

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Meeting
Regular Meeting Agenda—April 11, 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. Bills Payable – *period 3/23/2013 – 4/5/2013*

5. Approval of the Minutes – *March 28, 2013*

6. Old Business

1. Irlyn/Foothill Road - Revisited

7. New Business

A. ORDINANCES

None

B. RESOLUTIONS

1. Resolutions Recognizing Volunteers:

- Ralph Uff
- Dallas and Nancy Heckman
- Margaret “Maggie” Kernan
- Clint Ballek, Jr.
- Roy “Flip” Williams
- Rebecca “Becky” Glenister
- John Blackledge, Jr.
- Danielle Rothrock

2. Resolution authorizing Township Manager to sign and submit a CDBG Grant Application

C. MOTIONS

1. Valley Mountain Bikers - Request for Race Event
2. Motion authorizing sale of reserved excess sewer capacity to the Lehigh County Authority and authorizing Township Manager to execute the Bill of Sale.

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

9. Adjournment

- *Workshop to follow regular meeting
- *Executive Session

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
General Fund							
Altemos/Atlantic Fuels	27706	ACCT# 153208 Oil-Black River Rd-3/18/2013	01-409.230	03/18/2013	593.77	.00	
Altemos/Atlantic Fuels	19078	Serv Agreemnt:Blk Rvr Road	01-409.373	03/26/2013	308.95	.00	
Total Altemos/Atlantic Fuels:					902.72	.00	
Barnes Group Inc.	5307381001	Nuts/bolts/clamps/drill bits	01-430.240	03/06/2013	152.75	.00	
Total Barnes Group Inc.:					152.75	.00	
Berkheimer Associates	03292013	2013-Mar LST Comm	01-403.453	03/29/2013	510.04	.00	
Total Berkheimer Associates:					510.04	.00	
Berks County Intermediate	00053831	2013 real estate tax bills-postage	01-403.325	03/27/2013	2,080.66	.00	
Berks County Intermediate	00053831	2013 real estate tax bills	01-403.454	03/27/2013	2,740.67	.00	
Berks County Intermediate	00053808	2013 real estate Delinquent Extract	01-403.454	03/27/2013	24.27	.00	
Total Berks County Intermediate Unit:					4,845.60	.00	
Communication Systems In	20131926	Police-install software on two PC's	01-407.319	03/25/2013	517.75	.00	
Total Communication Systems Inc:					517.75	.00	
Dallas Data Systems Inc.	22385	Final pymt for Clarity conversion	01-407.319	02/01/2013	1,000.00	.00	
Total Dallas Data Systems Inc.:					1,000.00	.00	
DiMatteo, Antonella	03232013	supplies and mileage for twnsip egg hunt	01-452.200	03/23/2013	42.27	.00	
Total DiMatteo, Antonella:					42.27	.00	
Eastern Auto Parts Wareho	3-204627	oil filters for backhoe and sweeper	01-437.375	03/25/2013	13.86	.00	
Eastern Auto Parts Wareho	3-205916	#10 sway bars	01-437.251	03/27/2013	132.96	.00	
Total Eastern Auto Parts Warehouse:					146.82	.00	
Eastern Industries Inc.	5650464	coldpatch	01-438.245	03/23/2013	188.10	.00	
Total Eastern Industries Inc.:					188.10	.00	
Farm & Home Oil Compan	764122	Unleaded	01-401.231	03/26/2013	203.55	.00	
Farm & Home Oil Compan	764122	Unleaded	01-430.231	03/26/2013	407.10	.00	
Farm & Home Oil Compan	764122	Unleaded	01-410.231	03/26/2013	2,646.17	.00	
Farm & Home Oil Compan	764060	Diesel	01-430.231	03/26/2013	1,644.90	.00	
Total Farm & Home Oil Company:					4,901.72	.00	
Fonzone and Ashley	49682	Reimb inv:Kost Tire	01-404.318	02/01/2013	55.00	.00	
Fonzone and Ashley	49921	Reimb inv:Kost Tire	01-404.318	03/01/2013	421.00	.00	
Fonzone and Ashley	49923	Reimb inv:Legacy Place	01-404.318	03/01/2013	462.00	.00	
Fonzone and Ashley	49691	Reimb inv:1436 E Emmaus Ave	01-404.318	02/01/2013	55.00	.00	
Fonzone and Ashley	49625	Reimb inv:Devon House	01-404.318	01/01/2013	22.00	.00	
Fonzone and Ashley	49686	Reimb inv:Devon House	01-404.318	02/01/2013	33.00	.00	
Fonzone and Ashley	49928	Reimb inv: St Lukes	01-404.318	03/01/2013	66.00	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Fonzone and Ashley:					1,114.00	.00	
G C Electric Company Inc.	42736	Replc two ballasts @ police stn	01-409.373	03/22/2013	290.88	.00	
Total G C Electric Company Inc.:					290.88	.00	
Home Depot Credit Service	04042013	ladder/hammer/punch set	01-430.260	04/04/2013	134.96	.00	
Home Depot Credit Service	04042013	drill bits/emery cloth/adapters/wire splice	01-430.240	04/04/2013	79.74	.00	
Total Home Depot Credit Services:					214.70	.00	
International Code Council	03252013	2013 Membership (#5139574)	01-413.420	03/25/2013	125.00	.00	
Total International Code Council:					125.00	.00	
Johnson, Kevin	03132013	boots/receiver plate/foregrip/rail cover	01-410.238	03/13/2013	207.32	.00	
Johnson, Kevin	03132013	night sights/flashlight/battery/remote switch tape	01-410.260	03/13/2013	274.32	.00	
Total Johnson, Kevin:					481.64	.00	
Keystone Consulting Engin	133642	Reimb inv: Legacy Place	01-408.318	03/08/2013	4,214.49	.00	
Keystone Consulting Engin	133646	Reimb inv: LVH expansion proj	01-408.318	03/08/2013	263.13	.00	
Keystone Consulting Engin	133393	Reimb inv: Coughlin	01-408.318	02/12/2013	675.38	.00	
Total Keystone Consulting Engineers:					5,153.00	.00	
Klimowicz, Brian G.	04012013	15 of 60 health reimb	01-406.171	04/01/2013	250.00	.00	
Total Klimowicz, Brian G.:					250.00	.00	
Knerr, David G.	2188	Police issues	01-406.314	03/28/2013	487.50	.00	
Total Knerr, David G.:					487.50	.00	
Kutz Inc., E. M.	0043880-IN	cable for spreader	01-437.375	02/19/2013	358.00	.00	
Kutz Inc., E. M.	0044125-IN	control box for spreader	01-437.375	03/06/2013	294.00	.00	
Total Kutz Inc., E. M.:					652.00	.00	
Laible Jr, Ernest H	04012013	58 of 60 cash incentv pymt	01-406.171	04/01/2013	100.00	.00	
Total Laible Jr, Ernest H:					100.00	.00	
Martucci, Kathryn	04042013	2013 health reimb	01-406.171	04/04/2013	150.00	.00	
Total Martucci, Kathryn:					150.00	.00	
Miklus, Nancy	04012013	46 of 60 cash incentive pymt	01-406.171	04/01/2013	100.00	.00	
Total Miklus, Nancy:					100.00	.00	
Minger Treasurer, Linda J	03262013	2013- Tax Dist Acct service fees	01-403.454	03/26/2013	146.38	.00	
Total Minger Treasurer, Linda J:					146.38	.00	
Motors Plus Inc.	4960	Tow #25 fr twnsp garage to Red Hill Ford	01-437.251	03/26/2013	229.00	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Motors Plus Inc.	5052	Tow #25 to twnsip garage	01-437.251	03/25/2013	275.00	.00	
Motors Plus Inc.	27616	#204-replc shocks/front pads	01-410.251	04/02/2013	832.98	.00	
Motors Plus Inc.	27658	#213-QRS-replc front & rear shocks	01-410.251	03/27/2013	602.58	.00	
Total Motors Plus Inc.:					1,939.56	.00	
Municipal Capital Corp	1387356	Pymt #9 of 12 for 3 - 2011 Dodge Chargers-Interest	01-472.350	04/01/2013	338.62	.00	
Municipal Capital Corp	1387356	Pymt #9 of 12 for 3 - 2011 Dodge Chargers-Princ	01-471.350	04/01/2013	6,471.99	.00	
Total Municipal Capital Corp:					6,810.61	.00	
Nextel Communications	03272013	2013-Mar-Rec	01-452.320	03/27/2013	64.64	.00	
Nextel Communications	03272013	2013-Mar-P-Z Director	01-414.320	03/27/2013	64.64	.00	
Nextel Communications	03272013	2013-Mar-Police	01-410.320	03/27/2013	1,041.45	.00	
Nextel Communications	03272013	2013-Mar-Manager	01-401.320	03/27/2013	64.64	.00	
Nextel Communications	03272013	2013-Mar-DPW	01-430.320	03/27/2013	49.28	.00	
Nextel Communications	03272013	2013-Mar-Code Enforcement Officer	01-413.320	03/27/2013	64.64	.00	
Nextel Communications	03272013	2013-Mar-Asst Mgr/Finance Director	01-402.320	03/27/2013	64.64	.00	
Nextel Communications	03272013	2013-Mar EMC-Tapler	01-415.320	03/27/2013	90.63	.00	
Total Nextel Communications:					1,504.56	.00	
PENNBC	03252013	2013-Nicolo membership	01-413.420	03/25/2013	50.00	.00	
Total PENNBC:					50.00	.00	
PPL Electric Utilities	03202013	70730-17005-Mar 2013	01-409.361	03/20/2013	1,017.13	.00	
PPL Electric Utilities	03202013	61089-84001-Mar 2013	01-409.361	03/20/2013	646.23	.00	
PPL Electric Utilities	03202013	92051-48008-Mar 2013	01-409.361	03/20/2013	894.41	.00	
PPL Electric Utilities	03212013	94340-19001-Mar 2013	01-451.361	03/21/2013	140.01	.00	
PPL Electric Utilities	03252013	93760-01007-Mar 2013	01-451.361	03/25/2013	16.07	.00	
PPL Electric Utilities	03272013	63580-10005-Mar 2013	01-451.361	03/27/2013	16.53	.00	
PPL Electric Utilities	03272013	10550-10002-Mar 2013	01-451.361	03/27/2013	26.23	.00	
Total PPL Electric Utilities:					2,756.61	.00	
Reliable Heating & Plumbin	13932	DPW-install sink/faucet/piping in garage & 2sinks/fauc	01-409.373	03/29/2013	4,570.00	.00	
Total Reliable Heating & Plumbing:					4,570.00	.00	
Safariland LLC	13-039218	Forensics reagent	01-410.240	03/26/2013	37.91	.00	
Safariland LLC	13-034303	Forensics-reagents	01-410.240	03/18/2013	130.72	.00	
Total Safariland LLC:					168.63	.00	
School Outfitters	INV11138075-	Emerg Mgmt:whiteboard	01-451.260	03/20/2013	493.82	.00	
School Outfitters	INV11138075-	Police:whiteboard	01-410.260	03/20/2013	1,000.00	.00	
Total School Outfitters:					1,493.82	.00	
Seitz Bros Exterminating C	03192013	2013-Annex Bldg	01-401.315	03/19/2013	452.47	.00	
Seitz Bros Exterminating C	03192013	2013-ESFC bldg	01-401.315	03/19/2013	498.75	.00	
Total Seitz Bros Exterminating Co:					951.22	.00	
Shelly Enterprises Inc.	8038285	wood for trailer for parks	01-451.375	03/21/2013	194.40	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Shelly Enterprises Inc.:					194.40	.00	
Sherwin Williams	5566-8	paint for parks trailer	01-437.375	03/25/2013	107.78	.00	
Total Sherwin Williams:					107.78	.00	
Spillman Farmer Architects	26479	Security Upgrade Proj-2/2013	01-409.600	03/19/2013	1,498.20	.00	
Total Spillman Farmer Architects:					1,498.20	.00	
Staples Business Advantag	3195410034	caution floor signs/wipes/sponges/dish dtrgnt	01-409.240	03/21/2013	64.02	.00	
Total Staples Business Advantage:					64.02	.00	
Staples Credit Plan	03282013	Inv#76606-Police-ink cartridges/sheet protectors/binde	01-410.240	03/28/2013	230.08	.00	
Staples Credit Plan	03282013	Inv#91136-printing for twmsp egg hunt	01-452.200	03/28/2013	119.70	.00	
Staples Credit Plan	03282013	Inv#91939-traffic signal plans	01-401.342	03/28/2013	11.84	.00	
Staples Credit Plan	03282013	Inv#93269-fax machine DPW	01-430.260	03/28/2013	149.99	.00	
Staples Credit Plan	03282013	Inv#14409-monitor for Martucci/ink cartridges for P-Z	01-407.319	03/28/2013	56.00	.00	
Staples Credit Plan	03282013	Inv#14409-monitor for Martucci/ink cartridges for P-Z	01-414.240	03/28/2013	87.96	.00	
Staples Credit Plan	03282013	Inv#93447-right-to-know	01-401.343	03/28/2013	17.77	.00	
Staples Credit Plan	03282013	Inv#93508-right-to-know	01-401.343	03/28/2013	2.96	.00	
Total Staples Credit Plan:					676.30	.00	
Starr Uniform Center	74761	armor express vest/external carriers	01-410.260	03/18/2013	1,325.00	.00	
Total Starr Uniform Center:					1,325.00	.00	
Staver Hydraulics Co Inc	P-76404-0	Fitting for salt spreader	01-437.375	03/15/2013	16.35	.00	
Total Staver Hydraulics Co Inc:					16.35	.00	
Stotz/Fatzinger Office Sup	86083	Admin-post-its/batteries/envelopes	01-401.240	04/02/2013	71.55	.00	
Stotz/Fatzinger Office Sup	85981	Envelopes	01-403.240	04/02/2013	132.50	.00	
Total Stotz/Fatzinger Office Supply:					204.05	.00	
Stratix Systems Inc	13482738	48 of 63 lease for copiers	01-401.375	03/21/2013	541.10	.00	
Total Stratix Systems Inc:					541.10	.00	
Tapler, Jeffrey	04012013	EMC stipend -Apr 2013	01-415.139	04/01/2013	250.00	.00	
Total Tapler, Jeffrey:					250.00	.00	
U.S. Postal Service	03282013	Refill Postage Meter	01-401.325	03/28/2013	1,000.00	.00	
Total U.S. Postal Service:					1,000.00	.00	
UGI Utilities Inc.	03212013	504043172815-Mar 2013	01-409.230	03/21/2013	1,128.44	1,128.44	04/03/2013
UGI Utilities Inc.	03212013	504043200800-Mar 2013	01-409.230	03/21/2013	1,300.18	1,300.18	04/03/2013
UGI Utilities Inc.	03212013	504043200901-Mar 2013	01-409.230	03/21/2013	2,531.69	2,531.69	04/03/2013
Total UGI Utilities Inc.:					4,960.31	4,960.31	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
US Bank	3361958	3/1/2013-2/28/2014 Service Fee	01-492.200	03/25/2013	500.00	.00	
Total US Bank:					500.00	.00	
Total General Fund:					54,055.39	4,960.31	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Fire Fund							
Berks County Intermediate	00053831	2013 real estate tax bills	03-480.454	03/27/2013	487.82	.00	
Berks County Intermediate	00053808	2013 real estate Delinquent Extract	03-480.454	03/27/2013	4.32	.00	
Total Berks County Intermediate Unit:					492.14	.00	
Binder's Automotive Inc	15801	ESFC-inspect 2000 Chev Tahoe	03-411.374	01/23/2013	83.23	.00	
Total Binder's Automotive Inc:					83.23	.00	
Ecco Communications LLC	61608	WSFC-#31-31-realign both radio interface units	03-412.374	03/18/2013	200.00	.00	
Total Ecco Communications LLC:					200.00	.00	
Farm & Home Oil Compan	764122	Unleaded	03-413.231	03/26/2013	407.10	.00	
Farm & Home Oil Compan	764060	Diesel	03-413.231	03/26/2013	913.83	.00	
Total Farm & Home Oil Company:					1,320.93	.00	
Minger Treasurer, Linda J	03262013	2013- Tax Dist Acct service fees	03-480.454	03/26/2013	26.52	.00	
Total Minger Treasurer, Linda J:					26.52	.00	
Penn Commercial Vehicle	3144633	WSFC-#31-12-repair transmission leak	03-412.374	03/15/2013	693.00	.00	
Total Penn Commercial Vehicle Solutions:					693.00	.00	
PenTeleData	B1942728	ESFC-Cable-Apr 2013	03-411.320	03/24/2013	60.07	.00	
Total PenTeleData:					60.07	.00	
Salisbury Township	04102013	1Q2013 ESFCo utility inv	03-411.320	04/10/2013	76.45	.00	
Total Salisbury Township:					76.45	.00	
Shop One Fire Apparatus	6669	WSFC-#31-12-replc control module	03-412.374	03/06/2013	1,827.96	.00	
Shop One Fire Apparatus	6663	WSFC-#31-11-fix ladder rack/stops/adjustments	03-412.374	02/25/2013	400.00	.00	
Total Shop One Fire Apparatus:					2,227.96	.00	
UGI Utilities Inc.	03212013	502022721012-ESFC-Mar 2013	03-411.320	03/21/2013	1,028.63	1,028.63	04/03/2013
Total UGI Utilities Inc.:					1,028.63	1,028.63	
Total Fire Fund:					6,208.93	1,028.63	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Library Fund							
Berks County Intermediate	00053831	2013 real estate tax bills	04-480.454	03/27/2013	159.65	.00	
Berks County Intermediate	00053808	2013 real estate Delinquent Extract	04-480.454	03/27/2013	1.41	.00	
Total Berks County Intermediate Unit:					161.06	.00	
Minger Treasurer, Linda J	03262013	2013- Tax Dist Acct service fees	04-480.454	03/26/2013	7.74	.00	
Total Minger Treasurer, Linda J:					7.74	.00	
Total Library Fund:					168.80	.00	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Water Fund							
Allentown, City of	067969	2013-Feb water	06-448.367	03/19/2013	59,776.26	.00	
Total Allentown, City of :					59,776.26	.00	
Dallas Data Systems Inc.	22385	Final pymt for Clarity conversion	06-448.319	02/01/2013	500.00	.00	
Total Dallas Data Systems Inc.:					500.00	.00	
Eastern Auto Parts Wareho	3-203845	#31-front brake pads	06-448.251	03/22/2013	32.89	.00	
Total Eastern Auto Parts Warehouse:					32.89	.00	
Facchiano Iron Works Inc.	23119	fabricate 4 curb keys	06-448.260	04/01/2013	545.56	.00	
Total Facchiano Iron Works Inc.:					545.56	.00	
Farm & Home Oil Compan	764122	Unleaded	06-448.231	03/26/2013	203.55	.00	
Farm & Home Oil Compan	764060	Diesel	06-448.231	03/26/2013	243.69	.00	
Total Farm & Home Oil Company:					447.24	.00	
Ferguson Waterworks	0290611	wheels for pipe cutter	06-448.375	03/25/2013	110.70	.00	
Total Ferguson Waterworks:					110.70	.00	
Nextel Communications	03272013	2013-Mar-Utility Dept	06-448.320	03/27/2013	24.64	.00	
Total Nextel Communications:					24.64	.00	
Service Tire Truck Centers	I14277-01	#32-flat repair	06-448.251	03/26/2013	11.97	.00	
Total Service Tire Truck Centers:					11.97	.00	
Staples Credit Plan	03282013	Inv#14409-monitor for Martucci/ink cartridges for P-Z	06-448.319	03/28/2013	28.00	.00	
Total Staples Credit Plan:					28.00	.00	
U.S. Postal Service	04022013	2013-April mailing of utility invoices	06-448.325	04/02/2013	722.53	722.53	04/04/2013
Total U.S. Postal Service:					722.53	722.53	
Wachs Co, E. H.	INV083139	Valve turner switch	06-448.260	03/13/2013	133.56	.00	
Total Wachs Co, E. H.:					133.56	.00	
Total Water Fund:					62,333.35	722.53	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Sewer Fund							
Dallas Data Systems Inc.	22385	Final pymt for Clarity conversion	08-429.319	02/01/2013	500.00	.00	
Total Dallas Data Systems Inc.:					500.00	.00	
Eastern Auto Parts Wareho	3-203845	#31-front brake pads	08-429.251	03/22/2013	32.90	.00	
Total Eastern Auto Parts Warehouse:					32.90	.00	
Farm & Home Oil Compan	764122	Unleaded	08-429.231	03/26/2013	203.55	.00	
Farm & Home Oil Compan	764060	Diesel	08-429.231	03/26/2013	243.69	.00	
Total Farm & Home Oil Company:					447.24	.00	
Graphic Controls LLC	KY2874	chart pens-sewer deptmnt	08-429.240	03/15/2013	395.43	.00	
Total Graphic Controls LLC:					395.43	.00	
PPL Electric Utilities	03202013	35530-02004-Mar 2013	08-429.361	03/20/2013	21.26	.00	
PPL Electric Utilities	03252013	82960-01000-Mar 2013	08-429.361	03/25/2013	22.54	.00	
PPL Electric Utilities	03252013	64170-11008-Mar 2013	08-429.361	03/25/2013	22.80	.00	
PPL Electric Utilities	03252013	33760-14008-Mar 2013	08-429.361	03/25/2013	20.81	.00	
PPL Electric Utilities	03272013	21780-10003-Mar 2013	08-429.361	03/27/2013	27.36	.00	
PPL Electric Utilities	03272013	20380-10009-Mar 2013	08-429.361	03/27/2013	20.20	.00	
PPL Electric Utilities	03282013	39790-24008-Mar 2013	08-429.361	03/28/2013	336.77	.00	
PPL Electric Utilities	03282013	95425-66011-Mar 2013	08-429.361	03/28/2013	21.52	.00	
PPL Electric Utilities	03282013	31590-08002-Mar 2013	08-429.361	03/28/2013	21.56	.00	
PPL Electric Utilities	04012013	49200-35001-Apr 2013	08-429.361	04/01/2013	39.56	.00	
Total PPL Electric Utilities:					554.38	.00	
Service Tire Truck Centers	I14277-01	#32-flat repair	08-429.251	03/26/2013	11.98	.00	
Total Service Tire Truck Centers:					11.98	.00	
Staples Credit Plan	03282013	Inv#14409-monitor for Martucci/ink cartridges for P-Z	08-429.319	03/28/2013	28.00	.00	
Total Staples Credit Plan:					28.00	.00	
U.S. Postal Service	04022013	2013-April mailing of utility invoices	08-429.325	04/02/2013	722.53	722.53	04/04/2013
Total U.S. Postal Service:					722.53	722.53	
Verizon	03252013	2013-Mar- 868-8310-Cardinal Dr Pump Stn	08-429.320	03/25/2013	29.99	.00	
Total Verizon:					29.99	.00	
Total Sewer Fund:					2,722.45	722.53	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Refuse & Recycling Fund							
Dallas Data Systems Inc.	22385	Final pymt for Clarity conversion	10-407.319	02/01/2013	500.00	.00	
Total Dallas Data Systems Inc.:					500.00	.00	
Staples Credit Plan	03282013	Inv#14409-monitor for Martucci/ink cartridges for P-Z	10-407.319	03/28/2013	27.99	.00	
Total Staples Credit Plan:					27.99	.00	
U.S. Postal Service	04022013	2013-April mailing of utility invoices	10-401.325	04/02/2013	722.54	722.54	04/04/2013
Total U.S. Postal Service:					722.54	722.54	
Waste Management Inc	0385886-2392-	2013-Apr service	10-427.300	04/01/2013	124,625.00	.00	
Total Waste Management Inc:					124,625.00	.00	
Total Refuse & Recycling Fund:					125,875.53	722.54	

Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Highway Aid Fund							
International Salt Company	00426475	Bulk ice control	35-432.245	03/31/2013	8,973.65	.00	
Total International Salt Company LLC:					8,973.65	.00	
PPL Electric Utilities	03202013	49130-02001-Mar 2013	35-433.362	03/20/2013	25.40	.00	
PPL Electric Utilities	03212013	99940-01007-Mar 2013	35-433.362	03/21/2013	23.59	.00	
PPL Electric Utilities	03212013	05340-01002-Mar 2013	35-433.362	03/21/2013	23.52	.00	
PPL Electric Utilities	03212013	53875-61004-Mar 2013	35-433.362	03/21/2013	24.27	.00	
PPL Electric Utilities	03252013	89989-11003-Mar 2013	35-433.362	03/25/2013	23.82	.00	
PPL Electric Utilities	03282013	95790-09009-Mar 2013	35-433.362	03/28/2013	16.23	.00	
PPL Electric Utilities	03282013	72390-08002-Mar 2013	35-433.362	03/28/2013	16.14	.00	
Total PPL Electric Utilities:					152.97	.00	
Total Highway Aid Fund:					9,126.62	.00	
Grand Totals:					260,491.07	8,156.54	

Date: _____

President: _____

Board of Commissioners

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
MARCH 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 February 28, 2013 and the list of Bills Payable for the period 3/9/2013-3/22/2013, broken down as follows:

\$89,007.75 = GENERAL
\$14,293.08 = FIRE
\$0 = LIBRARY
\$12,574.03 = WATER
\$99,027.04 = SEWER
\$263.70 = REFUSE & RECYLCING
\$0 _____ = HIGHWAY AID
\$215,165.60 = 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

March 14, 2013

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

NEW BUSINESS

Iryln/Foothill Road Residents Meeting.

Mr. Soriano stated that the Township is in receipt of a letter from residents on Iryln and Foothill Roads which requests that the Board review three issues with Iryln and Foothill Roads. He noted that the first issue raised is stormwater runoff from Church Road eroding Iryln Road. The second issue is that the residents believe the Township should share some responsibility for the clean-up of fallen trees since the Township required Mr. Myron Haydt to build a detention pond and runoff ditch for his new development. They allege that the pond and ditch have weakened the land surrounding the major portion of the area and has had a direct impact on the trees that have fallen. Mr. Soriano stated that the third issue raised by the residents is that they believe any restoration or repair to Iryln and Foothill Roads will directly impact what happens with the headwaters at Trout Creek.

Mr. Soriano stated that the Board had members of the Township staff review the issues and comment on it. He stated that the Directors of Public Works and Planning and Zoning have reviewed the matter, and following their review, he sent a letter to the residents indicating the findings. Mr. Soriano commented that first, they ascertained the status of Foothill and Iryln Roads in reference to Township responsibility and they have found no records that have indicated that those two roads have been formally accepted by the Township; therefore, the roads are private and are the responsibility of the property owners who have access rights to Church Road from those two roads.

Mr. Soriano stated that the staff members also looked at water runoff from Church Road and after an onsite inspection, it was determined that the drainage ditch and runoff from Church Road have not impacted the private road. He noted that the Director of Planning and Zoning also looked at the issue concerning the adjacent detention pond that was constructed by Mr. Myron Haydt, and Ms. Sopka determined that the pond is functional in accordance with the approved subdivision plan. Also, Ms. Sopka had contacted the owner, Mr. Haydt, and he indicated that he had removed the fallen trees from the roadway that were from the two storms that hit the area. Mr. Soriano noted that Ms. Sopka did not find any evidence that the detention pond and runoff ditch contributed to the weakened land area or had direct impact on the trees that fell.

Mr. Soriano stated that in respect to the third point raised by the residents, that any restoration or repairs to Iryln and Foothill Roads will directly impact the wetlands and that any repairs seem to be beyond the legal control of the resident, the Township has not found any legal bearing on land which the Township does not own. He noted that likewise, any restoration of the roads would fall beyond the legal control of the Township.

Ms. Barbara Baldwin from 2010 Foothill Road was present to address the Board on behalf of the residents from Foothill and Iryln Roads. She stated that in response to the Township letter, the residents are requesting the assistance of the Township to aid them in repairing the road. She stated that they need to find out who owns the roads in order to find out whose responsibility it is to clear the roads of future fallen trees. Ms. Baldwin noted that the residents have cleared the roads each time, contrary to the response from Mr. Haydt.

Ms. Baldwin stated that in consulting with a licensed Civil Engineer concerning the downed trees in Mr. Haydt's swale, his opinion is that the trees are falling due to exposure to high winds. She hypothesized that Mr. Haydt's work to clear the area to construct the stormwater swale

removed perimeter trees which protected the interior growth of trees that were never exposed to high winds during their growth and therefore never developed strong enough root systems for the current wind exposure.

Ms. Baldwin commented that in reference to stormwater runoff from Church Road, the opinion of the Engineer about the erosion issues is that the Township is draining stormwater from Church Road into the drainage ditch on Irlyn Road, which does not have the capacity suitable to convey the runoff from Church Road. In addition, she noted that the Engineer alleges that debris from Church Road washes into the ditch, filling it and causing stormwater to flow over the lane. As a result, a high amount of moisture infiltrates into the subgrade under the lane, causing the asphalt to deteriorate especially during cold months when freezing temperatures causes the ground to expand.

Ms. Baldwin stated that the Engineer believes the Township has a responsibility to engineer and construct proper drainage of a public right-of-way area that does not cause damage to adjacent private properties. She requested that the Township provide them with the stormwater studies done on Church Road in order to see if the Township ever considered the impacts it would have on the lane. Ms. Baldwin also requested that the Township Engineer meet with the residents on site to further evaluate and validate their Engineer's findings.

Commissioner Brinton questioned when Irlyn Road was resurfaced. Ms. Baldwin stated that it has been patched numerous times, but never been resurfaced. Commissioner Brinton questioned how long ago the road was put in. Ms. Baldwin responded the asphalt was laid in the 1960's and then re-paved in the 1980's. She stated that the road was not in disrepair until the heavy trash trucks started driving on the road.

Commissioner Martucci questioned if there were Ordinances requiring Mr. Haydt to clean up fallen trees on his property. Ms. Sopka stated that the issue would be considered a civil matter between neighbors. Ms. Sopka commented that the majority of the area where the fallen trees had occurred is wetlands, which is under the jurisdiction of the Army Corp of Engineers and there are a lot of restrictions when removing those trees.

Commissioner Martucci inquired the life expectancy of a road built to those standards. Mr. Tettemer replied that a road constructed like that with no stone base gets worn out by natural use, so 20-25 years is normal.

Commissioner Martucci inquired if the drainage ditch along Irlyn Road is a Township drainage ditch. Mr. Andreas replied that no, it is a roadside swale that runs along the length of the private road. He stated that the pipe is minimal in size and nature and not able to create a large erosion problem.

Ms. Baldwin questioned what the solution is for the residents so that they do not incur more flooding of the road and the further demise of it. Mr. Andreas stated that the residents could repave or reconstruct it and then define a roadside swale to keep the water flowing along the side of the lane, rather than giving it the ability to meander and find its own path.

Commissioner Brown suggested sending Mr. Tetteimer to the site and having him report his findings to the Board. Ms. Baldwin provided Mr. Tetteimer with her contact information.

Motion by Commissioner Martucci, seconded by Commissioner Ackerman, to authorize the Township Engineer to make an onsite inspection and issue a report to the Board of Commissioners.

Roll Call:

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

The Motion passed by 5-0.

RESOLUTIONS

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

Mr. Soriano noted that the Township expects to submit a Grant application in the amount of approximately \$180,000 to use for the development of the Lindberg Park Perimeter Trail. He stated that the Grant requires the Board authorize someone to sign the signature page, and historically, he has been given the authority to do so. Mr. Soriano commented that the submittal of the Grant is due by April 10, 2013.

Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to adopt a Resolution for an Application submittal to DCNR and to authorize the Township Manager to sign the signature page for the community Conservation Partnership Program Grant application.

Roll Call:

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

The Motion passed by 5-0.

ORDINANCES

None.

MOTIONS

Proclaiming the Month of April 2013 as Volunteer Month.

Mr. Soriano stated that the Proclamation is a prequel to the Volunteer Recognition Dinner. He stated that once the Proclamation is approved, the nominees will be presented a certificate a Volunteer Recognition Dinner hosted by the Board on April 18, 2013.

Mr. Soriano read the Proclamation into the record.

Motion by Commissioner Brinton, seconded by Commissioner Martucci, to proclaim the month of April 2013 as Volunteer Month.

Roll Call:

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

The Motion passed by 5-0.

Policies on Utility Billing Payment Posting, Collections, and Returned Payments.

Mr. Soriano stated that the three policies would allow the Finance Department to operate within set rules sanctioned by the Board. He noted that due to the many inquires about how the Township has applied procedures for the billing and collection of water, sewer and refuse/recycling, it would be best to memorialize these practices in a form of a policy which would establish continuity.

Mr. Soriano introduced the Policies: Utility Billing Payment Posting Policy, Utility Billing Collections Policy and Procedures, and Returned Payments Procedure Policy.

Motion by Commissioner Martucci, seconded by Commissioner Brinton, to approve the Policies as presented, contingent on a final review by the Township Solicitor.

Roll Call:

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

The Motion passed by 5-0.

Payment Application #1 – CCTV, Pressure Testing & Grouting – Sanitary Sewer Project.

Mr. Soriano stated that the payment amount is \$62,217.90. He noted that there is retainage associated with the payment and there is also a change order requesting additional work.

Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to approve Payment Application #1 to Sewer Specialty Services Co., Inc. in the amount of \$62,217.90.

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 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.

Mr. Soriano stated that there are some repairs needed that are outside the scope of work of the original Contract. He noted that the Contract is \$20,000 under budget for the work completed to date. Mr. Soriano commented that if the Change Order is approved, the Township will still be approximately \$12,000 under budget.

Motion by Commissioner Ackerman, seconded by Commissioner Martucci, 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.

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 announced that the Township has hired Mr. Stephen Sayers for the Drop-off Center Operator position.

Mr. Soriano stated that the Valley Mountain Bikers have changed officers and Mr. Jon Roth was present to address the Board as their new President.

Mr. Roth stated that the trail systems have not changed in any way as far as any new trails. Commissioner Martucci noted that he received a complaint from a resident who stated that the Mountain Bikers are cutting new trails above and beyond the existing trails. Mr. Roth stated that part of Walking Purchase Park had a lot of destruction from Hurricane Sandy which made the trail impassable so they had to cut a lot of trees to fix it. He noted that what might have happened is that because of the sheer amount of timber that was there, and the inability to clear that in quick manner, there was a temporary bypass installed to get people passed that dangerous area. Mr. Roth commented that their policy is that no new trails are ever installed without the landowner's permission.

The Board requested that the Mountain Bikers come before them twice a year to provide updates.

Mr. Soriano stated that Spillman Farmer has approved all the drawings for the security upgrades at the Municipal Building and the project will begin shortly. He noted that the construction will take place during off-hours to minimize the disruption to the staff.

Commissioner Brinton announced that she and Commissioner Martucci attended the meeting with Senator Mensch at the Upper Saucon Township Building. She noted that it was a nice forum and she would like to address some issues at an upcoming meeting.

Commissioner Ackerman thanked the Recreation Advisory Committee for their efforts with Egg Hunt on March 23rd at Lindberg Park.

Commissioner Brown inquired about the large number of parking tickets written at the Lehigh Valley Hospital in February. Chief Stiles stated that most of the tickets were written in January but the monies were not collected until February, which is when it was put in the report.

ADJOURNMENT

Commissioner Martucci made a Motion to adjourn the Meeting, seconded by Commissioner Brinton. The time was 8:33 p.m.

Respectfully submitted,

Randy Soriano

Secretary

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

Approved and certified on this date:

Randy Soriano

Date

SEAL

DRAFT

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Workshop Meeting
April 11, 2013
7:30 p.m.
(approximate time)

Topics of discussion:

1. Library Tax.