

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Meeting
Regular Meeting Agenda—February 13, 2014
7:00 PM

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Notifications:**
 - All public sessions of the Salisbury Township Board of Commissioners regular meeting are electronically monitored (tape recorded) for the purpose of taking the Minutes. Public comment on agenda items will be entertained at the time the item is up for vote, non-agenda related public comments will be entertained after the agenda.
 - Public Comment Period Policy—Three (3) Minutes Rule
- 4. Bills Payable – *period 1/18/2014 – 2/7/2014***
- 5. Approval of the Minutes – *January 23, 2014***
- 6. New Business**
 - A. ORDINANCES**
 1. Ordinance - Amendment to the Police Pension Ordinance
 - B. RESOLUTIONS**
 1. Resolution for Destruction of Specific Records
 - C. MOTIONS**
 1. Application for Payment #2 – 2013 Double Bituminous Seal Coat Project (\$18,771.18)
 - D. APPOINTMENTS**
 1. Civil Service Commission (Alternate)
- 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 Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
General Fund							
Allentown Equipment Corp	55234	#3/14/1/2/9/5 inspections	01-437.251	01/01/14	240.00	.00	
Allentown Equipment Corp	55191	#2-road call	01-437.251	01/03/14	203.49	.00	
Allentown Equipment Corp	55192	#13-stuck in low range	01-401.251	01/06/14	70.00	.00	
Total Allentown Equipment Corp:					513.49	.00	
Altemos/Atlantic Fuels	77305	ACCT# 153208 Oil-Black River Rd	01-409.230	01/16/14	597.53	.00	
Total Altemos/Atlantic Fuels:					597.53	.00	
American United Life Insur	02012014	2014-Feb life/disability ins coverage	01-487.158	02/01/14	1,676.92	1,676.92	02/03/14
Total American United Life Insurance Co:					1,676.92	1,676.92	
ASL Mechanical	7847	DPW Garage-make up air vent	01-409.373	01/14/14	102.00	.00	
Total ASL Mechanical:					102.00	.00	
Asphalt Paving Systems In	12052013	Pyemt #2-Final pyemt-Bituminous Seal Coat Project	01-438.450	12/05/13	18,771.18	.00	
Total Asphalt Paving Systems Inc:					18,771.18	.00	
Bank of America	01032014	Acct 9392-ICMA CD ROM	01-401.421	01/03/14	107.95	107.95	01/24/14
Total Bank of America:					107.95	107.95	
Berkheimer Associates	01312014	2014-Jan LST Commission	01-403.453	01/31/14	234.67	.00	
Total Berkheimer Associates:					234.67	.00	
Berks County Intermediate	00061145	Postage for 2013 interims mailed Sept 2013	01-403.325	01/15/14	15.18	.00	
Berks County Intermediate	00061047	Postage for 2013 reminder notices	01-403.325	01/13/14	128.34	.00	
Berks County Intermediate	00061047	2013 reminder notices	01-403.454	01/13/14	40.68	.00	
Total Berks County Intermediate Unit:					184.20	.00	
Boyko's Petroleum Service	22908	Nozzle for pumps	01-409.373	02/06/14	80.00	.00	
Total Boyko's Petroleum Service Inc.:					80.00	.00	
Burkholders Heating & AC	66938	Annex bldg:replc broken blower belt	01-409.373	01/29/14	221.72	.00	
Total Burkholders Heating & AC Inc:					221.72	.00	
Commonwealth of PA	01282014	Sabo-UCC certification for fire inspectn	01-411.421	01/28/14	50.00	.00	
Total Commonwealth of PA:					50.00	.00	
Cope Carpet & Interiors	29131	Annex-Magistrate-remove/replace tile and base	01-409.373	01/22/14	2,675.00	.00	
Total Cope Carpet & Interiors:					2,675.00	.00	
Davison & McCarthy	12839	2014 Jan-West Bethlehem Ventures LLC	01-404.310	02/04/13	154.00	.00	
Davison & McCarthy	12838	2014 Jan-Fire Protection Code Ord	01-404.310	02/04/14	33.00	.00	
Davison & McCarthy	12837	2014 Jan-Steven	01-404.310	02/04/14	33.00	.00	
Davison & McCarthy	12836	2014 Jan-LVHC v LCB of Assessment Appeals	01-404.310	02/04/14	121.00	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Davison & McCarthy	12828	2014 Jan-General Matters	01-404.310	02/04/14	913.00	.00	
Davison & McCarthy	12832	2014 Jan-Bankruptcy of Residents	01-404.310	02/04/14	385.00	.00	
Davison & McCarthy	12833	2014 Jan-Liens	01-404.310	02/04/14	12.08	.00	
Davison & McCarthy	12809	2014 Jan-Liens filings	01-404.310	02/04/14	407.80	.00	
Total Davison & McCarthy:					2,058.88	.00	
Dispatch Answering Servic	000204A78	610-782-5572-3 of 12 for 2014	01-430.320	01/24/14	15.00	.00	
Dispatch Answering Servic	000204A78	610-782-5572-new pager	01-430.320	01/24/14	150.00	.00	
Dispatch Answering Servic	000204A78	Answr Service/Pump Stn Alrm-3 of 12 for 2014	01-401.320	01/24/14	497.50	.00	
Total Dispatch Answering Service:					662.50	.00	
Eastern Auto Parts Wareho	3-342288	plow light	01-437.251	01/30/14	6.80	.00	
Eastern Auto Parts Wareho	3-13247	wiper blades	01-437.251	01/21/14	53.94	.00	
Eastern Auto Parts Wareho	3-09829	police-anti-freeze	01-410.251	01/15/14	27.45	.00	
Total Eastern Auto Parts Warehouse:					88.19	.00	
Eastern Industries Inc.	450180	2A	01-438.245	01/21/14	124.92	.00	
Eastern Industries Inc.	450183	coldpatch	01-438.245	01/21/14	173.84	.00	
Eastern Industries Inc.	452928	coldpatch	01-438.245	01/28/14	218.36	.00	
Eastern Industries Inc.	447266	anti-skid	01-438.245	01/13/14	519.64	.00	
Eastern Industries Inc.	448300	Moisture Adj	01-438.245	01/15/14	16.99-	.00	
Eastern Industries Inc.	450181	anti-skid	01-438.245	01/21/14	172.46	.00	
Eastern Industries Inc.	450419	Moisture Adj	01-438.245	01/21/14	4.84-	.00	
Eastern Industries Inc.	450182	anti-skid	01-438.245	01/21/14	172.24	.00	
Eastern Industries Inc.	450418	Moisture Adj	01-438.245	01/21/14	5.06-	.00	
Eastern Industries Inc.	452923	anti-skid	01-438.245	01/28/14	169.43	.00	
Eastern Industries Inc.	453419	Moisture Adj	01-438.245	01/29/14	5.40-	.00	
Eastern Industries Inc.	452924	anti-skid	01-438.245	01/28/14	357.53	.00	
Eastern Industries Inc.	453420	Moisture Adj	01-438.245	01/29/14	7.54-	.00	
Eastern Industries Inc.	452925	anti-skid	01-438.245	01/28/14	271.69	.00	
Eastern Industries Inc.	453421	Moisture Adj	01-438.245	01/29/14	3.38-	.00	
Eastern Industries Inc.	453422	Moisture Adj	01-438.245	01/22/14	3.49-	.00	
Eastern Industries Inc.	452926	anti-skid	01-438.245	01/28/14	164.25	.00	
Eastern Industries Inc.	453423	Moisture Adj	01-438.245	01/29/14	4.39-	.00	
Eastern Industries Inc.	452927	anti-skid	01-438.245	01/28/14	337.05	.00	
Eastern Industries Inc.	453440	Moisture Adj	01-438.245	01/29/14	7.31-	.00	
Total Eastern Industries Inc.:					2,623.01	.00	
Emergency Systems Servi	0181494-IN	repair water heater at DPW	01-409.373	01/14/14	317.00	.00	
Total Emergency Systems Service Co:					317.00	.00	
Five star International LLC	5-240360066	#14-wiper motor	01-437.251	02/05/14	327.32	.00	
Five star International LLC	5-240350041 1	air fittings/mirror brackets	01-437.251	02/04/14	302.47	.00	
Total Five star International LLC:					629.79	.00	
Freyling, Janet	12062013	2013 health reimb	01-406.171	12/06/13	150.00	.00	
Total Freyling, Janet:					150.00	.00	
Galls/Quartermaster	001540002	Police-secure strap	01-410.260	01/30/14	201.60	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Total Galls/Quartermaster:					201.60	.00	
Home Depot Credit Service	01282014	police bldg:steel door/lock/plywood/hardware/paint	01-409.373	01/28/14	412.42	.00	
Home Depot Credit Service	01302014	nails for police repairs	01-409.373	01/30/14	2.78	.00	
Total Home Depot Credit Services:					415.20	.00	
HWA Group Inc	3414	Power wash detergent	01-430.240	01/28/14	325.00	.00	
HWA Group Inc	3416	hose for power washer	01-437.375	01/28/14	169.00	.00	
Total HWA Group Inc:					494.00	.00	
Interstate Battery of Allent	11049640	police-battery	01-410.251	01/30/14	117.95	.00	
Total Interstate Battery of Allentwn:					117.95	.00	
Johnson Controls Inc	1-8558547068	UNT controller going offline/redownloaded program	01-409.373	01/21/14	358.00	.00	
Johnson Controls Inc	1-8731458869	correct problem with Metasys login w/Sandy's computer	01-409.373	01/30/14	443.00	.00	
Total Johnson Controls Inc:					801.00	.00	
Keystone Consulting Engin	137495	reimb inv:Center Square	01-408.318	12/17/13	296.94	.00	
Total Keystone Consulting Engineers:					296.94	.00	
Klimowicz, Brian G.	02012014	25 of 60 health reimb	01-406.171	02/01/14	250.00	.00	
Total Klimowicz, Brian G.:					250.00	.00	
Kutz Inc., E. M.	2392	switch/RAM assembly/cutting edge	01-437.251	01/25/14	364.32	.00	
Total Kutz Inc., E. M.:					364.32	.00	
Lehigh County Law Depart	02052014	File Ord: 2014-Police Pension Amendment	01-400.240	02/05/14	20.00	.00	
Total Lehigh County Law Department:					20.00	.00	
M. P. Uniform & Supply	87368-1	boot socks/hat band/tactical leggings	01-410.238	01/13/14	84.97	.00	
M. P. Uniform & Supply	87414-1	boots/shirts	01-410.238	01/15/14	259.93	.00	
M. P. Uniform & Supply	87761-1	patch	01-410.238	01/30/14	16.00	.00	
Total M. P. Uniform & Supply:					360.90	.00	
Macmillian Oil Co of Allent	38173	anti-freeze	01-437.251	01/23/14	226.00	.00	
Macmillian Oil Co of Allent	38323	grease	01-437.251	01/27/14	181.72	.00	
Total Macmillian Oil Co of Allentown:					407.72	.00	
Miklus, Nancy	02012014	56 of 60 cash incentive pymt	01-406.171	02/01/14	100.00	.00	
Total Miklus, Nancy:					100.00	.00	
Morning Call, The	01202014	Subscription renewal-acct#20063974 thru 7/21/2014	01-401.420	01/20/14	179.76	.00	
Morning Call, The	2094727	Ad-PT Receptionist	01-406.341	01/23/14	262.14	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Total Morning Call, The:					441.90	.00	
Municipal Capital Corp	32750114	2 of 12 lease pymts for copiers-Prin	01-471.350	01/29/14	1,348.47	.00	
Municipal Capital Corp	32750114	2 of 12 lease pymts for copiers-Interest	01-472.350	01/29/14	196.61	.00	
Total Municipal Capital Corp:					1,545.08	.00	
Orlando Diefenderfer	146735	Troubleshoot calls going to answer service	01-401.375	01/23/14	57.55	.00	
Total Orlando Diefenderfer:					57.55	.00	
PA DUI Association	02062014	4 - crime code/vehicle law handbooks	01-410.240	02/06/14	180.00	.00	
Total PA DUI Association:					180.00	.00	
PA Municipal Health Ins Co	02012014	2014 Feb coverage	01-487.156	02/01/14	67,914.26	67,914.26	01/24/14
Total PA Municipal Health Ins Coop:					67,914.26	67,914.26	
PenTeleData	B2136995	Acct#3042745-Cable modem rental -2014-Feb	01-401.320	01/24/14	124.95	.00	
Total PenTeleData:					124.95	.00	
Petty Cash	01272014	postage due on utility invoices	01-401.325	01/27/14	40.10	.00	
Petty Cash	01272014	lunch for webinar-front office	01-401.315	01/27/14	32.00	.00	
Petty Cash	01272014	key	01-401.240	01/27/14	2.99	.00	
Petty Cash	01272014	mileage to bank/UPS store to return cell phones	01-401.315	01/27/14	8.18	.00	
Petty Cash	01272014	police-refreshments for training	01-410.315	01/27/14	28.75	.00	
Petty Cash	01272014	annex bldg-door knobs/liquid nails	01-409.373	01/27/14	7.55	.00	
Petty Cash	01272014	DPW-webinar lunch	01-430.315	01/27/14	11.01	.00	
Petty Cash	01272014	part for #2 truck	01-437.251	01/27/14	17.00	.00	
Total Petty Cash:					147.58	.00	
PPL Electric Utilities	01242014	93760-01007-Jan 2014	01-451.361	01/24/14	18.59	.00	
PPL Electric Utilities	01222014	94340-19001-Jan 2014	01-451.361	01/22/14	167.52	.00	
PPL Electric Utilities	01232014	10550-10002-Jan 2014	01-451.361	01/23/14	21.89	.00	
PPL Electric Utilities	01202014	70730-17005-Jan 2014	01-409.361	01/20/14	981.29	.00	
PPL Electric Utilities	01202014	61089-84001-Jan 2014	01-409.361	01/20/14	785.08	.00	
PPL Electric Utilities	01202014	92051-48008-Jan 2014	01-409.361	01/20/14	975.24	.00	
PPL Electric Utilities	01272014	63580-10005-Jan 2014	01-451.361	01/27/14	16.28	.00	
PPL Electric Utilities	02042004	62400-52006-Feb 2014	01-451.361	02/04/04	19.69	.00	
Total PPL Electric Utilities:					2,985.58	.00	
Prestige Packaging Inc	APJ695	garbage bags/towels/toilet tissue/brushes	01-409.240	12/20/13	501.15	.00	
Total Prestige Packaging Inc:					501.15	.00	
Red Hill Ford	66235	#22-reset computer	01-437.251	12/30/13	260.00	.00	
Red Hill Ford	67002	#25-replaced thermostat	01-437.251	01/30/14	690.11	.00	
Total Red Hill Ford:					950.11	.00	
Salisbury Township School	01212014	Custodian charges-wrestling tournament - Nov 2013	01-465.309	01/21/14	885.28	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Total Salisbury Township School Dist:					885.28	.00	
Service Electric Telephone	01152014	Acct#-0000044158-Minger phone line-1/2014	01-403.240	01/15/14	18.83	.00	
Service Electric Telephone	01152014	Acct#-0000044158-Township phone line.1/2014	01-401.320	01/15/14	521.22	.00	
Total Service Electric Telephone Co:					540.05	.00	
Service Tire Truck Centers	K66700-01	tires for #25 & #7	01-437.251	01/10/14	943.61	.00	
Service Tire Truck Centers	K78587-01	#7-scrap tire	01-437.251	01/20/14	8.50	.00	
Total Service Tire Truck Centers:					952.11	.00	
Signal Service Inc.	9476	additional work completed during yrly PM inspection	01-433.362	01/07/14	543.50	.00	
Total Signal Service Inc.:					543.50	.00	
Staples Credit Plan	28213	right-to-know	01-401.343	01/28/14	7.60	.00	
Total Staples Credit Plan:					7.60	.00	
Stengel Brothers Inc.	335182	#6-front spring 2 leaf	01-437.251	01/08/14	349.80	.00	
Total Stengel Brothers Inc.:					349.80	.00	
Stotz/Fatzinger Office Sup	104982	front office-scotch tape/labels	01-401.240	01/17/14	102.49	.00	
Stotz/Fatzinger Office Sup	105116	front office-envelopes/copy paper/visitors log book	01-401.240	01/21/14	160.73	.00	
Stotz/Fatzinger Office Sup	104652	Police-copy paper/envelopes/files/stamps/tape/pens	01-410.240	01/14/14	599.02	.00	
Stotz/Fatzinger Office Sup	105577	Finance-staples/tape/clips/post-it notes	01-402.240	01/28/14	63.65	.00	
Stotz/Fatzinger Office Sup	105765	Finance-staples	01-402.240	01/30/14	1.64	.00	
Total Stotz/Fatzinger Office Supply:					927.53	.00	
Stratix Systems Inc	14757252	58 OF 63 lease	01-401.375	01/21/14	398.51	.00	
Total Stratix Systems Inc:					398.51	.00	
Suburban Propane-2755	800276	diesel	01-430.231	01/14/14	2,001.22	.00	
Suburban Propane-2755	90284	unleaded	01-401.231	01/10/14	120.16	.00	
Suburban Propane-2755	90284	unleaded	01-430.231	01/10/14	240.33	.00	
Suburban Propane-2755	90284	unleaded	01-410.231	01/10/14	1,562.14	.00	
Suburban Propane-2755	800321	diesel	01-430.231	01/22/14	1,897.12	.00	
Suburban Propane-2755	90316	unleaded	01-410.231	01/22/14	1,758.76	.00	
Suburban Propane-2755	90316	unleaded	01-401.231	01/22/14	135.29	.00	
Suburban Propane-2755	90316	unleaded	01-430.231	01/22/14	270.58	.00	
Total Suburban Propane-2755:					7,985.60	.00	
Tapler, Jeffrey	02012014	EMC stipend-Feb 2014	01-415.139	02/01/14	250.00	.00	
Total Tapler, Jeffrey:					250.00	.00	
Times News	100317899-01	Zoning workshop mtg schedule for 2014	01-414.341	01/23/14	93.48	.00	
Times News	100316559-01	Ad:Environmental Advisory Committee Mtg-1/15/2014	01-461.341	01/09/14	28.52	.00	
Times News	100318297-01	Ad:ZHB mtg 2/4/2014	01-414.341	01/30/14	80.72	.00	

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Total Times News:					202.72	.00	
U.S. Municipal Supply Inc.	6050636	complete caster wheel assy for plow	01-437.375	01/15/14	787.43	.00	
Total U.S. Municipal Supply Inc.:					787.43	.00	
U.S. Postal Service	01272014	Refill Postage Meter	01-401.325	01/27/14	1,000.00	.00	
Total U.S. Postal Service:					1,000.00	.00	
UGI Utilities Inc.	01212014	504043172815--Jan 2014	01-409.230	01/21/14	1,355.83	1,355.83	02/03/14
UGI Utilities Inc.	01212014	504043200800--Jan 2014	01-409.230	01/21/14	1,496.41	1,496.41	02/03/14
UGI Utilities Inc.	01212014	504043200901--Jan 2014	01-409.230	01/21/14	3,191.03	3,191.03	02/03/14
Total UGI Utilities Inc.:					6,043.27	6,043.27	
USDA- APHIS	3001170776	2013-Goose Mgmnt-Oct - Dec 2013	01-451.371	12/31/13	869.91	.00	
Total USDA- APHIS:					869.91	.00	
Verizon	9719038172	Dec/26/13-1/25/2014 - Asst Mgr/Finance Director	01-402.320	01/25/14	53.48	.00	
Verizon	9719038172	Dec/26/13-1/25/2014 - Mgr	01-401.320	01/25/14	46.52-	.00	
Verizon	9719038172	Dec/26/13-1/25/2014 - Police	01-410.320	01/25/14	775.77	.00	
Verizon	9719038172	Dec/26/13-1/25/2014 - Code Enforcement Officer	01-413.320	01/25/14	53.48	.00	
Verizon	9719038172	Dec/26/13-1/25/2014 - P/Z Officer	01-414.320	01/25/14	53.48	.00	
Verizon	9719038172	Dec/26/13-1/25/2014 - EMC-Tapler	01-415.320	01/25/14	53.48	.00	
Verizon	9719038172	Dec/26/13-1/25/2014 - DPW	01-430.320	01/25/14	87.17	.00	
Verizon	9719038172	Dec/26/13-1/25/2014 - Rec	01-452.320	01/25/14	46.52-	.00	
Verizon	9719038172	Dec adj - Mgr	01-401.320	01/25/14	53.41	.00	
Verizon	9719038172	Dec adj - Asst Mgr/Finance Director	01-402.320	01/25/14	46.59-	.00	
Verizon	9719038172	Dec adj - Police	01-410.320	01/25/14	33.67	.00	
Verizon	9719038172	Dec adj - Code Enforcement Officer	01-413.320	01/25/14	46.59-	.00	
Verizon	9719038172	Dec adj - P/Z Officer	01-414.320	01/25/14	46.59-	.00	
Verizon	9719038172	Dec adj - EMC - Tapler	01-415.320	01/25/14	46.59-	.00	
Verizon	9719038172	Dec adj - DPW	01-430.320	01/25/14	62.98-	.00	
Verizon	9719038172	Dec adj - Rec	01-452.320	01/25/14	53.41	.00	
Total Verizon:					874.97	.00	
Warehouse Battery Outlet I	248812	batteries for police speed timing device	01-410.375	01/27/14	159.90	.00	
Total Warehouse Battery Outlet Inc:					159.90	.00	
Whitehall Turf Equipment	288893	cleaner/stud	01-430.240	01/16/14	8.54	.00	
Total Whitehall Turf Equipment:					8.54	.00	
Wm Burnham Jr Death Sce	01292014	Death Scene Seminar-Nothstein & Kress-May 2014	01-410.421	01/29/14	130.00	.00	
Total Wm Burnham Jr Death Scene:					130.00	.00	
Total General Fund:					133,338.54	75,742.40	

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Fire Fund							
Allied 100 LLC	345964	WSFC-AED pad replacement pack	03-412.240	01/08/14	155.00	.00	
Total Allied 100 LLC:					155.00	.00	
Berks County Intermediate	00061047	2013 reminder notices	03-480.454	01/13/14	7.38	.00	
Total Berks County Intermediate Unit:					7.38	.00	
Hunter Keystone Peterbilt	2-233020010 1	WSFC-#31-12-replace hydraulic hoses	03-412.374	01/01/14	719.64	.00	
Total Hunter Keystone Peterbilt LP:					719.64	.00	
McNeil & Company Inc.	18819116	WSFCO-Inland marine-2014	03-412.350	01/16/14	12,027.00	.00	
McNeil & Company Inc.	18818116	WSFCO-Commercial Pkg-2014	03-412.350	01/16/14	9,946.00	.00	
Total McNeil & Company Inc.:					21,973.00	.00	
PenTeleData	B2142035	ESFC-Cable-Feb 2014	03-411.320	01/24/14	60.07	.00	
Total PenTeleData:					60.07	.00	
PPL Electric Utilities	01142014	ESFC-82900-03000-Jan 2014	03-411.320	01/14/14	752.73	.00	
Total PPL Electric Utilities:					752.73	.00	
Reinhardt Awning Compan	40554	WSFC-fan/hose/bumper covers	03-412.260	01/15/14	235.00	.00	
Total Reinhardt Awning Company:					235.00	.00	
Service Electric Telephone	01152014	Acct#-0000050426-ESFC-1/2014	03-411.320	01/15/14	75.68	.00	
Total Service Electric Telephone Co:					75.68	.00	
Suburban Propane-2755	800276	diesel	03-413.231	01/14/14	1,111.79	.00	
Suburban Propane-2755	90284	unleaded	03-413.231	01/10/14	240.33	.00	
Suburban Propane-2755	800321	diesel	03-413.231	01/22/14	1,053.95	.00	
Suburban Propane-2755	90316	unleaded	03-413.231	01/22/14	270.58	.00	
Total Suburban Propane-2755:					2,676.65	.00	
UGI Utilities Inc.	01212014	502022721012-ESFC-Jan 2014	03-411.320	01/21/14	1,392.58	1,392.58	02/03/14
Total UGI Utilities Inc.:					1,392.58	1,392.58	
Total Fire Fund:					28,047.73	1,392.58	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Library Fund							
Berks County Intermediate	00061047	2013 reminder notices	04-480.454	01/13/14	2.16	.00	
Total Berks County Intermediate Unit:					2.16	.00	
Total Library Fund:					2.16	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Water Fund							
A-B-E Laboratory	01292014	2014-Jan water analysis	06-448.316	01/29/14	230.00	.00	
Total A-B-E Laboratory:					230.00	.00	
Allentown Equipment Corp	55234	#30/34 inspections	06-448.251	01/01/14	37.50	.00	
Total Allentown Equipment Corp:					37.50	.00	
American United Life Insur	02012014	2014-Feb life/disability ins coverage	06-487.158	02/01/14	136.49	136.49	02/03/14
Total American United Life Insurance Co:					136.49	136.49	
Dispatch Answering Serv	000204A78	610-782-5025-3 of 12 for 2014	06-448.320	01/24/14	19.95	.00	
Total Dispatch Answering Service:					19.95	.00	
Eastern Auto Parts Wareho	3-342291	w&s-plow lights	06-448.251	01/30/14	6.80	.00	
Eastern Auto Parts Wareho	3-17307	#32-alternator	06-448.251	01/28/14	99.80	.00	
Eastern Auto Parts Wareho	3-332269	#30-air filter	06-448.251	01/07/14	11.03	.00	
Total Eastern Auto Parts Warehouse:					117.63	.00	
Humphrey's Hydraulic Serv	3234	#33-A-Solenoid/oil	06-448.251	01/16/14	52.25	.00	
Total Humphrey's Hydraulic Service:					52.25	.00	
Interstate Battery of Allent	11049640	Battery/core charge #32	06-448.251	01/30/14	65.97	.00	
Total Interstate Battery of Allentwn:					65.97	.00	
Keystone Consulting Engin	137233	2013-Oct-water matters	06-448.313	11/25/13	1,938.95	.00	
Total Keystone Consulting Engineers:					1,938.95	.00	
Kutz Inc., E. M.	2392	#32-headlight service kit	06-448.251	01/25/14	69.71	.00	
Total Kutz Inc., E. M.:					69.71	.00	
L/B Water Service Inc	3667700	hydrant coupling sleeves/gaskets/nuts/studs	06-448.240	01/16/14	364.31	.00	
Total L/B Water Service Inc:					364.31	.00	
Lehigh County Authority	2173	4Q2013 hydrant rentals	06-448.363	12/31/13	915.19	.00	
Total Lehigh County Authority:					915.19	.00	
Macmillian Oil Co of Allent	38173	anti-freeze	06-448.251	01/23/14	226.00	.00	
Macmillian Oil Co of Allent	38323	grease	06-448.251	01/27/14	181.72	.00	
Total Macmillian Oil Co of Allentown:					407.72	.00	
PA Municipal Health Ins Co	02012014	2014 Feb coverage	06-487.156	02/01/14	6,468.02	6,468.02	01/24/14
Total PA Municipal Health Ins Coop:					6,468.02	6,468.02	
PPL Electric Utilities	02032014	59410-04007-Feb 2014	06-448.361	02/03/14	21.14	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Total PPL Electric Utilities:					21.14	.00	
Sander Power Equipment	00571578	w&s-quick connect coupling	06-448.240	01/15/14	9.33	.00	
Total Sander Power Equipment Company:					9.33	.00	
Suburban Propane-2755	800276	diesel	06-448.231	01/14/14	296.48	.00	
Suburban Propane-2755	90284	unleaded	06-448.231	01/10/14	120.16	.00	
Suburban Propane-2755	800321	diesel	06-448.231	01/22/14	281.05	.00	
Suburban Propane-2755	90316	unleaded	06-448.231	01/22/14	135.29	.00	
Total Suburban Propane-2755:					832.98	.00	
Verizon	9719038172	Dec/26/13-1/25/2014 - water dept	06-448.320	01/25/14	33.69	.00	
Verizon	9719038172	Dec adj - water department	06-448.320	01/25/14	16.39-	.00	
Total Verizon:					17.30	.00	
Total Water Fund:					11,704.44	6,604.51	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Sewer Fund							
Allentown Equipment Corp	55234	#30/34 inspections	08-429.251	01/01/14	37.50	.00	
Total Allentown Equipment Corp:					37.50	.00	
American United Life Insur	02012014	2014-Feb life/disability ins coverage	08-487.158	02/01/14	136.49	136.49	02/03/14
Total American United Life Insurance Co:					136.49	136.49	
Eastern Auto Parts Wareho	3-342291	w&s-plow lights	08-429.251	01/30/14	6.80	.00	
Eastern Auto Parts Wareho	3-17307	#32-alternator	08-429.251	01/28/14	99.80	.00	
Eastern Auto Parts Wareho	3-332269	#30-air filter	08-429.251	01/07/14	11.03	.00	
Total Eastern Auto Parts Warehouse:					117.63	.00	
Emmaus, Borough of	455	4Q2013 sewer	08-429.532	01/30/14	2,929.53	.00	
Total Emmaus, Borough of:					2,929.53	.00	
Humphrey's Hydraulic Serv	3234	#33-A-Solenoid/oil	08-429.251	01/16/14	52.25	.00	
Total Humphrey's Hydraulic Service:					52.25	.00	
Interstate Battery of Allent	11049640	Battery/core charge #32	08-429.251	01/30/14	65.98	.00	
Total Interstate Battery of Allentwn:					65.98	.00	
Keystone Consulting Engin	137230	2013-Sept & Oct-I&I removal program	08-429.372	11/25/13	10,530.51	.00	
Keystone Consulting Engin	137231	2013-Oct-sewer matters	08-429.313	11/25/13	3,309.12	.00	
Keystone Consulting Engin	137232	2013-Oct-upgrade pump stn control panels	08-429.313	11/25/13	269.01	.00	
Total Keystone Consulting Engineers:					14,108.64	.00	
Kutz Inc., E. M.	2392	#32-headlight service kit	08-429.251	01/25/14	69.71	.00	
Total Kutz Inc., E. M.:					69.71	.00	
Lehigh County Authority	01302014	4Q13 LCA Sewer	08-429.533	01/30/14	4,495.33	.00	
Lehigh County Authority	2138	4Q13 Sewer Debt	08-429.534	12/31/13	17,179.31	.00	
Lehigh County Authority	2138	4Q13 Sewer O&M	08-429.367	12/31/13	174,483.61	.00	
Lehigh County Authority	2138	4Q13 Sewer Usage	08-429.530	12/31/13	1,232.67	.00	
Total Lehigh County Authority:					197,390.92	.00	
Macmillian Oil Co of Allent	38173	anti-freeze	08-429.251	01/23/14	226.00	.00	
Macmillian Oil Co of Allent	38323	grease	08-429.251	01/27/14	181.72	.00	
Total Macmillian Oil Co of Allentown:					407.72	.00	
Madle's Hardware	01302014	bondo filler for sewer truck	08-429.251	01/30/14	11.49	.00	
Total Madle's Hardware:					11.49	.00	
PA Municipal Health Ins Co	02012014	2014 Feb coverage	08-487.156	02/01/14	6,468.02	6,468.02	01/24/14
Total PA Municipal Health Ins Coop:					6,468.02	6,468.02	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
PPL Electric Utilities	01242014	82960-01000-Jan 2014	08-429.361	01/24/14	23.88	.00	
PPL Electric Utilities	01242014	33760-14008-Jan 2014	08-429.361	01/24/14	22.53	.00	
PPL Electric Utilities	01202014	35530-02004-Jan 2014	08-429.361	01/20/14	21.53	.00	
PPL Electric Utilities	01272014	21780-10003-Jan 2014	08-429.361	01/27/14	35.27	.00	
PPL Electric Utilities	01272014	20380-10009-Jan 2014	08-429.361	01/27/14	21.52	.00	
PPL Electric Utilities	01272014	64170-11008-Jan 2014	08-429.361	01/27/14	30.19	.00	
PPL Electric Utilities	01292014	39790-24008-Jan 2014	08-429.361	01/29/14	494.39	.00	
PPL Electric Utilities	01292014	31590-08002-Jan 2014	08-429.361	01/29/14	23.67	.00	
PPL Electric Utilities	01292014	95425-66011-Jan 2014	08-429.361	01/29/14	26.43	.00	
PPL Electric Utilities	01312014	49200-35001-Jan 2014	08-429.361	01/31/14	32.94	.00	
PPL Electric Utilities	02032014	98810-20005-Feb 2014	08-429.361	02/03/14	206.26	.00	
Total PPL Electric Utilities:					938.61	.00	
Sander Power Equipment	00571578	w&s-quick connect coupling	08-429.240	01/15/14	9.33	.00	
Total Sander Power Equipment Company:					9.33	.00	
Suburban Propane-2755	800276	diesel	08-429.231	01/14/14	296.48	.00	
Suburban Propane-2755	90284	unleaded	08-429.231	01/10/14	120.16	.00	
Suburban Propane-2755	800321	diesel	08-429.231	01/22/14	281.05	.00	
Suburban Propane-2755	90316	unleaded	08-429.231	01/22/14	135.29	.00	
Total Suburban Propane-2755:					832.98	.00	
Verizon	01252014	2014-Jan 868-8310-Cardinal Dr Pump Strn	08-429.320	01/25/14	32.55	.00	
Total Verizon:					32.55	.00	
Total Sewer Fund:					223,609.35	6,604.51	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Refuse & Recycling Fund							
Waste Management Inc	0398525-2392-	2014-Feb service	10-427.300	02/01/14	126,666.67	.00	
Total Waste Management Inc:					126,666.67	.00	
Total Refuse & Recycling Fund:					126,666.67	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Highway Aid Fund							
International Salt Company	00450758	Bulk ice control	35-432.245	01/10/14	3,894.42	.00	
International Salt Company	00452917	Bulk ice control	35-432.245	01/16/14	4,946.08	.00	
International Salt Company	00458203	Bulk ice control	35-432.245	01/30/14	4,996.34	.00	
Total International Salt Company LLC:					13,836.84	.00	
PPL Electric Utilities	01222014	99940-01007-Jan 2014	35-433.362	01/22/14	26.04	.00	
PPL Electric Utilities	01222014	05340-01002-Jan 2014	35-433.362	01/22/14	26.46	.00	
PPL Electric Utilities	01222014	53875-61001-Jan 2014	35-433.362	01/22/14	25.46	.00	
PPL Electric Utilities	01202014	49130-02001-Jan 2014	35-433.362	01/20/14	25.25	.00	
PPL Electric Utilities	01272014	89989-11003-Jan 2014	35-433.362	01/27/14	24.59	.00	
PPL Electric Utilities	01292014	72390-08002-Jan 2014	35-433.362	01/29/14	16.35	.00	
PPL Electric Utilities	01292014	95790-09009-Jan 2014	35-433.362	01/29/14	16.43	.00	
PPL Electric Utilities	02032014	72390-08002-Feb 2014	35-434.361	02/03/14	11,867.01	.00	
PPL Electric Utilities	02032014	79000-43000-Feb 2014	35-434.361	02/03/14	607.16	.00	
PPL Electric Utilities	02032014	59610-04003-Feb 2014	35-433.362	02/03/14	30.40	.00	
PPL Electric Utilities	02032014	58010-04003-Feb 2014	35-433.362	02/03/14	27.87	.00	
PPL Electric Utilities	02032014	97159-57000-Feb 2014	35-433.362	02/03/14	35.88	.00	
PPL Electric Utilities	02032014	96549-22003-Feb 2014	35-433.362	02/03/14	25.80	.00	
PPL Electric Utilities	02042004	32810-04003-Feb 2014	35-433.362	02/04/04	26.96	.00	
Total PPL Electric Utilities:					12,781.66	.00	
Total Highway Aid Fund:					26,618.50	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Subdivision Escrow Fund							
Burda, Jason & Karla	01212014	Escrow release	91-248000	01/21/14	1,000.00	.00	
Total Burda, Jason & Karla:					1,000.00	.00	
Devonhouse Management	01302014	Escrow release fr 2006	91-248000	01/30/14	2,900.00	.00	
Total Devonhouse Management Inc:					2,900.00	.00	
Mendez, Dawn	02042014	Escrow release minus L/E invoices	91-248000	02/04/14	140.32	.00	
Total Mendez, Dawn:					140.32	.00	
Total Subdivision Escrow Fund:					4,040.32	.00	
Grand Totals:					554,027.71	90,344.00	

Date: _____

President: _____
Board of Commissioners

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
JANUARY 23, 2013
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 the proceedings over to Randy Soriano, Township Manager.

ROLL CALL

Board Members Present:

James Brown, President
Debra Brinton, Vice-President
Robert Martucci, Jr.
James Seagreaves
Joanne Ackerman

Staff Present:

Randy Soriano, Township Manager
Cathy Bonaskiewich, Assistant Township Manager/Finance Director
John Andreas, Director of Public Works
Allen Stiles, Chief of Police – EXCUSED
Sergeant Kevin Soberick, Police
Cynthia Sopka, Director of Planning & Zoning - EXCUSED
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 recorded electronically for the purpose of taking the Minutes. All public comments on agenda items will 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 in, announce oneself, and speak clearly into the microphone. Mr. Soriano added that the speaker can choose 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 administrative follow-ups on a particular issue.

FINANCIAL REPORT AND LIST OF BILLS PAYABLE

Commissioner Brinton inquired about the reason for the property tax refunds and reimbursements and the way they are calculated. Ms. Bonaskiewich stated that the total amount refunded is split across the General, Fire and Library Funds due to the resident's assessment being lowered through the appeal process.

Commissioner Brinton inquired about a "reimbursement" invoice from Keystone Consulting Engineers. Mr. Tettemer stated that it is basically a pass-through invoice in which Keystone reviewed the Developer's plan, billed the Township, and the Township in turn billed the Developer. He noted that the Developer will then pay the Township and the Township will pay Keystone.

Commissioner Ackerman questioned the invoice from C & M Gutters and Guards. Mr. Andreas explained that it was for the cleaning of the gutters at the Municipal Building because the Township does not have the type of equipment needed to do the work. Commissioner Ackerman inquired about obtaining estimates for the work. Mr. Soriano explained that because it is such a nominal amount of money, the need for estimates is unnecessary.

Motion by Commissioner Martucci, seconded by Commissioner Brinton, to approve the unaudited Financial Report for the period ending December 31, 2013 and the list of Bills Payable for the period 1/4/2014-1/17/2014, broken down as follows:

\$79,291.22 = GENERAL
\$3,042.39 = FIRE
\$23.44 = LIBRARY
\$12,405.41 = WATER
\$10,787.83 = SEWER
\$720.08 = REFUSE & RECYCLING
\$13,992.29 = HIGHWAY AID
\$4,900.00 = SUBDIVISION & ESCROW
\$125,189.95 = GRAND TOTAL ALL FUNDS

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 19, 2013 and January 6, 2014

Commissioner Brown declared the December 19, 2013 and January 6, 2014 Regular Meeting Minutes of the Board of Commissioners approved as presented.

OLD BUSINESS

Reorganization/Appointment – President Pro-Tempore.

Mr. Soriano reminded the Board that there was a tie for the office of President Pro-Tempore at the Reorganization meeting so the Board must fill that position at this time.

Commissioner Brown made a motion to nominate Commissioner Martucci for President Pro-Tempore of the Board of Commissioners.

Commissioner Martucci declined the position.

Commissioner Brown made a motion to nominate Commissioner Seagreaves for President Pro-Tempore of the Board of Commissioners.

Commissioner Brown made a motion to close the nominations for President Pro-Tempore

A roll call vote was taken:

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

The Board voted unanimously to approve the nomination of Commissioner Seagreaves for President Pro-Tempore.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

Traffic Signals – Adding a Preemption System to the Traffic Light at Lehigh St. & Regent Way and Lehigh St. & 31st St.

Mr. Soriano stated that PennDOT has revised the drawing and the Township needs to submit the application for a permit. In order for PennDOT to issue the permit, they will need a Resolution designating the Township Manager to execute the necessary documents.

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to approve Resolution No. 01-2014-1462, authorizing the Township Manager to execute the revised PennDOT application for permit and plans in order to effectuate the request to add a preemption system to the traffic light at Lehigh Street & Regent Way and Lehigh Street & 31st Street.

Roll Call:

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

The Motion passed by 5-0.

Act 537 – Official Sewage Facilities Plan Revision for New Land Development (Legacy Place).

Mr. Soriano explained that the Resolution is required to be part of the application for the official Sewage Plan Revision for the new Legacy Place Land Development. He stated that the Township is basically attesting that the module conforms with the applicable sewage related zoning and other sewage related municipal Ordinances.

A discussion ensued on whether the Township should submit the application or if it should go back to the Developer. It was the consensus of the Township Solicitor and Engineer that the Township should proceed with the application and Resolution.

Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to approve Resolution No. 01-2014-1463, authorizing the submittal of the Sewage Module to DEP for the Legacy Place Development.

Roll Call:

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

The Motion passed by 5-0.

MOTIONS

Motion to establish a job description for the part-time Fire Inspector.

Mr. Soriano stated that the Fire Protection Program will be under the umbrella of the Police Department and will be overseen by the Chief Stiles and Sergeant Sabo. He read the job description into the record and noted that the position will be hourly, working 20-25 hours per week with no benefits. Mr. Soriano commented that while the inspector will be a non-civil service Township employee, he or she will be deputized with arrest powers to issue summary citations in order to allow the enforcement of the Township Ordinance.

Motion by Commissioner Martucci, seconded by Commissioner Ackerman, to accept the job description as presented for the part-time Fire Inspector.

Roll Call:

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

The Motion passed by 5-0.

ANNOUNCEMENTS

Mr. Soriano announced that the new Township map, developed through Municipal Aid Publications, is on hold at the moment due to the fact that the Zoning Ordinance has not been finalized.

Mr. Soriano brought up the Scrap Metal Policy and how the proceeds are distributed. He noted the practice has been that the money is split between the employees of the Public Works Department, which comes out to approximately \$100 at the end of year. Commissioner Ackerman suggested revising the practice each year as the situation arises.

Mr. Soriano commented that a decision still needs to be made about retirement incentives for the Public Works Department.

PRIVILEGE OF THE FLOOR

Commissioner Ackerman inquired about the Township's salt supply. Mr. Andreas stated that they currently have about 300 tons of material in the shed with another 350 tons that is already ordered.

Commissioner Martucci brought forth praise from a resident for the snow plowing efforts of the Public Works Department.

Commissioner Martucci stated that he received a phone call from the USDA about the goose program at Laubach Park and whether the Township wanted to continue. Commissioner Martucci suggested doing a maintenance program at a reduced cost. It was the consensus of the Board to continue the efforts with a maintenance program.

Commissioner Brinton stated that on February 13th, the Pennsylvania Emergency Management Agency is having a class in Macungie and noted that she and Commissioner Ackerman have both signed up for the class and will not be able to attend the Regular Meeting of the Board of Commissioners that is also scheduled for that night.

Commissioner Seagreaves stated that he received a call from Mr. Paul Bruchak at 1225 East Emmaus Avenue who expressed concerns about accidents in that area. Sergeant Soberick stated that other than two recent accidents, there has not been an issue on that road that would require attention from the Police. Commissioner Brown recalled a traffic study performed in that area a couple years ago and thought the results were inconclusive. Mr. Bruchak was present to address Board and stated that he is concerned about the increased traffic and the speed of the cars. It was the consensus of the Board to have the Chief to look into the situation and get back to Mr. Bruchak. Commissioner Brown also noted that it is a PennDOT road and the Township would not have jurisdiction to install stop signs or red lights.

Commissioner Brown announced that there will be an Executive Session held after the Workshop meeting to address personnel matters.

ADJOURNMENT

Commissioner Martucci made a Motion to adjourn the Meeting, seconded by Commissioner Brinton. The time was 8:25 p.m.

Respectfully submitted,

Randy Soriano
Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on January 23, 2014.

Approved and certified on this date:

Randy Soriano

Date

SEAL

DRAFT

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA**

Ordinance No. 02-2014-585

(Duly Adopted February 13, 2014)

AN ORDINANCE AMENDING CHAPTER 1, PART 6(A) OF THE
CODE OF ORDINANCES (RELATING TO POLICE PENSION PLAN)
BY AMENDING SECTION 602(5)(B) TO COMPLY WITH MINIMUM
SERVICE-RELATED DISABILITY PENSION REQUIREMENTS
UNDER ACT 600 OF 1955, AS AMENDED.

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, by Ordinance No. 01-2013-581 adopted January 10, 2013, the Board recently amended the Plan to conform to provisions of collective bargaining agreements ("**CBAs**") between the Township and the Salisbury Township Police Officers Association ("**Association**"); and

WHEREAS, in a recent audit of the Plan, the Department of the Auditor General questioned the provision of the Plan related to service-related disability benefits as recently amended to conform to past and current CBAs, in that the Plan provides a benefit equal to 75% of final 36-month average monthly compensation while Act 600 requires a minimum benefit of 50% of monthly salary at the time the disability was incurred; and

WHEREAS, although the Plan's current disability benefit will generally be greater than the minimum required under Act 600, there are potential situations under which the Plan's benefit will not satisfy the statutory minimum; and

WHEREAS, the Board desires to amend the Plan to insure that the service-related disability benefit is not less than the statutory minimum; and

WHEREAS, the Association has approved this amendment; 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;

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 § 602(5)(B) as follows (with additions indicated by double-underlining, and deletions indicated by ~~stricken-through~~ type), effective immediately:

§ 602. Retirement Requirements and Benefits.

* * *

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 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) (or, if greater, 50% of the police officer's monthly salary at the time the disability was incurred), 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. For purposes of this subparagraph (B) alone and not for the purposes of Section 602(2) or any other section of this Plan, and without any effect on the definition of the term "Compensation", a police officer's "monthly salary" on a given date is the officer's base hourly rate of compensation as of that date (without any premium for shift differential, overtime, special duty pay, or any other premium or multiplier), multiplied by 2080 and divided by 12.

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DULY ORDAINED and **ENACTED** by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania this 13th day of February, 2014, in lawful session duly assembled.

TOWNSHIP OF SALISBURY
BOARD OF COMMISSIONERS

James A. Brown, President

Attest:

Randy Soriano, Secretary

RESOLUTION NO. 02-2014-_____

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF
THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY,
PENNSYLVANIA, AUTHORIZING THE DISPOSITION OF
THE CERTAIN PUBLIC RECORDS IN ACCORDANCE
WITH THE MUNICIPAL RECORDS MANUAL APPROVED
DECEMBER 16, 2008**

WHEREAS, by virtue of Resolution No. 10-2012-1425, adopted October 11, 2012, the Township of Salisbury declared its intent to follow the schedules and procedures for the disposition of records as set forth in the Municipal Records Manual approved December 16, 2008; and

WHEREAS, in accordance with Act 428 of 1968, each individual act of disposition shall be approved by resolution of the governing body of the municipality.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, in accordance with the above-cited Municipal Records Manual, hereby authorizes the disposition of the following public records:

1 - FINANCIAL – Covered under the “Financial and Purchasing” section

For the time period of 1990 thru 2005:

- Accounts Payable/Vendor payment records (FN-2)
- Transaction Reports (FN-1)
- BOC Bill Approval Reports & Financial Reports (FN-16)
- Bank Statements & Reconciliations (FN-9)
- Deposit Slips (FN-13)
- Cancelled Accounts Payable Checks #4600-24330 (FN-10)
- Accounts Payable Check Register (FN-11)
- Daily Cash Receipting Reports & file copies (FN-12)

2 - PAYROLL – Covered under the “Payroll Records” section

For the time period of 1990 thru 2005:

- Cancelled Payroll Checks #4300-27156 (PL-1)
- Payroll Check Register ((PL-6)
- Payroll Registers (PL-5)
- Time Sheets & Cards (PL-14)

For the time period of 1990 thru 2007:

- Quarterly Payroll Reports (PL-11, PL-12, PL-13)

For the time period of 2000 thru 2007:

- Payroll Transmittal Reports for AFLAC & ICMA (??)

For the time period of 1983 thru 2007:

- Employee W-2s (PL-16)

- Vendor 1099s (PL-18)

Collectively, the Finance/Payroll information is all packed in 59 bankers boxes (24"x12"x11.5") equaling 113.08 cubic feet and 20 letter boxes (12.5"x9"x4") equaling 5.21 cubic feet. Grand total = 118.29 cubic feet.

3 -TAX COLLECTORS' RECORDS – Covered under "Tax Collection and Assessment Records" section

For the time period of 1994 thru 2005:

- Paid Real Estate tax bill batches (TA-12)
- Mortgage Company payment transmittals (TA-12)
- Payment Batch Reports (TA-6)
- Paid & Unpaid Tax Reports (TA-6)
- Deposit Slips (FN-13?)

For the time period of 1996 thru 2001:

- Bank Statements & Reconciliations (FN-9?)
- PLGIT Transfer documentation (??)
- Miscellaneous correspondence (??)

The Tax Collector records are all packed in 4 copy paper boxes (18"x10"x11") equaling 1.15 cubic feet and 53 letter boxes (12.5"x9"x4") equaling 13.80 cubic feet. Grand total = 14.95 cubic feet.

4 – POLICE RECORDS

- 1970-1975 Arrest Files
- 1974 Incident Forms
- 1975-1979 Daily Logs
- 1977 Detective Files H-P
- 1980-1985 Arrest Reports
- 1985 Affidavits
- Voided Parking Tickets
- Old unusable citations
- 1977-1986 Mugshots
- 1991 Investigation Files U-Z
- 1994-2000 Wanted person fliers
- 1994 Incident Reports
- 1994-2000 Investigation files
- 1995 Case Files
- 1997 UCR Data
- 2002 UCR Data
- 2005 MDJ Fine Sheets
- 2005 Incident Reports
- 2006 Case Files
- 2008-2009 Hunting Permits
- Chief Files-1989-2012 (copies of payroll, budget, planning, purchase orders, quotes, etc.)

- Outdated policy and procedure files
- Open cases 1980-1994 (A-Z)
- Detective Files 1980-2004
- Case Dispositions 1980-1990
- Detective Files 2004-2011 (copies not original files)

The Police Department records are all packed in filing cabinets _____
equaling _____ cubic feet and _____ boxes (x) equaling _____ cubic
feet. Grand total = _____ cubic feet.

APPROVED AND ADOPTED this 13th day of February, 2014 at a regular public
meeting.

TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)

James A. Brown
President, Board of Commissioners

ATTESTED:

Randy Soriano, Secretary

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Workshop Meeting
February 13, 2014
7:30 p.m.
(approximate time)

Topics of discussion:

1. PWD - Opening of Retirement Incentive Window
2. Salt Shortage