

**SALISBURY TOWNSHIP**  
**Lehigh County, Pennsylvania**  
**Board of Commissioners Meeting**  
**Regular Meeting Agenda—February 14, 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 1/19/2013 – 2/8/2013**

**5. Approval of the Minutes –January 24, 2013**

**6. New Business**

**A. PRESENTATION** – Presentation of the Lindberg Park Master Plan & Neighborhood Connections Study (URDC to present)

**B. RESOLUTIONS**

1. Resolution to close out the DCNR matching grant (\$22,400) Agreement for the preparation of a Master Site Plan for Lindberg Park. (URDC to present)
2. Resolution - Act 537 Planning Module – Devonhouse Addition

**C. ORDINANCES**

1. Adoption of the new Tax Collector Ordinance

**D. MOTIONS**

1. Motion to request the Civil Service Commission provide certification of top three entry-level police officer candidates
2. Motion to authorize the submission of an application for Audubon Pennsylvania Bird Town membership
3. Motion to authorize the release of the Lehigh Valley Health Network Family Lodging Center Maintenance Security

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

**8. Adjournment**

*\*Workshop to follow regular meeting*

*\*Executive Session*

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date P
<b>General Fund</b>							
Altemos/Atlantic Fuels	84022	ACCT# 153208 Oil-Black River Rd-1/22/2013	01-409.230	01/22/2013	776.59	.00	
Total Altemos/Atlantic Fuels:					776.59	.00	
Anda Car Wash	01312013	2013-Jan-Police car washes	01-410.251	01/31/2013	148.75	.00	
Total Anda Car Wash:					148.75	.00	
Audubon Pennsylvania	2012013	'Birdtown' application fee	01-400.420	02/01/2013	850.00	.00	
Total Audubon Pennsylvania:					850.00	.00	
Barnes Group Inc.	5173446001	Hand cleaner/nuts/bolts/washers/bits/silicone	01-430.240	01/22/2013	159.48	.00	
Total Barnes Group Inc.:					159.48	.00	
Basala Enterprise Fire	8	QRS-rescue tools	01-410.210	01/22/2013	5,500.00	.00	
Total Basala Enterprise Fire:					5,500.00	.00	
Berkheimer Associates	01312013	2013-Jan LST Comm	01-403.453	01/31/2013	302.04	.00	
Total Berkheimer Associates:					302.04	.00	
Bonaskiewich, David	01272013	2013 Boot/Clothing Allowance	01-430.192	01/27/2013	200.00	.00	
Total Bonaskiewich, David :					200.00	.00	
D & A Emergency Equipme	19725	stinger battery	01-410.260	01/15/2013	18.00	.00	
Total D & A Emergency Equipment Inc:					18.00	.00	
Dispatch Answering Servic	000204A65	610-782-5572-Feb 2013	01-430.320	01/25/2013	15.00	.00	
Dispatch Answering Servic	000204A65	Answr Service/Pump Stn Alm-Feb 2012	01-401.320	01/25/2013	178.25	.00	
Total Dispatch Answering Service:					193.25	.00	
Eastern Auto Parts Wareho	3-180932	work lights for spreader	01-437.375	01/29/2013	18.10	.00	
Eastern Auto Parts Wareho	3-180926	work lights for spreader	01-437.375	01/29/2013	36.20	.00	
Eastern Auto Parts Wareho	3-177147	#4-oil filters	01-437.251	01/21/2013	83.30	.00	
Total Eastern Auto Parts Warehouse:					137.60	.00	
Eastern Industries Inc.	5646018	2B	01-438.245	01/12/2013	156.90	.00	
Eastern Industries Inc.	5646336	2A	01-438.245	01/15/2013	824.75	.00	
Eastern Industries Inc.	5646337	2B	01-438.245	01/15/2013	41.70	.00	
Eastern Industries Inc.	5646338	coldpatch	01-438.245	01/15/2013	721.07	.00	
Eastern Industries Inc.	5646616	2B	01-438.245	01/19/2013	80.20	.00	
Total Eastern Industries Inc.:					1,824.62	.00	
Ecco Communications LLC	61206	#12-replace fuse & antenna	01-437.251	01/15/2013	85.00	.00	
Ecco Communications LLC	61344	#3 LED flashlights mounted in trucks	01-437.251	02/01/2013	345.00	.00	
Total Ecco Communications LLC:					430.00	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date P
Farm & Home Oil Compan	694116	Unleaded	01-401.231	01/15/2013	161.06	.00	
Farm & Home Oil Compan	694116	Unleaded	01-430.231	01/15/2013	322.12	.00	
Farm & Home Oil Compan	694116	Unleaded	01-410.231	01/15/2013	2,093.82	.00	
Farm & Home Oil Compan	694142	Diesel	01-430.231	01/15/2013	1,204.88	.00	
Farm & Home Oil Compan	708304	Unleaded	01-401.231	01/29/2013	160.84	.00	
Farm & Home Oil Compan	708304	Unleaded	01-430.231	01/29/2013	321.67	.00	
Farm & Home Oil Compan	708304	Unleaded	01-410.231	01/29/2013	2,090.88	.00	
Farm & Home Oil Compan	708326	Diesel	01-430.231	01/29/2013	1,609.43	.00	
Total Farm & Home Oil Company:					7,964.70	.00	
FBI/LEEDA	2159-13	2013 Membership-Stiles	01-410.420	01/17/2013	50.00	.00	
Total FBI/LEEDA:					50.00	.00	
Ferguson Waterworks	0286876	perf pipe w/sock	01-436.370	01/11/2013	344.95	.00	
Total Ferguson Waterworks:					344.95	.00	
Fonzone and Ashley	49547	2012-Dec-Reimb inv-Baker	01-404.318	12/31/2012	55.00	.00	
Total Fonzone and Ashley:					55.00	.00	
Fromm Electric Supply Cor	51068142-00	bulbs	01-409.240	01/17/2013	39.36	.00	
Total Fromm Electric Supply Corp:					39.36	.00	
Grainger	9049653901	portable utility pump	01-430.260	01/24/2013	291.32	.00	
Total Grainger:					291.32	.00	
HACC	S0254778	Kress-Crime Scene Mgmt & Documentation	01-410.421	01/29/2013	175.00	.00	
Total HACC:					175.00	.00	
Hartford - Priority Accts, Th	02012013	2013-Feb coverage	01-487.158	02/01/2013	1,662.93	.00	
Total Hartford - Priority Accts, The:					1,662.93	.00	
Hoffer, John	01192013	2013 Clothing allowance	01-430.192	01/19/2013	200.00	.00	
Total Hoffer, John :					200.00	.00	
Home Depot Credit Service	01302013	mailbox post/anchor/mailbox	01-430.240	01/30/2013	73.34	.00	
Home Depot Credit Service	02012013	lock for code enforcement	01-414.240	02/01/2013	11.02	.00	
Total Home Depot Credit Services:					84.36	.00	
HWA Group Inc	2950	repair pressure washer in cleaning bay	01-437.375	01/29/2013	34.44	.00	
Total HWA Group Inc:					34.44	.00	
I.A.C.P.	01092013	Stiles:2013 dues	01-410.420	01/09/2013	120.00	.00	
Total I.A.C.P.:					120.00	.00	
Keystone Consulting Engin	133010	Salisbury Twmsp Zoning Ord Review-Dec 2012	01-408.313	12/31/2012	3,969.38	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date P
Keystone Consulting Engin	133006	Lindberg Pk BB Courts:12/2012	01-408.313	12/31/2012	98.76	.00	
Keystone Consulting Engin	133004	Gatta drainage review-12/2012	01-408.313	12/31/2012	89.50	.00	
Keystone Consulting Engin	133003	Reimb inv-Salisbury HS-Dec 2012	01-408.318	12/31/2012	543.63	.00	
Keystone Consulting Engin	133002	Flxr Ave Road Recon-Dec 2012	01-439.600	12/31/2012	1,837.38	.00	
Keystone Consulting Engin	133012	Sal Twmsp MS4 Plan-Dec 2012	01-408.313	12/31/2012	2,447.75	.00	
Total Keystone Consulting Engineers:					8,986.40	.00	
Klimowicz, Brian G.	02012013	13 of 60 health reimb	01-406.171	02/01/2013	250.00	.00	
Total Klimowicz, Brian G.:					250.00	.00	
Kutz Inc., E. M.	0043111-IN	#25-repair/replace isolation module	01-437.251	01/16/2013	172.10	.00	
Total Kutz Inc., E. M.:					172.10	.00	
Laible Jr, Ernest H	02012013	56 of 60 cash incentv pymt	01-406.171	02/01/2013	100.00	.00	
Total Laible Jr, Ernest H:					100.00	.00	
Lehigh County Auto Parts	384438	soap/couplers/adapters	01-430.240	01/14/2013	84.86	.00	
Total Lehigh County Auto Parts:					84.86	.00	
Lehigh County Law Depart	01282013	File Ord: 2013-Tax collectoramendment beginning 201	01-400.240	01/28/2013	20.00	20.00	01/29/2
Total Lehigh County Law Department:					20.00	20.00	
Lehigh Soils & Wetlands	12312012	Residential inspections & services-6/1-12/31/2012	01-413.307	12/31/2012	1,500.00	.00	
Total Lehigh Soils & Wetlands:					1,500.00	.00	
M. P. Uniform & Supply	79452-1	hat badge/badge holder	01-410.238	01/11/2013	19.98	.00	
M. P. Uniform & Supply	79534-1	name tape/alteration	01-410.238	01/16/2013	13.00	.00	
M. P. Uniform & Supply	79695-1	mock shirt/embroidery	01-410.238	01/23/2013	41.49	.00	
M. P. Uniform & Supply	79797-1	pants	01-410.238	01/28/2013	85.98	.00	
Total M. P. Uniform & Supply:					160.45	.00	
Miklus, Nancy	02012013	44 of 60 cash incentive pymt	01-406.171	02/01/2013	100.00	.00	
Total Miklus, Nancy:					100.00	.00	
Motors Plus Inc.	27470	#207-checked tire-losing air	01-410.251	01/24/2013	36.75	.00	
Motors Plus Inc.	27464	#216-PA Emission Inspection	01-410.251	01/23/2013	98.20	.00	
Total Motors Plus Inc.:					134.95	.00	
Municipal Capital Corp	1366504	Lease 5 of 12-IT improvements-Int	01-472.350	01/29/2013	252.13	.00	
Municipal Capital Corp	1366504	Lease 5 of 12-IT improvements-Prin	01-471.350	01/29/2013	2,235.45	.00	
Total Municipal Capital Corp:					2,487.58	.00	
Nextel Communications	012720130	2013-Jan-Asst Mgr/Finance Director	01-402.320	01/27/2013	64.25	.00	
Nextel Communications	012720130	2013-Jan-Code Enforcement Officer	01-413.320	01/27/2013	64.25	.00	
Nextel Communications	012720130	2013-Jan-DPW	01-430.320	01/27/2013	48.83	.00	
Nextel Communications	012720130	2013-Jan-EMC-Tapler	01-415.320	01/27/2013	64.25	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date P
Nextel Communications	012720130	2013-Jan-Manager	01-401.320	01/27/2013	64.25	.00	
Nextel Communications	012720130	2013-Jan-P/Z Officer	01-414.320	01/27/2013	64.25	.00	
Nextel Communications	012720130	2013-Jan-Police	01-410.320	01/27/2013	1,028.88	.00	
Total Nextel Communications:					1,398.96	.00	
Nicolo, Alessandro	12312012	2012 Health Reimb	01-406.171	12/31/2012	150.00	.00	
Total Nicolo, Alessandro:					150.00	.00	
Nothstein, Richard B.	01312013	reimb for shoes-uniform allowance	01-410.238	01/31/2013	54.95	.00	
Total Nothstein, Richard B.:					54.95	.00	
Overhead Door Company,	C13.09	Repaired clutch assembly/realign/lubricate garage doo	01-409.373	01/03/2013	306.00	.00	
Total Overhead Door Company, The:					306.00	.00	
PA Dept of Labor/Industry-	493277	2013-Jan - Elevator inspection	01-409.373	01/31/2013	94.00	.00	
Total PA Dept of Labor/Industry-E:					94.00	.00	
PCCA	01302013	Nicolo-Bldg Code Course-ACC 103-4/30/&5/1/2013	01-413.421	01/30/2013	195.00	.00	
PCCA	01302013	Nicolo-Bldg Code Course-IRC 501 CR:5/16/2013	01-413.421	01/30/2013	125.00	.00	
Total PCCA:					320.00	.00	
PenTeleData	B1909383	ESFC-Cable-Feb 2013	01-411.320	02/01/2013	60.07	.00	
Total PenTeleData:					60.07	.00	
PPL Electric Utilities	01212013	92051-48008-Jan 2013	01-409.361	01/21/2013	992.75	.00	
PPL Electric Utilities	01212013	94340-19001-Jan 2013	01-451.361	01/21/2013	147.19	.00	
PPL Electric Utilities	01212013	61089-84001-Jan 2013	01-409.361	01/21/2013	718.21	.00	
PPL Electric Utilities	01232013	70730-17005-Jan 2013	01-409.361	01/23/2013	1,069.35	.00	
PPL Electric Utilities	01232013	10550-10002-Jan 2013	01-451.361	01/23/2013	25.38	.00	
PPL Electric Utilities	01242013	93760-01007-Jan 2013	01-451.361	01/24/2013	15.35	.00	
PPL Electric Utilities	01282013	63580-10005-Jan 2013	01-451.361	01/28/2013	15.71	.00	
PPL Electric Utilities	02042013	62400-52006-Feb 2013	01-451.361	02/04/2013	20.41	.00	
Total PPL Electric Utilities:					3,004.35	.00	
Scott Cars Inc	562772	Repair damage to #214-Accident 10/08/2012	01-410.251	12/10/2012	1,583.25	.00	
Total Scott Cars Inc:					1,583.25	.00	
Service Electric Cable TV	01022013	Munic prolog-Jan 2013	01-401.315	01/01/2013	39.95	.00	
Total Service Electric Cable TV:					39.95	.00	
Service Tire Truck Centers	H63748-01	Highway-backhoe tire	01-437.375	01/18/2013	181.08	.00	
Total Service Tire Truck Centers:					181.08	.00	
Spillman Farmer Architects	26403	Security Upgrade Proj-12/2012	01-409.600	12/31/2012	3,180.37	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date P
Total Spillman Farmer Architects:					3,180.37	.00	
Staples Credit Plan	28531	Finance-toner cartridge	01-402.240	12/31/2012	149.49	.00	
Staples Credit Plan	01282013	Inv#-69471-Police-supplies for investigation	01-410.240	01/28/2013	225.91	.00	
Staples Credit Plan	01282013	Inv #90798-Calendar for tax collector	01-403.240	01/28/2013	22.99	.00	
Total Staples Credit Plan:					398.39	.00	
Starr Uniform Center	73126	Jacket	01-410.238	01/21/2013	273.00	.00	
Total Starr Uniform Center:					273.00	.00	
Stengel Brothers Inc.	322660	#2-replace right rear spring	01-437.251	01/30/2013	705.36	.00	
Total Stengel Brothers Inc.:					705.36	.00	
Stotz/Fatzinger Office Sup	81197	Admin-copy paper/binders/file folders	01-401.240	01/18/2013	230.80	.00	
Stotz/Fatzinger Office Sup	82204	Finance-labels/post its/staples/ink refills	01-402.240	02/01/2013	70.17	.00	
Stotz/Fatzinger Office Sup	82204	Tax Collector-report covers	01-403.240	02/01/2013	9.76	.00	
Total Stotz/Fatzinger Office Supply:					310.73	.00	
Stratix Systems Inc	224863 1	refurbished toner cartridge	01-430.240	01/17/2013	34.00	.00	
Stratix Systems Inc	13233282	46 of 63 lease for copiers	01-401.375	01/21/2013	541.10	.00	
Total Stratix Systems Inc:					575.10	.00	
Tapler, Jeffrey	02012013	EMC stipend -Feb 2013	01-415.139	02/01/2013	250.00	.00	
Total Tapler, Jeffrey:					250.00	.00	
Times News	100287983-01	Ad:Environmental Advisory Committee Mtg-1/16/2013	01-461.341	01/10/2013	26.42	.00	
Times News	100289592-01	Ad - Tax Collector ordinance	01-401.341	01/31/2013	47.04	.00	
Times News	189592-01302	Affidavit	01-401.341	01/31/2013	2.90	.00	
Total Times News:					76.36	.00	
UGI Utilities Inc.	01212013	502022721012-ESFC-Jan 2013	01-411.320	01/21/2013	1,084.87	1,084.87	01/29/2
UGI Utilities Inc.	01212013	504043172815-Jan 2013	01-409.230	01/21/2013	1,082.11	1,082.11	01/29/2
UGI Utilities Inc.	01212013	504043200901-Jan 2013	01-409.230	01/21/2013	2,979.22	2,979.22	01/29/2
UGI Utilities Inc.	01212013	504043200800-Jan 2013	01-409.230	01/21/2013	1,327.65	1,327.65	01/29/2
Total UGI Utilities Inc.:					6,473.85	6,473.85	
UPS Store, The	01312013	Police-retrn mobile data terminal	01-401.325	01/31/2013	25.86	.00	
Total UPS Store, The:					25.86	.00	
Urban Research & Develop	2305-5I-2-2490	Lindberg Pk Master Site Plan-Sept 1 thru 1/31/2013	01-451.312	01/22/2013	2,418.00	.00	
Urban Research & Develop	2305-5I-2-2490	Lindberg Pk Master Site Plan-Sept 1 thru 1/31/2013	01-279994	01/22/2013	13,702.00	.00	
Total Urban Research & Development :					16,120.00	.00	
Whitehead Jr, Charles	01192013	8 hrs of H&L(1-6-2013)	01-410.132	01/19/2013	248.32	248.32	01/24/2

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date P
Total Whitehead Jr, Charles:					248.32	248.32	
Wilson, Shemaine	02012013	2013 Health Reimb	01-406.171	02/01/2013	35.00	.00	
Total Wilson, Shemaine :					35.00	.00	
Total General Fund:					71,423.68	6,742.17	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date P
<b>Fire Fund</b>							
ACS Government Solution	854180	ESFC-2013-Software support contract	03-411.240	01/01/2013	625.00	.00	
Total ACS Government Solutions Inc:					625.00	.00	
Binder's Automotive Inc	15815	ESFC-#20-01-oil chng/inspect/new A/C compressor	03-411.374	01/31/2013	864.06	.00	
Total Binder's Automotive Inc:					864.06	.00	
Bucks County Community	13901	ESFC-2013 training membership program	03-411.421	01/28/2013	2,800.00	.00	
Total Bucks County Community College:					2,800.00	.00	
Ecco Communications LLC	61285	WSFC-#31-02 - remv emergency lights	03-412.374	01/24/2013	356.00	.00	
Total Ecco Communications LLC:					356.00	.00	
Farm & Home Oil Compan	694116	Unleaded	03-413.231	01/15/2013	322.12	.00	
Farm & Home Oil Compan	694142	Diesel	03-413.231	01/15/2013	669.38	.00	
Farm & Home Oil Compan	708304	Unleaded	03-413.231	01/29/2013	321.67	.00	
Farm & Home Oil Compan	708326	Diesel	03-413.231	01/29/2013	894.13	.00	
Total Farm & Home Oil Company:					2,207.30	.00	
Hunter Keystone Peterbilt	2-230210136	WSFC-#31-91 - new starter & batteries	03-412.374	01/21/2013	1,292.11	.00	
Total Hunter Keystone Peterbilt LP:					1,292.11	.00	
McNeil & Company Inc.	2436115	WSFCO-Commercial Pkg-2013	03-412.350	01/09/2013	8,714.00	.00	
McNeil & Company Inc.	2442115	WSFCO-Inland marine-2013	03-412.350	01/09/2013	11,051.00	.00	
Total McNeil & Company Inc.:					19,765.00	.00	
Total Fire Fund:					27,909.47	.00	



Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date P
<b>Water Fund</b>							
Allentown, City of	065802	2012-Dec water(4Q2012 reconciliation)	06-448.367	12/31/2012	86,062.04	.00	
Total Allentown, City of :					86,062.04	.00	
Dispatch Answering Servic	000204A65	610-782-5025-Feb 2013	06-448.320	01/25/2013	19.95	.00	
Total Dispatch Answering Service:					19.95	.00	
Farm & Home Oil Compan	694116	Unleaded	06-448.231	01/15/2013	161.06	.00	
Farm & Home Oil Compan	694142	Diesel	06-448.231	01/15/2013	178.50	.00	
Farm & Home Oil Compan	708304	Unleaded	06-448.231	01/29/2013	160.84	.00	
Farm & Home Oil Compan	708326	Diesel	06-448.231	01/29/2013	238.43	.00	
Total Farm & Home Oil Company:					738.83	.00	
Hartford - Priority Accts, Th	02012013	2013-Feb coverage	06-487.158	02/01/2013	135.35	.00	
Total Hartford - Priority Accts, The:					135.35	.00	
HWA Group Inc	2950	repair pressure washer in cleaning bay	06-448.375	01/29/2013	34.43	.00	
Total HWA Group Inc:					34.43	.00	
Interstate Battery of Allent	80048431	#31-battery	06-448.251	01/30/2013	55.97	.00	
Total Interstate Battery of Allentwn:					55.97	.00	
L/B Water Service Inc	3654684	Repair autoguns	06-448.319	01/31/2013	1,509.42	.00	
Total L/B Water Service Inc:					1,509.42	.00	
Madle's Hardware	153308/1	W&S - buffer pads	06-448.240	01/23/2013	11.23	.00	
Total Madle's Hardware:					11.23	.00	
Municipal Capital Corp	1366504	Lease 5 of 12-IT improvements-Int	06-472.350	01/29/2013	126.10	.00	
Municipal Capital Corp	1366504	Lease 5 of 12-IT improvements-Prin	06-471.350	01/29/2013	1,117.75	.00	
Total Municipal Capital Corp:					1,243.85	.00	
Nextel Communications	012720130	2013-Jan-Utility dept	06-448.320	01/27/2013	26.26	.00	
Total Nextel Communications:					26.26	.00	
Pollard Water.com	1344336-IN	W&S-line tracer repair	06-448.375	01/25/2013	359.91	.00	
Total Pollard Water.com:					359.91	.00	
PPL Electric Utilities	02012013	59410-04007-Feb 2013	06-448.361	02/01/2013	20.66	.00	
Total PPL Electric Utilities:					20.66	.00	
Service Tire Truck Centers	H67821-01	W&S backhoe tires	06-448.375	01/23/2013	332.35	.00	
Total Service Tire Truck Centers:					332.35	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date P
UPS Store, The	01312013	Wtr dept-shipped item back to Pollard for repair	06-448.325	01/31/2013	20.47	.00	
Total UPS Store, The:					20.47	.00	
Total Water Fund:					90,570.72	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date P
<b>Sewer Fund</b>							
Bethlehem, City of	12302012	4Q2012 Sewer	08-429.368	12/30/2012	36,000.21	.00	
Total Bethlehem, City of :					36,000.21	.00	
Farm & Home Oil Compan	694116	Unleaded	08-429.231	01/15/2013	161.06	.00	
Farm & Home Oil Compan	694142	Diesel	08-429.231	01/15/2013	178.50	.00	
Farm & Home Oil Compan	708304	Unleaded	08-429.231	01/29/2013	160.84	.00	
Farm & Home Oil Compan	708326	Diesel	08-429.231	01/29/2013	238.43	.00	
Total Farm & Home Oil Company:					738.83	.00	
Hartford - Priority Accts, Th	02012013	2013-Feb coverage	08-487.158	02/01/2013	135.35	.00	
Total Hartford - Priority Accts, The:					135.35	.00	
HWA Group Inc	2950	repair pressure washer in cleaning bay	08-429.375	01/29/2013	34.43	.00	
Total HWA Group Inc:					34.43	.00	
Interstate Battery of Allent	80048431	#31-battery	08-429.251	01/30/2013	55.98	.00	
Total Interstate Battery of Allentwn:					55.98	.00	
Keystone Consulting Engin	133007	Sewer matters - Dec 2012	08-429.313	12/31/2012	385.64	.00	
Keystone Consulting Engin	133008	I & I removal Program-Dec 2012	08-429.372	12/31/2012	2,317.91	.00	
Keystone Consulting Engin	133001	Patricia Drive Sewer Proj-Dec 2012	08-429.601	12/31/2012	213.75	.00	
Total Keystone Consulting Engineers:					2,917.30	.00	
Madle's Hardware	153308/1	W&S - buffer pads	08-429.240	01/23/2013	11.24	.00	
Total Madle's Hardware:					11.24	.00	
Municipal Capital Corp	1366504	Lease 5 of 12-IT improvements-Int	08-472.350	01/29/2013	126.10	.00	
Municipal Capital Corp	1366504	Lease 5 of 12-IT improvements-Prin	08-471.350	01/29/2013	1,117.75	.00	
Total Municipal Capital Corp:					1,243.85	.00	
Pollard Water.com	1344336-IN	W&S-line tracer repair	08-429.375	01/25/2013	359.91	.00	
Total Pollard Water.com:					359.91	.00	
PPL Electric Utilities	01212013	08450-07007-Jan 2013	08-429.361	01/21/2013	20.33	.00	
PPL Electric Utilities	01212013	35530-02004-Jan 2013	08-429.361	01/21/2013	20.08	.00	
PPL Electric Utilities	01242013	33760-14008-Jan 2013	08-429.361	01/24/2013	21.30	.00	
PPL Electric Utilities	01242013	82960-01000-Jan 2013	08-429.361	01/24/2013	23.26	.00	
PPL Electric Utilities	01252013	64170-11008-Jan 2013	08-429.361	01/25/2013	29.64	.00	
PPL Electric Utilities	01282013	31590-08002-Jan 2013	08-429.361	01/28/2013	22.02	.00	
PPL Electric Utilities	01282013	21780-10003-Jan 2013	08-429.361	01/28/2013	33.46	.00	
PPL Electric Utilities	01282013	20380-10009-Jan 2013	08-429.361	01/28/2013	20.90	.00	
PPL Electric Utilities	01282013	39790-24008-Jan 2013	08-429.361	01/28/2013	394.28	.00	
PPL Electric Utilities	01292013	95425-66011-Jan 2013	08-429.361	01/29/2013	33.96	.00	
PPL Electric Utilities	01312013	49200-35001-Jan 2013	08-429.361	01/31/2013	31.47	.00	
PPL Electric Utilities	02012013	98810-20005-Feb 2013	08-429.361	02/01/2013	192.04	.00	
PPL Electric Utilities	02042013	47020-14000-Feb 2013	08-429.361	02/04/2013	27.58	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date P
Total PPL Electric Utilities:					870.32	.00	
Service Tire Truck Centers	H67821-01	W&S backhoe tires	08-429.375	01/23/2013	332.35	.00	
Total Service Tire Truck Centers:					332.35	.00	
Verizon	01252013	2013-Jan-868-8310-Cardinal Dr Pump Stn	08-429.320	01/25/2013	30.28	.00	
Total Verizon:					30.28	.00	
Total Sewer Fund:					42,730.05	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date P
<b>Refuse &amp; Recycling Fund</b>							
Municipal Capital Corp	1366504	Lease 5 of 12-IT improvements-Int	10-472.350	01/29/2013	126.10	.00	
Municipal Capital Corp	1366504	Lease 5 of 12-IT improvements-Prin	10-471.350	01/29/2013	1,117.75	.00	
Total Municipal Capital Corp:					1,243.85	.00	
Waste Management Inc	0381873-2392-	2013-Feb service	10-427.300	02/01/2013	124,625.00	.00	
Total Waste Management Inc:					124,625.00	.00	
Total Refuse & Recycling Fund:					125,868.85	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date P
<b>Highway Aid Fund</b>							
PPL Electric Utilities	01212013	05340-01002-Jan 2013	35-433.362	01/21/2013	27.81	.00	
PPL Electric Utilities	01212013	53875-61001-Jan 2013	35-433.362	01/21/2013	28.63	.00	
PPL Electric Utilities	01212013	99940-01007-Jan 2013	35-433.362	01/21/2013	27.88	.00	
PPL Electric Utilities	01212013	49130-02001-Jan 2013	35-433.362	01/21/2013	24.44	.00	
PPL Electric Utilities	01252013	89989-11003-Jan 2013	35-433.362	01/25/2013	24.62	.00	
PPL Electric Utilities	01282013	95790-09009-Jan 2013	35-433.362	01/28/2013	15.93	.00	
PPL Electric Utilities	01282013	72390-08002-Jan 2013	35-433.362	01/28/2013	15.77	.00	
PPL Electric Utilities	02012013	96549-22003-Feb 2013	35-433.362	02/01/2013	26.06	.00	
PPL Electric Utilities	02012013	97159-57000-Feb 2013	35-433.362	02/01/2013	36.09	.00	
PPL Electric Utilities	02012013	32810-04003-Feb 2013	35-433.362	02/01/2013	27.88	.00	
PPL Electric Utilities	02012013	79200-43006-Feb 2013	35-434.361	02/01/2013	12,040.46	.00	
PPL Electric Utilities	02012013	79000-43000-Feb 2013	35-434.361	02/01/2013	618.02	.00	
PPL Electric Utilities	02012013	58010-04003-Feb 2013	35-433.362	02/01/2013	32.55	.00	
PPL Electric Utilities	02012013	59610-04003-Feb 2013	35-433.362	02/01/2013	35.04	.00	
Total PPL Electric Utilities:					12,981.18	.00	
Total Highway Aid Fund:					12,981.18	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date P
Feldi, Tina	01222013	Refund credit on utility account	99-107000	01/22/2013	608.50	.00	
Total Feldi, Tina:					608.50	.00	
Tri City Abstract	01182013	Refund credit on utility account	99-107000	01/18/2013	81.09	.00	
Total Tri City Abstract:					81.09	.00	
Total :					689.59	.00	
Grand Totals:					372,173.54	6,742.17	

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

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

Board of Commissioners

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
JANUARY 24, 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  
Robert Martucci, Jr., Vice President  
James Seagreaves, President Pro-Tempore  
Joanne Ackerman  
Debra Brinton

**Staff Present:**

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

**NOTIFICATION**

Mr. Soriano informed the attendees that all sessions of the Salisbury Township Board of Commissioners regular meetings are 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 themselves, 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.

### **APPROVAL OF UNAUDITED FINANCIAL REPORT AND BILLS PAYABLE**

Commissioner Brinton posed several inquiries in regards to the financial report, which were addressed by Ms. Bonaskiewich. Commissioner Brinton primarily questioned budgeted amounts to actual totals.

**Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to approve the unaudited Financial Report for the period ending 12/31/2012 and the list of Bills Payable for the period 1/5/2013-1/18/2013, broken down as follows:**

\$135,594.83 = GENERAL  
\$3,553.17= FIRE  
\$45.54 = LIBRARY  
\$18,583.19 = WATER  
\$14,004.25 = SEWER  
\$127,472.52 = REFUSE & RECYLCING  
\$26,934.25 = HIGHWAY AID  
**\$326,187.75** = 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 27, 2012**

Commissioner Brown declared the January 10, 2013 Regular Meeting Minutes of the Board of Commissioners approved as presented.

### **NEW BUSINESS**

**ORDINANCES**

None

**RESOLUTIONS**

None

**MOTIONS**

**Lehigh Valley Health Network- Family Lodging Center – Maintenance Security Release (Tentative).**

Mr. Soriano stated that this item will be tabled as the Township is still not in receipt of a written request from the Lehigh Valley Health Network to release the escrow.

**OLD BUSINESS**

**PRIVILEGE OF THE FLOOR**

Commissioner Brinton announced that the Township will be receiving the Grant from Lehigh County for the Lindberg Park Master Site Plan.

Commissioner Ackerman inquired about the “Road Work” sign at Saint Thomas More. Mr. Andreas stated that he will follow up with the contractor who performed the road work to have that sign removed. Commissioner Ackerman also requested reports from Mr. Andreas with updates on the Public Works Department.

Mr. Soriano commented that the key study committee for the Lindberg Park Master Site Plan approved the final draft, which will be presented to the Board at the February 14<sup>th</sup>, 2013 meeting. He stated that the Board will then authorize a Resolution to submit the official Plan to DCNR for their approval and the Township will close out the Grant requirements by paying the consultant. Mr. Soriano thanked the committee for their efforts in accomplishing the Plan.

Mr. Soriano explained the various phases of the Master Site Plan and noted that the first phase will cost around \$341,000 with the Township receiving around \$161,000 from the Green Future Fund. Mr. Soriano stated that he would also like to move to other parks and do a similar Master Site Plan.

Chief Stiles commented that he attended the regional terrorism task force meeting in Montgomery County. He stated that representatives from area school districts and law enforcement had been called together for a discussion on active shooters in schools. Chief Stiles noted that it appears there will be additional funding available to do more training in order to make sure all of the schools in the area are brought up to where they should be for security and reactions to active shooters.

Commissioner Brown announced that the Board will convene into an Executive Session at the conclusion of the Workshop to discuss a legal matter concerning the role of the Board of Commissioners.

**ADJOURNMENT**

Commissioner Ackerman made a Motion to adjourn the Meeting, seconded by Commissioner Martucci. The time was 7:29 p.m.

Respectfully submitted,

Randy Soriano  
Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on January 24, 2013.

Approved and certified on this date:

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

\_\_\_\_\_  
Date

SEAL

**RESOLUTION NO. 02-2013-1429**

**A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, CLOSING OUT COMMUNITY CONSERVATION PARTNERSHIPS PROJECT (BRC-TAG-17-20)**

**WHEREAS**, the Township of Salisbury, Lehigh County, has prepared a Master Plan for the Lindberg Park and Neighborhood Connection Study area; and,

**WHEREAS**, the purpose of the Plan is to conserve, update or eliminate existing facilities depending on current conditions and needs analysis, integrate new storm water management methods and natural vegetation pockets, investigate ways to strengthen connections to the surrounding neighborhoods and parks, provide accessible multiuse paths and establish a model “natural” playground; and,

**WHEREAS**, the Plan was financed in part by a Community Conservation Partnerships Program grant under the administration of the Pennsylvania Department of Conservation and Natural Resources, Bureau of Recreation and Conservation, under contract number BRC-TAG-17-20.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, that:

- a. The project was completed in accordance with the Grant Agreement.
- b. All project expenditures have been made and were in accordance with the Grant Agreement.
- c. The Plan and related materials are acceptable to the Township of Salisbury (Lehigh).
- d. The Plan and related materials will be used to guide future recreation and conservation decisions.

**APPROVED AND ADOPTED** this 14<sup>th</sup> day of February, 2013 at a regular public meeting.

BOARD OF COMMISSIONERS  
TOWNSHIP OF SALISBURY (Lehigh)

By: \_\_\_\_\_  
James A. Brown, President

ATTESTED:

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

**RESOLUTION NO. 02-2013-1430**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, FOR A REVISION TO THE "OFFICIAL PLAN" OF THE TOWNSHIP FOR NEW LAND DEVELOPMENT**

**WHEREAS**, Section 5 of the Act of January 24, 1966, P.L. 1535, No. 537, known as the "Pennsylvania Sewage Facilities Act," as amended, and the Rules and Regulations of the Pennsylvania Department of Environmental Protection (Department) adopted thereunder, Chapter 71 of the Title 25 of the **Pennsylvania Code**, require the municipality to adopt an Official Sewage Facilities Plan providing for sewage services adequate to prevent contamination of waters of the Commonwealth and/or environmental health hazards with sewage wastes, and to revise said plan whenever it is necessary to determine whether a proposed method of sewage disposal for a new land development conforms to a comprehensive program of pollution control and water quality management; and

**WHEREAS**, Devonhouse Management, Inc. has proposed the development of a parcel of land identified as **Devonhouse Building Addition**; and described in the attached Sewage Facilities Planning Module, and proposes that such subdivision be served by: (check all that apply)  **sewer tap-ins**,  sewer extension,  new treatment facility,  individual onlot systems,  community onlot systems,  spray irrigation,  retaining tanks,  other, (please specify): \_\_\_\_\_

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**WHEREAS**, Salisbury Township finds that the subdivision described in the attached Sewage Facilities Planning Module conforms to applicable sewage related zoning and other sewage related municipal ordinances and plans, and to a comprehensive program of pollution control and water quality management.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, hereby adopts and submits to the Department of Environmental Protection for its approval as a revision to the "Official Sewage Facilities Plan" of the Township the above-referenced Sewage Facilities Planning Module which is attached hereto.

**APPROVED AND ADOPTED** this 14<sup>th</sup> day of February, 2013 at a regular public meeting.

TOWNSHIP OF SALISBURY  
(Lehigh County, Pennsylvania)

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James A. Brown  
President, Board of Commissioners

ATTESTED:

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Randy Soriano, Secretary

**ORDINANCE NO. 02-2013-582**

**An Ordinance, by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, amending the Salisbury Township Code of Ordinances to set the powers and duties, compensation and bonding requirements for the elected Tax Collector beginning 2014.**

**WHEREAS**, Act 188 of 2012 and Act 166 of 2012 of the Pennsylvania General Assembly amended the First Class Township Code and Local Tax Collection Law, respectively; and

**WHEREAS**, Act 188 of 2012 requires that voters of First Class Townships elect a Tax Collector at the 2013 municipal election; and

**WHEREAS**, Act 188 of 2012 changed the status of Treasurer from an elected office to an appointed office; and

**WHEREAS**, the Township of Salisbury, in order to comply with the new laws, must enact an Ordinance to set the powers and duties, compensation and bonding requirements for the newly elected Tax Collector.

**NOW, THEREFORE, BE IT ORDAINED, by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, the following:**

**I. Definitions.**

The following words and phrases, when used in this Ordinance, shall have the meanings ascribed to them in this section, except in those instances where the context clearly indicates a different meaning:

**TOWNSHIP**—The Township of Salisbury, Lehigh County, Pennsylvania

**PERSON**—Every natural person, association or corporation

**TAX COLLECTOR**— The duly elected Tax Collector of the Township of Salisbury, Lehigh County, Pennsylvania

**TREASURER**—The duly appointed and acting Treasurer of the Township of Salisbury, Lehigh County, Pennsylvania

Throughout this Ordinance, the singular shall include the plural, and the masculine shall include the feminine and neuter.

## **II. Powers and duties.**

- A. The Tax Collector shall be the collector of all real estate taxes levied within the Township by the Board of Commissioners empowered to levy taxes. The Tax Collector shall, in addition to the powers, perform all the duties and be subject to all the obligations and responsibilities for the collection of such taxes as are now vested and conferred upon or imposed upon by the First Class Township Code.
- B. The Tax Collector shall, on a regular and timely basis, provide the Treasurer with a true, verified statement, in writing, for all taxes collected during the period.
  - (1) Such statement shall set forth the names of the taxable person, the amount collected from each person, the discounts granted or penalties assessed to each person, if any, and the total amount of taxes received, discounts granted and penalties applied.
  - (2) The statement shall be submitted to the Treasurer on a Tax Collector's report form provided by the Township.
- C. The Tax Collector shall prepare an annual statement summarizing the taxes collected for the year. The annual statement shall be submitted to the Treasurer on or before the 31st day of January of each year. The annual statement shall be submitted to the Treasurer on the Annual Report form provided by the Township.
- D. Within 60 days after the close of each calendar year, the Tax Collector shall file an annual report as required by law.
- E. The Tax Collector shall provide written tax certifications concerning the payment or nonpayment of Township real estate taxes upon request by the public.

## **III. Compensation of elected Tax Collector.**

The compensation to be paid by the duly elected Tax Collector of Salisbury Township, Lehigh County, Pennsylvania, for the collection of taxes assessed and levied upon real estate in said Township is hereby fixed at a salary of \$10,000 per year. The fixed salary is payable biweekly, less standard payroll deductions. The annual salary, as fixed by this article, is to take effect with the collection of Real Estate Taxes for the year 2014.



#### **IV. Bonding Requirements**

The duly elected Tax Collector shall furnish a Bond in accordance with the act of May 25, 1945 (P.L. 1050, No. 394), as amended.

#### **V. Space to be provided by Township.**

The Township will provide space in the Municipal Building for use by the Real Estate Tax Collector.

#### **VI. Reimbursement for expenses.**

The Township will pay directly to the vendor a tax collector bond and will pay for reasonable expenses of telephone and postal service, office supplies, photocopying and printing associated with the business of real estate tax collection, upon approval of a purchase order and receipt of an invoice.

The Tax Collector may assess, collect and retain as compensation for providing certification of payment or non-payment of Township real estate taxes, a fee of \$15 for each such certification provided. In addition, the Tax Collector may charge a fee of \$3 for each "information in lieu of bill" provided and a fee of \$25 for all returned checks.

**ORDAINED AND ENACTED** into an Ordinance this 14<sup>th</sup> day of February, 2013 at a duly advertised, noticed, published and lawfully assembled regular public meeting and hearing.

TOWNSHIP OF SALISBURY  
(Lehigh County, Pennsylvania)

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James A. Brown  
President, Board of Commissioners

ATTESTED:

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Randy Soriano, Township Secretary

**SALISBURY TOWNSHIP**  
Lehigh County, Pennsylvania  
**Board of Commissioners Workshop Meeting**  
**February 14, 2013**  
**7:30 p.m.**  
(approximate time)

**Topics of discussion:**

1. Recreation Advisory Committee Easter Egg Hunt Event - March 23, 2013
2. SYA Request to Erect a Shed at Franko Farm Park