

**SALISBURY TOWNSHIP**  
**Lehigh County, Pennsylvania**  
**Board of Commissioners Meeting**  
**Regular Meeting Agenda—October 25, 2012**  
**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. Approval of Bills Payable**

**5. Approval of the Minutes** –*October 11, 2012*

**6. New Business**

**A. Presentation by Kermit Gorr - Executive Director of St. Luke’s Emergency Transport Services**

**B. ORDINANCES** - *None.*

**C. RESOLUTIONS**

1. Resolution - Consideration of the Preliminary/Final Land Development Plan of Kost Tires & Auto Service - 3117 Lehigh Street, Allentown, PA, 18103.

**D. MOTIONS** - *None.*

**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 Account Number	Invoice Date	Net Invoice Amount	Amount Paid
<b>General Fund</b>						
American Arbitration Assoc	10042012	admin fee for list of arbitrators	01-406.314	10/04/2012	300.00	.00
Total American Arbitration Assoc:					300.00	.00
Amici Jr, Louis	10132012	2012 cloth/boot allowance	01-430.192	10/13/2012	169.19	.00
Total Amici Jr, Louis:					169.19	.00
Bank of America	10092012	Acct 7912-P/Z digital recorder	01-414.260	10/09/2012	139.66	.00
Total Bank of America:					139.66	.00
Bar Association of Lehigh	01618	Subscription Renewal	01-402.420	10/17/2012	100.00	.00
Total Bar Association of Lehigh Cnty:					100.00	.00
Barnes Group Inc.	4847099001	Nuts/bolts/spray paint	01-430.240	09/28/2012	175.80	.00
Total Barnes Group Inc.:					175.80	.00
Beck, Charles	10092012	Plann Comm Mtg-10/9/2012	01-414.220	10/09/2012	30.00	.00
Total Beck, Charles :					30.00	.00
Berks County Intermediate	00050907	2012-Interims/Exceptns (Sept)	01-403.454	10/01/2012	2.35	.00
Berks County Intermediate	00050907	2012-Interims/Exceptns (Sept)-postage	01-403.325	10/01/2012	2.25	.00
Total Berks County Intermediate Unit:					4.60	.00
CityLine-Hamilton Builders	10042012	Remv fire damaged house-1456 Lehigh Ave	01-414.315	10/04/2012	11,000.00	.00
Total CityLine-Hamilton Builders LLC:					11,000.00	.00
CodeMaster	CDM-014-88	2012-Sept-Residential inspections	01-413.307	09/30/2012	3,565.00	.00
CodeMaster	CDM-014-88	2012-Sept-Commercial inspections	01-413.306	09/30/2012	4,251.56	.00
CodeMaster	CDM-014-88	2012-Sept-Plan & Drawing Review	01-413.308	09/30/2012	480.00	.00
Total CodeMaster:					8,296.56	.00
Coopersburg Materials	Q11965	SP9.5	01-438.245	09/30/2012	2,390.22	.00
Total Coopersburg Materials :					2,390.22	.00
Dan's Camera City	324398	5-Olympus cameras & cases	01-410.260	09/24/2012	919.90	.00
Total Dan's Camera City:					919.90	.00
Deer Park	02J043648157	2012-Sept-Acct#0436481576-DPW	01-409.366	10/04/2012	11.00	.00
Deer Park	02J043648154	2012-Sept-Acct#0436481543-Police	01-409.366	10/04/2012	4.40	.00
Deer Park	02J043648152	2012-Sept-Acct#0436481527-Admin	01-409.366	10/04/2012	15.69	.00
Total Deer Park:					31.09	.00
Dispatch Answering Servic	000204A61	610-782-5572-Oct 2012	01-430.320	10/05/2012	15.00	.00
Dispatch Answering Servic	000204A61	Answr Service/Pump Stn Alrm-Oct 2012	01-401.320	10/05/2012	158.60	.00

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid
Total Dispatch Answering Service:					173.60	.00
Eastern Auto Parts Wareho	3-116399	wiper blades/oil filter	01-437.251	08/28/2012	54.65	.00
Eastern Auto Parts Wareho	3-127979	anti-freeze to winterize park facilities	01-451.240	09/24/2012	24.95	.00
Eastern Auto Parts Wareho	3-132930	filters for leaf machines	01-437.375	10/04/2012	56.37	.00
Total Eastern Auto Parts Warehouse:					135.97	.00
Eastern Industries Inc.	5634441	9.5MM/Wearing	01-438.245	09/22/2012	4,896.20	.00
Eastern Industries Inc.	5634440	coldpatch	01-438.245	09/22/2012	193.38	.00
Eastern Industries Inc.	5635417	9.5MM/Wearing	01-438.245	09/30/2012	18,801.81	.00
Total Eastern Industries Inc.:					23,891.39	.00
Ecco Communications LLC	60481	change radio in #203 & resolve receiving problems	01-410.251	10/10/2012	125.00	.00
Ecco Communications LLC	60450	relocate repeater/GPS unit	01-410.251	10/05/2012	325.00	.00
Total Ecco Communications LLC:					450.00	.00
Farm & Home Oil Compan	595821	Diesel	01-430.231	10/09/2012	1,407.81	.00
Farm & Home Oil Compan	595835	Unleaded	01-401.231	10/09/2012	150.76	.00
Farm & Home Oil Compan	595835	Unleaded	01-430.231	10/09/2012	301.51	.00
Farm & Home Oil Compan	595835	Unleaded	01-410.231	10/09/2012	1,959.80	.00
Total Farm & Home Oil Company:					3,819.88	.00
Fonzone and Ashley	49153	2012-Sept-Sheriff's sale	01-404.310	10/01/2012	132.00	.00
Fonzone and Ashley	49147	2012-Sept-Municipal Liens	01-404.310	10/01/2012	1,826.00	.00
Fonzone and Ashley	49136	2012-Sept-Bankruptcy	01-404.310	10/01/2012	77.00	.00
Fonzone and Ashley	49134	2012-Sept-Monthly Meetings	01-404.310	10/01/2012	1,837.00	.00
Fonzone and Ashley	49144	2012-Sept-Steven Inc-code enforcement	01-404.310	10/01/2012	66.00	.00
Fonzone and Ashley	49142	2012-Sept-Minor V Lehigh County	01-404.310	10/01/2012	88.00	.00
Fonzone and Ashley	49141	2012-Sept-ESFC purchase of pumper truck	01-404.310	10/01/2012	407.00	.00
Fonzone and Ashley	49139	2012-Sept-Comprehensive Plan	01-404.310	10/01/2012	515.81	.00
Fonzone and Ashley	49145	2012-Sept-Morganelli-shade tree appeal	01-404.310	10/01/2012	154.00	.00
Fonzone and Ashley	49148	2012-Sept-Planning Commission	01-414.310	10/01/2012	528.00	.00
Fonzone and Ashley	49150	2012-Sept-Steven v Sal Twnsp ZHB	01-404.310	10/01/2012	242.00	.00
Fonzone and Ashley	49135	2012-Sept-Almgren-code enforcement	01-404.310	10/01/2012	451.00	.00
Fonzone and Ashley	49138	2012-Sept-Biundo-Zoning Ord Violtn	01-404.310	10/01/2012	220.00	.00
Total Fonzone and Ashley:					6,543.81	.00
Gross McGinley LLP	10012012	2012-Sept-Steven J Inc	01-414.314	10/01/2012	87.50	.00
Total Gross McGinley LLP:					87.50	.00
Groundhog Lawn & Landsc	10012012	844 Gilly Ave-10/1/2012	01-413.317	10/01/2012	100.00	.00
Groundhog Lawn & Landsc	10012012	2261 Yorkshire Circle-10/1/2012	01-413.317	10/01/2012	200.00	.00
Total Groundhog Lawn & Landscape:					300.00	.00
HACC	S0253793	Firearms & Trace Evidence-Kress	01-410.421	10/10/2012	75.00	.00
Total HACC:					75.00	.00
Hassick, Richard	10092012	Plann Comm Mtg-10/09/2012	01-414.220	10/09/2012	25.00	.00

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid
Total Hassick, Richard :					25.00	.00
Hebelka, Joseph	10092012	Plann Comm Mtg-10/09/2012	01-414.220	10/09/2012	25.00	.00
Total Hebelka, Joseph :					25.00	.00
Interstate Battery of Allent	21030327	Battery for police message board	01-410.375	09/13/2012	59.95	.00
Total Interstate Battery of Allentwn:					59.95	.00
Keystone Code Consulting	10476	Residential inspections-Sept 2012	01-413.307	10/03/2012	250.00	.00
Keystone Code Consulting	10476	Commercial inspections-Sept 2012	01-413.306	10/03/2012	1,941.00	.00
Total Keystone Code Consulting :					2,191.00	.00
Kutz Inc., E. M.	0041499-IN	strobe lens	01-437.251	09/26/2012	40.50	.00
Total Kutz Inc., E. M.:					40.50	.00
Licht Ph.D., William R.	10092012	Plann Commission Mtg-10/9/2012	01-414.220	10/09/2012	25.00	.00
Total Licht Ph.D., William R.:					25.00	.00
Low and Moyer Garage In	211048	heater core for #5	01-437.251	09/27/2012	188.05	.00
Low and Moyer Garage In	211627	belt & alternator	01-437.251	10/17/2012	200.10	.00
Total Low and Moyer Garage Inc.:					388.15	.00
Luby, Joseph	10132012	2012 Boot/Clothing allowance	01-430.192	10/13/2012	175.00	.00
Total Luby, Joseph :					175.00	.00
Macmillian Oil Co of Allent	21589	diesel exhaust fluid #22	01-437.251	09/28/2012	56.00	.00
Total Macmillian Oil Co of Allentown:					56.00	.00
Madle's Hardware	151753/1	Propane Refill/ear plugs/nozzle for gun	01-430.240	10/11/2012	80.96	.00
Total Madle's Hardware:					80.96	.00
McKitish Jr, Stephen J.	10092012	Plann Comm Mtg-10/9/2012	01-414.220	10/09/2012	30.00	.00
Total McKitish Jr, Stephen J. :					30.00	.00
Miller, Glenn	10092012	Planning Commission-10/9/2012	01-414.220	10/09/2012	25.00	.00
Total Miller, Glenn:					25.00	.00
Motors Plus Inc.	27129	#216-oil change/brakes/sway bar end links	01-410.251	10/11/2012	614.85	.00
Motors Plus Inc.	27126	#210-oil change/top fluids	01-410.251	10/11/2012	121.12	.00
Motors Plus Inc.	27152	#202-oil change	01-410.251	10/17/2012	112.23	.00
Motors Plus Inc.	27146	#213-oil change/change out 4 tires	01-410.251	10/15/2012	194.62	.00
Motors Plus Inc.	4292	tow #12 to garage	01-437.251	09/12/2012	75.00	.00
Total Motors Plus Inc.:					1,117.82	.00



Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid
ODB Company	0030719-IN	parts for street sweeper	01-437.375	09/18/2012	77.89	.00
ODB Company	0030486-IN	parts for street sweeper	01-437.375	09/13/2012	673.60	.00
Total ODB Company:					751.49	.00
PA One Call System Inc.	0000508366	2012-Sept Voice/Fax Messages	01-401.320	09/30/2012	211.69	.00
Total PA One Call System Inc.:					211.69	.00
PA State Assoc of Borough	13626	Webinar-10/10/2012-Proper Disciplining	01-401.421	10/01/2012	40.00	.00
Total PA State Assoc of Boroughs:					40.00	.00
Petty Cash	10172012	mileage to mtgs/lunch-Clarity training	01-401.315	10/17/2012	81.60	.00
Petty Cash	10172012	supplies for tax office	01-403.240	10/17/2012	23.44	.00
Petty Cash	10172012	Police-refreshmnts @ mtgs/tolls/parking	01-410.315	10/17/2012	27.40	.00
Petty Cash	10172012	Rec-poster board	01-452.240	10/17/2012	8.44	.00
Petty Cash	10172012	over in petty cash	01-380.000	10/17/2012	1.00	.00
Total Petty Cash:					139.88	.00
PPL Electric Utilities	10102012	54060-05002-Oct 2012	01-451.361	10/10/2012	20.73	.00
PPL Electric Utilities	82900-03000	ESFC-82900-03000-Oct 2012	01-411.320	10/12/2012	679.51	.00
Total PPL Electric Utilities:					700.24	.00
Prestige Restaurant Equip	AKT825	garbage bags/towels/toilet tissue/brushes	01-409.240	10/04/2012	361.30	.00
Prestige Restaurant Equip	ACR695	returned urinal blocks	01-409.240	10/05/2012	15.60	.00
Total Prestige Restaurant Equipment:					345.70	.00
Protect Alarms	112355	Basic monitoring fee/PW bldg-11/7-11/06/2013	01-401.375	10/09/2012	216.00	.00
Total Protect Alarms:					216.00	.00
Schreiter P.L.S., Richard L.	10092012	Plann Comm Mtg-10/09/2012	01-414.220	10/09/2012	25.00	.00
Total Schreiter P.L.S., Richard L.:					25.00	.00
Service Electric Cable TV	10012012	Munic prolog-Oct 2012	01-401.315	10/01/2012	39.95	.00
Service Electric Cable TV	10012012	Prolog Express -Oct 2012	01-410.315	10/01/2012	69.95	.00
Total Service Electric Cable TV:					109.90	.00
Service Electric Telephone	10152012	Acct#-0000044158-Twp phone lines-10/2012	01-401.320	10/15/2012	528.94	.00
Service Electric Telephone	10152012	Acct#-0000044158-Minger phone line-10/2012	01-403.240	10/15/2012	19.36	.00
Service Electric Telephone	10152012	ESFC-10/2012	01-411.320	10/15/2012	77.74	.00
Total Service Electric Telephone Co:					626.04	.00
Snap-On-Tools	114109	Eraser for decals-Police	01-410.260	09/27/2012	119.00	.00
Total Snap-On-Tools:					119.00	.00
Soriano, Randy	10182012	2012 Health Reimb	01-406.171	10/18/2012	150.00	.00

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	
Total Soriano, Randy:					150.00	.00	
Stotz/Fatzinger Office Sup	74232.1	finance office-monthly planners/wall calendar refill	01-402.240	10/08/2012	44.76	.00	
Total Stotz/Fatzinger Office Supply:					44.76	.00	
Stratix Systems Inc	219607 1	40 hrs of IT blocktime	01-407.319	10/15/2012	1,520.00	.00	
Total Stratix Systems Inc:					1,520.00	.00	
Times News	100280294-10	Ad:Environmental Advisory Committee Mtg-10/17/2012	01-461.341	10/11/2012	25.48	.00	
Total Times News:					25.48	.00	
Torco Supply Co.	86426	2012-filling of tank	01-430.240	09/19/2012	47.50	.00	
Total Torco Supply Co.:					47.50	.00	
Valley Doors & Hardware I	5056704	rubber matting for tool box #22	01-437.251	09/20/2012	46.20	.00	
Total Valley Doors & Hardware Inc.:					46.20	.00	
Valley Industrial Rubber	5057140	Hoses for tractor	01-437.375	10/08/2012	8.53	.00	
Total Valley Industrial Rubber:					8.53	.00	
Verizon	10032012	610-433-0563-monitor traffic signals CCB-10/2012	01-410.320	10/03/2012	34.08	.00	
Total Verizon:					34.08	.00	
Whitehall Turf Equipment	265389	oil for equipment	01-437.375	09/20/2012	74.75	.00	
Whitehall Turf Equipment	266370	belts/housing/trimmer head	01-451.375	10/10/2012	193.26	.00	
Total Whitehall Turf Equipment:					268.01	.00	
Witmer Public Safety Grou	1435582.002	2-lasers	01-410.260	10/10/2012	379.90	.00	
Total Witmer Public Safety Group:					379.90	.00	
Witt's Tree Service	10112012	Removal of trees & pruning	01-451.371	10/11/2012	4,500.00	.00	
Total Witt's Tree Service:					4,500.00	.00	
Yocum Inc, Geo. M.	005789	window vent #22	01-437.251	09/28/2012	55.04	.00	
Total Yocum Inc, Geo. M.:					55.04	.00	
Zimmerman, Donald C.	10132012	2012-Boo/Clothing	01-430.192	10/13/2012	175.00	.00	
Total Zimmerman, Donald C. :					175.00	.00	
Total General Fund:					73,812.99	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid
<b>Fire Fund</b>						
Berks County Intermediate	00050907	2012-Interims/Exceptns (Sept)	03-480.454	10/01/2012	.42	.00
Total Berks County Intermediate Unit:					.42	.00
Farm & Home Oil Compan	595821	Diesel	03-413.231	10/09/2012	782.12	.00
Farm & Home Oil Compan	595835	Unleaded	03-413.231	10/09/2012	301.51	.00
Total Farm & Home Oil Company:					1,083.63	.00
Fire Pump Systems	641	3-NFPA 1911 fire pump service test	03-411.374	10/11/2012	785.00	.00
Total Fire Pump Systems:					785.00	.00
Total Fire Fund:					1,869.05	.00

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid
<b>Library Fund</b>						
Berks County Intermediate	00050907	2012-Interims/Exceptns (Sept)	04-480.454	10/01/2012	.13	.00
Total Berks County Intermediate Unit:					.13	.00
Total Library Fund:					.13	.00



Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid
<b>Water Fund</b>						
A-B-E Laboratory	10022012	2012-Sept-THM & HA5 water analysis	06-448.316	10/02/2012	420.00	.00
A-B-E Laboratory	10022012	2012-Sept-water analysis	06-448.316	10/02/2012	230.00	.00
Total A-B-E Laboratory:					650.00	.00
Bethlehem, City of	10102012	2012-Sept-4 resale customers	06-448.368	10/10/2012	300.92	.00
Bethlehem, City of	10102012	2012-Sept-Hydrant rental	06-448.363	10/10/2012	880.00	.00
Total Bethlehem, City of :					1,180.92	.00
Dispatch Answering Serv	000204A61	610-782-5025-Oct 2012	06-448.320	10/05/2012	19.95	.00
Total Dispatch Answering Service:					19.95	.00
Ecco Communications LLC	60411	Install radio in #33	06-448.251	10/03/2012	272.85	.00
Total Ecco Communications LLC:					272.85	.00
Farm & Home Oil Compan	595821	Diesel	06-448.231	10/09/2012	208.57	.00
Farm & Home Oil Compan	595835	Unleaded	06-448.231	10/09/2012	150.76	.00
Total Farm & Home Oil Company:					359.33	.00
Home Depot Credit Service	10122012	Replc stolen items-sawsall drill kit	06-480.000	10/12/2012	399.00	.00
Home Depot Credit Service	10102012	shims/hasps/nuts/bolls/wire connectors	06-448.240	10/10/2012	25.76	.00
Total Home Depot Credit Services:					424.76	.00
PPL Electric Utilities	10102012	30460-06001-Oct 2012	06-448.361	10/10/2012	650.03	.00
Total PPL Electric Utilities:					650.03	.00
Snap-On-Tools	114109	battery charger for W&S equipment	06-448.260	09/27/2012	79.50	.00
Total Snap-On-Tools:					79.50	.00
Stratix Systems Inc	219607 1	40 hrs of IT blocktime	06-448.319	10/15/2012	760.00	.00
Total Stratix Systems Inc:					760.00	.00
Verizon	10062012	610-435-4231-Flexer Av wtr pump stn-10/2012	06-448.320	10/06/2012	36.28	.00
Total Verizon:					36.28	.00
Yocum Inc, Geo. M.	005789	window vent & mud flaps #33	06-448.251	09/28/2012	49.01	.00
Total Yocum Inc, Geo. M.:					49.01	.00
Total Water Fund:					4,482.63	.00

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid
<b>Sewer Fund</b>						
Ecco Communications LLC	60411	Install radio in #33	08-429.251	10/03/2012	272.85	.00
Total Ecco Communications LLC:					272.85	.00
Farm & Home Oil Compan	595821	Diesel	08-429.231	10/09/2012	208.57	.00
Farm & Home Oil Compan	595835	Unleaded	08-429.231	10/09/2012	150.76	.00
Total Farm & Home Oil Company:					359.33	.00
Home Depot Credit Service	10102012	shims/hasps/nuts/bolts/wire connectors	08-429.240	10/10/2012	25.77	.00
Total Home Depot Credit Services:					25.77	.00
Keith's Mobile Lock & Door	10536	Rebuild a lock at sewer pump stn	08-429.373	10/05/2012	112.00	.00
Total Keith's Mobile Lock & Door Ser:					112.00	.00
PPL Electric Utilities	10102012	56060-06003-Oct 2012	08-429.361	10/10/2012	14.78	.00
PPL Electric Utilities	10082012	32650-08001-Oct 2012	08-429.361	10/08/2012	16.73	.00
PPL Electric Utilities	10082012	42850-08008-Oct 2012	08-429.361	10/08/2012	15.08	.00
PPL Electric Utilities	10082012	15450-07002-Oct 2012	08-429.361	10/08/2012	14.47	.00
PPL Electric Utilities	10152012	08450-07007-Oct 2012	08-429.361	10/15/2012	38.30	.00
Total PPL Electric Utilities:					99.36	.00
Snap-On-Tools	114109	battery charger for W&S equipment	08-429.260	09/27/2012	79.50	.00
Total Snap-On-Tools:					79.50	.00
Stratix Systems Inc	219607 1	40 hrs of IT blocktime	08-429.319	10/15/2012	760.00	.00
Total Stratix Systems Inc:					760.00	.00
Yocum Inc, Geo. M.	005789	window vent & mud flaps #33	08-429.251	09/28/2012	49.02	.00
Total Yocum Inc, Geo. M.:					49.02	.00
Total Sewer Fund:					1,757.83	.00

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid
<b>Refuse &amp; Recycling Fund</b>						
Martin, MaryLouise	10172012	Returned freon sticker for refund	10-364.400	10/17/2012	20.00	.00
Total Martin, MaryLouise:					20.00	.00
Middle Smithfld Materials I	21317	Grass Disposal - Sept 2012	10-427.303	10/01/2012	480.00	.00
Total Middle Smithfld Materials Inc:					480.00	.00
Stratix Systems Inc	219607 1	40 hrs of IT blocktime	10-407.319	10/15/2012	760.00	.00
Total Stratix Systems Inc:					760.00	.00
Total Refuse & Recycling Fund:					1,260.00	.00
Grand Totals:					83,182.63	.00

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

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

Board of Commissioners

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
OCTOBER 11, 2012  
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 over the proceedings to the Township Manager, Randy Soriano.

**ROLL CALL**

**Board Members Present:**

James Brown, President  
Robert Martucci, Jr., Vice President  
James Seagreaves, President Pro-Tempore-ARRIVED LATE  
Joanne Ackerman  
Debra Brinton-EXCUSED

**Staff Present:**

Randy Soriano, Township Manager  
Cathy Bonaskiewich, Assistant Township Manager/Finance Director  
John Andreas, Director of Public Works-EXCUSED  
Allen Stiles, Chief of Police  
Cynthia Sopka, Director of Planning & Zoning  
John Ashley, Esquire, Township Solicitor  
David Tettermer, representative of Township Engineer, Keystone Consulting Engineers

**NOTIFICATION**

Mr. Soriano announced that the Board held an Executive Session prior to the meeting to discuss a legal matter.

Mr. Soriano informed the attendees that all sessions of the Salisbury Township Board of Commissioners regular meetings are electronically recorded for the purpose of taking the

Minutes. All public comments on agenda items would be taken prior to the vote. All public comments related to non-agenda items will be taken after the agenda has been satisfied.

Mr. Soriano announced that the Township records the meetings and archives its tapes and are available pursuant the Right-to-Know Law, if requested.

Mr. Soriano reminded everyone of the three minute rule and asked that everyone who wishes to speak to come to the podium, sign up, announce themselves, and speak clearly in the microphone. Mr. Soriano added that the speaker has a choice not to list his/her address; however, it is preferred that the speaker announce if he or she is a Township resident. He noted that if a resident does not divulge his or her address, it will impair the Township with administrative follow ups on a particular issue.

Mr. Soriano read into the record an email submitted by Commissioner Brinton, who was excused, but wanted to communicate her intentions on the Agenda items:

*Hi Randy,  
Just a reminder that I will not be at the meeting tonight,(as I am) outside of Toledo on the way to Iowa for a wedding. If it matters, I approve the bills for payment that Shemaine sent and I approve the Minutes. I'm for the Resolution and both Motions. See you in two weeks.  
Debbie*

### **APPROVAL OF BILLS PAYABLE**

**Motion by Commissioner Martucci, seconded by Commissioner Ackerman, to approve the list of Bills Payable for the period 9/22/2012-10/5/2012, broken down as follows: General Fund - \$195,667.90; Fire Fund - \$3,987.78; Library Fund - \$40,779.50; Water Fund - \$93,403.72; Sewer Fund - \$58,149.08; Refuse & Recycling Fund - \$126,864.21; Highway Fund - \$12,127.18; Total of all Funds - \$530,797.37**

**Roll Call:**

COMMISSIONER ACKERMAN - YES  
COMMISSIONER SEAGREAVES - YES  
COMMISSIONER MARTUCCI - YES  
COMMISSIONER BRINTON - EXCUSED  
COMMISSIONER BROWN - YES

**The Motion passed by 4-0**

### **MINUTES**

#### **September 27, 2012**

Commissioner Brown declared the September 27, 2012 Regular Meeting Minutes of the Board of Commissioners approved as presented.

### **NEW BUSINESS**



## ORDINANCES

None

## RESOLUTIONS

### Motion to approve Resolution No. 10-2012-1425, approving the intent to follow Municipal Records Disposition Schedules and Procedures.

Mr. Soriano stated that the Resolution would formalize the process for document destruction in accordance with the PA Municipal Records Manual. Mr. Soriano noted that at the Work Session, he briefly reviewed the Resolution, which referenced an Appendix B. He commented that Appendix B sets forth the type of records and statutory requirements for disposition of records for various departments.

Mr. Soriano clarified that the Resolution does not destroy anything; it sets in motion its intent to follow the Municipal Record Retention schedule. Mr. Soriano stated that if departments would want to destroy any records, they would have to submit to the Board a specific disposition Resolution outlining and listing the specific records to destroy.

### **Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to adopt Resolution No. 10-2012-1425, approving the intent to follow Municipal Records Disposition Schedules and Procedures.**

#### **Roll Call:**

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

**The Motion passed by 4-0**

## MOTIONS

### Motion to renew Mr. Charles Durner's Employment and Lease Agreements.

Mr. Soriano stated that Mr. Durner's employment and lease agreements for his services as caretaker at Franko Farm, Animal Control Officer, and Drop-Off Center Operator are up for renewal. He noted that the new agreement proposes an increase of his vacation days from 12 days per year to 15 days per year, but all other terms remain the same.

The Board commended Mr. Durner on his efforts at Franko Farm.

**Motion by Commissioner Martucci, seconded by Commissioner Ackerman, to approve the 2013 Employment and Lease Agreements for Mr. Charles Durner.**

**Roll Call:**

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

**The Motion passed by 4-0**

**Motion to approve the Salisbury School District’s street closing request.**

Mr. Soriano stated that Salisbury School District is requesting the closure of a portion of South Dauphin Street for a bonfire event on November 1, 2012 from 6:30 p.m. – 8:30 p.m. He stated that if approved, the School District will sign a Waiver of Liability and express an assumption of risk for the event. He noted that they will also hold the Township harmless and provide a certificate of insurance.

Chief Stiles stated that Eastern Salisbury Fire Department will be on site as well as the School Resource Officer. Chief Stiles clarified that the bonfire is on the School District’s property, but the street is closed for additional safety measures.

**Motion by Commissioner Seagreaves, seconded by Commissioner Ackerman, to grant the Salisbury School District permission to close South Dauphin Street in order to facilitate a bonfire, contingent on the School District signing a hold harmless agreement and providing proof of insurance.**

**Roll Call:**

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

**The Motion passed by 4-0**

**OLD BUSINESS**

Mr. Soriano announced that he researched the Township’s Code of Ordinances and found no Ordinance on record that would prohibit anyone from repairing vehicles in the street right-of-ways. He stated that an Ordinance could be formulated that would prevent such practice in a residential zone. A discussion ensued about developing an Ordinance only prohibiting such work for commercial purposes. Chief Stiles commented that he believes the Ordinance should prohibit the repairing of anything major, such as transmission work, removing engines, and

having the car on blocks. It was the consensus of the Board to develop a Draft of an Ordinance for their review.

Mr. Soriano inquired if Ms. Sopka has followed up on the complaint about the alleged group home on South Edward Street. Ms. Sopka replied that she has been to the location several times and made phone calls to the company who is renting the property, but has not received a return call. Ms. Sopka stated that at this time, she believes the property is acting a residence, but she is still looking for clarification on the apparent training events that are taking place. Commissioner Ackerman commented that the neighbors have noticed less traffic in and around the home since the last Board meeting.

**PRIVILEGE OF THE FLOOR**

Commissioner Seagreaves stated that he spoke to a business owner from the corner of Public Road and Jeter Avenue who expressed concerns about vandalism to his property.

Chief Stiles presented the Board with the Police Department’s third quarter report.

**ADJOURNMENT**

Commissioner Martucci made a Motion to adjourn the Meeting. Seconded by Commissioner Ackerman. The time was 7:36 p.m.

Respectfully submitted,

Randy Soriano  
Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on September 13, 2012.

Approved and certified on this date:

\_\_\_\_\_  
Randy Soriano

\_\_\_\_\_  
Date

SEAL

**RESOLUTION NO. 10-2012-1426**

**BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, APPROVING THE KOST TIRE & AUTO SERVICE PRELIMINARY/FINAL LAND DEVELOPMENT PLAN**

WHEREAS, KOST TIRE & AUTO SERVICE has submitted a Final Land Development Plans for a proposed Land Development for review and approval by the Board of Commissioners of the Township of Salisbury; and

WHEREAS, on September 11, 2012 the Planning Commission voted to recommend conditional approval of the Kost Tire & Auto Service Final Land Development Plan; and

WHEREAS, on October 25, 2012 the Board of Commissioners made a Motion to approve the Preliminary/Final Land Development Plan of KOST TIRE & AUTO SERVICE, subject to the following conditions:

1. The Developer shall comply with the comments and recommendations of the Township Engineer as described in his September 5, 2012 letter.
2. The Developer shall comply with the review comments of the Director of Planning and Zoning dated September 6, 2012.
3. The Developer shall comply with any and all Federal, State, and Local permits and/or approvals applicable to the Site.
4. On September 11, 2012, the Salisbury Township Planning Commission granted waivers and deferrals from the following provisions of the Township Subdivision and Land Development Ordinance and the Developer shall place a Note on the Plans accordingly:

- a. Waiver granted to Section 3.2.A.3 allowing the applicant to submit a preliminary/final plan rather than preliminary and final plans;
  - b. Waiver to Section 10.10.B.1 (c) with regard to the type of piping to be used, allowing the applicant to use HDEP piping in lieu of concrete pipe.
  - c. Waiver to Section 603.4.F with regard to the installation of sidewalks.
  - d. Applicant received deferrals to SALDO Section 10.12.A dealing with the installation of sidewalks, deferral from Section 10.16 dealing with the installation of street trees with applicant installing planting consistent with its plan
  - e. A waiver to Section 5.3.D.3 dealing with showing man-made features within one hundred feet (100') feet of the site.
  - f. A waiver from Section 3.2.A.3 to allow the submission of a Preliminary/Final Plan.
5. Applicant agrees that no tractor trailers are allowed on the site and will install appropriate signage indicating "No Tractor Trailers".
  6. The maximum size of any truck on the site shall be a combined length of thirty feet (30').
  7. A Subdivision Improvement, Maintenance, Security and Indemnification Agreement, in a form deemed acceptable to the Township, shall be executed and security, in a form and amount deemed acceptable to the



Township, shall be posted by the Developer for the proposed public improvements, (e.g., storm water management facilities, traffic, etc.)

8. The Developer agrees to grant the Township unlimited access to inspect the site after construction. Owner will give its consent to and authorize the Township Board of Commissioners, Township Planning Commission, the Township Engineer, the Township Solicitor, the Township Zoning and Planning Officer and other Township personnel, agents, representatives, officials and officers to conduct or perform an on-site inspection of the detention basins and their related facilities at any time, upon providing reasonable notice to the owner.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, that the Kost Tire & Auto Service Preliminary/Final Land Development Plan is hereby approved subject to the above-noted conditions.

The conditions of approval have been made known to the Developer and final approval is deemed expressly contingent upon the Developer's affirmative written acceptance of these conditions of approval on a form prescribed by Salisbury Township within twenty (20) days of the date hereof.

In the event that the statutory review period for this Land Development Plan, as set forth in the Pennsylvania Municipalities Planning Code and the Township Subdivision and Land Development Ordinance should expire prior to the end of the twenty (20) day response period, the Developer's written acceptance of the conditions of approval shall be tendered prior to the expiration of the statutory review period, even if

such period expires less than twenty (20) days from the date of this Resolution. The response period shall be deemed to expire on November 14, 2012. The statutory review period expires on November 30, 2012.

**APPROVED AND ADOPTED** this 25th day of October, 2012 at a regular public meeting in the Township of Salisbury, Lehigh County, Pennsylvania.

**ATTESTED:**

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA**

\_\_\_\_\_  
Randy Soriano, Secretary

By: \_\_\_\_\_  
James A. Brown, President  
Board of Commissioners

**SALISBURY TOWNSHIP**  
Lehigh County, Pennsylvania  
**Board of Commissioners Workshop Meeting**  
**October 25, 2012**  
**7:30 p.m.**  
(approximate time)

**Topics of discussion:**

1. Preliminary Budget 2013 Review
2. MERT Program
3. November Meeting Dates
4. Environmental Advisory Council – Vacancy
5. Boy Scout of America Request for the Use of Franko Farm Park - Winter Klondike Derby Event