

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Meeting
Regular Meeting Agenda—March 28, 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. Financial Report – February 2013 and Bills Payable – period 3/9/2013 – 3/22/2013

5. Approval of the Minutes – March 14, 2013

6. New Business

A. Irlyn/Foothill Road Residents Meeting

B. ORDINANCES

None

C. RESOLUTIONS

1. Resolution to Submit an Application for a DCNR Community Conservation Partnership Program Grant for the Lindberg Park Perimeter Trail and Connections Project.

D. MOTIONS

1. Proclaiming the Month of April 2013 as Volunteer Month
2. Policies on Utility Billing Payment Posting, Collections, and Returned Payments
3. Payment Application #1- CCTV, Pressure Testing & Grouting-Sanitary Sewer Project
4. Motion to approve Change Order No 1, for the Sanitary Sewer System TV Inspection and Pressure Testing & Grouting Project in the amount of \$7,700 to Sewer Specialty Services Co., Inc. for additional work associated with TV inspection and long spot repairs of sewer main breaks on Honeysuckle Road and Filbert Street and an additional 30-day time extension for the completion of the Contract.

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

8. Adjournment

- *Workshop to follow regular meeting
- *Executive Session

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
General Fund							
Allentown Equipment Corp	53886	Inspect #1/6/22/25/7/4/3	01-437.251	03/21/2013	280.00	.00	
Total Allentown Equipment Corp:					280.00	.00	
Allentown, City of	067907	2013-Mandatory police training	01-410.421	03/05/2013	237.60	.00	
Total Allentown, City of :					237.60	.00	
Anda Car Wash	02282013	2013-Feb-Police car washes	01-410.251	02/28/2013	68.05	.00	
Total Anda Car Wash:					68.05	.00	
Bank of America	03092013	Supplies for egg hunt	01-452.200	03/09/2013	294.00	.00	
Total Bank of America:					294.00	.00	
Beck, Charles	03122013	Plann Comm Mtg-3/12/2013	01-414.220	03/12/2013	30.00	.00	
Total Beck, Charles :					30.00	.00	
Bonser, Harold	03182013	2013 Health Reimb	01-406.171	03/18/2013	116.00	.00	
Total Bonser, Harold:					116.00	.00	
Brosious Jr, Richard	03042013	2013 Clothing Allowance	01-430.192	03/04/2013	47.25	.00	
Total Brosious Jr, Richard :					47.25	.00	
Casey, Christopher	03202013	2013-health reimbursement	01-406.171	03/20/2013	121.67	.00	
Total Casey, Christopher:					121.67	.00	
Communication Systems In	20131525	troubleshoot phone problem @ police bldg	01-401.320	02/28/2013	190.75	.00	
Total Communication Systems Inc:					190.75	.00	
Dallas Data Systems Inc.	22713	Clarity conversion-addtl services	01-407.319	02/25/2013	527.42	.00	
Total Dallas Data Systems Inc.:					527.42	.00	
Deer Park	03C043648157	2013-Feb-Acct#0436481576-DPW	01-409.366	03/04/2013	15.69	.00	
Deer Park	03C043648154	2013-Feb-Acct#0436481543-Police	01-409.366	03/04/2013	32.25	.00	
Deer Park	03C043648152	2013-Feb-Acct#0436481527-Admin	01-409.366	03/04/2013	22.29	.00	
Total Deer Park:					70.23	.00	
Dimmich & Dinkelacker PC	24876	Civil Service thru Feb 25, 2013	01-404.314	03/19/2013	64.00	.00	
Total Dimmich & Dinkelacker PC:					64.00	.00	
Dispatch Answering Servic	000204A67	610-782-5572-Apr 2013	01-430.320	03/22/2013	15.00	.00	
Dispatch Answering Servic	000204A67	Answr Service/Pump Stn Alrm-Apr 2013	01-401.320	03/22/2013	155.00	.00	
Total Dispatch Answering Service:					170.00	.00	
Eastern Auto Parts Wareho	3-193219	#1-air filter	01-437.251	02/27/2013	58.21	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Eastern Auto Parts Wareho	3-193219	sweeper-filters	01-437.375	02/27/2013	45.43	.00	
Eastern Auto Parts Wareho	3-195128	Sweeper-headlight	01-437.251	03/04/2013	24.58	.00	
Total Eastern Auto Parts Warehouse:					128.22	.00	
Eastern Industries Inc.	5649296	2A	01-438.245	03/09/2013	607.87	.00	
Eastern Industries Inc.	5649297	coldpatch	01-438.245	03/09/2013	118.85	.00	
Eastern Industries Inc.	5649613	moisture adjustment	01-438.245	03/09/2013	6.20-	.00	
Eastern Industries Inc.	5649298	anti-skid	01-438.245	03/09/2013	160.97	.00	
Total Eastern Industries Inc.:					881.49	.00	
Ecco Communications LLC	61588	#212-remove 3 radios & replc with new one	01-410.251	03/13/2013	170.00	.00	
Ecco Communications LLC	61611	Speaker for sweeper	01-437.375	03/18/2013	44.25	.00	
Total Ecco Communications LLC:					214.25	.00	
Farm & Home Oil Compan	745759	Diesel	01-430.231	03/08/2013	1,886.11	.00	
Farm & Home Oil Compan	745738	Unleaded	01-401.231	03/08/2013	176.62	.00	
Farm & Home Oil Compan	745738	Unleaded	01-430.231	03/08/2013	353.24	.00	
Farm & Home Oil Compan	745738	Unleaded	01-410.231	03/08/2013	2,296.10	.00	
Total Farm & Home Oil Company:					4,712.07	.00	
Fonzone and Ashley	49930	2013-Feb-Sywensky code enforcement	01-404.310	03/01/2013	11.00	.00	
Fonzone and Ashley	49911	2013-Feb-Allen Code enforcement	01-404.310	03/01/2013	77.00	.00	
Fonzone and Ashley	49919	2013-Feb-Erney Code enforcement	01-404.310	03/01/2013	44.00	.00	
Fonzone and Ashley	49917	2013-Feb-Biundo zoning violation	01-404.310	03/01/2013	99.00	.00	
Fonzone and Ashley	49916	2013-Feb-Biundo zoning violation-Lehi Pkwy N	01-404.310	03/01/2013	55.00	.00	
Fonzone and Ashley	49912	2013-Feb-Almgren code enforcement	01-404.310	03/01/2013	55.00	.00	
Fonzone and Ashley	49922	2013-Feb-Municipal liens	01-404.310	03/01/2013	383.90	.00	
Fonzone and Ashley	49915	2013-Feb-Bankruptcy	01-404.310	03/01/2013	429.00	.00	
Fonzone and Ashley	49927	2013-Feb-sheriff's sale	01-404.310	03/01/2013	22.00	.00	
Fonzone and Ashley	49546	Reimb inv: Kost	01-404.318	01/01/2013	231.00	.00	
Fonzone and Ashley	49920	Reimb inv: Hassick	01-404.318	03/01/2013	341.00	.00	
Fonzone and Ashley	49689	Reimb inv: Baker	01-404.318	02/01/2013	88.00	.00	
Fonzone and Ashley	49910	Reimb inv: Coughlin	01-404.318	03/01/2013	385.00	.00	
Total Fonzone and Ashley:					2,220.90	.00	
G C Electric Company Inc.	42698	Repair dryer@ Franko Farm	01-409.373	03/19/2013	131.24	.00	
Total G C Electric Company Inc.:					131.24	.00	
Grainger	9066512774	cutter head assembly for bolt cutter	01-437.375	02/13/2013	125.78	.00	
Total Grainger:					125.78	.00	
Hassick, Richard	03122013	Plann Comm Mtg-3/12/2013	01-414.220	03/12/2013	25.00	.00	
Total Hassick, Richard :					25.00	.00	
Keystone Consulting Engin	133639	2013-Feb-Sal Twmsp Zoning ord review	01-408.313	03/08/2013	1,940.64	.00	
Keystone Consulting Engin	132384	Reimb inv: LV Family Lodging	01-408.318	11/28/2012	111.88	.00	
Keystone Consulting Engin	133013	Reimb inv: Kost	01-408.318	01/14/2013	203.38	.00	
Keystone Consulting Engin	133645	Reimb inv: Hassick	01-408.318	03/08/2013	358.68	.00	
Keystone Consulting Engin	133644	Reimb inv: Coughlin	01-408.318	03/08/2013	358.68	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Keystone Consulting Engin	133389	Reimb inv: LC Detox	01-408.318	02/12/2013	191.50	.00	
Keystone Consulting Engin	133643	Reimb inv: Lehi Parkway North	01-408.318	03/08/2013	448.35	.00	
Keystone Consulting Engin	133647	2013-Feb-Maumme Ave storm sewer	01-446.605	03/08/2013	2,003.75	.00	
Total Keystone Consulting Engineers:					5,616.86	.00	
Kutz Inc., E. M.	0044124-IN	#3-bearing/shaft/bushing	01-437.251	03/06/2013	37.38	.00	
Kutz Inc., E. M.	0043813-IN	#6-lift arm	01-437.251	02/17/2013	131.50	.00	
Kutz Inc., E. M.	0043813-IN	#5-wear edge	01-437.251	02/17/2013	117.00	.00	
Kutz Inc., E. M.	0043813-IN	#3-wear edge	01-437.251	02/17/2013	178.00	.00	
Total Kutz Inc., E. M.:					463.88	.00	
Lehigh County Extnsn Spe	03212013	Sulzer/Myles/Hercik sem	01-430.421	03/21/2013	60.00	60.00	03/18/2013
Total Lehigh County Extnsn Spec Act :					60.00	60.00	
Licht Ph.D., William R.	03122013	Plann Commission Mtg-3/12/2013	01-414.220	03/12/2013	25.00	.00	
Total Licht Ph.D., William R.:					25.00	.00	
M. P. Uniform & Supply	77981-1	belt/fleece jacket	01-410.238	11/03/2012	132.98	.00	
M. P. Uniform & Supply	80828-1	name tag	01-410.238	03/12/2013	13.99	.00	
M. P. Uniform & Supply	80847-1	Cuff key	01-410.238	03/13/2013	8.99	.00	
Total M. P. Uniform & Supply:					155.96	.00	
McKitish Jr, Stephen J.	03122013	Plann Comm Mtg-3/12/2013	01-414.220	03/12/2013	30.00	.00	
Total McKitish Jr, Stephen J. :					30.00	.00	
Miller, Glenn	03122013	Planning Commission-3/12/2013	01-414.220	03/12/2013	25.00	.00	
Total Miller, Glenn:					25.00	.00	
Motors Plus Inc.	27602	#202-oil change/check fluids/inspectn/emission	01-410.251	03/11/2013	189.32	.00	
Motors Plus Inc.	27615	#210-oil change/check engine code-reset	01-410.251	03/13/2013	194.62	.00	
Total Motors Plus Inc.:					383.94	.00	
PA Municipal Health Ins Co	03122013	2013 Apr coverage	01-487.156	03/12/2013	67,801.87	.00	
Total PA Municipal Health Ins Coop:					67,801.87	.00	
PA One Call System Inc.	0000529917	2013-Feb Voice/Fax Messages	01-401.320	02/28/2013	152.65	.00	
Total PA One Call System Inc.:					152.65	.00	
PCCA	0207809-IN	Nicolo-Code enforcement webinar	01-413.421	03/11/2013	20.00	.00	
Total PCCA:					20.00	.00	
PPL Electric Utilities	03112013	54060-05002-Mar 2013	01-451.361	03/11/2013	16.07	.00	
Total PPL Electric Utilities:					16.07	.00	
Service Electric Cable TV	03072013	Munic prolog-Mar 2013-Final	01-401.315	03/07/2013	17.31	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Service Electric Cable TV	03072013	Prolog Express -Mar 2013	01-410.315	03/07/2013	69.95	.00	
Total Service Electric Cable TV:					87.26	.00	
Service Electric Telephone	03152013	Acct#-0000044158-Twp phone lines-3/2013	01-401.320	03/15/2013	535.83	.00	
Service Electric Telephone	03152013	Acct#-0000044158-Minger phone line-3/2013	01-403.240	03/15/2013	19.36	.00	
Total Service Electric Telephone Co:					555.19	.00	
Service Tire Truck Centers	H82323-01	#9-wheels & tires	01-437.251	02/13/2013	1,077.98	.00	
Service Tire Truck Centers	H80643-01	#25-tire	01-437.251	02/12/2013	347.28	.00	
Total Service Tire Truck Centers:					1,425.26	.00	
Simplex/Grinnell	40541430	Time clock for PW	01-406.240	03/01/2013	611.22	.00	
Total Simplex/Grinnell:					611.22	.00	
Stotz/Fatzinger Office Sup	84743	Finance-staples/pens/receipt paper	01-402.240	03/12/2013	36.24	.00	
Stotz/Fatzinger Office Sup	84743	Admin-binders/file folders/sheet protectors	01-401.240	03/12/2013	73.13	.00	
Stotz/Fatzinger Office Sup	85040	Police-copy paper/file folders/hole punch/notebooks	01-410.240	03/15/2013	343.28	.00	
Stotz/Fatzinger Office Sup	85047	copy paper	01-401.240	03/15/2013	163.09	.00	
Total Stotz/Fatzinger Office Supply:					615.74	.00	
Times News	100292548-03	Ad:Environmental Advisory Committee Mtg-3/20/2013	01-401.341	03/14/2013	26.42	.00	
Total Times News:					26.42	.00	
Verizon	03032013	610-433-0563-monitor traffic signals CCB-3/2013	01-410.320	03/03/2013	33.98	.00	
Total Verizon:					33.98	.00	
Whitehall Turf Equipment	271411	parts for chainsaw/pruner	01-437.375	02/26/2013	245.53	.00	
Total Whitehall Turf Equipment:					245.53	.00	
Total General Fund:					89,007.75	60.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Fire Fund							
Binder's Automotive Inc	16211	replc thermo on 2000 Chev Tahoe	03-411.374	03/15/2013	255.17	.00	
Total Binder's Automotive Inc:					255.17	.00	
D & A Emergency Equipme	19840	WSFC-brackets for drywall hook	03-412.240	02/14/2013	49.50	.00	
Total D & A Emergency Equipment Inc:					49.50	.00	
Farm & Home Oil Compan	745759	Diesel	03-413.231	03/08/2013	1,047.85	.00	
Farm & Home Oil Compan	745738	Unleaded	03-413.231	03/08/2013	353.24	.00	
Total Farm & Home Oil Company:					1,401.09	.00	
Hunter Keystone Peterbilt	2-230700127	WSFC-#31-31 perform mini service	03-412.374	03/11/2013	390.38	.00	
Hunter Keystone Peterbilt	2-230430071	WSFC-#31-12 mini service	03-412.374	02/12/2013	160.00	.00	
Total Hunter Keystone Peterbilt LP:					550.38	.00	
Motors Plus Inc.	27525	WSFC-2012 Ford Expedtn-oil change/rotate tires	03-412.374	02/13/2013	128.39	.00	
Total Motors Plus Inc.:					128.39	.00	
PPL Electric Utilities	03132013	82900-03000-Mar 2013	03-411.320	03/13/2013	533.63	.00	
Total PPL Electric Utilities:					533.63	.00	
Service Electric Telephone	03152013	ESFC-3/2013	03-411.320	03/15/2013	78.97	.00	
Total Service Electric Telephone Co:					78.97	.00	
Shoemaker, Henry H.	04-1608	ESFC-2013-Package Policy/Comm Umbrella Renewal	03-411.350	02/20/2013	11,109.00	.00	
Total Shoemaker, Henry H.:					11,109.00	.00	
Wasko's Automotive Servic	015204	WSFC-brake control	03-412.240	03/01/2013	186.95	.00	
Total Wasko's Automotive Service & Sales Inc:					186.95	.00	
Total Fire Fund:					14,293.08	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Water Fund							
A-B-E Laboratory	02082013	2013-Feb water analysis	06-448.316	02/08/2013	230.00	.00	
Total A-B-E Laboratory:					230.00	.00	
Allentown Equipment Corp	53886	Inspect #34/30/32/35	06-448.251	03/21/2013	75.00	.00	
Total Allentown Equipment Corp:					75.00	.00	
Bethlehem, City of	3112013	2013-Feb-4 resale customers	06-448.368	03/11/2013	359.53	.00	
Bethlehem, City of	3112013	2013-Feb-Hydrant rental	06-448.363	03/11/2013	880.00	.00	
Total Bethlehem, City of :					1,239.53	.00	
Dallas Data Systems Inc.	22713	Clarity conversion-add'l services	06-448.319	02/25/2013	263.70	.00	
Total Dallas Data Systems Inc.:					263.70	.00	
Dispatch Answering Servic	000204A67	610-782-5025-Apr 2013	06-448.320	03/22/2013	19.95	.00	
Total Dispatch Answering Service:					19.95	.00	
Eastern Auto Parts Wareho	3-196148	oil/oil filter	06-448.251	03/05/2013	18.97	.00	
Eastern Auto Parts Wareho	3-196602	Hyd filter	06-448.251	03/06/2013	7.02	.00	
Eastern Auto Parts Wareho	3-195128	#31-new starter	06-448.251	03/04/2013	72.16	.00	
Eastern Auto Parts Wareho	3-203391	#31-gear oil	06-448.251	03/21/2013	9.57	.00	
Eastern Auto Parts Wareho	3-203389	#31-rear brakes	06-448.251	03/21/2013	70.55	.00	
Total Eastern Auto Parts Warehouse:					178.27	.00	
Farm & Home Oil Compan	745759	Diesel	06-448.231	03/08/2013	279.43	.00	
Farm & Home Oil Compan	745738	Unleaded	06-448.231	03/08/2013	176.62	.00	
Total Farm & Home Oil Company:					456.05	.00	
Ferguson Waterworks	0290607	pipe cutter wheels	06-448.240	03/13/2013	87.10	.00	
Total Ferguson Waterworks:					87.10	.00	
Keystone Consulting Engin	133775	Feb 2013-water matters	06-448.313	03/15/2013	401.75	.00	
Keystone Consulting Engin	133648	2013-Feb-Elsworth St wtr line	06-448.607	03/08/2013	1,542.40	.00	
Total Keystone Consulting Engineers:					1,944.15	.00	
Kutz Inc., E. M.	0043813-IN	#33-shoe cast assembly	06-448.251	02/17/2013	86.34	.00	
Total Kutz Inc., E. M.:					86.34	.00	
PA Municipal Health Ins Co	03122013	2013 Apr coverage	06-487.156	03/12/2013	6,457.32	.00	
Total PA Municipal Health Ins Coop:					6,457.32	.00	
PPL Electric Utilities	03112013	30460-06001-Mar 2013	06-448.361	03/11/2013	696.15	.00	
Total PPL Electric Utilities:					696.15	.00	
Service Tire Truck Centers	I06058-01	W&S backhoe tires	06-448.375	03/15/2013	803.75	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Service Tire Truck Centers:					803.75	.00	
Verizon	03062013	610-435-4231-Flexer Av wtr pump stn-3/2013	06-448.320	03/06/2013	36.72	.00	
Total Verizon:					36.72	.00	
Total Water Fund:					12,574.03	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Sewer Fund							
Allentown Equipment Corp	53886	Inspect #34/30/32/35	08-429.251	03/21/2013	75.00	.00	
Total Allentown Equipment Corp:					75.00	.00	
Allied Control Services	305875	calibratn of meters	08-429.317	03/08/2013	1,688.40	.00	
Total Allied Control Services:					1,688.40	.00	
Dallas Data Systems Inc.	22713	Clarity conversion-addtl services	08-429.319	02/25/2013	263.70	.00	
Total Dallas Data Systems Inc.:					263.70	.00	
Eastern Auto Parts Wareho	3-196148	oil/oil filter	08-429.251	03/05/2013	18.98	.00	
Eastern Auto Parts Wareho	3-196602	Hyd filter	08-429.251	03/06/2013	7.03	.00	
Eastern Auto Parts Wareho	3-195128	#31-new starter	08-429.251	03/04/2013	72.16	.00	
Eastern Auto Parts Wareho	3-203391	#31-gear oil	08-429.251	03/21/2013	9.57	.00	
Eastern Auto Parts Wareho	3-203389	#31-rear brakes	08-429.251	03/21/2013	70.55	.00	
Total Eastern Auto Parts Warehouse:					178.29	.00	
Farm & Home Oil Compan	745759	Diesel	08-429.231	03/08/2013	279.43	.00	
Farm & Home Oil Compan	745738	Unleaded	08-429.231	03/08/2013	176.62	.00	
Total Farm & Home Oil Company:					456.05	.00	
Keystone Consulting Engin	133606	2013-Jan-I&I removal program	08-429.372	03/06/2013	4,487.20	.00	
Keystone Consulting Engin	133673	2013-Feb-I&I removal program	08-429.372	03/12/2013	10,533.41	.00	
Keystone Consulting Engin	133607	2013-Jan-I&I removal program	08-429.372	03/06/2013	5,765.00	.00	
Keystone Consulting Engin	133675	2013-Feb-I&I removal program	08-429.372	03/12/2013	1,326.31	.00	
Keystone Consulting Engin	133674	2013-Feb-Sewer matters	08-429.313	03/12/2013	1,060.63	.00	
Keystone Consulting Engin	133672	2013-Feb-upgrade pump stn control panels	08-429.313	03/12/2013	563.01	.00	
Keystone Consulting Engin	133637	2013-Feb-Patricia Dr santry swr pump stn elim	08-429.601	03/08/2013	127.40	.00	
Keystone Consulting Engin	133605	2013-Jan sewer matters	08-429.313	03/06/2013	2,840.31	.00	
Total Keystone Consulting Engineers:					26,703.27	.00	
Kutz Inc., E. M.	0043813-IN	#33-shoe cast assembly	08-429.251	02/17/2013	86.34	.00	
Total Kutz Inc., E. M.:					86.34	.00	
PA Municipal Health Ins Co	03122013	2013 Apr coverage	08-487.156	03/12/2013	6,457.32	.00	
Total PA Municipal Health Ins Coop:					6,457.32	.00	
PPL Electric Utilities	03082013	42850-08008-Mar 2013	08-429.361	03/08/2013	22.46	.00	
PPL Electric Utilities	03082013	32650-08001-Mar 2013	08-429.361	03/08/2013	26.07	.00	
PPL Electric Utilities	03082013	15450-07002-Mar 2013	08-429.361	03/08/2013	20.66	.00	
PPL Electric Utilities	03082013	08450-07007-Mar 2013	08-429.361	03/08/2013	1.83	.00	
PPL Electric Utilities	03112013	56060-06003-Mar 2013	08-429.361	03/11/2013	26.00	.00	
Total PPL Electric Utilities:					97.02	.00	
Service Tire Truck Centers	I06058-01	W&S backhoe tires	08-429.375	03/15/2013	803.75	.00	
Total Service Tire Truck Centers:					803.75	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Sewer Specialty Services	03132013	Pymt #1-closed circuit TV inspnt/testing/grouting	08-429.372	03/13/2013	62,217.90	.00	
Total Sewer Specialty Services Co Inc:					62,217.90	.00	
Total Sewer Fund:					99,027.04	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Refuse & Recycling Fund							
Dallas Data Systems Inc.	22713	Clarity conversion-addtl services	10-407.319	02/25/2013	263.70	.00	
Total Dallas Data Systems Inc.:					263.70	.00	
Total Refuse & Recycling Fund:					263.70	.00	
Grand Totals:					215,165.60	60.00	

Date: _____

President: _____
Board of Commissioners

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
MARCH 14, 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 Martucci called the meeting to order at 7:00 p.m.

Commissioner Martucci turned the proceedings over to Randy Soriano, Township Manager.

ROLL CALL

Board Members Present:

James Brown, President – ARRIVED LATE
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 – EXCUSED
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.

Mr. Brown arrived and took his seat as President.

APPROVAL OF BILLS PAYABLE

Motion by Commissioner Ackerman, seconded by Commissioner Martucci, to approve the list of Bills Payable for the period 2/23/2013-3/8/2013, broken down as follows:

\$100,836.56 = GENERAL
\$3,306.67 = FIRE
\$0 = LIBRARY
\$7,929.96 = WATER
\$173,922.83 = SEWER
\$20.00 = REFUSE & RECYLCING
\$21,691.78 = HIGHWAY AID
\$307,707.80 = 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 28, 2013

Commissioner Brown declared the February 28, 2013 Regular Meeting Minutes of the Board of Commissioners approved as presented.

NEW BUSINESS

RESOLUTIONS

None.

ORDINANCES

None.

MOTIONS

Motion to appoint a Police Officer.

Mr. Soriano stated that the Civil Service Commission has responded to the Board's request to certify the top three candidates eligible for the appointment. He commented that Civil Service Commission Rules and Regulations require that if a veteran is one of the top three candidates, regardless of his or her ranking, the Board must select and appoint the veteran. Mr. Soriano stated that the only candidate who is currently on the certified top three eligibility list and is a veteran is Mr. Brian Zulic from Summit Hill, PA.

Mr. Soriano detailed the hiring process for the Board. He noted that the starting wage for an entry-level police officer is \$50,377.60.

Commissioner Brinton asked for input from the Chief Stiles about the candidate. Chief Stiles stated that Mr. Zulic is 22 years old and recently moved to Bath, PA. He noted that Mr. Zulic has served as a part-time Police Officer with the Lehigh and Lansford Police Departments, and is currently employed full-time with Verizon. Chief Stiles commented that Mr. Zulic entered the Marine Corps in 2008 and presently serves with the Marine Reserve Artillery Unit in Reading, PA.

Motion by Commissioner Seagreaves, seconded by Commissioner Martucci, to select Mr. Brian Zulic, Summit Hill, PA, for appointment to entry-level police officer in accordance with the provisions of the Civil Service Commission rules and regulations applicable to entry-level appointment and contingent on the selected applicant passing the required physical and psychological examinations described in the Civil Service rules.

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 approve a Lease with the Salisbury Youth Association for the erection of a "temporary" shed at Franko Farm Park.

Mr. Soriano stated that the Salisbury Youth Association made a presentation to the Board during the last Workshop session regarding the erection of a temporary shed at Franko Farm Park. He commented that at that time, the Board approved the request contingent on SYA signing a lease, submitting insurance information and signing appropriate indemnification.

Mr. Soriano noted that Attorney Ashley has reviewed the lease and feels confident that if at any time the Board would want to get rid of the shed, they can do so because there are provisions in the lease that give the Board the authority.

Commissioner Martucci inquired if there was a color selected for the shed. Mr. Soriano stated that the lease says that the lessor would have final authorization on the color. A discussion ensued about the color of the shed blending in with the aesthetics of the park.

Motion by Commissioner Martucci, seconded by Commissioner Brinton, to approve the lease with the Salisbury Youth Association for the erection of a temporary shed at Franko Farm Park, subject to the Township approving the color of the shed.

Roll Call:

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

The Motion passed by 5-0.

Consideration of a request from Hamilton Park Athletic Association to construct batting cages at Lindberg Park.

Mr. Soriano stated that the Hamilton Park Athletic Association would like to complete construction of the batting cages that are part of the newly adopted Lindberg Park Master Site Plan. He noted that the batting cages were part of Phase 3 of the plan and were estimated to cost approximately \$6,000.

Mr. Mark Wilson from the HPAA was present to address the Board about the request. He stated that HPAA would like to purchase, install and maintain both batting tunnels, both poles and nets. Mr. Wilson noted that the volunteers from HPAA would annually erect the tunnels in late March and dismantle them at the end of the season.

Mr. Wilson introduced Mr. Cory Goth, also from HPAA, to further explain the benefits of the batting cages. Mr. Goth stated that the cages will be custom fitted to the space and he described the design of the project to the Board.

Commissioner Martucci inquired if the Township assumes all liability for those residents who might end up using the cages even though they were installed by HPAA. Attorney Ashley stated that because the cages are on Township property, the Township would accept liability.

Commissioner Ackerman expressed her support for the permanent structures.

Commissioner Brown inquired if they could put fluorescent caps on the tops of the poles when the nets are not on them in order to prevent people from walking into the poles. Mr. Soriano stated that the poles could be painted or caps could be put on the tops of them to prevent injuries.

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to approve the request from the Hamilton Park Athletic Association to construct batting cages at Lindberg Park contingent on the work being coordinated with Township personnel.

Roll Call:

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

The Motion passed by 5-0.

Consideration of Payment Application No. 8 – FINAL – submitted by RGC Development, Inc. for work performed on the Patricia Drive Pumping Station Elimination Project.

Mr. Soriano stated that the Application will release the \$1,500 retainage held for the Patricia Drive Pumping Station Project. He noted that with the release of this retainage, the contract is closed out and the maintenance period will be in effect.

Mr. Soriano expressed concerns from South Whitehall Township in regards sagging pipes. Mr. Tettemer stated that the issue will be taken care of in the maintenance period.

Motion by Commissioner Martucci, seconded by Commissioner Brinton, to approve Payment Application No. 8 – FINAL – in the amount of \$1,500 to RGC Development, Inc. for work performed on the Patricia Drive Pumping Station Elimination Project.

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. Soriano provided an update on the submittal to the State for the DCNR Community Conservation Partnership Program. He stated that the Program requires that the Township meet with the original advisor prior to submitting an application, and that meeting will take place Friday, March 15th on at 1:00 p.m. at Lindberg Park. Mr. Soriano commented that Urban Research will be on hand, along with Commissioner Brinton, Mr. Frank Adamcik, Mr. Frank McCullough and any other Recreation Advisory Committee members who are able to attend.

Mr. Soriano stated that Senator Bob Mensch has set up a meeting on March 27th, 2013 at the Upper Saucon Township Building and it is open to all communities he represents. Mr. Soriano also announced that Representative Justin Simmons will be able to set up a meeting with the Board in July or August, after the Stated Budget has been approved.

Mr. Soriano announced that PennDOT will be repairing the bridge on South Fairview Road, beginning in July 2013 and ending in September 2013.

Mr. Soriano brought forth a concern from a resident about a private road off of Church Road. A discussion ensued about the Township engaging the services of Mr. Tettemer or handling the concern in-house. It was the consensus of the Board not to engage the Engineer at this point.

Mr. Soriano asked Chief Stiles if he expects to hold a Police Week in May. Chief Stiles responded that he is not planning to do one.

Mr. Soriano stated that the PA DEP Growing Greener Grant has been approved and he thanked the staff for their efforts.

Mr. Soriano inquired if the Closed Circuit TV inspection has been completed. Mr. Andreas stated the TV-ing and the grouting section have been completed, but he is requesting the ability to do spot repairs along Honeysuckle Road and South Filbert Street, along with some additional work that was not included in the original TV-ing. Mr. Andreas explained that it would give the ability to televise some laterals that show flow or questionable conditions during the time of TV-ing the main. Mr. Soriano questioned if there were any collapsed pipes found. Mr. Tettemer responded that there were a couple of areas of concern that are being addressed, and there were a lot of leaky joints. He stated that the big problem is inflow, not infiltration. Mr. Andreas noted that the spot repairs are estimated at \$1,400 a piece and the camera work is estimated at \$100 per lateral. No further action was taken.

Mr. Michael Sinclair of 1101 Flexer Avenue was present to address the Board in regards to Allentown's plan of privatizing their water/sewer. He requested that the Board voice opposition to the plan. Commissioner Ackerman requested that Mr. Soriano contact the City to inquire what privatizing would mean to the Township. Mr. Soriano commented that Allentown must honor the current service agreement. Attorney Ashley explained that the Township has an

agreement that effectively lasts forever. He noted that other municipalities may have agreements that are shorter terms or have re-opener clauses, but the agreement that the Township has runs in perpetuity. Attorney Ashley commented that the City would have to go to court and somehow overturn that agreement, but it was a contract that was freely entered into between the parties. He noted that the City has to continue to supply the Township with the services they agreed to supply it with under that agreement, and the calculations of how the fees are charged are also spelled out in that agreement. Commissioner Ackerman questioned the quality of the water. Attorney Ashley commented that they have to give the Township the kind of water that was agreed to. Mr. Soriano stated that he intends to have a meeting with the City's Solicitor.

Ms. Genny Baillie reminded the Board of the Recreation Advisory Committee's Egg Hunt scheduled for March 23rd, 2013 at 10:00 a.m. at Lindberg Park.

Commissioner Martucci inquired about putting the Library Fund on referendum. It was the consensus of the Board to put it on the November ballots in order to let the citizens decide.

Chief Stiles announced that the Police Department will be holding a Prescription Drug Take Back Day on Saturday, April 27th, 2013 from 10:00 a.m. – 2:00 p.m. at the South Mall (3300 Lehigh Street).

ADJOURNMENT

Commissioner Brinton made a Motion to adjourn the Meeting, seconded by Commissioner Ackerman. The time was 8:20 p.m.

Respectfully submitted,

Randy Soriano
Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on March 14, 2013.

Approved and certified on this date:

Randy Soriano

Date

SEAL

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Workshop Meeting
March 28, 2013
7:30 p.m.
(approximate time)

Topics of discussion:

1. Planning of Volunteer Week.