

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Meeting
Regular Meeting Agenda—March 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 2/23/2013 –3/8/2013

5. Approval of the Minutes –February 28, 2013

6. New Business

A. ORDINANCES

None

B. RESOLUTIONS

None

C. MOTIONS

1. Motion to appoint a Police Officer
2. Motion to approve a Lease with the Salisbury Youth Association for the erection of a “Temporary” Shed at Franko Farm Park
3. Consideration of a request from Hamilton Park Athletic Association to construct batting cages at Lindberg Park
4. Consideration of Payment Application No 8-FINAL submitted by RGC Development, Inc. for work performed on the Patricia Drive Pumping Station Elimination Project

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
General Fund							
Altemos/Atlantic Fuels	55351	ACCT# 153208 Oil-Black River Rd-2/18/2013	01-409.230	02/18/2013	782.88	.00	
Total Altemos/Atlantic Fuels:					782.88	.00	
Berkheimer Associates	02282013	2013-Feb LST Comm	01-403.453	02/28/2013	1,911.44	.00	
Total Berkheimer Associates:					1,911.44	.00	
Black Diamond Tint	121	Install window film to 5 windows in Chrysler 300	01-410.251	02/17/2013	300.00	.00	
Total Black Diamond Tint:					300.00	.00	
Boyko's Petroleum Service	20404	Nozzle and v-belts for pumps	01-409.373	02/19/2013	117.00	.00	
Total Boyko's Petroleum Service Inc.:					117.00	.00	
Cedar Crest Emergicenter	00041213	2/14/2013-Drug Testing	01-406.315	02/18/2013	65.00	.00	
Total Cedar Crest Emergicenter:					65.00	.00	
Cedarbrook Sportsmen	02222013	2013 donation	01-465.540	02/22/2013	200.00	.00	
Total Cedarbrook Sportsmen:					200.00	.00	
CodeMaster	CDM-014-93	2013-Feb-Residential inspections	01-413.307	02/28/2013	1,065.00	.00	
CodeMaster	CDM-014-93	2013-Feb-Commercial inspections	01-413.306	02/28/2013	6,811.67	.00	
CodeMaster	CDM-014-93	2013-Feb-Commercial Plan Review	01-413.308	02/28/2013	7,280.00	.00	
Total CodeMaster:					15,156.67	.00	
Dimmich & Dinkelacker PC	24819	Civil Service thru Feb 22, 2013	01-404.314	02/25/2013	352.00	.00	
Total Dimmich & Dinkelacker PC:					352.00	.00	
Dispatch Answering Servic	000204A66	610-782-5572-Mar 2013	01-430.320	02/22/2013	15.00	.00	
Dispatch Answering Servic	000204A66	Answr Service/Pump Stn Alrm-Mar 2012	01-401.320	02/22/2013	157.25	.00	
Total Dispatch Answering Service:					172.25	.00	
Document Systems Ltd.	A42856C	inkjet cartridge	01-401.375	03/01/2013	149.34	.00	
Total Document Systems Ltd.:					149.34	.00	
Eastern Industries Inc.	5648780	coldpatch	01-438.245	02/28/2013	140.69	.00	
Eastern Industries Inc.	5648779	2A	01-438.245	02/28/2013	334.05	.00	
Eastern Industries Inc.	5648413	coldpatch	01-438.245	02/23/2013	151.04	.00	
Eastern Industries Inc.	5648225	moisture adjustment	01-438.245	02/15/2013	25.62-	.00	
Eastern Industries Inc.	5648022	anti-skid	01-438.245	02/15/2013	657.94	.00	
Eastern Industries Inc.	5648021	coldpatch	01-438.245	02/15/2013	117.93	.00	
Eastern Industries Inc.	5647596	2A	01-438.245	02/09/2013	195.61	.00	
Eastern Industries Inc.	5647597	anti-skid	01-438.245	02/09/2013	322.57	.00	
Eastern Industries Inc.	5647801	moisture adjustment	01-438.245	02/09/2013	8.40-	.00	
Total Eastern Industries Inc.:					1,885.81	.00	
Farm & Home Oil Compan	732329	Unleaded	01-401.231	02/22/2013	125.45	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date
Farm & Home Oil Compan	732329	Unleaded	01-430.231	02/22/2013	250.90	.00	
Farm & Home Oil Compan	732329	Unleaded	01-410.231	02/22/2013	1,630.86	.00	
Farm & Home Oil Compan	732310	Diesel	01-430.231	02/22/2013	1,793.38	.00	
Total Farm & Home Oil Company:					3,800.59	.00	
Fonzone and Ashley	49435	reimb inv: Kost tire	01-404.318	12/01/2012	99.00	.00	
Fonzone and Ashley	49924	2013-Feb-Monthly meetings	01-404.310	03/01/2013	1,639.38	.00	
Fonzone and Ashley	49925	2013-Feb-Planning Commission	01-414.310	03/01/2013	396.00	.00	
Fonzone and Ashley	49929	2013-Feb-Steven vs STZHBoard	01-404.310	03/01/2013	132.00	.00	
Fonzone and Ashley	49918	2013-Feb-Comprehensive Plan review	01-404.310	03/01/2013	275.00	.00	
Fonzone and Ashley	49913	2013-Feb-Amend/Revision to SALDO Ord	01-404.310	03/01/2013	968.00	.00	
Total Fonzone and Ashley:					3,509.38	.00	
Freyling, Janet	02252013	2012 health reimb	01-406.171	02/25/2013	150.00	.00	
Total Freyling, Janet:					150.00	.00	
Keystone Consulting Engin	132650	Reimb inv: Kost tire	01-408.318	12/11/2012	729.26	.00	
Total Keystone Consulting Engineers:					729.26	.00	
Klimowicz, Brian G.	03012013	14 of 60 health reimb	01-406.171	03/01/2013	250.00	.00	
Total Klimowicz, Brian G.:					250.00	.00	
Kutz Inc., E. M.	0043626-IN	bushing & gear box for spreader	01-437.375	02/13/2013	93.60	.00	
Kutz Inc., E. M.	0043692-IN	Tarp arms and lower spring arm	01-437.375	02/13/2013	421.90	.00	
Kutz Inc., E. M.	0043691-IN	auger for salt spreader	01-437.375	02/13/2013	499.00	.00	
Total Kutz Inc., E. M.:					1,014.50	.00	
Laible Jr, Ernest H	03012013	57 of 60 cash incentv pymt	01-406.171	03/01/2013	100.00	.00	
Total Laible Jr, Ernest H:					100.00	.00	
M. P. Uniform & Supply	80439-1	turtle neck shirt/pants	01-410.238	02/25/2013	85.98	.00	
M. P. Uniform & Supply	80039-1	shirt/shoe laces	01-410.238	02/07/2013	43.97	.00	
Total M. P. Uniform & Supply:					129.95	.00	
MailFinance	N3847063	04/04-07/03/2013	01-401.375	03/04/2013	420.00	.00	
Total MailFinance:					420.00	.00	
Miklus, Nancy	03012013	45 of 60 cash incentive pymt	01-406.171	03/01/2013	100.00	.00	
Total Miklus, Nancy:					100.00	.00	
Morning Call, The	03072013	Subscription renewal-acct#20063974 thru 8/21/2013	01-401.420	03/07/2013	143.76	.00	
Total Morning Call, The:					143.76	.00	
Motors Plus Inc.	27559	#209-oil change/check fluids	01-410.251	02/25/2013	116.68	.00	
Motors Plus Inc.	27574	#216-oil change/check fluids	01-410.251	02/28/2013	121.12	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date
Total Motors Plus Inc.:					237.80	.00	
Municipal Capital Corp	1377534	Pmt #7 of 12 (Int only):6 MDTs from Comm Elec	01-472.350	03/01/2013	211.59	.00	
Municipal Capital Corp	1377534	Pmt #7 of 12 (Princ only):6 MDTs from Comm Elec	01-471.350	03/01/2013	2,621.60	.00	
Total Municipal Capital Corp:					2,833.19	.00	
Nextel Communications	02272013	2013-Feb-Asst Mgr/Finance Director	01-402.320	02/27/2013	63.90	.00	
Nextel Communications	02272013	2013-Feb-Code Enforcement Officer	01-413.320	02/27/2013	63.90	.00	
Nextel Communications	02272013	2013-Feb-DPW	01-430.320	02/27/2013	48.01	.00	
Nextel Communications	02272013	2013-Feb-EMC-Tapler	01-415.320	02/27/2013	63.90	.00	
Nextel Communications	02272013	2013-Feb-Manager	01-401.320	02/27/2013	63.90	.00	
Nextel Communications	02272013	2013-Feb-P-Z Director	01-414.320	02/27/2013	63.90	.00	
Nextel Communications	02272013	2013-Feb-Rec	01-452.320	02/27/2013	97.23	.00	
Nextel Communications	02272013	2013-Feb-Police	01-410.320	02/27/2013	1,023.33	.00	
Total Nextel Communications:					1,488.07	.00	
NTOA	38503	2013-Team Membership	01-410.420	02/28/2013	150.00	.00	
NTOA	38503	2013-Stiles Membership	01-410.420	02/28/2013	40.00	.00	
Total NTOA:					190.00	.00	
Orlando Diefenderfer	142218	2013-install license for suppt renewal-phone system	01-401.375	02/15/2013	526.98	.00	
Total Orlando Diefenderfer :					526.98	.00	
PA Municipal League	02262013	2013 membership	01-401.420	02/26/2013	450.00	.00	
Total PA Municipal League:					450.00	.00	
Petty Cash	03052013	Endorsement fee on mailings	01-401.325	03/05/2013	9.05	.00	
Petty Cash	03052013	plates	01-400.200	03/05/2013	9.99	.00	
Petty Cash	03052013	lubricant for door locks	01-401.240	03/05/2013	2.41	.00	
Petty Cash	03052013	Finance-sharpiers/calender	01-402.240	03/05/2013	14.45	.00	
Petty Cash	03052013	mileage for mtg/banking	01-401.315	03/05/2013	32.44	.00	
Petty Cash	03052013	Police-crime mtg refreshments/toll	01-410.315	03/05/2013	67.77	.00	
Petty Cash	03052013	PW-parking for mtg	01-430.315	03/05/2013	1.50	.00	
Petty Cash	03052013	PW-cap for tank in garage	01-430.240	03/05/2013	2.99	.00	
Petty Cash	03052013	under in Petty Cash	01-380.000	03/05/2013	.25	.00	
Total Petty Cash:					140.85	.00	
PPL Electric Utilities	02212013	61089-84001-Feb 2013	01-409.361	02/21/2013	747.23	.00	
PPL Electric Utilities	02212013	94340-19001-Feb 2013	01-451.361	02/21/2013	151.75	.00	
PPL Electric Utilities	02252013	93760-01007-Feb 2013	01-451.361	02/25/2013	16.07	.00	
PPL Electric Utilities	02272013	10550-10002-Feb 2013	01-451.361	02/27/2013	27.89	.00	
PPL Electric Utilities	02272013	63580-10005-Feb 2013	01-451.361	02/27/2013	16.07	.00	
PPL Electric Utilities	03052013	62400-52006-Mar 2013	01-451.361	03/05/2013	20.45	.00	
Total PPL Electric Utilities:					979.46	.00	
Prestige Restaurant Equip	AM2027	janitorial supplies	01-409.240	02/28/2013	545.81	.00	
Total Prestige Restaurant Equipment:					545.81	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date
Protect Alarms	114821	Annex-check dialer, switched phone lines	01-401.320	02/27/2013	76.50	.00	
Protect Alarms	114869	2013-Munic Bldg-Basic monitoring fee	01-401.375	03/01/2013	216.00	.00	
Total Protect Alarms:					292.50	.00	
Reliable Sign & Striping	0706	Posts/bases/lap splice	01-433.246	02/20/2013	489.84	.00	
Total Reliable Sign & Striping:					489.84	.00	
Roberts, Lisa	02272013	2013 health reimb	01-406.171	02/27/2013	150.00	.00	
Total Roberts, Lisa:					150.00	.00	
Salisbury Township School	02192013	Custodian charges-wrestling/bb thru 2/3/2013	01-465.309	02/19/2013	1,019.19	.00	
Total Salisbury Township School Dist:					1,019.19	.00	
Staples Business Advantag	3193229704	Admin-scotch tape/correction tape/dinfect wipes	01-401.240	02/22/2013	51.48	.00	
Total Staples Business Advantage:					51.48	.00	
Starr Uniform Center	73902	shirts	01-410.238	02/19/2013	195.85	.00	
Starr Uniform Center	73927	pair of gloves	01-410.238	02/19/2013	35.00	.00	
Starr Uniform Center	74134	4 shirts	01-410.238	02/27/2013	271.30	.00	
Total Starr Uniform Center:					502.15	.00	
Stauffer Insurance, C. M.	31052	2013-Comm Liab Policy-vacant land	01-486.351	01/29/2013	881.00	.00	
Stauffer Insurance, C. M.	32644	2013-Gvnt crime policy-Faithful performance of duty	01-486.353	02/19/2013	937.00	.00	
Stauffer Insurance, C. M.	31106	2013-Emergency Care/1st Responder	01-486.353	01/29/2013	1,235.00	.00	
Stauffer Insurance, C. M.	31198	2013 Commercial Umbrella policy	01-486.351	02/01/2013	7,153.20	.00	
Stauffer Insurance, C. M.	31115	2013-Commercial Package Policy	01-486.351	01/29/2013	34,197.30	.00	
Total Stauffer Insurance, C. M.:					44,403.50	.00	
Stotz/Fatzinger Office Sup	83888	P/Z office-file folders/stapler/scotch tape	01-414.240	02/27/2013	104.11	.00	
Stotz/Fatzinger Office Sup	83888	Admin-scotch tape/clips/binders/note pads	01-401.240	02/27/2013	81.83	.00	
Total Stotz/Fatzinger Office Supply:					185.94	.00	
Stratix Systems Inc	13355812	47 of 63 lease for copiers	01-401.375	02/18/2013	744.99	.00	
Total Stratix Systems Inc:					744.99	.00	
Tapler, Jeffrey	03012013	EMC stipend -Mar 2013	01-415.139	03/01/2013	250.00	.00	
Total Tapler, Jeffrey:					250.00	.00	
Tiger Supplies Inc	0098908-IN	Police-electronic measuring/plotting device	01-410.260	02/19/2013	5,008.27	.00	
Total Tiger Supplies Inc:					5,008.27	.00	
Torco Supply Co.	R13020009	2013-1/4ly lease-1 of 4	01-430.240	02/28/2013	18.00	.00	
Total Torco Supply Co.:					18.00	.00	
U.S. Postal Service	02202013	2013-1st class presort-permit #1930	01-401.325	02/20/2013	200.00	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date
Total U.S. Postal Service:					200.00	.00	
UGI Utilities Inc.	02202013	504043172815-Feb 2013	01-409.230	02/20/2013	1,331.79	1,331.79	02/28/2013
UGI Utilities Inc.	02202013	504043200800-Feb 2013	01-409.230	02/20/2013	1,522.17	1,522.17	02/28/2013
UGI Utilities Inc.	02202013	504043200901-Feb 2013	01-409.230	02/20/2013	3,214.99	3,214.99	02/28/2013
Total UGI Utilities Inc.:					6,068.95	6,068.95	
Upper Saucon Animal Hos	24960	Fonzie-neuter/dental/biopsy	01-410.215	02/28/2013	393.00	.00	
Total Upper Saucon Animal Hospital:					393.00	.00	
Upper Saucon Township	130221	Compost site expenses-Oct & Nov 2012	01-431.303	02/21/2013	213.76	.00	
Total Upper Saucon Township:					213.76	.00	
Urban Research & Develop	2305-4I-2	Inv #2-Salisbury Twmsp Redistricting Study	01-279994	02/21/2013	2,013.00	.00	
Total Urban Research & Development :					2,013.00	.00	
Total General Fund:					100,836.56	6,068.95	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date
Fire Fund							
Eastern Salisbury Fire Co.	01282013	reimb for firefighter 1 student fees	03-411.421	01/28/2013	275.00	.00	
Total Eastern Salisbury Fire Co.:					275.00	.00	
Farm & Home Oil Compan	732329	Unleaded	03-413.231	02/22/2013	250.90	.00	
Farm & Home Oil Compan	732310	Diesel	03-413.231	02/22/2013	996.32	.00	
Total Farm & Home Oil Company:					1,247.22	.00	
Hunter Keystone Peterbilt	2-230590172	ESFC-#20-41-inspection/full service	03-411.374	02/28/2013	506.33	.00	
Total Hunter Keystone Peterbilt LP:					506.33	.00	
PenTeleData	B1924103	ESFC-Cable-Mar 2013	03-411.320	02/24/2013	60.07	.00	
Total PenTeleData:					60.07	.00	
UGI Utilities Inc.	02202013	502022721012-ESFC-Feb 2013	03-411.320	02/20/2013	1,218.05	1,218.05	02/26
Total UGI Utilities Inc.:					1,218.05	1,218.05	
Total Fire Fund:					3,306.67	1,218.05	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date
Water Fund							
Bethlehem, City of	02212013	Fountain wtr-Nov 16, 2012 thru Feb 15, 2013	06-448.368	02/21/2013	39.70	.00	
Bethlehem, City of	02082013	2013-Jan-4 resale customers	06-448.368	02/08/2013	359.53	.00	
Total Bethlehem, City of :					399.23	.00	
Dispatch Answering Servic	000204A66	610-782-5025-Mar 2013	06-448.320	02/22/2013	19.95	.00	
Total Dispatch Answering Service:					19.95	.00	
Eastern Industries Inc.	1067554 RI	solid & hollow blocks	06-448.240	02/28/2013	444.36	.00	
Total Eastern Industries Inc.:					444.36	.00	
Farm & Home Oil Compan	732329	Unleaded	06-448.231	02/22/2013	125.45	.00	
Farm & Home Oil Compan	732310	Diesel	06-448.231	02/22/2013	265.69	.00	
Total Farm & Home Oil Company:					391.14	.00	
Ferguson Waterworks	0288262	curb stops/couplings	06-448.240	02/25/2013	3,928.90	.00	
Total Ferguson Waterworks:					3,928.90	.00	
Nextel Communications	02272013	2013-Feb-Utility Dept	06-448.320	02/27/2013	24.30	.00	
Total Nextel Communications:					24.30	.00	
Northeast District AWWA	03052013	Andreas AWWA meeting	06-448.421	03/05/2013	40.00	40.00	03/05
Total Northeast District AWWA:					40.00	40.00	
PPL Electric Utilities	03042013	59410-04007-Mar 2013	06-448.361	03/04/2013	20.07	.00	
Total PPL Electric Utilities:					20.07	.00	
Sears Commercial One	02182013	W&S deep well sockets	06-448.260	02/18/2013	12.29	12.29	03/05
Total Sears Commercial One:					12.29	12.29	
Stauffer Insurance, C. M.	31198	2013 Commercial Umbrella policy	06-486.351	02/01/2013	397.40	.00	
Stauffer Insurance, C. M.	31115	2013-Commercial Package Policy	06-486.351	01/29/2013	1,899.85	.00	
Total Stauffer Insurance, C. M.:					2,297.25	.00	
Stengel Brothers Inc.	323205	#31 repair front end	06-448.251	02/14/2013	282.52	.00	
Total Stengel Brothers Inc.:					282.52	.00	
Warehouse Battery Outlet I	219476	battery rebuild	06-448.240	02/14/2013	69.95	.00	
Total Warehouse Battery Outlet Inc.:					69.95	.00	
Total Water Fund:					7,929.96	52.29	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date
Sewer Fund							
Allentown, City of	067080-A	4Q2012 Sewer O&M-Disputed	08-429.367	12/31/2012	11,359.44	.00	
Allentown, City of	067080	4Q2012 Sewer/Debt Svc	08-429.534	12/31/2012	18,430.63	.00	
Allentown, City of	067080	4Q2012 Sewer/O&M	08-429.367	12/31/2012	131,178.88	.00	
Allentown, City of	067080	4Q2012 Sewer/Usage	08-429.530	12/31/2012	1,285.14	.00	
Total Allentown, City of :					162,254.09	.00	
Eastern Industries Inc.	1067554 RI	solid & hollow blocks	08-429.240	02/28/2013	444.37	.00	
Total Eastern Industries Inc.:					444.37	.00	
Farm & Home Oil Compan	732329	Unleaded	08-429.231	02/22/2013	125.45	.00	
Farm & Home Oil Compan	732310	Diesel	08-429.231	02/22/2013	265.69	.00	
Total Farm & Home Oil Company:					391.14	.00	
Fonzone and Ashley	49926	2013-Feb-Sewer dispute w/C of Allentown	08-429.310	03/01/2013	143.00	.00	
Total Fonzone and Ashley:					143.00	.00	
Lehigh County Authority	12312012	4Q2012 Sewer	08-429.533	12/31/2012	3,885.54	.00	
Total Lehigh County Authority:					3,885.54	.00	
PPL Electric Utilities	02252013	82960-01000-Feb 2013	08-429.361	02/25/2013	23.90	.00	
PPL Electric Utilities	02252013	33760-14008-Feb 2013	08-429.361	02/25/2013	22.46	.00	
PPL Electric Utilities	02272013	95425-66011-Feb 2013	08-429.361	02/27/2013	29.70	.00	
PPL Electric Utilities	02272013	21780-10003-Feb 2013	08-429.361	02/27/2013	35.79	.00	
PPL Electric Utilities	02272013	20380-10009-Feb 2013	08-429.361	02/27/2013	22.02	.00	
PPL Electric Utilities	02272013	64170-11008-Feb 2013	08-429.361	02/27/2013	31.57	.00	
PPL Electric Utilities	02282013	39790-24008-Feb 2013	08-429.361	02/28/2013	458.29	.00	
PPL Electric Utilities	02282013	31590-08002-Feb 2013	08-429.361	02/28/2013	23.52	.00	
PPL Electric Utilities	03042013	98810-20005-Mar 2013	08-429.361	03/04/2013	197.34	.00	
PPL Electric Utilities	03042013	49200-35001-Mar 2013	08-429.361	03/04/2013	20.77	.00	
PPL Electric Utilities	03042013	47020-14000-Mar 2013	08-429.361	03/04/2013	27.36	.00	
Total PPL Electric Utilities:					892.72	.00	
R.G.C. Development	02272013	Pymt #8-Final-Patricia Dr sanitary sewer main	08-279994	02/27/2013	1,500.00	.00	
Total R.G.C. Development:					1,500.00	.00	
Sears Commercial One	02182013	W&S deep well sockets	08-429.260	02/18/2013	12.29	12.29	03/07
Total Sears Commercial One:					12.29	12.29	
Stauffer Insurance, C. M.	31198	2013 Commercial Umbrella policy	08-486.351	02/01/2013	397.40	.00	
Stauffer Insurance, C. M.	31115	2013-Commercial Package Policy	08-486.351	01/29/2013	1,899.85	.00	
Total Stauffer Insurance, C. M.:					2,297.25	.00	
Stengel Brothers Inc.	323205	#31 repair front end	08-429.251	02/14/2013	282.53	.00	
Total Stengel Brothers Inc.:					282.53	.00	
Verizon	02252013	2013-Feb 868-8310-Cardinal Dr Pump Stn	08-429.320	02/25/2013	29.90	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date
Total Verizon:					29.90	.00	
Weiss, Jack B.	3134	Repair damage fr Hurrican Sandy @ pump station	08-279994	01/02/2013	1,790.00	.00	
Total Weiss, Jack B.:					1,790.00	.00	
Total Sewer Fund:					173,922.83	12.29	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date
Refuse & Recycling Fund							
Rank, Debbie	03042013	Refund-freon sticker	10-364.400	03/04/2013	20.00	.00	
Total Rank, Debbie:					20.00	.00	
Total Refuse & Recycling Fund:					20.00	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date
Highway Aid Fund							
International Salt Company	00421965	Bulk ice control	35-432.245	02/20/2013	8,750.78	.00	
Total International Salt Company LLC:					8,750.78	.00	
PPL Electric Utilities	02212013	05340-01002-Feb 2013	35-433.362	02/21/2013	24.50	.00	
PPL Electric Utilities	02212013	99940-01007-Feb 2013	35-433.362	02/21/2013	24.65	.00	
PPL Electric Utilities	02212013	53875-61001-Feb 2013	35-433.362	02/21/2013	25.32	.00	
PPL Electric Utilities	02212013	53875-61001-Feb 2013	35-433.362	02/21/2013	.00	.00	
PPL Electric Utilities	02252013	89989-11003-Feb 2013	35-433.362	02/25/2013	24.50	.00	
PPL Electric Utilities	02282013	95790-09009-Feb 2013	35-433.362	02/28/2013	16.23	.00	
PPL Electric Utilities	02282013	72390-08002-Feb 2013	35-433.362	02/28/2013	16.14	.00	
PPL Electric Utilities	03042013	59610-04003-Mar 2013	35-433.362	03/04/2013	34.59	.00	
PPL Electric Utilities	03042013	58010-04003-Mar 2013	35-433.362	03/04/2013	27.89	.00	
PPL Electric Utilities	03042013	79200-43006-Mar 2013	35-434.361	03/04/2013	12,040.46	.00	
PPL Electric Utilities	03042013	79000-43000-Mar 2013	35-434.361	03/04/2013	618.02	.00	
PPL Electric Utilities	03042013	32810-04003-Mar 2013	35-433.362	03/04/2013	27.43	.00	
PPL Electric Utilities	03042013	97159-57000-Mar 2013	35-433.362	03/04/2013	35.57	.00	
PPL Electric Utilities	03042013	96549-22003-Mar 2013	35-433.362	03/04/2013	25.70	.00	
Total PPL Electric Utilities:					12,941.00	.00	
Total Highway Aid Fund:					21,691.78	.00	
Grand Totals:					307,707.80	7,351.58	

Date: _____

President: _____

Board of Commissioners

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
FEBRUARY 28, 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

Motion by Commissioner Ackerman, seconded by Commissioner Martucci, to approve the unaudited Financial Report for the period ending 1/31/2013 and the list of Bills Payable for the period 2/9/2013-2/22/2013, broken down as follows:

\$116,252.07 = GENERAL
\$2,377.59 = FIRE
\$0 = LIBRARY
\$74,908.06 = WATER
\$7,846.36 = SEWER
\$124,625.00 = REFUSE & RECYLCING
\$14,624.63 = HIGHWAY AID
\$340,633.71 = 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

February 14, 2013

Commissioner Brown declared the February 14, 2013 Regular Meeting Minutes of the Board of Commissioners approved as presented.

NEW BUSINESS

RESOLUTIONS

None.

ORDINANCES

None.

MOTIONS

Motion to formally authorize the Recreation Advisory Committee to hold an Egg Hunt Event on March 23, 2013.

Mr. Soriano stated that the Egg Hunt will take place at Lindberg Park on March 23, 2013, rain or shine, beginning at 10:30 a.m. He noted that the Recreation Committee has finalized the registration form and flyers, and they will begin distributing them to the school district.

Motion by Commissioner Martucci, seconded by Commissioner Ackerman, to authorize the Recreation Advisory Committee to hold an Egg Hunt Event on March 23, 2013 at Lindberg Park.

Roll Call:

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

The Motion passed by 5-0.

Motion to adopt a Policy authorizing the Police Department to entertain requests for additional police protection from private entities.

Mr. Soriano stated that during the holidays, the Police Department engaged in some additional police patrols by requests from private entities. He noted that at the time, the Board did not have any question regarding the procedure, so this policy will be a formalized procedure enabling Chief Stiles and the Police Department to have the authority to honor the requests.

Mr. Soriano read the Police Protection Request from Private Entities Policy into the record.

Commissioner Martucci questioned the rate at which the Township will be reimbursed. Mr. Soriano responded that the rate will recoup the cost of the officer who is scheduled to work by charging the entity the highest rate possible, even if a Patrolman working would not necessarily be making that rate. Commissioner Martucci clarified that if the Township has a Patrolman working, then there would be a profit, but if a Sergeant was working, the Township would break even. Mr. Soriano responded that as the Policy is written, there would be no profit to the Township, just recouping of costs.

Ms. Bonaskiewich commented that her opinion is that the Township would just be looking to reimburse itself for out of pocket costs. She stated that the calculation includes the overtime hourly rate of the officer plus the benefit percentage on the base hourly rate, which is updated each year. Ms. Bonaskiewich noted that any profit making is up to the discretion of the Board.

Attorney Ashley commented that the Township should be careful in what it charges because it does not want to be in competition with other security companies.

Mr. Soriano suggested imposing an administration fee in order to recoup the cost of what the Township will spend on Chief Stiles taking extra time for scheduling and Ms. Bonaskiewich having to do extra calculations for hourly rate and billing.

Motion by Commissioner Martucci, seconded by Commissioner Ackerman, to amend the Resolution to include an administrative fee of 5% of the total amount.

Roll Call:

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

The Motion passed by 5-0.

Motion by Commissioner Brinton, seconded by Commissioner Seagreaves, to adopt a Policy authorizing the Police Department to entertain requests for additional police protection from private entities, as amended.

Roll Call:

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

The Motion passed by 5-0.

Motion to authorize the submission of a commitment letter for the “Rooftop Solar Challenge II Grant” Program.

Mr. Soriano explained that the Township is not applying for the Rooftop Solar Challenge II Grant, but committing itself to a role in the Grant process. He stated that if the Township participates with Penn Future in requesting the Grant from the U.S. Department of Energy, and the Grant is actually awarded to Penn Future, it will receive free consultation by professional

planners, reimbursement for solicitor review of the Solar Ordinance and for the Public Meeting advertising, free registration for an accredited electrical inspector training for solar systems in the region, free registration for municipal staff for permitting solar installations training, a presentation to the Planning Commission and/or Board of Commissioners about the models, and a Sunshine Community certification and plaque.

Ms. Sopka explained that participation in the program will help the Township develop a standardized solar rooftop Ordinance. She noted that it would also help expedite the technical and training aspects of solar panels.

Commissioner Brinton suggested putting information on the Township's website in regards to grants and tax credits that are available for alternative energy.

Commissioner Brown questioned if the Township currently has any zoning regulations on solar panels. Ms. Sopka replied that the Township does not have anything in the Zoning Ordinance as of now, but this program will allow for guidance from Penn Future in adopting the best solar practices for zoning, permitting and inspections.

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to authorize the submission of a commitment letter for the "Rooftop Solar Challenge II Grant" Program to be included with the Penn Future application to the Department of Energy.

Roll Call:

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

The Motion passed by 5-0.

OLD BUSINESS

PRIVILEGE OF THE FLOOR

Mr. Nathan Brown of 902 Lawrence Drive in Emmaus was present to introduce himself as a candidate for County Commissioner for District 5 in Lehigh County.

Commissioner Brinton inquired about setting up a time to meet with Senator Bob Mensch at his request. Mr. Soriano replied that the Senator sends invitations to reach out to the constituency and in the past, the Board has invited the three representatives of the Township to come to a public meeting to discuss legislative issues.

ADJOURNMENT

Commissioner Martucci made a Motion to adjourn the Meeting, seconded by Commissioner Brinton. The time was 7:50 p.m.

Respectfully submitted,

Randy Soriano
Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on February 28, 2013.

Approved and certified on this date:

Randy Soriano

Date

SEAL

DRAFT

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

Topics of discussion:

1. Proclaiming the Month of April-Volunteer Month
2. Amendment to the Township Property Maintenance Code
3. Township Policy on Billing and Collection of Utilities