

**SALISBURY TOWNSHIP**  
**Lehigh County, Pennsylvania**  
**Board of Commissioners Meeting**  
**Regular Meeting Agenda—July 25, 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 7/6/2013 – 7/19/2013***

**5. Approval of the Minutes –*July 11, 2013***

**6. New Business**

**A. ORDINANCES**

None

**B. RESOLUTIONS**

1. Resolution - Authorizing the submission of a Grant Application to the DCED Marcellus Legacy Fund Greenways, Trails and Recreation Program for the development of a Master Site Plan for Laubach Park.

**C. MOTIONS**

1. Motion – LVHN-VIA Marathon request
2. Motion to authorize Alan Kunsman Roofing & Siding to repair Municipal Roof
3. Motion - Legacy Place - Letter requesting an extension of time

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

**8. Adjournment**

*\*Workshop to follow regular meeting*

*\*Executive Session*

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
<b>General Fund</b>							
Anda Car Wash	06302013	2013-June-Police car washes	01-410.251	06/30/13	52.50	.00	
Total Anda Car Wash:					52.50	.00	
AT&T Mobility	287252716350	wireless charges for 5 tablets-7/2013	01-415.320	07/04/13	90.80	.00	
Total AT&T Mobility:					90.80	.00	
Baillie, Genevieve	07052013	mileage:plygrnd progrm	01-452.240	07/05/13	136.73	.00	
Baillie, Genevieve	07192013	mileage:plygrnd progrm	01-452.240	07/19/13	150.29	.00	
Total Baillie, Genevieve:					287.02	.00	
Beck, Charles	07092013	Plann Comm Mtg-07/09/2013	01-414.220	07/09/13	30.00	.00	
Total Beck, Charles:					30.00	.00	
Berks County Intermediate	00059009	2013-5 interims-postage	01-403.325	07/05/13	2.30	.00	
Total Berks County Intermediate Unit:					2.30	.00	
CodeMaster	CDM-014-97	2013-June-Residential inspections	01-413.307	06/30/13	5,184.80	.00	
CodeMaster	CDM-014-97	2013-June-Commercial inspections	01-413.306	06/30/13	60.00	.00	
CodeMaster	CDM-014-97	2013-June-Comm Plan Review	01-413.308	06/30/13	250.00	.00	
Total CodeMaster:					5,494.80	.00	
Davidheiser's Inc.	115936	2 new vehicles-Cars Tested & Certified-July 2013	01-410.251	07/08/13	80.00	.00	
Total Davidheiser's Inc.:					80.00	.00	
DCED	06302013	2Q2013 Permit Fees	01-414.318	06/30/13	516.00	.00	
Total DCED:					516.00	.00	
Deer Park	03G043648157	2013-June-Acct#0436481576-DPW	01-409.366	06/21/13	15.40	.00	
Deer Park	03G043648154	2013-June-Acct#0436481543-Police	01-409.366	06/21/13	8.80	.00	
Deer Park	03G043648152	2013-June-Acct#0436481527-Admin	01-409.366	06/21/13	19.80	.00	
Total Deer Park:					44.00	.00	
Fonzone & Ashley	50436	2013-June-Amendments/Revisions to SALDO Ord	01-404.310	07/01/13	275.00	.00	
Fonzone & Ashley	50427	2013-June-Planning Commission	01-414.310	07/01/13	1,562.00	.00	
Fonzone & Ashley	50421	2013-June-Bankruptcy	01-404.310	07/01/13	55.00	.00	
Fonzone & Ashley	50426	2013-June-Sheriff's sale	01-404.310	07/01/13	44.00	.00	
Fonzone & Ashley	50438	2013-June-Municipal liens	01-404.310	07/01/13	500.00	.00	
Fonzone & Ashley	50434	2013-June-ESFC pumper truck	01-404.310	07/02/13	22.00	.00	
Fonzone & Ashley	50433	2013-June-Fainor vs LCB of Assment Appeals	01-404.310	07/01/13	22.00	.00	
Fonzone & Ashley	50431	2013-June-Herczeg-assessment appeal	01-404.310	07/01/13	55.00	.00	
Fonzone & Ashley	50430	2013-June-Minors vs LC	01-404.310	07/01/13	55.00	.00	
Fonzone & Ashley	50428	2013-June-Monthly Meetings	01-404.310	07/01/13	1,884.88	.00	
Fonzone & Ashley	50439	2013-June-MERT	01-404.310	07/01/13	110.00	.00	
Fonzone & Ashley	50423	2013-June-Re-apportionment of Wards	01-404.310	07/01/13	22.00	.00	
Fonzone & Ashley	50424	2013-June-Renninger-assessment appeal	01-404.310	07/01/13	132.00	.00	
Fonzone & Ashley	50422	2013-June-Steven vs STZHB	01-404.310	07/01/13	110.00	.00	
Fonzone & Ashley	50178	Reimb inv:St Lukes-Riverside Dr	01-404.318	05/01/13	209.00	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Fonzone & Ashley	50289	Reimb inv:St Lukes-Riverside Dr	01-404.318	06/01/13	55.00	.00	
Fonzone & Ashley	50302	Reimb inv:Legacy	01-404.318	06/01/13	979.00	.00	
Fonzone & Ashley	50168	Reimb inv:Legacy	01-404.318	05/01/13	407.00	.00	
Fonzone & Ashley	50247	Reimb inv:Legacy	01-404.318	05/15/13	198.00	.00	
Total Fonzone & Ashley:					6,696.88	.00	
Foulke, Samantha	07152013	tennis clinic-plygrnd program	01-452.240	07/15/13	200.00	.00	
Total Foulke, Samantha:					200.00	.00	
Gebhardtts	650996	Name plate/holder	01-401.240	06/06/13	21.82	.00	
Total Gebhardtts:					21.82	.00	
Giant Food Stores Inc.	227013	popsicles for playground program	01-452.240	07/15/13	9.48	.00	
Total Giant Food Stores Inc.:					9.48	.00	
Gillespie Printing	29636	application for park pavilion reservation permit	01-401.342	07/10/13	285.22	.00	
Total Gillespie Printing:					285.22	.00	
Groundhog Lawn & Landsc	07122013	323 E Wayne-trim hedge	01-413.317	07/12/13	25.00	.00	
Total Groundhog Lawn & Landscape:					25.00	.00	
Hallmark Kennels Operatin	2543	Board Fonzie-6/27-7/10/13	01-410.215	07/10/13	260.00	.00	
Total Hallmark Kennels Operating Co:					260.00	.00	
Hassick, Richard	07092013	Plann Comm Mtg-07/09/2013	01-414.220	07/09/13	25.00	.00	
Total Hassick, Richard:					25.00	.00	
Hebelka, Joseph	07092013	Plann Comm Mtg-07/09/2013	01-414.220	07/09/13	25.00	.00	
Total Hebelka, Joseph:					25.00	.00	
Jacoby, Patrick	07052013	mileage-plygrnd program	01-452.240	07/05/13	41.25	.00	
Total Jacoby, Patrick:					41.25	.00	
Keystone Consulting Engin	134497	Reimb inv:Devonshire Park Apartments	01-408.318	05/13/13	128.87	.00	
Keystone Consulting Engin	135435	2013-June-SALDO	01-408.313	07/11/13	2,465.92	.00	
Keystone Consulting Engin	135434	2013-June-Gatta drainage review	01-408.313	07/11/13	226.38	.00	
Keystone Consulting Engin	135013	Reimb inv:Legacy Place	01-408.318	06/10/13	1,838.97	.00	
Keystone Consulting Engin	134506	Reimb inv:Legacy Place	01-408.318	05/13/13	3,116.77	.00	
Total Keystone Consulting Engineers:					7,776.91	.00	
Licht Ph.D., William R.	07092013	Plann Commission Mtg-7/09/2013	01-414.220	07/09/13	25.00	.00	
Total Licht Ph.D., William R.:					25.00	.00	
Madle's Hardware	07162013	park program-garden hose/sprinklers	01-452.240	07/16/13	87.96	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Total Madle's Hardware:					87.96	.00	
McKitish Jr, Stephen J.	07092013	Plann Comm Mtg-07/09/2013	01-414.220	07/09/13	30.00	.00	
Total McKitish Jr, Stephen J.:					30.00	.00	
Miller, Glenn	07092013	Planning Commission-7/09/2013	01-414.220	07/09/13	25.00	.00	
Total Miller, Glenn:					25.00	.00	
Monroe Sysms for Busine	76059A	finance office-ribbons for adding machines	01-402.240	07/16/13	49.54	.00	
Total Monroe Sysms for Business Inc:					49.54	.00	
Motors Plus Inc.	28004	#207-oil change/top off fluid levels	01-410.251	07/09/13	121.12	.00	
Motors Plus Inc.	27998	#203-oil change/top off fluid levels	01-410.251	07/08/13	103.34	.00	
Motors Plus Inc.	27995	#216-oil change/top off fluid levels	01-410.251	07/08/13	121.12	.00	
Motors Plus Inc.	28019	#207-replace sway bar bushings	01-410.251	07/12/13	142.38	.00	
Total Motors Plus Inc.:					487.96	.00	
Municipal Capital Corp	1418523	PAYOFF-princ-3-2011 Dodge Chargers	01-471.350	07/01/13	19,918.50	.00	
Municipal Capital Corp	1418523	PAYOFF-interest-3-2011 Dodge Chargers	01-472.350	07/01/13	361.60	.00	
Total Municipal Capital Corp:					20,280.10	.00	
PA Municipal Health Ins Co	07152013	2013 Aug coverage	01-487.156	07/15/13	69,809.76	.00	
Total PA Municipal Health Ins Coop:					69,809.76	.00	
PA Unemploymnt Compen	07112013	2Q2013-unemployment compensation	01-487.162	07/11/13	2.10	.00	
Total PA Unemploymnt Compenstn Fund:					2.10	.00	
PPL Electric Utilities	07052013	62400-52006-July 2013	01-451.361	07/05/13	18.67	.00	
PPL Electric Utilities	07112013	54060-05002-July 2013	01-451.361	07/11/13	24.06	.00	
Total PPL Electric Utilities:					42.73	.00	
Prestige Packaging Inc	AN2907	toilet tissue/towels/soap/trash bags/bleach	01-409.240	06/27/13	818.41	.00	
Prestige Packaging Inc	AN4309	heavy duty cleaner	01-409.240	07/01/13	128.70	.00	
Prestige Packaging Inc	AN4308	toilet bowl cleaner	01-409.240	07/03/13	59.85	.00	
Prestige Packaging Inc	AN5551	orange degreaser	01-409.240	07/11/13	97.75	.00	
Total Prestige Packaging Inc:					1,104.71	.00	
Schreiter P.L.S., Richard L.	07092013	Plann Comm Mtg-07/09/2013	01-414.220	07/09/13	25.00	.00	
Total Schreiter P.L.S., Richard L.:					25.00	.00	
Service Electric Cable TV	07082013	Prolog Express -July 2013	01-410.315	07/08/13	69.95	.00	
Total Service Electric Cable TV:					69.95	.00	
Service Electric Telephone	07152013	Acct#-0000044158-Minger phone line-7/2013	01-403.240	07/15/13	19.36	.00	
Service Electric Telephone	07152013	Acct#-0000044158-Township phone line.7/2013	01-401.320	07/15/13	534.42	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Total Service Electric Telephone Co:					553.78	.00	
Sopka, Cynthia	07062013	Mar/Apr 2013 mileage/parking	01-414.421	07/06/13	110.82	.00	
Total Sopka, Cynthia:					110.82	.00	
Spillman Farmer Architects	26589	Security Upgrade Proj-May 2013	01-409.600	06/27/13	895.00	.00	
Total Spillman Farmer Architects:					895.00	.00	
Staples Credit Plan	06272013	Inv#2555-P-Z batteries	01-414.240	06/27/13	10.99	.00	
Staples Credit Plan	06272013	Inv#2555-copies of trails in Mtn Purchase Park	01-401.342	06/27/13	26.46	.00	
Staples Credit Plan	06272013	Inv#33750-monitor	01-402.260	06/27/13	139.98	.00	
Staples Credit Plan	06272013	Inv#3496-plygrnd program printing/supplies	01-452.240	06/27/13	356.53	.00	
Staples Credit Plan	06272013	Inv#35858-police-ink	01-410.240	06/27/13	92.95	.00	
Staples Credit Plan	06272013	Inv#37231-APC Back UPS 600G	01-407.261	06/27/13	31.99	.00	
Total Staples Credit Plan:					658.90	.00	
Starr Uniform Center	77941	Holster	01-410.238	07/10/13	116.45	.00	
Starr Uniform Center	77898	Shirts	01-410.238	07/09/13	246.30	.00	
Starr Uniform Center	77714	armor express vest	01-410.238	06/28/13	1,020.00	.00	
Total Starr Uniform Center:					1,382.75	.00	
Stauffer Insurance, C. M.	47687	add two new police cars	01-486.352	07/16/13	976.50	.00	
Total Stauffer Insurance, C. M.:					976.50	.00	
Stotz/Fatzinger Office Sup	92236	plain white envelopes	01-402.240	07/10/13	44.86	.00	
Stotz/Fatzinger Office Sup	CR07092013	returned envelopes ordered in April	01-402.240	07/09/13	37.76-	.00	
Stotz/Fatzinger Office Sup	92541	finance-carpet protector	01-402.260	07/15/13	114.07	.00	
Stotz/Fatzinger Office Sup	92541	finance-correction tape	01-402.240	07/15/13	5.98	.00	
Stotz/Fatzinger Office Sup	92711	wireless mouse/note pads	01-401.240	07/17/13	34.76	.00	
Total Stotz/Fatzinger Office Supply:					161.91	.00	
Suburban Propane-2755	24856	unleaded	01-401.231	06/26/13	183.95	.00	
Suburban Propane-2755	24856	unleaded	01-430.231	06/26/13	367.90	.00	
Suburban Propane-2755	24856	unleaded	01-410.231	06/26/13	2,391.41	.00	
Total Suburban Propane-2755:					2,943.26	.00	
Times News	100302440-07	Ad:Environmental Advisory Committee Mtg-7/17/2013	01-461.341	07/11/13	26.42	.00	
Total Times News:					26.42	.00	
Tractor Supply Credit Plan	06282013	DPW-ratchet straps/gas cans/safety snaps	01-430.240	06/28/13	118.86	118.86	07/15/13
Total Tractor Supply Credit Plan:					118.86	118.86	
United States Treasury	07152013	2012 PCOR Fee	01-406.315	07/15/13	142.00	142.00	07/15/13
Total United States Treasury:					142.00	142.00	
Veritext Mid-Atlantic	PA1789598	ZHB-6/4/2013-transcript	01-414.316	06/29/13	13.00	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Total Veritext Mid-Atlantic:					13.00	.00	
Verizon	07032013	610-433-0563-monitor traffic signals CCB-7/2013	01-410.320	07/03/13	34.77	.00	
Total Verizon:					34.77	.00	
Total General Fund:					122,021.76	260.86	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
<b>Fire Fund</b>							
D & A Emergency Equipme	20409	ESFC-#20-52 replc light bar	03-411.374	07/08/13	3,415.00	.00	
D & A Emergency Equipme	20370	WSFC-salvage pump/entry tool	03-412.240	06/27/13	730.00	.00	
Total D & A Emergency Equipment Inc:					4,145.00	.00	
Hunter Keystone Peterbilt	2-231770166	WSFC-#31-11-Full B service & inspection	03-412.374	06/26/13	487.90	.00	
Total Hunter Keystone Peterbilt LP:					487.90	.00	
PPL Electric Utilities	07152013	82900-03000-July 2013	03-411.320	07/15/13	623.00	.00	
Total PPL Electric Utilities:					623.00	.00	
Service Electric Telephone	07152013	Acct#-0000050426-ESFC-7/2013	03-411.320	07/15/13	77.95	.00	
Total Service Electric Telephone Co:					77.95	.00	
Shop One Fire Apparatus	6768	WSFC-#31-11-install signal bulb	03-412.374	06/10/13	20.54	.00	
Shop One Fire Apparatus	6767	WSFC-31-91-install new battery switch	03-412.374	06/10/13	341.81	.00	
Total Shop One Fire Apparatus:					362.35	.00	
Suburban Propane-2755	24856	unleaded	03-413.231	06/26/13	367.90	.00	
Total Suburban Propane-2755:					367.90	.00	
Totally Absorbent	3151	WSFC-spill socks/buckets	03-412.240	06/22/13	388.00	.00	
Totally Absorbent:					388.00	.00	
Total Fire Fund:					6,452.10	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
<b>Water Fund</b>							
Bethlehem, City of	07092013	2013-June-Hydrant rental	06-448.363	07/09/13	880.00	.00	
Bethlehem, City of	07092013	2013-June-4 resale customers	06-448.368	07/09/13	352.06	.00	
Total Bethlehem, City of:					1,232.06	.00	
PA Municipal Health Ins Co	07152013	2013 Aug coverage	06-487.156	07/15/13	6,648.55	.00	
Total PA Municipal Health Ins Coop:					6,648.55	.00	
PPL Electric Utilities	7/3/2013	59410-04007-July 2013	06-448.361	07/03/13	18.24	.00	
PPL Electric Utilities	07112013	30460-06001-July 2013	06-448.361	07/11/13	561.58	.00	
Total PPL Electric Utilities:					579.82	.00	
Staples Credit Plan	06272013	Inv#37231-APC Back UPS 600G	06-448.319	06/27/13	16.00	.00	
Total Staples Credit Plan:					16.00	.00	
Stauffer Insurance, C. M.	47687	add two new police cars	06-486.352	07/16/13	54.25	.00	
Total Stauffer Insurance, C. M.:					54.25	.00	
Suburban Propane-2755	24856	unleaded	06-448.231	06/26/13	183.95	.00	
Total Suburban Propane-2755:					183.95	.00	
Verizon	07062013	610-435-4231-Flxr Ave wtr pump stn-7/2013	06-448.320	07/06/13	37.34	.00	
Total Verizon:					37.34	.00	
Total Water Fund:					8,751.97	.00	



Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
<b>Sewer Fund</b>							
Fonzone & Ashley	50425	2013-June-sewer agreement billing dispute	08-429.310	07/01/13	33.00	.00	
Total Fonzone & Ashley:					33.00	.00	
Fountain Hill, Borough of	2013-03	3 mo Capital Pymnts-2Q2013	08-429.536	07/08/13	600.00	.00	
Fountain Hill, Borough of	2013-03	2Q2013 sewer	08-429.531	07/08/13	272.94	.00	
Total Fountain Hill, Borough of:					872.94	.00	
PA Department of Environ	07122013	2013-Bummer-certificate to operate wastewater system	08-429.315	07/12/13	60.00	.00	
PA Department of Environ	07122013	2013-Zimmerman-certificate to operate wastewater system	08-429.315	07/12/13	60.00	.00	
Total PA Department of Environmental:					120.00	.00	
PA Municipal Health Ins Co	07152013	2013 Aug coverage	08-487.156	07/15/13	6,648.55	.00	
Total PA Municipal Health Ins Coop:					6,648.55	.00	
PPL Electric Utilities	07012013	49200-35001-July 2013	08-429.361	07/01/13	17.30	.00	
PPL Electric Utilities	07052013	47020-14000-July 2013	08-429.361	07/05/13	16.72	.00	
PPL Electric Utilities	7/3/2013	98810-20005-July 2013	08-429.361	07/03/13	144.13	.00	
PPL Electric Utilities	07102013	15450-07002-July 2013	08-429.361	07/10/13	16.14	.00	
PPL Electric Utilities	07102013	32650-08001-July 2013	08-429.361	07/10/13	17.60	.00	
PPL Electric Utilities	07102013	42850-08008-July 2013	08-429.361	07/10/13	16.14	.00	
PPL Electric Utilities	07112013	08450-07007-July 2013	08-429.361	07/11/13	16.81	.00	
PPL Electric Utilities	07112013	56060-06003-July 2013	08-429.361	07/11/13	16.58	.00	
Total PPL Electric Utilities:					261.42	.00	
Staples Credit Plan	06272013	Inv#37231-APC Back UPS 600G	08-429.319	06/27/13	16.00	.00	
Total Staples Credit Plan:					16.00	.00	
Stauffer Insurance, C. M.	47687	add two new police cars	08-486.352	07/16/13	54.25	.00	
Total Stauffer Insurance, C. M.:					54.25	.00	
Suburban Propane-2755	24856	unleaded	08-429.231	06/26/13	183.95	.00	
Total Suburban Propane-2755:					183.95	.00	
Total Sewer Fund:					8,190.11	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
<b>Refuse &amp; Recycling Fund</b>							
Staples Credit Plan	06272013	Inv#37231-APC Back UPS 600G	10-407.261	06/27/13	16.00	.00	
Total Staples Credit Plan:					16.00	.00	
Waste Management Inc	0390291-2392-	2013-Devonshire-container svc chg-6/19 & monthly rental charge	10-427.303	07/01/13	327.96	.00	
Waste Management Inc	0390292-2392-	2013-Franko disposal container serv charge-6/25 & monthly service charge	10-427.303	07/01/13	330.72	.00	
Total Waste Management Inc:					658.68	.00	
Total Refuse & Recycling Fund:					674.68	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
<b>Highway Aid Fund</b>							
PPL Electric Utilities	7/3/2013	59610-04003-July 2013	35-433.362	07/03/13	31.50	.00	
PPL Electric Utilities	7/3/2013	58010-04003-July 2013	35-433.362	07/03/13	29.38	.00	
PPL Electric Utilities	7/3/2013	32810-04003-July 2013	35-433.362	07/03/13	29.10	.00	
PPL Electric Utilities	7/3/2013	79200-43006-July 2013	35-434.361	07/03/13	11,410.44	.00	
PPL Electric Utilities	7/3/2013	79000-43000-July 2013	35-434.361	07/03/13	581.99	.00	
PPL Electric Utilities	7/3/2013	97159-57000-July 2013	35-433.362	07/03/13	32.23	.00	
PPL Electric Utilities	7/3/2013	96549-22003-July 2013	35-433.362	07/03/13	25.81	.00	
Total PPL Electric Utilities:					12,140.45	.00	
Total Highway Aid Fund:					12,140.45	.00	
Grand Totals:					158,231.07	260.86	

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

President: \_\_\_\_\_  
Board of Commissioners

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
JULY 11, 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 – EXCUSED  
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 – EXCUSED  
John Ashley, Esquire, Township Solicitor  
David Tettermer, representative of Township Engineer, Keystone Consulting Engineers

**NOTIFICATION**

Mr. Soriano informed the attendees that all sessions of the Salisbury Township Board of Commissioners regular meetings are recorded electronically for the purpose of taking the Minutes. All public comments on agenda items will be taken prior to the vote. All public comments related to non-agenda items will be taken after the agenda has been satisfied.

Mr. Soriano announced that the Township records the meetings and archives its tapes and records are available pursuant to the Right-to-Know Law, if requested.

Mr. Soriano reminded everyone of the three minute rule and asked that anyone who wishes to speak come to the podium, sign in, announce oneself, and speak clearly into the microphone. Mr. Soriano added that the speaker can choose not to list his/her address; however, it is preferred that the speaker announce if he or she is a Township resident. He noted that if a resident does not divulge his or her address, it will impair the Township administrative follow-ups on a particular issue.

### **APPROVAL OF THE LIST OF BILLS PAYABLE**

Commissioner Brinton inquired about the contribution to the Lehigh Valley Coalition on Affordable Housing. Ms. Bonaskiewich stated that the Board sanctioned the contribution during the approval of the Budget. Mr. Soriano explained that each community in the suburbs of the City of Allentown donates towards the Coalition for homeless housing. He noted that by making the donation, the Board is contributing to affordable housing.

**Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to approve the list of Bills Payable for the periods of 6/22/2013-7/5/2013, broken down as follows:**

\$114,409.47 = GENERAL  
\$3,136.85 = FIRE  
\$0 = LIBRARY  
\$2,659.84 = WATER  
\$9,822.03 = SEWER  
\$128,046.67 = REFUSE & RECYCLING  
\$156.90 = HIGHWAY AID  
**\$258,953.29 = GRAND TOTAL ALL FUNDS**

#### **Roll Call:**

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

**The Motion passed by 4-0.**

### **MINUTES**

#### **June 27, 2013**

Commissioner Brown declared the June 27, 2013 Regular Meeting Minutes of the Board of Commissioners approved as presented.

### **NEW BUSINESS**

## **ORDINANCES**

None.

## **RESOLUTIONS**

None.

## **MOTIONS**

### **Motion to award Double Bituminous Slurry Seal Bid Project.**

Mr. Soriano stated that on July 1<sup>st</sup>, 2013, the Township opened sealed bids for the application of a double bituminous slurry seal coat on approximately 27,700 linear feet of Township Roads. He noted that in addition, the work will also include 220 tons of scratch/leveling and replacement of the existing pavement markings. The affected roads are as follows: Black River Road, Sour Apple Lane, East Rock Road, Mountain Top Lane, Werleys Lane, West Rock Road, Ironwood Lane, Douglas Road, Chestnut Hill Road, Stoneridge Road, and Gulley Road.

Mr. Soriano commented that the Township received the following three bids: Asphalt Paving Systems, Inc. in the amount of \$189,810; Asphalt Maintenance Solutions in the amount of \$197,235; and Dosch-King in the amount of \$144,720.

Mr. Soriano explained that the apparent low bidder at the time of the opening was Dosch-King; however, the bid was reviewed by the Township Solicitor, and he found that the company only bid on one line item (No. 4 – Double Bituminous Seal Coat); not on the other five requested. Therefore, the bid from Dosch-King was disqualified. Mr. Soriano stated that the second low bid came from Asphalt Paving Systems, Inc. and he noted that Mr. Tettermer provided the Board with a letter reviewing the company.

Commissioner Brinton inquired if the Township informs the bidders of why they were not awarded the job. Mr. Soriano stated that Attorney Ashley will send an explanation letter to the bidders with their bid bond.

Commissioner Brown inquired if Mr. Tettermer has worked with Asphalt Paving Systems, Inc. in the past. Mr. Tettermer replied that he had not, but he checked their references and there were no reasons not to award the bid.

Commissioner Brinton inquired if Mr. Tettermer has worked with any of the other higher bidders. Mr. Tettermer replied that they had, and their recommendations were much better. Mr. Soriano explained that the law requires the Township to take the lowest bidder, regardless of less-than-stellar references.

Commissioner Brinton went on record to say that she will not approve any extra money above and beyond what is awarded to the contractor in their bid.

**Motion by Commissioner Seagreaves, seconded by Commissioner Ackerman, to award the bid for the Double Bituminous Slurry Seal Project to Asphalt Paving Systems, Inc., 500 N. Egg Harbor Road, Hammonton, NJ 08037, in the amount of \$189,810.**

**Roll Call:**

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

**The Motion passed by 4-0.**

**Motion to authorize the execution of the Lehigh County MERT Agreement.**

Mr. Soriano reminded the Board that last year, he and Attorney Ashley engaged in several discussions with District Attorney Martin to revise the language in the MERT Agreement, specifically in Clause G, to better address the liability issues concerning the signatories of the Agreement. He stated that the County finally agreed to revise the language to place more liability on them while the assigned officer is under their control.

Chief Stiles stated that they have started the process of joining the MERT Team by assigning an officer on an as-needed basis. He noted that the officer has started his training and testing and will be available shortly to join the Team on call-outs. Chief Stiles commented that he has also appointed a second officer to take the place of the first officer in case he would ever decide to leave the Team.

**Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to authorize the execution of the Lehigh County MERT Agreement.**

**Roll Call:**

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

**The Motion passed by 4-0.**

**PRIVILEGE OF THE FLOOR**

Mr. Soriano expressed his condolences to the family of Mr. Dean Drey, a retired Public Works Department employee who passed away recently. Mr. Soriano stated that the Recreation Committee is requesting to honor Mr. Drey by way of planting a memorial tree at Franko Farm Park.

**Motion by Commissioner Brinton, seconded by Commissioner Ackerman, to authorize the purchase of an oak tree and plaque for approximately \$400 to be planted at Franko Farm Park in memory of Mr. Dean Drey.**

**Roll Call:**

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

**The Motion passed by 4-0.**

Mr. Soriano stated that the Recreation Director has brought to his attention an activity called “slacklining” that is being practiced at Lindberg Park. He explained that it is like tightrope walking in that it is the practice of balancing oneself by using nylon and polyester tension between two anchor points. Mr. Soriano commented that Ms. Baillie is concerned because people are using the trees at the park as the anchors. Mr. Soriano suggested revising the current Ordinance to forbid this practice in the parks due to liability issues. A discussion ensued and it was the consensus of the Board not to regulate the behavior.

Mr. Soriano stated that Mrs. Pappas of Van Vetchen Avenue has again brought forth concerns about the “No Parking” signs on the west side of her street. He noted that she was denied a driveway permit because of where she proposed the driveway location. Mr. Soriano explained that if she would move the driveway a little further towards the other lot she owns, she would probably be able to meet the setbacks and therefore, be granted the permit. Mr. Soriano commented that Mrs. Pappas is unable to move forward with a driveway at this time due to financial reasons, but he questioned if the no parking area could be revised to make the area from Lehigh Avenue to Maryland Avenue instead. Chief Stiles requested to do a study in the area to find out what impact it would make if the rule is rescinded.

Mr. Colby Jackson and Ms. Rita Bittner, both of Lehigh Avenue, presented a petition with 45 signatures to the Board requesting to create speed humps on Lehigh Avenue. Mr. Jackson stated that the neighbors have witness people driving at excessive speeds and they are concerned for the safety of the people at Laubach Park. Mr. Soriano inquired if PennDOT regulates speed humps. Mr. Tettemer stated that since Lehigh Avenue is a Township road, it would be considered a Township issue. He commented that one of the best ways to calm traffic is have everyone sign a petition that instead says that they all agree to go the speed limit. Chief Stiles stated that the Police Department will do a speed and traffic survey on that street.



Commissioner Brinton inquired about a letter she received in regards to water testing. Mr. Andreas stated that the Township tests the water as required by DEP on a daily, monthly, quarterly, or annually basis. Commissioner Brinton inquired if the Township has ever tested the water at Franko Farm. Mr. Andreas stated that the water at Franko is provided by a well and filtered by an ultraviolet light system, so it is not relative to the Township's water system and thereby not regulated by DEP. Commissioner Brinton requested that the Township go ahead and test the water.

Commissioner Seagreaves brought forth a concern from a resident about the conditions of Laubach Park. He stated that the resident had rented the pavilion and reported that the park was littered with trash and the bathrooms were locked and remained locked even after her repeated phone calls to the non-emergency police number. Mr. Soriano stated that the Township has no way of knowing when the park was left in that condition because it is public. He noted that the only way to know for sure what happens is to have somebody to go out and look at the parks each night, and he commented that in doing so, it would require paying a Public Works employee overtime. Commissioner Brinton asked what the point is of having someone put down a security deposit for the use of a pavilion if no one checks the condition of the park. Mr. Soriano commented that he is unsure what happened in this instance, but the common practice is that a Police Officer opens the bathrooms in the morning and observes the condition of the parks. Chief Stiles stated that he has reiterated to the officers that they must open and close the bathrooms at the parks each day and make a report if something is wrong.

Commissioner Seagreaves inquired about the hiring process for the two vacancies in the Public Works Department. Mr. Andreas stated that they had conducted interviews and believes that they are prepared to make offers to two individuals.

Commissioner Ackerman expressed concerns about the process of finding the owners of lost pets. Chief Stiles stated that residents can call the Police Department to report their lost pet because the officers are in constant contact with the Township's Animal Control Officer.

Chief Stiles announced that the "No Dogs Allowed" signs are now posted in all of the parks

Chief Stiles commented that the Valley Mountain Bikers will be holding their bike race on July 13<sup>th</sup> and 14<sup>th</sup> in Walking Purchase Park.

Commissioner Brown announced that the Board will hold an Executive Session regarding personnel matters after the Workshop.

## **ADJOURNMENT**

Commissioner Ackerman made a Motion to adjourn the Meeting, seconded by Commissioner Brinton. The time was 8:40 p.m.

Respectfully submitted,

Randy Soriano  
Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on July 11, 2013.

Approved and certified on this date:

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

\_\_\_\_\_  
Date

SEAL

DRAFT

**RESOLUTION NO. 07-2013-1442**

**BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY,  
PENNSYLVANIA, REQUESTING A GREENWAYS, TRAILS, AND RECREATION PROGRAM (GTRP)  
GRANT FROM THE COMMONWEALTH FINANCING AUTHORITY FOR LAUBACH PARK MASTER  
SITE PLAN**

BE IT RESOLVED, that the Township of Salisbury of Lehigh County hereby requests a Greenways, Trails, and Recreation Program (GTRP) grant of \$48,000 from the Commonwealth Financing Authority to be used for the Laubach Park Master Site Plan.

BE IT FURTHER RESOLVED, that the Applicant does hereby designate Randy Soriano, Township Manager is the official authorized to execute all documents and agreements between the Township of Salisbury and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, Randy Soriano, duly qualified Secretary of the Township of Salisbury, Lehigh County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Salisbury Township Board of Commissioners at a regular meeting held July 25, 2013 and said Resolution has been recorded in the Minutes of the Township of Salisbury and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the Township of Salisbury, this 25<sup>th</sup> day of July, 2013.

TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA

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RANDY SORIANO, TOWNSHIP SECRETARY

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JAMES A. BROWN, PRESIDENT  
BOARD OF COMMISSIONERS

**SALISBURY TOWNSHIP**  
Lehigh County, Pennsylvania  
**Board of Commissioners Workshop Meeting**  
**July 25, 2013**  
**7:30 p.m.**  
(approximate time)

**Topics of discussion:**

1. Review of Township Organizational Structure
2. Pennsylvania State Association of Township Commissioners - PSATC Membership
3. Resolution - Disposition of Township records
4. Parking restrictions survey