

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Meeting
Regular Meeting Agenda—January 10, 2013
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 12/22/2012 – 1/4/2013

5. Approval of the Minutes –December 27, 2012

6. New Business

A. ORDINANCES

1. Police Pension Ordinance Amendment.

B. RESOLUTIONS - None

C. MOTIONS

1. Appointments to various Boards and Commission.
2. Lehigh Valley Health Network-Family Lodging Center-Maintenance Security Release

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 Paid
General Fund							
Altemos/Atlantic Fuels	18100	ACCT# 153208 Oil-Black River Rd-12/20/2012	01-409.230	12/20/2012	665.99	.00	
Total Altemos/Atlantic Fuels:					665.99	.00	
Anda Car Wash	12312012	2012-Dec-Police car washes	01-410.251	12/31/2012	52.50	.00	
Total Anda Car Wash:					52.50	.00	
Atlantic Tactical	SI-80413528	holster	01-410.238	12/20/2012	91.40	.00	
Total Atlantic Tactical:					91.40	.00	
Ballek, Clinton	12212012	2012 clothing allowance	01-430.192	12/21/2012	15.11	.00	
Total Ballek, Clinton:					15.11	.00	
Cedar Crest Emergicenter	00040746	12/19/2012-Breath Alcohol Testing	01-406.315	12/19/2012	35.00	.00	
Total Cedar Crest Emergicenter:					35.00	.00	
Communication Systems In	20126423	static on paging system	01-409.373	12/19/2012	218.00	.00	
Total Communication Systems Inc:					218.00	.00	
D & A Emergency Equipme	19663	Police-battery	01-410.240	12/28/2012	41.00	.00	
Total D & A Emergency Equipment Inc:					41.00	.00	
Dispatch Answering Servic	000204A64	610-782-5572-Jan 2013	01-430.320	01/01/2013	15.00	.00	
Dispatch Answering Servic	000204A64	Answr Service/Pump Stn Alrm-Jan 2012	01-401.320	01/01/2013	160.25	.00	
Dispatch Answering Servic	81796	Radio narrowbanding: portables	01-430.260	12/31/2012	566.00	.00	
Dispatch Answering Servic	81791	Radio narrowbanding: Base/Remote stns & portables	01-401.260	12/18/2012	285.00	.00	
Dispatch Answering Servic	81791	Radio narrowbanding: Base/Remote stns & portables	01-409.260	12/18/2012	2,382.85	.00	
Dispatch Answering Servic	81788	Radio narrowbanding: Remote stations	01-409.260	12/18/2012	1,821.00	.00	
Dispatch Answering Servic	81790	Radio narrowbanding: Base Station	01-409.260	12/18/2012	1,010.85	.00	
Dispatch Answering Servic	81789	Radio narrowbanding: Repeater @ Savercool	01-409.260	12/18/2012	3,087.00	.00	
Total Dispatch Answering Service:					9,327.95	.00	
Ecco Communications LLC	61054	Radio narrowbanding upgrades/reprogramming	01-401.260	12/21/2012	442.20	.00	
Ecco Communications LLC	61054	Radio narrowbanding upgrades/reprogramming	01-430.260	12/21/2012	2,775.00	.00	
Total Ecco Communications LLC:					3,217.20	.00	
Emergency Systems Servi	0173627-IN	repair low water temp alarm on generator-DPW	01-409.373	12/24/2012	486.99	.00	
Total Emergency Systems Service Co:					486.99	.00	
Farm & Home Oil Compan	666125	Diesel	01-430.231	12/18/2012	1,752.68	.00	
Farm & Home Oil Compan	666152	Unleaded	01-401.231	12/18/2012	187.41	.00	
Farm & Home Oil Compan	666152	Unleaded	01-430.231	12/18/2012	374.83	.00	
Farm & Home Oil Compan	666152	Unleaded	01-410.231	12/18/2012	2,436.40	.00	
Total Farm & Home Oil Company:					4,751.32	.00	
FBI/LEEDA	01012013	2013 dues-Sabo/Soberick/Patten	01-410.420	01/01/2013	150.00	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total FBI/LEEDA:					150.00	.00	
Fonzone and Ashley	49281	Reimb inv:Kost Tire	01-404.318	11/01/2012	341.00	.00	
Total Fonzone and Ashley:					341.00	.00	
GFOA-PA	01012013	Bonaskiewich-2013 dues	01-402.420	01/01/2013	55.00	.00	
GFOA-PA	01012013	Soriano-2013 dues	01-401.420	01/01/2013	55.00	.00	
Total GFOA-PA:					110.00	.00	
Hartford - Priority Accts, Th	6156704-6	2013-Jan coverage	01-487.158	01/01/2013	1,596.25	1,596.25	01/02/2013
Total Hartford - Priority Accts, The:					1,596.25	1,596.25	
Home Depot Credit Service	12312012	snow shovels/handles	01-430.260	12/31/2012	90.96	.00	
Total Home Depot Credit Services:					90.96	.00	
I.A.C.P.	01012013	Model Policy Center renewal 2013	01-410.420	01/01/2013	30.00	.00	
Total I.A.C.P.:					30.00	.00	
ICMA Dues Renewal	659946	2013 Membership	01-401.420	01/01/2013	765.00	.00	
Total ICMA Dues Renewal:					765.00	.00	
Keystone Code Consulting	10621	Commercial inspections-Nov 2012	01-413.306	12/04/2012	2,155.50	.00	
Total Keystone Code Consulting :					2,155.50	.00	
Keystone Consulting Engin	132385	Reimb inv:Kost Tire	01-408.318	11/28/2012	1,636.25	.00	
Total Keystone Consulting Engineers:					1,636.25	.00	
Klimowicz, Brian G.	01012013	12 of 60 health reimb	01-406.171	01/01/2013	250.00	.00	
Total Klimowicz, Brian G. :					250.00	.00	
Knerr, David G.	12312012	CBS for Police contract-11/30-12/19/2012	01-406.314	12/31/2012	275.00	.00	
Total Knerr, David G.:					275.00	.00	
Kutz Inc., E. M.	0042639-IN	Tarp #4	01-430.260	12/20/2012	144.35	.00	
Total Kutz Inc., E. M.:					144.35	.00	
Laible Jr, Ernest H	01012013	55 of 60 cash incentv pymt	01-406.171	01/01/2013	100.00	.00	
Total Laible Jr, Ernest H:					100.00	.00	
Lehigh County Auto Parts	383431	bulbs/fuses	01-437.251	12/26/2012	61.76	.00	
Total Lehigh County Auto Parts:					61.76	.00	
Lowe and Moyer Garage In	213685	Door hinge- #2	01-437.251	12/28/2012	66.98	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Lowe and Moyer Garage Inc.:					66.98	.00	
MailFinance	N3678507	01/04-04/03/2013	01-401.375	01/01/2013	420.00	.00	
Total MailFinance:					420.00	.00	
Martucci, Kathryn	12282012	2012 health reimb	01-406.171	12/28/2012	150.00	.00	
Total Martucci, Kathryn:					150.00	.00	
Miklus, Nancy	01012013	43 of 60 cash incentive pymt	01-406.171	01/01/2013	100.00	.00	
Total Miklus, Nancy :					100.00	.00	
Morgan, Elizabeth	29199	rags	01-430.240	12/31/2012	150.00	.00	
Total Morgan, Elizabeth:					150.00	.00	
Motors Plus Inc.	27351	#210-Oil change/replc tie rods/ball joints/sway bar	01-410.251	12/28/2012	1,227.97	.00	
Total Motors Plus Inc.:					1,227.97	.00	
Municipal Capital Corp	1347491	Pmt #6 of 12 (Princ only):6 MDTs from Comm Elec	01-471.350	01/01/2013	2,587.91	.00	
Municipal Capital Corp	1347491	Pmt #6 of 12 (Int only):6 MDTs from Comm Elec	01-472.350	01/01/2013	245.28	.00	
Municipal Capital Corp	12272012	Final Payoff Amt: Contract#6147 (Comp Equip)	01-471.350	12/27/2012	9,228.10	.00	
Municipal Capital Corp	12272012	Final Payoff Amt: Contract#6147 (Comp Equip)	01-472.350	12/27/2012	257.13	.00	
Total Municipal Capital Corp:					12,318.42	.00	
Nextel Communications	12232012	2012-Dec-Asst Mgr/Finance Director	01-402.320	12/23/2012	64.48	.00	
Nextel Communications	12232012	2012-Dec-Code Enforcement Officer	01-413.320	12/23/2012	64.48	.00	
Nextel Communications	12232012	2012-Dec-DPW	01-430.320	12/23/2012	47.56	.00	
Nextel Communications	12232012	2012-Dec-EMC-Tapler	01-415.320	12/23/2012	73.30	.00	
Nextel Communications	12232012	2012-Dec-Manager	01-401.320	12/23/2012	64.48	.00	
Nextel Communications	12232012	2012-Dec-Police	01-410.320	12/23/2012	1,033.68	.00	
Nextel Communications	12232012	2012-Dec-P-Z	01-414.320	12/23/2012	64.48	.00	
Total Nextel Communications:					1,412.46	.00	
PA Dept of Agriculture/C of	01012013	2012 Pesticide Business License	01-451.315	01/01/2013	35.00	.00	
Total PA Dept of Agriculture/C of PA:					35.00	.00	
PA Municipal Health Ins Co	01012013	2013-Jan coverage	01-487.156	01/01/2013	67,818.83	67,818.83	01/02/2013
Total PA Municipal Health Ins Coop:					67,818.83	67,818.83	
PA Police Accreditation Co	01012013	2013 membership	01-410.420	01/01/2013	35.00	.00	
Total PA Police Accreditation Coalit:					35.00	.00	
PA State Assoc of Borough	01012013	2013 Dues-member ID#22764	01-401.420	01/01/2013	225.00	.00	
Total PA State Assoc of Boroughs:					225.00	.00	
PCCA	0207593-IN	Nicolo-Bldg Code Course-ACC101	01-413.421	12/12/2012	195.00	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total PCCA:					195.00	.00	
PenTeleData	B1888471	ESFC-Cable-Jan 2013	01-411.320	01/01/2013	60.07	.00	
Total PenTeleData:					60.07	.00	
PPL Electric Utilities	12262012	93760-01007-Dec 2012	01-451.361	12/26/2012	13.95	.00	
PPL Electric Utilities	12192012	92051-48008-Dec 2012	01-409.361	12/19/2012	944.77	.00	
PPL Electric Utilities	12192012	70730-17005-Dec 2012	01-409.361	12/19/2012	963.12	.00	
PPL Electric Utilities	12192012	61089-84001-Dec 2012	01-409.361	12/19/2012	656.12	.00	
PPL Electric Utilities	12212012	10550-10002-Dec 2012	01-451.361	12/21/2012	23.44	.00	
PPL Electric Utilities	12202012	94340-19001-Dec 2012	01-451.361	12/20/2012	143.71	.00	
PPL Electric Utilities	12282012	63580-10005-Dec 2012	01-451.361	12/28/2012	13.95	.00	
Total PPL Electric Utilities:					2,759.06	.00	
PSATC	34003	2013 Dues	01-400.420	01/01/2013	2,854.05	.00	
Total PSATC:					2,854.05	.00	
PSTCA	8012012	Mingers Dues:8/1/2012-7/31/2013	01-403.420	08/01/2012	70.00	70.00	12/28/2012
Total PSTCA:					70.00	70.00	
Rindock, Ronald	11152012	2012 boot/clothing allowance	01-430.192	11/15/2012	175.00	.00	
Total Rindock, Ronald :					175.00	.00	
Salisbury Township	12312012	4Q2012 ESFCo utility inv	01-411.320	12/31/2012	190.93	.00	
Total Salisbury Township:					190.93	.00	
Seitz Bros Exterminating C	01012013	2013-Admin Bldg	01-401.315	01/01/2013	527.93	.00	
Total Seitz Bros Exterminating Co:					527.93	.00	
Signal Service Inc.	5100	Repaired preemption card @ CC&NB/WB-ins reimb	01-433.362	12/05/2012	2,185.00	.00	
Signal Service Inc.	5099	Install repaired telemetry card-CC&SB/EB-ins reimb	01-433.362	12/05/2012	125.00	.00	
Total Signal Service Inc.:					2,310.00	.00	
Stauffer Insurance, C. M.	30546	Refund-delete 6 vehicles sold @ auction	01-486.352	12/04/2012	774.00-	774.00-	01/02/2013
Stauffer Insurance, C. M.	30717	2013-Public Offcls/Law Enfrcmnt/Emplmt Pract Liability	01-486.353	01/01/2013	38,615.00	38,615.00	01/02/2013
Stauffer Insurance, C. M.	30692	2013-Workers Compensation Renewal	01-486.354	01/01/2013	76,672.46	76,672.46	01/02/2013
Stauffer Insurance, C. M.	30722	2013-Comm Auto Policy	01-486.352	01/01/2013	41,746.50	41,746.50	01/02/2013
Total Stauffer Insurance, C. M.:					156,259.96	156,259.96	
Stotz/Fatzinger Office Sup	79707	Minger-calendar	01-403.240	12/27/2012	24.98	.00	
Stotz/Fatzinger Office Sup	79773	Police-folders/labels/pens/boxes/ribbons	01-410.240	12/28/2012	209.45	.00	
Total Stotz/Fatzinger Office Supply:					234.43	.00	
Stratix Systems Inc	222706 1	Ram memory	01-407.319	12/31/2012	145.74	.00	
Stratix Systems Inc	222707 1	NSI maintenance standard device connect	01-407.319	12/31/2012	127.92	.00	
Stratix Systems Inc	13114643	45 of 63 lease for copiers	01-401.375	12/21/2012	541.10	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Stratix Systems Inc	222708 1	81 hrs of IT blocktime	01-407.319	01/02/2013	3,078.00	.00	
Total Stratix Systems Inc:					3,892.76	.00	
Supercircuits Inc	819383A	Camera/wireless transmitter/DVR/hard drive	01-410.205	12/12/2012	990.79	.00	
Total Supercircuits Inc:					990.79	.00	
Tapler, Jeffrey	01012013	EMC stipend -Jan 2013	01-415.139	01/01/2013	250.00	.00	
Total Tapler, Jeffrey:					250.00	.00	
Thompson Publishing Grou	6804804	Fair Labor Standard Handbk-2013-Acct # 1296498	01-402.420	01/01/2013	438.50	.00	
Total Thompson Publishing Group:					438.50	.00	
Times News	100285348-12	Ad:Environmental Advisory Committee Mtg-12/19/2012	01-461.341	12/13/2012	25.48	.00	
Times News	12132012	Ad -Civil Service Comm 12-19-2012 mtg	01-401.341	12/13/2012	24.40	.00	
Times News	100286327-12	Ad -2013 tax rate	01-401.341	12/20/2012	58.96	.00	
Times News	100286646-12	Ad -Police Pension Plan Ord	01-401.341	12/27/2012	100.00	.00	
Total Times News:					208.84	.00	
UGI Utilities Inc.	12192012	502022721012-ESFC-Dec 2012	01-411.320	12/19/2012	778.62	778.62	01/02/2013
UGI Utilities Inc.	12192012	504043172815-Dec 2012	01-409.230	12/19/2012	877.95	877.95	01/02/2013
UGI Utilities Inc.	12192012	504043200901-Dec 2012	01-409.230	12/19/2012	1,466.85	1,466.85	01/02/2013
UGI Utilities Inc.	12192012	504043200800-Dec-2012	01-409.230	12/19/2012	1,148.36	1,148.36	01/02/2013
Total UGI Utilities Inc.:					4,271.78	4,271.78	
Veritext Mid-Atlantic	PA1636525	ZHB-12/4/2012	01-414.316	12/18/2012	115.00	.00	
Total Veritext Mid-Atlantic:					115.00	.00	
Whitehead Jr, Charles	12272012	80 hrs of H&L(12-9 thru 22-2012)	01-410.132	12/27/2012	2,434.40	2,434.40	12/28/2012
Total Whitehead Jr, Charles:					2,434.40	2,434.40	
Wilson, Shemaine	12222012	2012 Health Reimb	01-406.171	12/22/2012	65.00	.00	
Total Wilson, Shemaine :					65.00	.00	
Total General Fund:					288,871.69	232,451.22	
PLUS: 2012 DPW Scrap Metal Proceeds Distributions			01-364.900	12/27/2012	+ 1,800.00	+ 1,800.00	
			01-491.000	12/27/2012	+ 100.00	+ 100.00	
Total General Fund as Amended					\$ 290,771.69	\$234,351.22	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Fire Fund							
Abboud Consulting Inc	01012013	ESFC-1Q2013 computer maint agreemnt	03-411.240	01/01/2013	570.00	.00	
Total Abboud Consulting Inc:					570.00	.00	
Eastern Salisbury Fire Co.	01012013	1999 Fire Truck loan#19218-princ	03-471.212	01/01/2013	7,563.17	.00	
Eastern Salisbury Fire Co.	01012013	1999 Fire Truck loan#19218-interest	03-472.212	01/01/2013	158.95	.00	
Eastern Salisbury Fire Co.	01012013	2009 Fire Truck loan#10633-princ	03-471.215	01/01/2013	9,243.49	.00	
Eastern Salisbury Fire Co.	01012013	2009 Fire Truck loan#10633-interest	03-472.215	01/01/2013	2,339.63	.00	
Total Eastern Salisbury Fire Co.:					19,305.24	.00	
Farm & Home Oil Compan	666125	Diesel	03-413.231	12/18/2012	973.71	.00	
Farm & Home Oil Compan	666152	Unleaded	03-413.231	12/18/2012	374.83	.00	
Total Farm & Home Oil Company:					1,348.54	.00	
Western Salisbury Fire Co	01012013	2005 Fire truck loan#10150-princ	03-471.213	01/01/2013	10,012.67	.00	
Western Salisbury Fire Co	01012013	2005 Fire truck loan#10150-interest	03-472.213	01/01/2013	1,570.45	.00	
Western Salisbury Fire Co	01012013	2007 Fire truck loan#10521-princ	03-471.214	01/01/2013	6,318.24	.00	
Western Salisbury Fire Co	01012013	2007 Fire truck loan#10521-interest	03-472.214	01/01/2013	1,403.88	.00	
Total Western Salisbury Fire Company:					19,305.24	.00	
Total Fire Fund:					40,529.02	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Water Fund							
Allentown, City of	064838	2012-Nov water	06-448.367	12/18/2012	59,814.79	.00	
Total Allentown, City of :					59,814.79	.00	
Dispatch Answering Servic	000204A64	610-782-5025-Jan 2013	06-448.320	01/01/2013	19.95	.00	
Dispatch Answering Servic	81796	Radio narrowbanding: portables	06-448.260	12/31/2012	424.50	.00	
Dispatch Answering Servic	81791	Radio narrowbanding: Base/Remote stns & portables	06-448.260	12/18/2012	285.00	.00	
Total Dispatch Answering Service:					729.45	.00	
Ecco Communications LLC	61054	Radio narrowbanding upgrades/reprogramming	06-448.260	12/21/2012	640.75	.00	
Total Ecco Communications LLC:					640.75	.00	
Farm & Home Oil Compan	666125	Diesel	06-448.231	12/18/2012	259.66	.00	
Farm & Home Oil Compan	666152	Unleaded	06-448.231	12/18/2012	187.41	.00	
Total Farm & Home Oil Company:					447.07	.00	
Hartford - Priority Accts, Th	6156704-6	2013-Jan coverage	06-487.158	01/01/2013	129.93	129.93	01/02/2013
Total Hartford - Priority Accts, The:					129.93	129.93	
Municipal Capital Corp	12272012	Final Payoff Amt: Contract#6147 (Comp Equip)	06-471.350	12/27/2012	2,307.02	.00	
Municipal Capital Corp	12272012	Final Payoff Amt: Contract#6147 (Comp Equip)	06-472.350	12/27/2012	64.29	.00	
Total Municipal Capital Corp:					2,371.31	.00	
Nextel Communications	12232012	2012-Dec-Utility Dept	06-448.320	12/23/2012	24.48	.00	
Total Nextel Communications:					24.48	.00	
PA Municipal Health Ins Co	01012013	2013-Jan coverage	06-487.156	01/01/2013	6,458.94	6,458.94	01/02/2013
Total PA Municipal Health Ins Coop:					6,458.94	6,458.94	
Stauffer Insurance, C. M.	30546	Refund-delete 6 vehicles sold @ auction	06-486.352	12/04/2012	43.00-	43.00-	01/02/2013
Stauffer Insurance, C. M.	30692	2013-Workers Compensation Renewal	06-486.354	01/01/2013	8,415.27	8,415.27	01/02/2013
Stauffer Insurance, C. M.	30722	2013-Comm Auto Policy	06-486.352	01/01/2013	2,319.25	2,319.25	01/02/2013
Total Stauffer Insurance, C. M.:					10,691.52	10,691.52	
Stratix Systems Inc	222706 1	Ram memory	06-448.319	12/31/2012	72.86	.00	
Stratix Systems Inc	222707 1	NSI maintenance standard device connect	06-448.319	12/31/2012	63.96	.00	
Stratix Systems Inc	222708 1	81 hrs of IT blocktime	06-448.319	01/02/2013	1,539.00	.00	
Total Stratix Systems Inc:					1,675.82	.00	
Total Water Fund:					82,984.06	17,280.39	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Sewer Fund							
Bethlehem, City of	3330000047	2013-1st pymt of 2-annual capital charge	08-429.535	01/01/2013	6,626.00	.00	
Total Bethlehem, City of :					6,626.00	.00	
Dispatch Answering Servic	81796	Radio narrowbanding: portables	08-429.260	12/31/2012	424.50	.00	
Total Dispatch Answering Service:					424.50	.00	
Ecco Communications LLC	61054	Radio narrowbanding upgrades/reprogramming	08-429.260	12/21/2012	640.75	.00	
Total Ecco Communications LLC:					640.75	.00	
Farm & Home Oil Compan	666125	Diesel	08-429.231	12/18/2012	259.66	.00	
Farm & Home Oil Compan	666152	Unleaded	08-429.231	12/18/2012	187.41	.00	
Total Farm & Home Oil Company:					447.07	.00	
Hartford - Priority Accts, Th	6156704-6	2013-Jan coverage	08-487.158	01/01/2013	129.93	129.93	01/02/2013
Total Hartford - Priority Accts, The:					129.93	129.93	
Municipal Capital Corp	12272012	Final Payoff Amt: Contract#6147 (Comp Equip)	08-471.350	12/27/2012	2,307.02	.00	
Municipal Capital Corp	12272012	Final Payoff Amt: Contract#6147 (Comp Equip)	08-472.350	12/27/2012	64.29	.00	
Total Municipal Capital Corp:					2,371.31	.00	
PA Municipal Health Ins Co	01012013	2013-Jan coverage	08-487.156	01/01/2013	6,458.94	6,458.94	01/02/2013
Total PA Municipal Health Ins Coop:					6,458.94	6,458.94	
PPL Electric Utilities	12262012	64170-11008-Dec 2012	08-429.361	12/26/2012	23.59	.00	
PPL Electric Utilities	12262012	82960-01000-Dec 2012	08-429.361	12/26/2012	19.90	.00	
PPL Electric Utilities	12262012	33760-14008-Dec 2012	08-429.361	12/26/2012	18.17	.00	
PPL Electric Utilities	12192012	35530-02004-Dec 2012	08-429.361	12/19/2012	15.01	.00	
PPL Electric Utilities	12282012	95425-66011-Dec 2012	08-429.361	12/28/2012	25.66	.00	
PPL Electric Utilities	12282012	20380-10009-Dec 2012	08-429.361	12/28/2012	18.17	.00	
PPL Electric Utilities	12282012	21780-10003-Dec 2012	08-429.361	12/28/2012	29.99	.00	
PPL Electric Utilities	12312012	39790-24008-Dec 2012	08-429.361	12/31/2012	470.04	.00	
PPL Electric Utilities	12312012	31590-08002 Dec 2012	08-429.361	12/31/2012	19.44	.00	
Total PPL Electric Utilities:					639.97	.00	
Stauffer Insurance, C. M.	30546	Refund-delete 6 vehicles sold @ auction	08-486.352	12/04/2012	43.00-	43.00-	01/02/2013
Stauffer Insurance, C. M.	30692	2013-Workers Compensation Renewal	08-486.354	01/01/2013	8,415.27	8,415.27	01/02/2013
Stauffer Insurance, C. M.	30722	2013-Comm Auto Policy	08-486.352	01/01/2013	2,319.25	2,319.25	01/02/2013
Total Stauffer Insurance, C. M.:					10,691.52	10,691.52	
Stratix Systems Inc	222706 1	Ram memory	08-429.319	12/31/2012	72.86	.00	
Stratix Systems Inc	222707 1	NSI maintenance standard device connect	08-429.319	12/31/2012	63.96	.00	
Stratix Systems Inc	222708 1	81 hrs of IT blocktime	08-429.319	01/02/2013	1,539.00	.00	
Total Stratix Systems Inc:					1,675.82	.00	
Total Sewer Fund:					30,105.81	17,280.39	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Refuse & Recycling Fund							
Stratix Systems Inc	222706 1	Ram memory	10-407.319	12/31/2012	72.86	.00	
Stratix Systems Inc	222707 1	NSI maintenance standard device connect	10-407.319	12/31/2012	63.96	.00	
Stratix Systems Inc	222708 1	81 hrs of IT blocktime	10-407.319	01/02/2013	1,539.00	.00	
Total Stratix Systems Inc:					1,675.82	.00	
Total Refuse & Recycling Fund:					1,675.82	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Highway Aid Fund							
PPL Electric Utilities	12262012	89989-11003-Dec 2012	35-433.362	12/26/2012	22.24	.00	
PPL Electric Utilities	12192012	49130-02001-Dec 2012	35-433.362	12/19/2012	23.68	.00	
PPL Electric Utilities	12202012	05340-01002-Dec 2012	35-433.362	12/20/2012	22.40	.00	
PPL Electric Utilities	12202012	99940-01007-Dec 2012	35-433.362	12/20/2012	22.62	.00	
PPL Electric Utilities	12202012	53875-61001-Dec 2012	35-433.362	12/20/2012	23.38	.00	
PPL Electric Utilities	12312012	95790-09009-Dec 2012	35-433.362	12/31/2012	14.11	.00	
PPL Electric Utilities	12312012	72390-08002-Dec 2012	35-433.362	12/31/2012	14.02	.00	
Total PPL Electric Utilities:					142.45	.00	
Total Highway Aid Fund:					142.45	.00	
Grand Totals:					<u>444,308.85</u>	<u>267,012.00</u>	
Grand Totals as Amended					\$ 446,208.85	\$268,912.00	

Date: _____

President: _____
Board of Commissioners

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
DECEMBER 27, 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 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 records are available pursuant to the Right-to-Know Law, if requested.

Mr. Soriano reminded everyone of the three minute rule and asked that anyone who wishes to speak come to the podium, sign up, announce themselves, and speak clearly into 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

Commissioner Ackerman questioned the riot shields and safety vests listed on the Bills Payable. Chief Stiles stated that the Police Department ordered four riot shields. Mr. Andreas stated that the Public Works Department ordered yellow safety vests.

Commissioner Brinton inquired if the Township has received the budgeted \$48,000 Recycling Grant. Ms. Bonaskiewich explained that the State is delayed in dispersing the Grant, and the Township can expect it in January. She noted that the amount will only be for \$37,000, not the anticipated \$48,000. Mr. Soriano further explained that the Township does not receive the same amount of money each year as the Grant depends on how much recycling is actually achieved.

Motion by Commissioner Martucci, seconded by Commissioner Ackerman, to approve the Unaudited Financial Report for the period ending November 30, 2012 and the list of Bills Payable for the period 12/08/2012-12/21/2012, broken down as follows:

\$87,340.11 = GENERAL
\$6,664.84 = FIRE
\$7,627.89 = WATER
\$21,863.60 = SEWER
\$870.00 = REFUSE & RECYLCING
\$273,566.88= HIGHWAY AID
\$397,933.32 = GRAND TOTAL ALL FUNDS (revised)

Roll Call:

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

The Motion passed by 5-0.

MINUTES

December 13, 2012

Commissioner Brown declared the December 13, 2012 Regular Meeting Minutes of the Board of Commissioners approved as presented.

NEW BUSINESS

MOTIONS

Consideration of a Motion to adopt the 2013 Budgets.

Mr. Soriano noted that the revised budget contains the addition of one full-time Public Works Department employee in the General Fund and one full-time Public Works Department employee to be split equally between the Water and Sewer Fund. He commented that additional staff is being contemplated for the Police Department with the anticipated hiring of a full-time police officer.

Mr. Soriano stated that the hiring of a new officer will require the Township to increase revenue by increasing the tax millage, but not to exceed 10% because of the County reassessment. He explained that the reason for the increase is because in order for the Township to retain and sustain the position, it has to be sustained by real revenue, which means the Township cannot hire somebody and expect to pay for the position based on the economic fluctuation of other taxing sources. Mr. Soriano noted that on average, the property owners will see a \$30 increase.

Mr. Soriano stated that the revised budget anticipates a total spending plan for all funds to be \$11,878,708, with revenues to be \$11,243,150. He noted that the Township expects to utilize \$635,558 from its fund balance reserves for all funds to balance the respective budgets.

Under the respective Funds, the General Fund being the largest, the Township expects the following:

GENERAL FUND

<i>Revenue</i>		\$5,952,700
<i>Expenditures:</i>		
<i>Operating Expenditures:</i>		
<i>General Government</i>	\$ 959,603	
<i>Police</i>	1,683,601	
<i>Fire</i>	161,400	
<i>Protective Inspections</i>	115,701	
<i>Planning & Zoning</i>	144,201	
<i>Highways & Public Works</i>	1,155,401	
<i>Recreation</i>	76,201	
<i>Lease Payments</i>	79,800	
<i>Insurances & Benefits</i>	1,638,000	
<i>Contributions & Miscellaneous</i>	61,700	
<i>Transfer to Capital Reserves</i>	89,800	
<i>Total Operating Expenditures</i>	\$6,165,408	

<i>Non-Operating Expenditures</i>		
<i>Debt Service</i>	<i>164,300</i>	
<i>Capital</i>	<i>600,601</i>	
<i>Total Non-Operating Expenditures</i>		<i>\$764,901</i>

Mr. Soriano reviewed the Budget cuts that were imposed at prior meetings and noted that the Commissioners cut the General Fund capital expenses by \$96,000, the Fire Fund by \$14,999 and Highway Fund by \$50,000. He stated that the total capital expenses are now at \$1,179,992.

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to adopt the 2013 proposed revised Budget for all funds for 2013 Fiscal year.

Roll Call:

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

The Motion passed by 5-0.

Consideration of a Motion to Accept a Bid for Security Upgrades to the Municipal Building.

Mr. Soriano stated that this project has been in the planning stages and discussed with the Board over the past two years. Finally this year, with the assistance of Salvatore Verrastro, R.A. from Spillman Farmer, the Township was able to prepare plans and bid specifications for the security upgrades. He explained that the project entails changing the layout of the front lobby by limiting access to the back offices as well as securing the two service windows for administration and finance offices. Mr. Soriano commented that in addition, there are additional ADA retrofits that will be made to the front door and counters.

Mr. Soriano stated that Mr. Verrastro recommends the Board award the work to Weiss Construction in the amount of \$73,933, which includes the transaction drawer to be installed for the front service lobby window. He noted that funds will come out of the Capital Reserve and \$50,000 was allocated for the project in 2012.

The bid results were as follows:

- **Valley Builders, LLC, Emmaus, PA 18049 Base Bid with Alternate (Transaction Drawer) \$87,700**
- **Weiss Construction, Easton, PA 18045 Base Bid with Alternate (Transaction Drawer) \$73,933**

Motion by Commissioner Ackerman, seconded by Commissioner Martucci, to award the bid to Weiss Construction, Easton, PA 18045 in the amount of \$73,933.00, which includes the Transaction Drawer.

Roll Call:

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

The Motion passed by 5-0.

Consideration of a motion to accept a Bid for the Closed Circuit TV Inspection and Pressure Testing and Grouting Sanitary Sewer Joints Project.

Mr. Soriano explained that this project was budgeted in 2012 and is a continuing effort to address the mandate of the US EPA Order of Compliance issued in 2009 to participate in a mandatory program aimed at eliminating Inflow and Infiltration (I & I) and ultimately reducing sanitary sewer overflows into the City of Allentown Treatment plant by December 31, 2014. He commented that the CCTV work will focus mainly in Basin 10, which was found to be the most problematic during the measuring phase.

Mr. Soriano stated that the apparent low bidder is Sewer Specialty Services Company, Inc. with a bid of \$105,590.00. The Sewer Fund has allocated \$200,000 for this project.

Mr. Andreas commented that the project may identify additional work that needs to be done as it moves forward.

Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves to award the bid to Sewer Specialty Service Company, Inc., Leicester, NY 14481 in the amount of \$105,590.00.

Roll Call:

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

The Motion passed by 5-0.

Application for Payment-Application No. 1 for the Lincoln/Flexer Avenue Roadway Improvements to Livengood Excavators, Inc. in the amount of \$273,566.88.

Mr. Tettermer stated that one more bill remains after this payment and he anticipates that to happen in the early spring with seeding. Mr. Soriano stated that \$14,398.29 is retained for this application and the total payment due is \$273,566.88.

Mr. Soriano provided a breakdown from where the funds will be paid:

- PennDOT Liquid Fuels Fund- **\$ 232,033.97**
- Township General Fund - **\$41,581.12** (breakdown below)
 - \$1,885.12 – 0206-0001 Backfill Behind Curb
 - \$11,694.12 – 0630-0001 Plain Cement Concrete Curb (to be reimbursed by property Owners)
 - \$6,182.70 – 0630-0010 Plain Cement Concrete Curb w/ removal of existing curb
 - \$16,134.80 – 0803-0001 Topsoiling behind curb
 - \$5,564.00 – 0804-0011 Seeding and Soil Supplements
 - \$120.38 – 0805-0022 Mulching
- Township Sanitary Sewer Fund - **\$14,350.08**

Grand Total: \$287,965.17

Mr. Soriano reminded the Board that the property owners consented for the Township to complete the curbing work on their behalf. He noted that the Township will proceed to bill them as per the notices. Mr. Soriano stated that the total expected receivable will be \$11,694.12, and he hopes the residents pay in full; otherwise the receivables may be carried on the books until the remaining payments are made.

Mr. Soriano commented that overall, the project was completed without any major controversy, and the contractor was very accommodating in meeting the needs of the Township and abutting property owners.

Mr. Tettermer stated that the project went very smoothly despite the work being done in a hurricane and the traffic in the work zone. He noted that there will be some small touchups needed, but overall, he is very pleased with the work.

Commissioner Ackerman commended the company in their efforts of traffic control and keeping the work area orderly.

Motion by Commissioner Ackerman, seconded by Commissioner Martucci to approve Payment #1 for the Lincoln/Flexer Avenue Roadway Improvements to Livengood Excavators, Inc. in the amount of \$273,566.88.

Roll Call:

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

The Motion passed by 5-0.

ORDINANCES

2013 Budget and Tax Rate Ordinance

Mr. Soriano stated that since the Budget is officially adopted, the Board must now move to adopt the 2013 Budget Tax Ordinance that establishes the reflected tax rates as approved in the 2013 Budget. He explained that by passing the Ordinance, it will allow the Township to set forth the millage and advise the County and Tax Collector to send the appropriate bills.

Mr. Soriano read the Ordinance into the record:

ORDINANCE NO. 12-2012-580

AN ORDINANCE OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, SETTING AND REAFFIRMING THE RATES OF TAXATION, FIXING THE TAX RATE FOR THE YEAR 2013 AND APPROPRIATING SPECIFIC SUMS ESTIMATED TO BE REQUIRED FOR THE SPECIFIC PURPOSES OF THE TOWNSHIP GOVERNMENT DURING THE CURRENT FISCAL YEAR.

WHEREAS, Article XVII, Section 1701 et seq. of the First Class Township Code, P.L. 1955, No. 569, as amended, requires that the Board of Commissioners shall, inter alia, prepare and adopt a budget which shall reflect, as nearly as possible, the estimated revenues and expenditures of the Township for the year for which the budget is prepared; and

WHEREAS, the tax levied by the Board of Commissioners shall be fixed at such figure within the limit allowed by law, as with all other sources of revenue that will meet and cover said appropriations; and

NOW, THEREFORE, BE IT ORDAINED and enacted, and it is hereby ordained and enacted by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania.

SECTION 1: That for the expenses of the Township for the fiscal year 2013 the following amounts are hereby appropriated from the revenues available for the current year for the specific purposes set forth below, which amounts are more fully itemized in the budget form on file in the Township Secretary's Office.

2013 Adopted Budgets

GENERAL FUND

Revenue\$5,952,700

Expenditures:

Operating Expenditures:

<i>General Government</i>	\$ 959,603
<i>Police</i>	1,683,601
<i>Fire</i>	161,400
<i>Protective Inspections</i>	115,701
<i>Planning & Zoning</i>	144,201
<i>Highways & Public Works</i>	1,155,401

Recreation	76,201	
Lease Payments	79,800	
Insurances & Benefits	1,638,000	
Contributions & Miscellaneous	61,700	
Transfer to Capital Reserves	89,800	
Total Operating Expenditures		\$6,165,408

Non-Operating Expenditures		
Debt Service	164,300	
Capital	600,601	
Total Non-Operating Expenditures.....		\$ 764,901

FIRE PROTECTION FUND

Revenue		\$ 342,250
Expenditures:		

Operating Expenditures:		
Public Safety	\$173,600	
Transfer to Capital Reserves	147,600	
Total Operating Expenditures		\$ 321,200

Non-Operating Expenditures		
Debt Service	46,400	
Capital	362,201	
Total Non-Operating Expenditures.....		\$ 408,601

LIBRARY FUND

Revenue		\$ 78,200
Operating Expenditures.....		\$ 81,900

WATER FUND

Revenue		\$1,404,000
Operating Expenditures.....		\$1,547,400
Non-Operating Expenditures.....		\$ 118,900

SEWER FUND

Revenue		\$1,352,500
Operating Expenditures.....		\$1,655,900
Non-Operating Expenditures.....		\$ 238,100

REFUSE & RECYCLING FUND

Revenue		\$1,643,600
Operating Expenditures.....		\$1,695,200

HIGHWAY AID FUND

Revenue		\$ 305,600
Operating Expenditures.....		\$ 247,400
Non-Operating Expenditures.....		\$ 15,700

Further, in instances where expenditures exceed current year revenues, such expenditures shall be funded from the Fund Balance to cover such expenditures.

An estimate of the specific items making up the amount appropriated to the respective Departments shall be on file in the Office of the Township Manager, 2900 South Pike Avenue, Allentown, Pennsylvania.

SECTION 2: That a tax shall be and the same is hereby levied on all real property within the said Township subject to taxation for Township purposes for the fiscal year 2013, as follows:

The rate for general Township purposes, the sum of one and fifteen thousand one hundred fifty-five hundred-thousandths (1.15155) mills on each dollar of assessed valuation, or the sum of eleven and five thousand fifty-five ten-thousandths cents on each one hundred dollars of assessed valuation.

For fire protection purposes, the sum of twenty thousand eight hundred sixty-one hundred-thousandths (0.20861) mills on each dollar of assessed valuation, or the sum of two and eight hundred sixty-one ten-thousandths cents on each one hundred dollars of assessed valuation.

For library services purposes, the sum of six thousand eighty-seven hundred-thousandths (0.06087) mills on each dollar of assessed valuation, or the sum of six thousand eighty-seven ten-thousandths cents on each one hundred dollars of assessed valuation.

The same being summarized in tabular form, as follows:

	<u>Mills on Each Dollar of Assessed Valuation</u>	<u>Cents on Each \$100 of Assessed Valuation</u>
Tax Rate for General Township Purposes	1.15155 Mills	11.5155 cents
Tax Rate for Fire Protection Purposes	0.20861 Mills	2.0861 cents
Tax Rate for Library Services Purposes	<u>0.06087 Mills</u>	<u>0.6087 cents</u>
	1.42103 Mills	14.2103 cents

A discount of two percent (2%) of the amount of any tax levied on real property under this Ordinance shall be allowed at the time of payment if said tax is paid in full on or before May 31, 2013 and a penalty equal to ten percent (10%) of the amount of any such tax levied on real property under this Ordinance shall be added to the amount of said tax and shall be payable if said tax is not paid in full on or before July 31, 2013.

SECTION 3: That the tax levy of one percent (1%) presently imposed upon salaries, wages, commissions and other compensation earned by residents of the Township of Salisbury and earned in the Township by non-residents thereof, and the one percent (1%) tax presently levied upon the privilege of transferring or conveying, by deed or other document, any interest in any lands, tenements, or hereditaments in or partly in the Township of Salisbury, be, and they are, hereby enacted and levied, without change, for the year 2013.

SECTION 4: Any Ordinance or part of an Ordinance inconsistent or conflicting with this Ordinance or any part thereof is hereby repealed to the extent of such inconsistency or conflict.

ENACTED into an Ordinance this 27th day of December, 2012.

TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)

By: _____
President, Board of Commissioners

Attest:

Secretary

Motion by Commissioner Martucci, seconded by Commissioner Brinton to adopt Ordinance No. 12-2012-580 setting and reaffirming the rates of taxation, fixing the tax rate for the year 2013 and appropriating specific sums estimated to be required for the specific purposes of the township government during the current fiscal year.

Roll Call:

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

The Motion passed by 5-0.

RESOLUTIONS

Resolution setting the Police Pension Employee Contribution Rate for 2013

Mr. Soriano stated that with the passage of the 2013 Budget, which contains the financial pension obligation for the Police Pension in the amount of \$281,070, the Board must set, by Resolution, the contribution rate for police officers. The rate for 2013 stays at 2012 levels, 1.54%.

RESOLUTION NO. 12-2012-1428

BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, PROVIDING FOR A REDUCTION IN THE YEAR 2013 OF THE AMOUNT WHICH MEMBERS OF THE SALISBURY TOWNSHIP POLICE DEPARTMENT ARE REQUIRED TO CONTRIBUTE TO THE SALISBURY TOWNSHIP POLICE PENSION FUND

WHEREAS, the applicable law of the Commonwealth of Pennsylvania permits reductions in the amount which members of police departments in First Class Townships contribute to their police pension funds to amount to less than five percent (5%) of a member's compensation when such contributions are not needed to have the police pension fund remain actuarially sound; and

WHEREAS, the Police Pension Consultant employed by the Township of Salisbury prepared the January 1, 2011 Actuarial Report Valuation and the Township has certified its annual Minimum Municipal Obligation for 2013, which includes a total financial requirement to the Police Pension Plan in the amount of \$281,070; and

WHEREAS, the Township has determined that the amount of State Aid will be insufficient to pay for the total financial requirement, therefore necessitating the Police to contribute to the Plan an amount

equal to one and fifty-four one hundredths (1.54%) percent of their annual compensation during the year 2013; and

WHEREAS, the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania is desirous of setting the contribution rate for and during the year 2013 to one and fifty-four one hundredths percent (1.54%) of a member's compensation.

NOW, THEREFORE, BE IT RESOLVED that contributions to the Salisbury Township Police Pension Fund by members of the Salisbury Township Police Department shall be at the rate of one and fifty-four one hundredths percent (1.54%) of compensation for and during the year 2013.

APPROVED AND ADOPTED this 27th day of December, 2012 by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania at a regular public meeting.

TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)

Attest:

By:

Secretary

President, Board of Commissioners

Motion by Commissioner Seagreaves, seconded by Commissioner Martucci to adopt Resolution No. 12-2012-1428 setting forth the 2013 Police Employee Contributions to be 1.54% of compensation.

Roll Call:

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

The Motion passed by 5-0.

PRIVILEGE OF THE FLOOR

Commissioner Martucci thanked Mr. Andreas for picking up his leaves.

Chief Stiles briefly commented on an ongoing investigation about a body that was found near the Unami Gun Club.

Chief Stiles announced that the Police Department is continuing their training with exercises at Lehigh Valley Hospital concerning problems that can develop in hospital settings.

ADJOURNMENT

Commissioner Ackerman made a Motion to adjourn the Meeting, seconded by Commissioner Brinton. The time was 8:00 p.m.

Respectfully submitted,

Randy Soriano
Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on December 27, 2012.

Approved and certified on this date:

Randy Soriano

Date

SEAL

DRAFT

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA**

Ordinance No. 01 -2013-581

(Duly Adopted January 10, 2013)

AN ORDINANCE AMENDING CHAPTER 1, PART 6(A) OF THE CODE OF ORDINANCES (RELATING TO POLICE PENSION PLAN) TO COMPLY WITH COLLECTIVE BARGAINING AGREEMENTS WITH THE SALISBURY TOWNSHIP POLICE OFFICERS ASSOCIATION, INCLUDING PROVISIONS CALCULATING BENEFITS WITH RESPECT TO W-2 COMPENSATION (PLUS EMPLOYEE CONTRIBUTIONS TO PENSION AND HEALTH BENEFIT PLANS) RATHER THAN MONTHLY SALARY, LIMITING RECOGNIZED COMPENSATION FOR LUMP-SUM PAYMENTS AT THE TIME OF RETIREMENT TO AMOUNTS EARNED DURING THE LAST THREE YEARS OF EMPLOYMENT (BUT ONLY FOR PERSONS HIRED AFTER THE JUNE 29, 2005 ACT 111 ARBITRATION AWARD), CLARIFYING THE CALCULATION OF SERVICE, AND, EFFECTIVE JANUARY 1, 2013, TREATING EMPLOYEE CONTRIBUTIONS TO THE PENSION PLAN AS EMPLOYER “PICK UP” CONTRIBUTIONS UNDER INTERNAL REVENUE CODE § 414(h)(2).

WHEREAS, the Board of Commissioners (“**Board**”) of the Township of Salisbury, Lehigh County (“**Township**”) has established and maintained a Police Pension Plan and Police Pension Fund (the “**Plan**”), a defined benefit pension plan for the full-time police officers of the Township pursuant to Act 600 of 1955 as amended, 53 PA. STAT. ANN. §§ 767-778 (“**Act 600**”). The terms and conditions of the Plan are codified in Chapter 1, Part 6(A) of the Township’s Code of Ordinances, as amended through the date of this Ordinance; and

WHEREAS, the Township and the Salisbury Township Police Officers Association (“**Association**”), the collective bargaining representatives of the Township’s police officers, entered into collective bargaining agreements (“**CBA**”) effective from January 1, 2009 through December 31, 2012, and from January 1, 2013 through December 31, 2016; and

WHEREAS, the CBAs require certain amendments to the Plan, and the Board desires to amend the Plan to comply with the CBAs; and

WHEREAS, prior to the adoption of this Ordinance the Board reviewed a cost estimate of the effect of the changes made herein prepared by the actuarial firm _____ Beyer-Barber _____ in accordance with Section 305 of the Municipal Pension Plan Funding Standard and Recovery Act, 53 PA. STAT. ANN. § 895.305; and

NOW, THEREFORE, be it **ORDAINED** and **ENACTED** by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, that Chapter 1, Part 6(A) of the Code of Ordinances (relating to Police Pension Plan) is amended by amending § 601, § 602(2), § 602(5)(B), § 602(6)(C), and § 603(1) as follows (with additions indicated by double-underlining, and deletions indicated by ~~stricken through~~ type), effective immediately:

§ 601. Definition of Terms.

* * *

COMPENSATION —

- A. In General. Except as provided in subparagraphs B through E, the “Compensation” of a Participant for a given year, month, or other period for which a determination is being made, shall mean the Participant’s total federal wages, tips, and other compensation (as required to be so reported on IRS Form W-2) from the Employer actually paid, made available, or includible in gross income for the year, month, or other determination period.
- B. Employee Contributions to this Pension Plan. “Compensation” shall also include amounts not currently includible in the Partici-

part's gross income by reason of the application of Internal Revenue Code § 414(h)(2) (relating to employee contributions to governmental plans that are picked up by the employing unit and thus are treated as employer contribution).

- C. Employee Contributions to Health Coverage. “Compensation” shall also include employee contributions towards Employer-provided health/medical coverage in accordance with the provisions of the collective bargaining agreement for the Township’s police officers as in effect from time to time, even if not includible in the Participant’s federal gross income by reason of the application of Internal Revenue Code § 125 (relating to cafeteria plans) or other provisions of the Code.
- D. Heart and Lung Act Payments. “Compensation” shall also include amounts not currently includible in a Participant’s federal gross income but paid as income replacement during a period of temporary disability under the Heart and Lung Act, 53 PA. STAT. ANN. § 637.
- E. Lump Sum Payments for Accumulated Unused Leave. The “Compensation” of any person hired after the June 29, 2005 Act 111 Arbitration Award in the grievance arbitration between the Township and the Salisbury Township Police Officers Association shall only include a lump-sum payment upon retirement for accumulated unused leave (e.g., vacation, sick, or personal leave) to the extent it was actually earned during the final three (3) years of employment. This provision is intended to comply with the Pennsylvania Auditor General’s finding in an audit of the Township’s police pension plan.

* * *

~~MONTHLY SALARY — the amount of monthly compensation paid to a participant by the Township each and every month.~~

* * *

SERVICE IN THE AGGREGATE — total service, not necessarily continuous. Service within any period of continuous service as a full-time police officer shall begin on the first day the person performs duties as a full-time police officer of the Employer and continue until the person incurs a separation from service as a full-time police officer of the Employer.

* * *

§ 602. Retirement Requirements and Benefits.

* * *

2. Normal Retirement. Each participant who shall complete the age and service eligibility requirements as set forth in § 602(1) shall, upon retirement, receive a pension for life payable in equal monthly installments in an amount equal to ~~1/2 the participant's average monthly salary during his last 36 months of employment~~ of the Compensation paid to a Participant as a full-time police officer for his/her last thirty-six (36) months of employment, divided by thirty-six (36). In addition, said plan shall provide for a service increment benefit to said retired officers. Effective January 2, 2007, a police officer who retires with service in excess of 25 years shall have his pension increased by \$100 per month for each full year of service in excess of 25 years. The maximum service increment benefit for service over 25 years shall be \$500 per month, in accordance with Act 600.

* * *

5. Disability Retirement Benefit.

* * *

- B. In the event of permanent and total service-related disability, benefits shall become payable to an injured police officer each month in an amount equal to 75% of ~~the police officer's salary at the time the disability was incurred~~ the Compensation paid to the officer as a full-time police officer during the last thirty-six (36) months of service immediately preceding the officer's last day of actual service, divided by thirty-six (36), provided that the police officer who receives benefits for the same injuries under the Social Security Act (49 Stat. 620, 42 U.S.C. § 301 et seq.) shall have the disability benefit offset or reduced by the amount of such Social Security benefits.

* * *

6. Non Alienation of Benefits and Vesting.

* * *

- C. A vested benefit * * *.

Under the provisions of such benefit, * * * using, however, the ~~monthly average salary~~ Compensation during the appropriate period prior to his or her termination of employment. * * *

* * *

§ 603. Contributions.

1. Contributions of Participants. Each participant shall be required to contribute to the fund not less than 5% nor more than 8% of his/her monthly compensation. Such contributions may be reduced or eliminated on an annual basis by resolution or ordinance at the discretion of the

Township Board of Commissioners. Such contributions shall be reduced or eliminated each year that the Township's actuary certifies that a zero percent (0%) employee contribution rate can be maintained at no cost to the Township, or upon review and approval of the Board of Commissioners to the extent required under the then-current collective bargaining agreement between the Township and the Salisbury Township Police Officers Association.

Effective January 1, 2013, the employee contributions under this subsection 603(1) which are made via payroll deduction, although designated as employee contribution, shall be treated for federal income tax purposes as salary reductions rather than deductions and thus as being paid by the Employer as "pick up" contributions under Internal Revenue Code § 414(h)(2). Under current law, such contributions are not subject to federal income tax at the time of the contributions, but only at the time when Plan benefits are paid. (However, these amounts are considered "wages" subject to current FICA taxation and also current income for Pennsylvania state and local income taxes.) A Participant shall not have the option of receiving the amount of employee contributions required under this Section 603(1) directly instead of having them paid by the Employer to the Plan. This subsection shall be construed to include all requirements necessary to satisfy the provisions of Internal Revenue Code § 414(h)(2).

* * *

* * *

DULY ORDAINED and **ENACTED** by the Board of Commissioners of the Township of Salisbury, Lehigh County, this 10th day of January, 2013, in lawful session duly assembled.

**BOARD OF COMMISSIONERS
TOWNSHIP OF SALISBURY**

James A. Brown, President

Attest:

Randy Soriano, Manager

DRAFT

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Workshop Meeting
January 10, 2013
7:30 p.m.
(approximate time)

Topics of discussion:

1. Green Future Fund Grant-UPDATE
2. Review of report regarding Winter Parking Restrictions.
3. Redistricting of Wards-UPDATE
4. Development of policy for use of off-duty officers for private individuals or firms.