.49	.00	
Suburban Propane-2022	11123	03-413.231	diesel	11/01/23	281.33	.00	
Suburban Propane-2022	11823	01-401.231	unleaded	11/08/23	29.75	.00	
Suburban Propane-2022	11823	01-410.231	unleaded	11/08/23	937.30	.00	
Suburban Propane-2022	11823	01-430.231	unleaded	11/08/23	274.13	.00	
Suburban Propane-2022	11823	06-448.231	unleaded	11/08/23	115.38	.00	
Suburban Propane-2022	11823	08-429.231	unleaded	11/08/23	115.38	.00	
Suburban Propane-2022	11823	03-413.231	unleaded	11/08/23	93.62	.00	
Suburban Propane-2022	11823	01-430.231	diesel	11/08/23	1,914.04	.00	
Suburban Propane-2022	11823	06-448.231	diesel	11/08/23	90.00	.00	
Suburban Propane-2022	11823	08-429.231	diesel	11/08/23	90.00	.00	
Suburban Propane-2022	11823	03-413.231	diesel	11/08/23	299.69	.00	
Total Suburban Propane-2022:					8,449.06	.00	
<b>Times News</b>							
Times News	100543115-102620	01-401.341	Ad: 10/25-ZHB	11/02/23	155.85	.00	
Total Times News:					155.85	.00	
<b>Trans Edge Truck Center</b>							
Trans Edge Truck Center	71615P1	06-448.251	Level Valve	11/13/23	37.02	.00	
Trans Edge Truck Center	71615P1	08-429.251	Level Valve	11/13/23	37.02	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Trans Edge Truck Center:					74.04	.00	
<b>TransUnion Risk &amp; Alternative Data Solut</b>							
TransUnion Risk & Alternat	5872431-202310-1	01-410.420	Background Check Investigation Site Subscription - Sept & Oct	11/01/23	150.00	.00	
Total TransUnion Risk & Alternative Data Solut:					150.00	.00	
<b>Verizon-950</b>							
Verizon-950	11223	01-410.320	0563-Monitor Traffic Signals	11/02/23	45.60	.00	
Total Verizon-950:					45.60	.00	
<b>Weinstein Supply Corporation</b>							
Weinstein Supply Corporati	S032333066.001	06-448.600	Hex Bush for Edgemont Drive Water Main	10/25/23	13.49	.00	
Total Weinstein Supply Corporation:					13.49	.00	
<b>West Truckers Franchise LLC</b>							
West Truckers Franchise L	85801T	06-448.317	Water break - hauling charge	10/24/23	790.00	.00	
Total West Truckers Franchise LLC:					790.00	.00	
<b>WEX Bank</b>							
WEX Bank	92970311	06-448.231	Fuel Purchases	10/31/23	22.02	.00	
WEX Bank	92970311	08-429.231	Fuel Purchases	10/31/23	22.02	.00	
Total WEX Bank:					44.04	.00	
<b>Whitehall Turf Equipment</b>							
Whitehall Turf Equipment	88293	01-451.375	XP12 Chipper Winch Clip	10/27/23	29.95	.00	
Total Whitehall Turf Equipment:					29.95	.00	
<b>Wilson Products</b>							
Wilson Products	03178025	01-437.251	Acetylene	10/31/23	12.00	.00	
Total Wilson Products:					12.00	.00	
<b>Witmer Public Safety Group</b>							
Witmer Public Safety Grou	INV346931	01-411.238	Boots/gloves	10/30/23	1,395.00	.00	
Total Witmer Public Safety Group:					1,395.00	.00	
<b>Zulic, Brian</b>							
Zulic, Brian	111323	01-410.132	Heart & Lung-10/29/23 thru 11/11/23-80 hrs	11/13/23	3,640.00	3,640.00	11/16/23
Total Zulic, Brian:					3,640.00	3,640.00	
Grand Totals:					477,956.65	3,640.00	

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Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
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Report Criteria:

- Detail report.
  - Invoice detail records above \$0 included.
  - Paid and unpaid invoices included.
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Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
<b>General Fund</b>							
Total General Fund:					169,393.07	3,640.00	
<b>Fire Fund</b>							
Total Fire Fund:					1,819.66	.00	
<b>Water Fund</b>							
Total Water Fund:					35,257.48	.00	
<b>Sewer Fund</b>							
Total Sewer Fund:					233,254.57	.00	
<b>Refuse &amp; Recycling Fund</b>							
Total Refuse & Recycling Fund:					1,346.62	.00	
<b>Highway Aid Fund</b>							
Total Highway Aid Fund:					12,394.32	.00	
<b>Capital General Fund</b>							
Total Capital General Fund:					24,490.93	.00	
Grand Totals:					477,956.65	3,640.00	

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

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

Board of Commissioners



**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
November 9, 2023  
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 Brinton asked everyone to rise and recite the Pledge of Allegiance.

**CALL TO ORDER**

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

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

**ROLL CALL**

**Board Members Present:**

Debra Brinton, President  
Rodney Conn, Vice-President  
Heather Lipkin, President Pro-Tempore – EXCUSED  
Alok Patnaik  
Alex Karol

**Staff Present:**

Cathy Bonaskiewich, Township Manager  
Sandy Nicolo, Assistant Township Manager/Code Enforcement Director/MS4 Coordinator  
Paul Ziegenfus, Finance Director  
James Levernier, Director of Public Works  
Donald Sabo, Chief of Police  
Jack Gross, Esquire, representative of Gross McGinley, LLP, Township Solicitor  
Stan Wojciechowski, representative of Barry Isett & Associates, Township Engineer  
Genny Baillie, Recreation Director  
Rob Moyer, IT Specialist

**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 comment 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.

Chief Sabo presented Life Saving Awards to Officer Bryan Losagio and Mr. Richard Spangler for their assistance at a house fire on April 8, 2023.

Chief Sabo also presented a Life Saving Award to Mr. Andy Carr for his assistance with a house fire on September 18, 2023.

**APPROVAL OF THE LIST OF BILLS PAYABLE**

**Motion by Commissioner Patnaik, seconded by Commissioner Conn, to approve the List of Bills Payable for the period 10/21/23-11/3/23, broken down as follows:**

\$213,765.31 = GENERAL  
\$2,715.53 = FIRE  
\$0 = LIBRARY  
\$158,677.73 = WATER  
\$5,356.14 = SEWER  
\$148,267.82 = REFUSE & RECYCLING  
\$217.54 = HIGHWAY AID  
\$1,000.00 = SUBDIVISION & ESCROW  
**\$530,000.07 = GRAND TOTAL ALL FUNDS**

**The Board voted:** 4 Ayes; 0 Nays.

**MINUTES**

**October 26, 2023**

Commissioner Brinton declared the Minutes from October 26, 2023 accepted as presented.

**NEW BUSINESS**

**ORDINANCES**

**None.**

**RESOLUTIONS**

**None.**

**MOTIONS**

**None.**

## **COURTESY OF THE FLOOR**

Ms. Bonaskiewich stated that there is a request from Western Salisbury Volunteer Fire Company for the Township reimburse them for the closing costs associated with their loan for the new fire station. Ms. Bonaskiewich explained that the closing costs were not rolled into the loan and instead had to be paid outright. She noted that there are some monies budgeted because Mr. Ziegenfus anticipated having to pay on the loan by this time, so those monies can be used to cover this cost. Ms. Bonaskiewich commented that the total is \$29,922.

Ms. Bonaskiewich brought forth a request from Lehigh Christian Academy to hold a 50<sup>th</sup> Anniversary celebration at Lindberg Park in May of 2024. She noted that the celebration would include a Color Run event and they expect less than 1,000 people. Ms. Bonaskiewich expressed concerns with the number of people in the park at one time and, therefore, having to close the park to residents. A discussion ensued about offering the use of Franko Park as an alternative location. It was the consensus of the Board to deny the request at this time.

Commissioner Brinton thanked the Community Development Department for their help with replacing a street tree for a resident.

Commissioner Patnaik noted that Trick-or-Treat Night was a success and thanked the various departments for their efforts.

Commissioner Patnaik thanked the Public Works Department for their efforts with leaf collection.

Mr. Rick Zongora of 1625 Maple Avenue stated that he was victim of wire fraud for \$115,000 and thanked Detective Reavis for his help with the investigation and recovering the funds.

Mr. Jerry Royer of Western Salisbury Volunteer Fire Company provided an update regarding the construction of the new fire station.

## **ADJOURNMENT**

Commissioner Patnaik made a motion to adjourn the meeting. Commissioner Karol seconded the motion. The time was 7:28 p.m.

Respectfully submitted,

Cathy Bonaskiewich  
Township Secretary

These constitute the official Minutes of the Regular Meeting of the Board of Commissioners held on November 9, 2023.

Approved and certified on this date:

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

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

SEAL

DRAFT

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
BOARD OF COMMISSIONERS**

**RESOLUTION NO. 11-2023-**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE  
TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA  
AMENDING SECTIONS 7.1, 7.2, 7.3, 9.1, 9.3, AND 10.2 OF THE RULES  
AND REGULATIONS OF THE CIVIL SERVICE COMMISSION TO  
CLARIFY AND CONFORM THE RULES CONCERNING RANKS AND  
PROMOTIONS TO THE ACTUAL PRACTICE OF THE TOWNSHIP AND  
POLICE DEPARTMENT**

WHEREAS, the Salisbury Township Civil Service Commission on November 15, 2023 passed Resolution Number CSC-2023-002, attached hereto and incorporated herein, amending the Rules and Regulations with respect to the rules concerning ranks and promotions to the actual practice of the township and police department; and

WHEREAS, the aforesaid Resolution of the Civil Service Commission and accompanied Rules and Regulations, in order to become effective, must be approved by the Salisbury Township Board of Commissioners.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania and it is hereby resolved by same to approve the amendment of Sections 7.1, 7.2, 7.3, 9.1, 9.3, and 10.2 of the Civil Service Commission Rules and Regulations to read as follows:

**ARTICLE I.**

**Section 7.1 Promotion Policy**

- A. The Police Ordinance currently recognizes the following ranks for police:
- a. Patrol Officer
  - b. Detective/Corporal (co-extant)
  - c. Sergeant
  - d. Lieutenant (As provided in the First-Class Township Code)
  - e. Chief of Police (As provided in the First-Class Township Code)

The ranks listed above are in order from lowest to highest (See Ordinance 02-2023-660). The ranks may be changed in the future, subject to requirements of the Police Department, the law and, if applicable, the Collective Bargaining Agreement.

- B. The ranks above listed (if populated) will have the power to supervise those below them in rank. Rank priority will be as set forth above as listed or the equivalent military ranks. If two officers are of the same rank, then the officer with the highest seniority

shall be in charge. Note the Detective/Corporal ranks are co-equal. An officer appointed to a particular one of these ranks will normally have duties listed for that rank as noted in the rank job description; however, the officers will serve either rank's duties as necessary or as so ordered. The Police Ordinance makes these ranks co-extant.

## ARTICLE II.

### **Section 7.2 Promotion Eligibility Lists**

The Civil Service Commission shall create eligibility lists for the ranks designated in the police ordinance when requested by the Township. A promotional eligibility list certified by the Commission shall remain in effect for a period of one (1) year from the date of its certification unless voided earlier by the Commission. Further, the promotional eligibility list may be extended by a vote of the Commission prior to its expiration for up to an additional one (1) year.

## ARTICLE III.

### **Section 7.3 General Examination Requirements for the Ranks Established by Ordinance**

- A. The Board of Commissioners or its designee shall establish a job description for each rank. Upon request, the Civil Service Commission shall prepare an eligibility list for those qualified for the duties listed in the job description (as well as other applicable qualifying provisions in these rules and regulations). Because of the relative size of the police department, all police officers are at times required to perform all actions and duties of a police officer no matter what rank they have obtained.
- B. The examination for the rank of Sergeant and any other designated rank shall include a written and an oral examination which will be graded on a one hundred (100) point scale with the written examination representing seventy percent (70%) of the final score and the oral examination representing thirty percent (30%) of the final score. Both the written and oral examinations shall be graded on a one hundred (100) point scale and an applicant must score seventy percent (70%) or higher on each promotional examination to continue the testing.
- C. In addition to passing the oral and written examinations as set forth in Subsection A, all applicants for a promotional rank, except for Chief, shall not have received a formal written reprimand for one (1) year prior to the deadline for submitting applications, and shall not have been suspended without pay at any time within five (5) years prior to the deadline for submitting an application. Any formal reprimand or suspension to which the applicant has timely appealed pursuant to agreements, procedure or these rules and regulations shall be disregarded unless the appeal is resolved prior to the creation of the eligibility list.
- D. All applicants shall have continuous prior service in the Salisbury Township Police Department in accord with Section 8.3.

ARTICLE V.

**Section 9.1 Notice of Examination**

The Commission or its designee shall give written notice of each promotion examination to each qualified applicant. The notice shall be mailed or otherwise delivered to each applicant at least three (3) months prior to the date of the examination. The notice shall specify the date, time, duration and place of the examination and explain the following:

ARTICLE VI.

**Section 9.3 Eligible List**

When all examinations and evaluations have been completed and final overall scores have been computed, the Commission shall prepare a promotion eligible list and such list will be posted on the bulletin board in the Police Headquarters within ten (10) days of its approval.

ARTICLE VII.

**Section 10.2 Promotional Appointment**

When The Board of Commissioners receives the certified list of eligibles for promotion from the Commission, it may elect to decline or proceed to make an appointment from such list. The Board of Commissioners may also make objections to the Commission as to the qualifications of one or more of the candidates certified by the Commission. Should such objections be sustained by the Commission, the Commission shall remove the name of such person from the eligible list and certify the next highest person on the list. After an appointment is made, the names of those persons not appointed shall remain on the eligible list unless removed for cause as stated above.

ARTICLE VIII.

All other provisions of the Rules and Regulations will remain in full force and effect except for the provisions specifically modified by this Resolution.

**RESOLVED AND ADOPTED** on this 21<sup>st</sup> day of November, 2023 by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania.

ATTESTED:

**TOWNSHIP OF SALISBURY**

(Lehigh County, Pennsylvania)

\_\_\_\_\_  
Township Secretary

By: \_\_\_\_\_  
President, Board of Commissioners

**SALISBURY TOWNSHIP**  
Lehigh County, Pennsylvania  
**Board of Commissioners Workshop Meeting**  
**November 21, 2023**  
**7:30 p.m.**  
(approximate time)

**Topics of discussion:**

- **Review & Discuss Donation Agreement for 126 Crestmont St**
- **Review & Discuss Proposed 2024 Budget**
- **Review & Discuss Proposed Water Rate billing method change**