

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Meeting
Regular Meeting Agenda—December 13, 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 – period 11/24/12 to 12/7/12

5. Approval of the Minutes –November 29, 2012

6. New Business

A. ORDINANCES - None.

B. RESOLUTIONS - None.

C. MOTIONS

1. Consideration of a request by the Lehigh Valley Road Runners to conduct a Superbowl 10K 2013 race (through portions of Greenwood Road, Robin Hood Drive, Overhill Drive, Yorkshire Road, Bishop Road, Barnsdale Road, Nottingham Road and Lehigh Parkway North).
2. Application for Payment #2-Final-Grace Industries for work performed on the Lindberg Park Basketball Court reconstruction project
3. Ratification of Police Contract-*(TENTATIVE)*

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	Date P
General Fund							
Action Rental	501857-1	rented chipper-storm damage from Hurricane Sandy	01-430.315	11/28/2012	2,164.80	.00	
Total Action Rental:					2,164.80	.00	
Anda Car Wash	11302012	2012-Nov-Police car washes	01-410.251	11/30/2012	61.25	.00	
Total Anda Car Wash:					61.25	.00	
Atlantic Tactical	SI-80409698	Ammo	01-410.241	11/15/2012	324.00	.00	
Total Atlantic Tactical:					324.00	.00	
Ballek, Clinton	10132012	2012 clothing allowance	01-430.192	10/13/2012	159.89	.00	
Total Ballek, Clinton:					159.89	.00	
Barnes Group Inc.	5025894001	Hand cleaner/washers/nuts/bolts/spray primer	01-430.240	11/28/2012	123.92	.00	
Total Barnes Group Inc.:					123.92	.00	
Beck, Charles	11132012	Plann Comm Mtg-11/13/2012	01-414.220	11/13/2012	30.00	.00	
Total Beck, Charles :					30.00	.00	
Berkheimer Associates	11302012	2012-Nov-LST Comm	01-403.453	11/30/2012	1,542.79	.00	
Total Berkheimer Associates:					1,542.79	.00	
D & A Emergency Equipme	19526	Police-flashlight w/AC charger	01-410.260	11/16/2012	102.00	.00	
Total D & A Emergency Equipment Inc:					102.00	.00	
Dispatch Alarm Center SF	81787	5 VHF portables-EMC	01-415.260	12/07/2012	1,400.00	.00	
Total Dispatch Alarm Center SFPI:					1,400.00	.00	
Dispatch Answering Servic	000204A63	610-782-5572-Dec2012	01-430.320	12/01/2012	15.00	.00	
Dispatch Answering Servic	000204A63	Answr Service/Pump Stn Alm-Dec 2012	01-401.320	12/01/2012	244.25	.00	
Total Dispatch Answering Service:					259.25	.00	
Eastern Industries Inc.	5640681	coldpatch	01-438.245	11/10/2012	127.23	.00	
Eastern Industries Inc.	5641430	coldpatch	01-438.245	11/15/2012	216.61	.00	
Eastern Industries Inc.	5642672	2A	01-438.245	11/28/2012	337.02	.00	
Total Eastern Industries Inc.:					680.86	.00	
Ecco Communications LLC	60774	#210-mounted console bracket	01-410.251	11/20/2012	69.00	.00	
Ecco Communications LLC	60563	Police-programming of 12 mobiles	01-410.375	11/30/2012	400.00	.00	
Ecco Communications LLC	60852	reprogram 5 portables-Rec Dept	01-451.375	11/30/2012	45.00	.00	
Total Ecco Communications LLC:					514.00	.00	
ELM	3	2012-tub grinding of branches	01-431.303	11/26/2012	2,662.83	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date P
Total ELM:					2,662.83	.00	
Farm & Home Oil Compan	647137	Diesel	01-430.231	11/29/2012	2,343.61	.00	
Farm & Home Oil Compan	647118	Unleaded	01-401.231	11/29/2012	140.39	.00	
Farm & Home Oil Compan	647118	Unleaded	01-430.231	11/29/2012	280.78	.00	
Farm & Home Oil Compan	647118	Unleaded	01-410.231	11/29/2012	1,825.09	.00	
Total Farm & Home Oil Company:					4,589.87	.00	
Fonzone and Ashley	49429	2012-Nov-Burfeind vs LC Assessment Appeals	01-404.310	12/01/2012	165.00	.00	
Fonzone and Ashley	49428	2012-Nov-Comprehensive Plan	01-404.310	12/01/2012	176.00	.00	
Fonzone and Ashley	49430	2012-Nov-Contract for closed circuit television inspecti	01-404.310	12/01/2012	143.00	.00	
Fonzone and Ashley	49433	2012-Nov-Purchase of ESFC truck	01-404.310	12/01/2012	264.00	.00	
Fonzone and Ashley	49434	2012-Nov-LVHC vs LC Assessment Appeals	01-404.310	12/01/2012	132.00	.00	
Fonzone and Ashley	49438	2012-Nov-Monthly meetings	01-404.310	12/01/2012	1,364.00	.00	
Fonzone and Ashley	49440	2012-Nov-MERT	01-404.310	12/01/2012	363.00	.00	
Fonzone and Ashley	49425	2012-Nov-Sewer Agreement Dispute	01-404.310	12/01/2012	418.00	.00	
Fonzone and Ashley	49441	2012-Nov-Municipal Liens	01-404.310	12/01/2012	22.00	.00	
Fonzone and Ashley	49427	2012-Nov-Bankruptcy	01-404.310	12/01/2012	264.00	.00	
Fonzone and Ashley	49442	2012-Nov-Municipal Liens	01-404.310	12/01/2012	3,455.25	.00	
Total Fonzone and Ashley:					6,766.25	.00	
Hassick, Richard	11132012	Plann Comm Mtg-11/13/2012	01-414.220	11/13/2012	25.00	.00	
Total Hassick, Richard :					25.00	.00	
Hebelka, Joseph	11132012	Plann Comm Mtg-11/13/2012	01-414.220	11/13/2012	25.00	.00	
Total Hebelka, Joseph :					25.00	.00	
Heppenheimer, Janet	12012012	60 of 60 Cash incntv pymt	01-406.171	12/01/2012	100.00	.00	
Total Heppenheimer, Janet:					100.00	.00	
Home Depot Credit Service	12062012	rakes/hammer	01-430.260	12/06/2012	159.62	.00	
Total Home Depot Credit Services:					159.62	.00	
Kansas State Bank	11162012	#3344038-Prin-Pmt#3 of 12-DPW #12	01-439.700	11/16/2012	2,799.78	.00	
Kansas State Bank	11162012	#3344038-Int-Pmt#3 of 12-DPW #12	01-439.700	11/16/2012	259.53	.00	
Kansas State Bank	11162012	#3344038-Prin-Pmt#3 of 12-Pol #203	01-410.250	11/16/2012	2,623.51	.00	
Kansas State Bank	11162012	#3344038-Int-Pmt#3 of 12-Pol #203	01-410.250	11/16/2012	243.20	.00	
Total Kansas State Bank:					5,926.02	.00	
Keystone Consulting Engin	132399	Lindberg Pk BB Courts:9/6-10/26/12	01-408.313	11/28/2012	995.63	.00	
Keystone Consulting Engin	132383	Gatta drainage review-9/4-10/23/2012	01-408.313	11/28/2012	815.14	.00	
Keystone Consulting Engin	132386	Salisbury Twmsp Zoning Ord Review	01-408.313	11/28/2012	1,279.13	.00	
Keystone Consulting Engin	132391	Flexer Ave Road Recon-Sept/Oct 2012	01-439.600	11/28/2012	20,059.09	.00	
Total Keystone Consulting Engineers:					23,148.99	.00	
Klimowicz, Brian G.	12012012	11 of 60 health reimb	01-406.171	12/01/2012	250.00	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date P
Total Klimowicz, Brian G. :					250.00	.00	
Kutz Inc., E. M.	0042219-IN	pins/connectors for trucks	01-437.251	11/28/2012	39.75	.00	
Total Kutz Inc., E. M.:					39.75	.00	
Laible Jr, Ernest H	12012012	54 of 60 cash incentv pymt	01-406.171	12/01/2012	100.00	.00	
Total Laible Jr, Ernest H:					100.00	.00	
Licht Ph.D., William R.	11132012	Plann Commission Mtg-11/13/2012	01-414.220	11/13/2012	25.00	.00	
Total Licht Ph.D., William R.:					25.00	.00	
Lowe and Moyer Garage In	212793	#2-brake shoe kit	01-437.251	11/28/2012	128.34	.00	
Total Lowe and Moyer Garage Inc.:					128.34	.00	
Macmillian Oil Co of Allent	23518	oil/Lubriguard	01-437.251	11/28/2012	212.66	.00	
Total Macmillian Oil Co of Allentown:					212.66	.00	
Miklus, Nancy	12012012	42 of 60 cash incentive pymt	01-406.171	12/01/2012	100.00	.00	
Total Miklus, Nancy :					100.00	.00	
Miller, Glenn	11132012	Planning Commission-11/13/2012	01-414.220	11/13/2012	25.00	.00	
Total Miller, Glenn:					25.00	.00	
Morning Call, The	1021895	Ad:Notice-Budget Public Inspection	01-401.341	11/21/2012	291.00	.00	
Morning Call, The	1003291	Ad-Bid for Public Ad Security Upgrades	01-401.341	11/10/2012	1,236.04	.00	
Total Morning Call, The:					1,527.04	.00	
Motors Plus Inc.	27279	#202-brake pads/rotors	01-410.251	11/26/2012	976.10	.00	
Total Motors Plus Inc.:					976.10	.00	
Nextel Communications	11232012	2012-Nov-Asst Mgr/Finance Director	01-402.320	11/23/2012	64.40	.00	
Nextel Communications	11232012	2012-Nov-Code Enforcement Officer	01-413.320	11/23/2012	64.40	.00	
Nextel Communications	11232012	2012-Nov-DPW	01-430.320	11/23/2012	51.18	.00	
Nextel Communications	11232012	2012-Nov-EMC-Tapler	01-415.320	11/23/2012	64.40	.00	
Nextel Communications	11232012	2012-Nov-Manager	01-401.320	11/23/2012	64.40	.00	
Nextel Communications	11232012	2012-Nov-Police Cell Phones	01-410.320	11/23/2012	1,030.53	.00	
Nextel Communications	11232012	2012-Nov-P/Z	01-414.320	11/23/2012	64.40	.00	
Total Nextel Communications:					1,403.71	.00	
PA Dept of Labor/Industry-	489999	Elevator certificate of operation renewal	01-409.373	12/01/2012	36.00	.00	
Total PA Dept of Labor/Industry-E:					36.00	.00	
PA State Assoc of Borough	14234	Webinar-CDL Drug/Alcohol Policy-12/5/2012	01-401.421	11/29/2012	40.00	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date P
Total PA State Assoc of Boroughs:					40.00	.00	
PenTeleData	2206805	ESFC-Cable-11/2012	01-411.320	11/24/2012	60.07	.00	
Total PenTeleData:					60.07	.00	
Perkiomen Tours & Travel	11302012	2012-NYC bus trip-charter #79671	01-452.315	11/30/2012	1,692.00	1,692.00	11/30/2
Total Perkiomen Tours & Travel:					1,692.00	1,692.00	
Petty Cash	12032012	bus trip/gratuity	01-452.315	12/03/2012	100.00	.00	
Petty Cash	12032012	Police-Kress-tolls for training	01-410.421	12/03/2012	14.40	.00	
Petty Cash	12032012	Endorsement fee on mailings	01-401.325	12/03/2012	12.50	.00	
Total Petty Cash:					126.90	.00	
PPL Electric Utilities	11262012	93760-01007-Nov 2012	01-451.361	11/26/2012	13.95	.00	
PPL Electric Utilities	11292012	52990-05007-Nov 2012	01-409.361	11/29/2012	18.69	.00	
PPL Electric Utilities	11282012	63580-10005-Nov 2012	01-451.361	11/28/2012	13.95	.00	
PPL Electric Utilities	12042012	62400-52006-Dec 2012	01-451.361	12/04/2012	19.35	.00	
Total PPL Electric Utilities:					65.94	.00	
Prestige Restaurant Equip	AL7149	c-fold towels/soap/hard roll towels/mop head	01-409.240	11/19/2012	180.90	.00	
Total Prestige Restaurant Equipment:					180.90	.00	
Roberts, Lisa	12032012	2012 health reimb	01-406.171	12/03/2012	126.98	.00	
Total Roberts, Lisa:					126.98	.00	
Staples Business Advantag	3187215343	knives/forks/plates	01-400.200	11/30/2012	38.46	.00	
Staples Business Advantag	3187215343	P-Z envelopes/correct fluid/pen	01-414.240	11/30/2012	30.86	.00	
Total Staples Business Advantage:					69.32	.00	
Staples Credit Plan	11272012	Inv#75527-Right-to-know	01-401.343	11/27/2012	36.12	.00	
Staples Credit Plan	11272012	Inv#26029-police-computer items	01-410.240	11/27/2012	167.46	.00	
Total Staples Credit Plan:					203.58	.00	
Stengel Brothers Inc.	320653	#2-replc left rear spring	01-437.251	11/27/2012	705.36	.00	
Total Stengel Brothers Inc.:					705.36	.00	
Stotz/Fatzinger Office Sup	78038	P-Z - binders/packaging tape	01-414.240	11/29/2012	38.71	.00	
Stotz/Fatzinger Office Sup	78346	lanyard for new meter reader	01-402.240	12/04/2012	1.47	.00	
Total Stotz/Fatzinger Office Supply:					40.18	.00	
Tapler, Jeffrey	12012012	EMC stipend -Dec 2012	01-415.139	12/01/2012	191.67	.00	
Total Tapler, Jeffrey:					191.67	.00	
Times News	100283219-11	ZHB 12/4/2012	01-414.341	11/22/2012	71.60	.00	
Times News	100283983-11	Ad-Bid for TV inspection of sanitary sewer system	01-401.341	11/29/2012	221.24	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date P
Total Times News:					292.84	.00	
UGI Utilities Inc.	11132012	502022721012-ESFC-Nov 2012	01-411.320	11/13/2012	235.57	235.57	11/30/2
UGI Utilities Inc.	11132012	504043200800-Nov-2012	01-409.230	11/13/2012	568.96	568.96	11/30/2
UGI Utilities Inc.	11132012	504043172815-Nov 2012	01-409.230	11/13/2012	477.99	477.99	11/30/2
UGI Utilities Inc.	11132012	504043200901-Nov 2012	01-409.230	11/13/2012	172.03	172.03	11/30/2
Total UGI Utilities Inc.:					1,454.55	1,454.55	
UPS Store, The	11262012	Police-mailed MDT computer for repair	01-401.325	11/26/2012	11.54	.00	
Total UPS Store, The:					11.54	.00	
Urban Research & Develop	2460	Inv #1-Salisbury Twmsp Redistricting Study	01-401.312	11/29/2012	3,890.00	.00	
Urban Research & Develop	2305-21-11-247	Joint Subdivision and Land Development Ordinance	01-414.317	12/05/2012	2,780.00	.00	
Total Urban Research & Development :					6,670.00	.00	
US Bank	11272012	Dec 2012 pymt for G O Bond (2010) P&I	01-492.200	11/27/2012	139,369.90	139,369.90	11/30/2
Total US Bank:					139,369.90	139,369.90	
Witmer Public Safety Grou	1434920	ammo	01-410.241	08/28/2012	2,976.87	.00	
Witmer Public Safety Grou	1450222	Taser batteries	01-410.240	11/28/2012	165.60	.00	
Total Witmer Public Safety Group:					3,142.47	.00	
Total General Fund:					210,034.14	142,516.45	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date P
Fire Fund							
Binder's Automotive Inc	15267	WSFC-#31-61 inspect/oil change/replc hoses	03-412.374	11/13/2012	418.33	.00	
Binder's Automotive Inc	15282	WSFC-#31-61 transmission flush	03-412.374	11/09/2012	179.95	.00	
Total Binder's Automotive Inc:					598.28	.00	
Farm & Home Oil Compan	647137	Diesel	03-413.231	11/29/2012	1,302.00	.00	
Farm & Home Oil Compan	647118	Unleaded	03-413.231	11/29/2012	280.78	.00	
Total Farm & Home Oil Company:					1,582.78	.00	
Hunter Keystone Peterbilt	2-223310117	WSFC-31-11 find & repair coolant leak	03-412.374	11/26/2012	344.00	.00	
Total Hunter Keystone Peterbilt LP:					344.00	.00	
Shop One Fire Apparatus	6552	WSFC-31-11 install relay in engine	03-412.374	11/06/2012	228.29	.00	
Total Shop One Fire Apparatus:					228.29	.00	
Total Fire Fund:					2,753.35	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date P
Water Fund							
Bethlehem, City of	11162012	Fountain wtr-Apr 5-Nov 16, 2012	06-448.368	11/16/2012	77.57	.00	
Total Bethlehem, City of :					77.57	.00	
Dispatch Answering Servic	000204A63	610-782-5025-Dec 2012	06-448.320	12/01/2012	19.95	.00	
Total Dispatch Answering Service:					19.95	.00	
Farm & Home Oil Compan	647137	Diesel	06-448.231	11/29/2012	347.20	.00	
Farm & Home Oil Compan	647118	Unleaded	06-448.231	11/29/2012	140.39	.00	
Total Farm & Home Oil Company:					487.59	.00	
Kutz Inc., E. M.	0042218-IN	#33-plugs/couplers/adapters/hoses	06-448.251	11/28/2012	57.58	.00	
Total Kutz Inc., E. M.:					57.58	.00	
Macmillian Oil Co of Allent	23518	oil/Lubriguard	06-448.251	11/28/2012	212.67	.00	
Total Macmillian Oil Co of Allentown:					212.67	.00	
Nextel Communications	11232012	2012-Nov-Utility Dept	06-448.320	11/23/2012	24.40	.00	
Total Nextel Communications:					24.40	.00	
PPL Electric Utilities	12032012	59410-04007-Dec 2012	06-448.361	12/03/2012	17.80	.00	
Total PPL Electric Utilities:					17.80	.00	
Sears Commercial One	11202012	Replc tools stolen from truck-Ins reimb	06-480.000	11/20/2012	960.51	.00	
Total Sears Commercial One:					960.51	.00	
US Bank	11272012	Dec 2012 pymt for G O Bond (2010) Prin	06-241202	11/27/2012	18,700.00	18,700.00	11/30/2
US Bank	11272012	Dec 2012 pymt for G O Bond (2010) Interest	06-472.202	11/27/2012	5,166.95	5,166.95	11/30/2
Total US Bank:					23,866.95	23,866.95	
Total Water Fund:					25,725.02	23,866.95	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date P
Sewer Fund							
Allentown, City of	063801	3Q2012 Sewer/Debt Svc	08-429.534	11/01/2012	18,430.63	.00	
Allentown, City of	063801	3Q2012 Sewer/O&M	08-429.367	11/01/2012	116,625.80	.00	
Allentown, City of	063801	3Q2012 Sewer/Usage	08-429.530	11/01/2012	892.77	.00	
Allentown, City of	063801-A	3Q2012 Sewer O&M-Disputed	08-429.367	11/01/2012	10,106.00	.00	
Total Allentown, City of :					146,055.20	.00	
Farm & Home Oil Compan	647137	Diesel	08-429.231	11/29/2012	347.20	.00	
Farm & Home Oil Compan	647118	Unleaded	08-429.231	11/29/2012	140.39	.00	
Total Farm & Home Oil Company:					487.59	.00	
Keystone Consulting Engin	132390	Patricia Dr Santry Swr Pump Stn-9/5-10/23/12	08-429.601	11/28/2012	1,440.67	.00	
Total Keystone Consulting Engineers:					1,440.67	.00	
Kutz Inc., E. M.	0042218-IN	#33-plugs/couplers/adapters/hoses	08-429.251	11/28/2012	57.58	.00	
Total Kutz Inc., E. M.:					57.58	.00	
Macmillian Oil Co of Allent	23518	oil/Lubriguard	08-429.251	11/28/2012	212.67	.00	
Total Macmillian Oil Co of Allentown:					212.67	.00	
PPL Electric Utilities	11262012	33760-14008-Nov 2012	08-429.361	11/26/2012	16.89	.00	
PPL Electric Utilities	11262012	64170-11008-Nov 2012	08-429.361	11/26/2012	21.50	.00	
PPL Electric Utilities	11262012	82960-01000-Nov 2012	08-429.361	11/26/2012	18.46	.00	
PPL Electric Utilities	11302012	49200-35001-Nov 2012	08-429.361	11/30/2012	25.18	.00	
PPL Electric Utilities	11292012	31590-08002-Nov 2012	08-429.361	11/29/2012	18.46	.00	
PPL Electric Utilities	11292012	39790-24008-Nov 2012	08-429.361	11/29/2012	206.03	.00	
PPL Electric Utilities	11282012	21780-10003-Nov 2012	08-429.361	11/28/2012	28.64	.00	
PPL Electric Utilities	11282012	20380-10009-Nov 2012	08-429.361	11/28/2012	17.18	.00	
Total PPL Electric Utilities:					352.34	.00	
US Bank	11272012	Dec 2012 pymt for G O Bond (2010) Prin	08-241202	11/27/2012	233,400.00	233,400.00	11/30/2
US Bank	11272012	Dec 2012 pymt for G O Bond (2010) Interest	08-472.202	11/27/2012	6,663.15	6,663.15	11/30/2
Total US Bank:					240,063.15	240,063.15	
Verizon	11252012	2012-Nov-868-8310-Cardinal Dr Pump Stn	08-429.320	11/25/2012	29.99	.00	
Total Verizon:					29.99	.00	
Total Sewer Fund:					388,699.19	240,063.15	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date P
Refuse & Recycling Fund							
Waste Management Inc	0377427-2392-	25-Yd Rolloff-Franko-10/29/2012	10-427.303	11/16/2012	230.00	.00	
Waste Management Inc	0377426-2392-	2012-Disposal flat recycle-Devonshire 11/5/2012	10-427.303	11/16/2012	230.00	.00	
Total Waste Management Inc:					460.00	.00	
Total Refuse & Recycling Fund:					460.00	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date P
Highway Aid Fund							
Kansas State Bank	11162012	#3344038-Int-Pmt#3 of 12-Hwy #22	35-438.700	11/16/2012	480.95	.00	
Kansas State Bank	11162012	#3344038-Prin-Pmt#3 of 12-Hwy #22	35-438.700	11/16/2012	5,188.30	.00	
Total Kansas State Bank:					5,669.25	.00	
PPL Electric Utilities	11262012	89989-11003-Nov 2012	35-433.362	11/26/2012	21.50	.00	
PPL Electric Utilities	11292012	72390-08002-Nov 2012	35-433.362	11/29/2012	14.02	.00	
PPL Electric Utilities	11292012	95790-09009-Nov 2012	35-433.362	11/29/2012	14.17	.00	
PPL Electric Utilities	12032012	97159-57000-Dec 2012	35-433.362	12/03/2012	33.39	.00	
PPL Electric Utilities	12032012	96549-22003-Dec 2012	35-433.362	12/03/2012	22.48	.00	
PPL Electric Utilities	12032012	79000-43000-Dec 2012	35-434.361	12/03/2012	585.40	.00	
PPL Electric Utilities	12032012	79200-43006-Dec 2012	35-434.361	12/03/2012	11,253.90	.00	
PPL Electric Utilities	12032012	32810-04003-Dec 2012	35-433.362	12/03/2012	25.79	.00	
PPL Electric Utilities	12032012	59610-04003-Dec 2012	35-433.362	12/03/2012	27.68	.00	
PPL Electric Utilities	12032012	58010-04003-Dec 2012	35-433.362	12/03/2012	26.17	.00	
Total PPL Electric Utilities:					12,024.50	.00	
Total Highway Aid Fund:					17,693.75	.00	
Grand Totals:					645,365.45	406,446.55	

Date: _____

President: _____

Board of Commissioners

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
NOVEMBER 29, 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
Joanne Ackerman
Debra Brinton

Staff Present:

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

NOTIFICATION

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.

APPROVAL OF FINANCIAL REPORT AND BILLS PAYABLE

Motion by Commissioner Ackerman, seconded by Commissioner Martucci, to approve the unaudited Financial Report for the period ending October 31, 2012 and the list of Bills Payable for the period 11/10/2012-11/23/2012, broken down as follows: General Fund - \$66,910.21; Fire Fund - \$1,632.24; Library Fund - \$0; Water Fund - \$83,502.12; Sewer Fund - \$2,969.39; Refuse & Recycling Fund - \$127,238.80; Highway Fund - \$86.29; Total of all Funds - \$282,339.13.

Roll Call:

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

The Motion passed by 5-0.

MINUTES

November 15, 2012

Mr. Soriano corrected page 1 by noting that Commissioner Martucci asked everyone to rise for the Pledge of Allegiance, not Commissioner Brown as he was absent.

Commissioner Brown declared the November 15, 2012 Regular Meeting Minutes of the Board of Commissioners approved with revisions.

NEW BUSINESS

ORDINANCES

None

RESOLUTIONS

Land Development Plan for 1980 Bevin Drive, Allentown, PA 18103 (Devonhouse).

Mr. Jim Gentile, owner of Devonhouse and New Star Construction, was present to address the Board. He noted that Devonhouse is an assisted living facility located at 1980 Bevin Drive and they are looking to expand their existing building.

Mr. Tettetmer stated that he has reviewed the plans and is comfortable for them to move forward. He noted that the Planning Commission has recommended the approval of the plan as well as the waivers and deferrals. Mr. Tettetmer read the waivers and deferrals into the record.

RESOLUTION NO. 11-2012-1427

BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, APPROVING THE DEVONHOUSE BUILDING EXPANSION PRELIMINARY/FINAL LAND DEVELOPMENT PLAN

WHEREAS, DEVONHOUSE MANAGEMENT, INC., developer, has submitted a Building Expansion Land Development Plan for a proposed expansion of the existing building located at 1930 Bevin Drive for review and approval by the Board of Commissioners of the Township of Salisbury; and

WHEREAS, on October 9, 2012 the Planning Commission voted to recommend conditional approval of the DEVONHOUSE BUILDING EXPANSION Preliminary/Final Land Development Plan; and

WHEREAS, on November 29, 2012 the Board of Commissioners made a Motion to approve the Preliminary/Final Land Development Plan of the DEVONHOUSE BUILDING EXPANSION, subject to the following conditions:

The Developer shall comply with the comments and recommendations of the Township Engineer as described in his October 3, 2012 letter.

The Developer shall comply with the review comments of the Director of Planning and Zoning listed in a letter dated October 4, 2012.

The Developer shall comply with any and all Federal, State, and Local permits and/or approvals applicable to the Site.

On November 29, 2012, the Board of Commissioners granted the following waivers and deferrals to the provisions of the Township's Subdivision and Land Development Ordinance and the Developer shall place a Note on the Plans accordingly:

A waiver was granted to SALDO Section 3.2.A.3, and 3.2.D.1 to allow the submission of a preliminary/final plan when separate plans are required.

A waiver was granted to SALDO Section 5.3.D.3, requiring the delineation of the location of existing man-made features within 100 feet of the site;

A waiver was granted to SALDO Section 10.10.B.1.c regarding storm sewer requirement of corrugated metal or reinforced concrete to allow the use of HDPE pipe on the site.

A deferral was granted to SALDO Section 10.12.A requiring the installation of sidewalks.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, that the Preliminary/Final Land Development Plan of the Devonhouse Building Expansion 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 Salisbury 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 December 19, 2012. The statutory review period expires on January 7, 2013.

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

Motion by Commissioner Martucci, seconded by Commissioner Brinton, to approve Resolution No. 11-12-1427 for 1980 Bevin Drive (Devonhouse) Land Development Plan with all deferrals and waivers requested, contingent on the applicant meeting all the letters from the Township Engineer and all laws and regulations from the Township, State and Federal Government.

Roll Call:

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

The Motion passed by 5-0.

MOTIONS

Shade Tree Appeal Hearing – Gregg and Cynthia Feinberg – 3010 Fairfield Drive.

Mr. Soriano stated that Mr. and Mrs. Feinberg are requesting a waiver from the Shade Tree Official's Notice to replant a shade tree in front of the property. He noted that this Hearing is being held pursuant to the Local Agency Law and a stenographer is present to record the testimony in case of appeal.

Mr. Soriano turned over the proceedings to Attorney Ashley.

Mr. Feinberg was present to testify. He stated that he had removed two shade trees, three to five years ago, and one shade tree last year, all due to storm damage. Mr. Feinberg noted that he was

not aware that a permit was needed to remove the shade trees. He commented that he did not want to replace the trees because of aesthetic appeal and the location of underground gas lines.

Commissioner Martucci questioned if the gas line ran through the area that Mr. Nicolo is recommending for replanting. Mr. Nicolo responded that he did not see any markings indicating that there were utility lines. Mr. Feinberg commented that a Pennsylvania One Call was not done recently, but in fact was done when the original two shade trees were removed.

Mr. Feinberg expressed concerns about the Bradford Pear type trees that are planted. The Board explained that the Shade Tree Ordinance provides for a number of different types of trees and one of those could be installed.

Attorney Ashley submitted several items into the record. He noted that Exhibit A-1 was the Township Code Official's violation notice, dated October 1, 2012. Applicant's Exhibit A-2 was presented as a copy of an aerial photograph, which shows the area of the Feinberg's property along with a number of neighboring properties. Attorney Ashley submitted Exhibit A-3, a diagram showing the location of the shade trees for the subject property which had all been removed. Mr. Nicolo also provided a letter dated October 18, 2012, which was marked as applicant's Exhibit A-4, putting the property owners on notice, not only of the one tree that was removed, but also the indications that two other street trees had been removed from the property.

Motion by Commissioner Martucci, seconded by Commissioner Ackerman, to deny the request from Mr. and Mrs. Feinberg for a waiver not to replant a tree in front of 3010 Fairfield Drive. The tree must be replaced under the following conditions:

- 1. Applicant would make a call to the Pennsylvania One Call System and if there was space for a tree to be installed, a tree would be installed. When the call was made to the One Call System, and the markings were in place, the applicant would contact the Township Code Official to come out so that he could make an independent determination as to whether or not there was sufficient room for a tree to be installed in compliance with the Ordinance.**
- 2. Applicants were required to replace just one tree, and that tree would be placed in an area that did not conflict with the utilities.**
- 3. The type and size of tree would be in compliance with the Shade Tree Ordinance requirements.**
- 4. Applicant would comply with the Shade Tree Ordinance and obtain a permit for the replacement of this tree.**
- 5. The tree replacement would not have to occur until the spring when it was appropriate, weather wise, for the installation of a tree.**

Roll Call:

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

The Motion passed by 5-0.

Presentation by Renee Haines, Executive Director of Allentown Public Library.

Mr. Soriano introduced Ms. Renee Haines, Executive Director of Allentown Public Library, who was present to address the Board in regards to the services the Library provides to residents.

Ms. Haines highlighted some improvements the Library has undertaken over the past year, which included computer upgrades with an increase in bandwidth to accommodate more wireless users, an increase in the number of adult programs, and the addition of a new digital collection.

Ms. Haines commented that the Library participated in the Parks Program this year by sending the Library Book Van to some of the Township parks. She provided the Board with readership statistics during the program.

Ms. Haines also provided the Board with some basic statistics on the number of people who registered over the last year, how many new borrowers they have each month and the number of items that circulated. She stated that the Library is up to a little under 5% with new registrations and have over 87, 000 registered borrowers.

Commissioner Brinton inquired how many families in Salisbury Township belong to the library. Ms. Haines responded there is a way to manipulate the data to narrow it down by address, but she did not have the numbers with her. Commissioner Brinton questioned if people come out of that data from inactivity. Ms. Haines stated that the Library purges their records on an annual basis based on expiration dates.

Commissioner Brinton inquired as to the cost for a family to join the library if the Township was not affiliated with it. Ms. Haines responded that the current non-resident fee is \$40 per year.

Commissioner Brinton requested Ms. Haines provide the Board with the number of families in Salisbury that use the library.

Application for Payment No. 5 – FINAL – Muschlitz Excavating, Inc. – Roosevelt Avenue, Public Road, Jeter Avenue and Dodson Street Storm Sewer Improvement Project - \$13,164.09.

Mr. Soriano stated that this is the final payment for the project. He explained that the project started approximately one year ago and was the result of a Grant received from the County for \$199,000. He noted that the Township undertook the project in hopes that the Gatta issue with the storm sewer pipe would be amenable to him, and to comply with the order issued from the court. He stated that the project took care of the overall drainage issue on Public Road, Jeter Avenue and Dodson Street. Mr. Soriano commented that the final payment will close out the project.

Commissioner Martucci inquired if the payment includes the retainage. Mr. Tettermer responded that the payment does include retainage and it will move the project into the maintenance period.

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to approve Final Payment No. 5 in the amount of \$13,164.09 to Muschlitz Excavating, Inc. for the Roosevelt Avenue, Public Rod, Jeter Avenue and Dodson Street Storm Sewer Improvement Project.

Roll Call:

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

The Motion passed by 5-0.

Ratification of Police Contract (Tentative).

Mr. Soriano stated he has not received the final draft of the contract from the Association's attorney, so the Motion will have to be tabled. He indicated that they have reached an agreement, but it needs to be reviewed by the Police Department's labor attorney. Mr. Soriano stated that the Contract needs to be ratified by December 31, 2012, but he hopes to take care of it by the next meeting on December 13, 2012 since it also involves an amendment to the Police Pension Ordinance.

Proposed Budget – 2013 – Advertise for Public Inspection.

Mr. Soriano stated that the Board must take steps to advertise the proposed Budget for 2013. Commissioner Martucci suggested holding a special meeting next week to review Budget issues.

Commissioner Brinton questioned if the Board can make changes to the Budget once it is advertised. Mr. Soriano indicated that the Board may be able to make minor changes, but anything major, like a tax increase, should be something that the residents have a chance to comment about. He stated that key issues include additional personnel and individual line items.

Attorney Ashley explained that the Board must authorize the advertising of the Budget for public inspection. He noted that just because the Board advertises the tentative Budget, does not mean that things may not change. Attorney Ashley further explained that the idea is for the advertised Budget to be relatively close to what the Board wishes to do, even though there may be a few issues that the Board still wants to discuss. He recommended at least authorizing the advertising of the Budget because the Township may run out of time.

Commissioner Martucci inquired if the Township would have to advertise a special meeting. Mr. Soriano stated that they would have to advertise a meeting to give public notice since the intent is to deliberate something and take action.

Mr. Tettemer questioned if the Board could vote tonight to advertise the Budget, and then meet next week in a Workshop to discuss the Budget, but not actually advertise it until after the Workshop. Mr. Soriano stated that the Budget has to be advertised by December 9, 2012. Attorney Ashley clarified that as long as Mr. Soriano has a final product to advertise by December 9, 2012, the Board can authorize the Budget to be advertised, hold a Workshop about it, and then not actually advertise it until December 9, 2012.

A discussion ensued about having enough time to advertise the special meeting. Mr. Soriano stated that they can advertise the proposed Budget they currently have and then make changes to it.

Motion by Commissioner Martucci, seconded by Commissioner Ackerman, to authorize the advertisement of the proposed 2013 Budget for public inspection.

Roll Call:

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

The Motion passed by 5-0.

MERT Program (Tentative).

Mr. Soriano stated that the primary issue with the proposed MERT Agreement concerned liability. He commented that Attorney Ashley has negotiated with the District Attorney who has agreed to change the language in the particular section that was problematic from the Township's and our insurance company's perspective. He stated that the revised Agreement was forward to the insurance company who provided him with their affirmative response today. Mr. Soriano noted that the Township is now in agreement with the liability matter and now the Board must decide about the cost.

No action was taken.

OLD BUSINESS

COURTESY OF THE FLOOR

Commissioner Brinton commented that she received a phone call from a resident who expressed concerns about **logging** on West Rock Road. Ms. Sopka stated that she is aware of a situation and she will be evaluating it tomorrow. She indicated that she does not know the extent of what is happening, but she understands there are two issues at hand. First, there might have been trees that have fallen or have partially fallen because of the recent storm; second, there is a possibility

that there were additional trees that have been removed. She noted that she will provide the Board with an update once she assesses the situation.

Commissioner Ackerman asked for an update on the status of the **leaf pick-up**. Mr. Andreas stated that they have been through the East side of the Township and have now moved to the West side. He noted that they have been collecting branches at the same time as leaf collection to help residents with the impact of the (Hurricane Sandy) storm event. Mr. Andreas also commented that both the Public Works Department and Police Department are trying to find ways to better address the problem of the leaves being placed in the cartway of the roads.

Mrs. Bonaskiewich announced that there are still seats available for the Township **Bus Trip** to see the Rockettes in New York City on December 8, 2012.

ADJOURNMENT

Commissioner Brinton made a Motion to adjourn the Meeting. Seconded by Commissioner Martucci. The time was 9:10 p.m.

Respectfully submitted,

Randy Soriano
Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on November 29, 2012.

Approved and certified on this date:

Randy Soriano

Date

SEAL

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Workshop Meeting
December 13, 2012
7:30 p.m.
(approximate time)

Topics of discussion:

1. Continuation of the review of the 2013 Proposed Budget
2. Resolution – Restructuring the Workplace Safety Committee
3. Police Pension Ordinance Amendment
4. Appointments to Boards and Commission- 2013
5. Resolution- Establishing the Police Pension Employee Contribution rate for 2013
6. Redistricting of Wards