

**SALISBURY TOWNSHIP**  
**Lehigh County, Pennsylvania**  
**Board of Commissioners Meeting**  
**(Revised) Regular Meeting Agenda—August 28, 2014**  
**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 – July 2014 and Bills Payable – period 8/9/2014 – 8/22/2014**
- 5. Approval of the Minutes – August 14, 2014**
- 6. New Business**
  - A. ORDINANCES**

Amendment of the Solid Waste Management Ordinance
  - B. RESOLUTIONS**
  - C. MOTIONS**
  - D. PROCLAMATION**

Proclaiming the Month of September Pain Awareness Month
- 7. Courtesy of the Floor:** (opportunity for public comment on non-agenda items)
- 8. Adjournment**
  - \*Workshop to follow regular meeting
  - \*Executive Session

Account Number	Account Title	2014-14 Current Year Budget	07/14 Current YTD Actual	% of Budget	2013-13 Prior Year Budget	07/13 Prior YTD Actual	% of Budget
<b>General Fund</b>							
<b>Property Taxes</b>							
01-301.100	Real Estate Tax - Current	1,723,000	1,621,991	94.14%	1,490,000	1,409,672	94.61%
01-301.400	Real Estate Tax - Claims	18,000	13,269	73.71%	18,000	13,463	74.79%
01-301.600	Real Estate Tax - Interim	1,000	191	19.06%	2,000	330	16.50%
Total Property Taxes:		1,742,000	1,635,450	93.88%	1,510,000	1,423,465	94.27%
<b>Local Enabling Taxes</b>							
01-310.100	Realty Transfer Tax	320,000	442,640	138.32%	320,000	201,543	62.98%
01-310.200	Earned Income Tax	2,000,000	1,340,093	67.00%	1,900,000	1,367,400	71.97%
01-310.400	Local Services Tax	440,000	251,568	57.17%	440,000	250,287	56.88%
Total Local Enabling Taxes:		2,760,000	2,034,300	73.71%	2,660,000	1,819,230	68.39%
<b>Business Licenses &amp; Permits</b>							
01-321.600	Sign Permits	800	348	43.50%	500	728	145.60%
01-321.800	Cable Franchise Fees	210,000	111,349	53.02%	205,000	129,237	63.04%
Total Business Licenses & Permits:		210,800	111,697	52.99%	205,500	129,965	63.24%
<b>Non-Business Licenses &amp; Permit</b>							
01-322.810	Pole Permits	.00	.00	.00	.00	.00	.00
01-322.820	Street-Opening Permits	1,700	2,340	137.65%	1,700	1,215	71.47%
01-322.830	Curbing Permits	100	5	5.00%	100	.00	.00
01-322.840	Moving Permits	200	108	54.00%	200	114	57.00%
01-322.850	Solicitation Permit	100	150	150.00%	100	.00	.00
Total Non-Business Licenses & Permit:		2,100	2,603	123.95%	2,100	1,329	63.29%
<b>Fines</b>							
01-331.110	Vehicle Code Violations	40,000	41,144	102.86%	30,000	24,809	82.70%
01-331.120	Violation of Ordinances	23,000	15,452	67.18%	25,000	11,912	47.65%
01-331.130	State Police Fines	10,000	4,285	42.85%	12,000	4,552	37.93%
Total Fines:		73,000	60,881	83.40%	67,000	41,273	61.60%
<b>Interest</b>							
01-341.000	Interest Income	1,500	552	36.77%	3,000	868	28.94%
01-341.100	Lien Interest Income	8,000	5,819	72.74%	7,000	5,426	77.52%
Total Interest:		9,500	6,371	67.06%	10,000	6,294	62.94%
<b>Rents &amp; Royalties</b>							
01-342.100	Verizon Lease Payments	25,800	17,189	66.62%	25,800	17,080	66.20%
01-342.200	Magistrate Office Rent	28,600	19,185	67.08%	28,600	16,659	58.25%
Total Rents & Royalties:		54,400	36,373	66.86%	54,400	33,739	62.02%
<b>Federal Grants</b>							
01-351.025	Bulletproof Vest Grant	5,000	.00	.00	2,500	.00	.00
01-351.120	FEMA Grant Monies	.00	.00	.00	.00	.00	.00
Total Federal Grants:		5,000	.00	.00	2,500	.00	.00

Account Number	Account Title	2014-14 Current Year Budget	07/14 Current YTD Actual	% of Budget	2013-13 Prior Year Budget	07/13 Prior YTD Actual	% of Budget
<b>State Grants</b>							
01-354.020	Safe Streets Grant	.00	.00	.00	.00	.00	.00
01-354.025	Seatbelt Program Grant	1,000	1,169	116.89%	3,000	.00	.00
01-354.030	SO/Aggressive Driver Grant	4,000	1,560	38.99%	1,500	1,690	112.65%
01-354.040	Recycling Grant	43,000	.00	.00	48,000	.00	.00
01-354.050	Keystone Grant	.00	.00	.00	.00	.00	.00
01-354.100	Main Street Initiatives Grant	.00	.00	.00	.00	.00	.00
01-354.110	CDBG: Storm Sewer Improv Proj	.00	.00	.00	.00	.00	.00
01-354.120	Gaming Grant: Casino Corr Traf	10,500	5,965	56.81%	6,800	6,814	100.20%
01-354.130	Regional Init Grant: SALDO Upd	.00	.00	.00	.00	.00	.00
01-354.140	DCNR Grant(s)	160,000	35,000	21.88%	2,200	2,240	101.82%
Total State Grants:		218,500	43,694	20.00%	61,500	10,743	17.47%
<b>State-Shared Revenue</b>							
01-355.010	Public Utility Tax	5,800	.00	.00	5,800	.00	.00
01-355.040	Beverage Licenses	1,800	.00	.00	1,800	600	33.33%
01-355.050	Foreign Casualty Insurance Tax	250,000	.00	.00	227,500	.00	.00
01-355.070	Foreign Fire Insurance Tax	100,000	.00	.00	100,000	.00	.00
Total State-Shared Revenue:		357,600	.00	.00	335,100	600	0.18%
<b>In Lieu Of Taxes</b>							
01-359.100	Payments in Lieu of Taxes	28,200	28,200	100.00%	28,200	28,235	100.12%
Total In Lieu Of Taxes:		28,200	28,200	100.00%	28,200	28,235	100.12%
<b>Service Fees</b>							
01-360.100	Fees for Svcs--DPW	.00	.00	.00	.00	.00	.00
01-360.200	Fees for Svcs--Police Security	15,000	2,865	19.10%	6,000	4,949	82.48%
01-360.250	Fees for Svcs--Police SRO	49,000	.00	.00	36,700	.00	.00
01-360.300	Fees for Svcs--Finance	2,000	1,010	50.51%	2,000	1,824	91.21%
Total Service Fees:		66,000	3,875	5.87%	44,700	6,773	15.15%
<b>Review Fees</b>							
01-361.310	Planning & SALDO Fees	4,000	125	3.13%	4,000	500	12.50%
01-361.330	Zoning Appeals & Fees	6,000	5,664	94.40%	7,000	7,129	101.84%
01-361.340	Building Code Appeal	1,000	.00	.00	1,000	.00	.00
01-361.350	Legal Review Fees	12,000	3,243	27.03%	12,000	6,546	54.55%
01-361.360	Engineering Review Fees	70,000	19,073	27.25%	70,000	31,795	45.42%
01-361.500	Sale - Maps/Copies/Publication	2,500	164	6.55%	500	117	23.32%
Total Review Fees:		95,500	28,269	29.60%	94,500	46,086	48.77%
<b>Public Safety Fees</b>							
01-362.130	Security Alarm Monitoring	1,500	1,000	66.67%	2,100	750	35.71%
01-362.410	Building Permits	110,000	56,151	51.05%	42,000	69,520	165.52%
01-362.415	Mechanical Permits	30,000	16,325	54.42%	8,000	22,093	276.16%
01-362.420	Electrical Permits	40,000	26,138	65.35%	5,000	30,412	608.24%
01-362.430	Plumbing Permits	40,000	14,099	35.25%	8,000	17,410	217.63%
01-362.440	On-Site Sewage Permits	2,000	1,450	72.50%	4,000	790	19.75%
01-362.450	Re-Inspection Fee	2,000	2,240	112.00%	3,000	915	30.50%
01-362.460	PA State Fee - Permits	.00	.00	.00	.00	.00	.00

Account Number	Account Title	2014-14 Current Year Budget	07/14 Current YTD Actual	% of Budget	2013-13 Prior Year Budget	07/13 Prior YTD Actual	% of Budget
Total Public Safety Fees:		225,500	117,403	52.06%	72,100	141,890	196.80%
<b>Snow Removal</b>							
01-363.510	PennDOT/Snow Removal	1,700	943	55.45%	1,700	.00	.00
Total Snow Removal:		1,700	943	55.45%	1,700	.00	.00
<b>Sanitation Fees</b>							
01-364.300	Solid Waste Collection	.00	.00	.00	.00	.00	.00
01-364.400	Freon Decal Sales	.00	40-	.00	.00	.00	.00
01-364.500	Recycling Container Sales	.00	.00	.00	.00	.00	.00
01-364.600	Recycling Proceeds	.00	.00	.00	.00	.00	.00
01-364.700	PA Refuse Surcharge	.00	.00	.00	.00	.00	.00
01-364.900	Scrap Metal Recycling	1,000	725	72.48%	1,000	1,068	106.83%
Total Sanitation Fees:		1,000	685	68.48%	1,000	1,068	106.83%
<b>Membership Fees</b>							
01-365.600	Ambulance Subscriptions	30,000	6,530	21.77%	32,000	8,837	27.62%
Total Membership Fees:		30,000	6,530	21.77%	32,000	8,837	27.62%
<b>Recreational User Fees</b>							
01-367.200	Fundraising Proceeds	10,000	.00	.00	10,000	1,043	10.43%
01-367.500	Pavilion Reservation Fee	3,000	2,325	77.50%	2,500	2,630	105.20%
Total Recreational User Fees:		13,000	2,325	17.88%	12,500	3,673	29.38%
<b>Miscellaneous</b>							
01-380.000	Miscellaneous Revenue	500	297	59.42%	500	339	67.84%
01-380.001	Misc Utility Revenue	10,000	6,295	62.95%	7,000	7,487	106.96%
01-380.100	Forfeited/Returned Deposits	.00	250	.00	.00	650	.00
Total Miscellaneous:		10,500	6,842	65.16%	7,500	8,477	113.02%
<b>Special Assessments</b>							
01-383.100	Curbing Assessments	.00	.00	.00	.00	11,908	.00
Total Special Assessments:		.00	.00	.00	.00	11,908	.00
<b>Contributions</b>							
01-387.000	Contributions	89,800	26,300	29.29%	89,800	89,769	99.97%
01-387.215	Contributions--K-9 Program	.00	550	.00	.00	.00	.00
Total Contributions:		89,800	26,850	29.90%	89,800	89,769	99.97%
<b>Asset Disposal</b>							
01-391.100	Sale of Fixed Assets	.00	.00	.00	.00	.00	.00
01-391.200	Loss of Fixed Assets	.00	.00	.00	.00	.00	.00
Total Asset Disposal:		.00	.00	.00	.00	.00	.00
<b>Interfund Transfers</b>							
01-392.030	Transfer From Fire Fund	.00	.00	.00	10,000	32,550	325.50%
01-392.060	Transfer From Water Fund	217,200	.00	.00	206,300	.00	.00

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01-392.080	Transfer From Sewer Fund	217,200	.00	.00	206,300	.00	.00
01-392.100	Tr fr Refuse & Recycling Fund	125,000	.00	.00	125,000	.00	.00
01-392.910	Transfer From Developers Fund	.00	75	.00	.00	81	.00
Total Interfund Transfers:		559,400	75	.00	547,600	32,631	5.96%
<b>Prior Year Proceeds</b>							
01-393.120	Note Proceeds	.00	.00	.00	.00	.00	.00
01-393.121	Bond Proceeds	.00	.00	.00	.00	.00	.00
Total Prior Year Proceeds:		.00	.00	.00	.00	.00	.00
<b>Prior Year Exp</b>							
01-395.000	Refund of Prior Year Expenses	.00	1,637	.00	.00	500	.00
01-395.100	Refund of Unused Premiums	100,000	109,010	109.01%	100,000	155,294	155.29%
Total Prior Year Exp:		100,000	110,647	110.65%	100,000	155,794	155.79%
<b>Prior Year Reserves</b>							
01-396.000	Prior Year Reserves	18,200	.00	.00	13,000	.00	.00
Total Prior Year Reserves:		18,200	.00	.00	13,000	.00	.00
<b>Legislative</b>							
01-400.113	Commissioners	13,000	7,500	57.69%	13,000	7,500	57.69%
01-400.200	Volunteer & Public Events	2,000	1,519	75.95%	2,000	1,415	70.74%
01-400.240	Supplies	100	20	20.00%	500	60	12.00%
01-400.420	Dues/Subscriptions/Memberships	2,900	2,966	102.26%	2,700	2,854	105.71%
01-400.460	Conferences & Training	1,200	.00	.00	500	.00	.00
Total Legislative:		19,200	12,005	62.52%	18,700	11,829	63.26%
<b>Executive</b>							
01-401.121	Manager	98,400	54,118	55.00%	95,600	52,909	55.34%
01-401.139	Caretaker	19,600	10,128	51.67%	18,000	9,246	51.36%
01-401.141	Clerical--Full Time	93,300	52,281	56.03%	89,600	50,017	55.82%
01-401.149	Clerical--Part Time	25,800	15,391	59.66%	22,800	16,744	73.44%
01-401.212	Newsletter	500	.00	.00	1,500	.00	.00
01-401.231	Vehicle Fuel	4,000	2,605	65.13%	4,000	2,199	54.97%
01-401.240	Office Supplies	3,000	1,562	52.07%	3,200	1,358	42.45%
01-401.251	Vehicle Maintenance	1,300	1,009	77.65%	2,200	150	6.82%
01-401.260	Minor Equipment & Small Tools	500	.00	.00	1,000	238	23.80%
01-401.312	Consulting Services	4,000	4,040	101.00%	3,000	2,000	66.67%
01-401.315	General Services	3,100	4,474	144.32%	4,000	3,011	75.27%
01-401.320	Telephone	14,000	9,912	70.80%	11,200	7,705	68.80%
01-401.325	Postage	5,300	3,296	62.18%	4,400	3,274	74.42%
01-401.341	Advertising	2,000	707	35.37%	3,000	698	23.27%
01-401.342	Printing	2,000	1,173	58.64%	2,500	489	19.55%
01-401.343	Right-to-Know Request Fees	100	80	79.97%	100	30	30.15%
01-401.375	Equip Maint & Lease Agreements	9,200	6,534	71.02%	11,000	8,639	78.54%
01-401.420	Dues/Subscriptions/Memberships	2,000	2,083	104.13%	2,000	1,718	85.89%
01-401.421	Training	1,000	942	94.24%	1,000	607	60.71%
01-401.460	Conferences	1	.00	.00	1	.00	.00
01-401.700	Capital Equipment	24,500	.00	.00	.00	.00	.00

Account Number	Account Title	2014-14 Current Year Budget	07/14 Current YTD Actual	% of Budget	2013-13 Prior Year Budget	07/13 Prior YTD Actual	% of Budget
Total Executive:		313,601	170,335	54.32%	280,101	161,032	57.49%
<b>Finance</b>							
01-402.122	Asst Twp Mgr/Finance Director	85,000	46,741	54.99%	82,500	45,697	55.39%
01-402.123	Accounting Supervisor	65,100	35,791	54.98%	63,200	34,992	55.37%
01-402.240	Supplies	1,000	683	68.27%	500	626	125.22%
01-402.260	Minor Equipment & Small Tools	500	.00	.00	500	269	53.81%
01-402.311	Auditing & Accounting Services	9,600	9,600	100.00%	9,600	9,600	100.00%
01-402.320	Telephone	800	253	31.66%	700	450	64.34%
01-402.420	Dues/Subscriptions/Memberships	800	612	76.50%	800	618	77.25%
01-402.421	Training	500	.00	.00	600	165	27.42%
01-402.460	Conferences	1	.00	.00	1	.00	.00
Total Finance:		163,301	93,680	57.37%	158,401	92,417	58.34%
<b>Tax Collection</b>							
01-403.114	Tax Collector	10,000	5,769	57.69%	10,000	5,769	57.69%
01-403.240	Supplies	400	271	67.70%	300	326	108.72%
01-403.260	Minor Equipment & Small Tools	1	176	17,643.00	1	254	25,398.00
01-403.325	Postage	4,000	3,419	85.48%	2,600	3,362	129.31%
01-403.353	Tax Collector's Bond	500	536	107.10%	500	456	91.10%
01-403.420	Dues/Subscriptions/Memberships	100	70	70.00%	100	80	80.00%
01-403.452	EIT Collection Fee	32,000	17,712	55.35%	31,000	20,733	66.88%
01-403.453	LST Collection Fee	10,000	5,395	53.95%	9,900	5,237	52.90%
01-403.454	Real Estate Tax Collections	3,100	2,900	93.56%	3,600	2,911	80.87%
Total Tax Collection:		60,101	36,248	60.31%	58,001	39,128	67.46%
<b>Legal</b>							
01-404.310	Township Solicitor	60,000	27,091	45.15%	60,000	28,958	48.26%
01-404.314	Special Legal & Consulting Svc	1,000	636	63.55%	5,000	602	12.04%
01-404.318	Reimbursable Legal Services	12,000	2,928	24.40%	12,000	6,454	53.78%
01-404.410	Judgements & Settlements	.00	.00	.00	.00	.00	.00
Total Legal:		73,000	30,655	41.99%	77,000	36,013	46.77%
<b>Personnel Admin</b>							
01-406.171	HRA & Retirement Incentive Pmt	20,700	4,229	20.43%	11,400	4,929	43.24%
01-406.240	Supplies & Minor Equipment	1,000	166	16.64%	1,000	611	61.12%
01-406.314	Special Legal & Consult'g Svcs	10,000	4,000	40.00%	10,000	3,980	39.80%
01-406.315	General Services	11,300	1,797	15.90%	4,500	1,785	39.66%
01-406.341	Advertising	1,000	638	63.77%	700	1,256	179.44%
Total Personnel Admin:		44,000	10,830	24.61%	27,600	12,561	45.51%
<b>Data Processing</b>							
01-407.261	Computer Equip & Software	11,300	9,219	81.59%	20,000	10,488	52.44%
01-407.319	Computer Maint & Support	13,000	14,434	111.03%	7,600	11,963	157.41%
Total Data Processing:		24,300	23,653	97.34%	27,600	22,451	81.34%
<b>Engineering</b>							
01-408.313	Township Engineer	50,000	20,050	40.10%	50,000	21,293	42.59%
01-408.314	Special Engineering Services	1,000	.00	.00	1,000	.00	.00
01-408.318	Reimbursable Engineering Svcs	70,000	11,895	16.99%	70,000	29,488	42.13%

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Total Engineering:		121,000	31,945	26.40%	121,000	50,781	41.97%
<b>Buildings &amp; Plant</b>							
01-409.144	Custodian	46,000	14,899	32.39%	44,300	24,677	55.70%
01-409.230	Heating Fuel	40,000	28,744	71.86%	40,000	23,431	58.58%
01-409.232	Generator Fuel	1,000	.00	.00	1,000	.00	.00
01-409.240	Supplies	3,000	462	15.39%	3,000	2,281	76.05%
01-409.260	Minor Equipment & Small Tools	1,000	140	13.97%	200	1,542	771.00%
01-409.361	Electric	34,000	16,876	49.64%	35,000	18,544	52.98%
01-409.366	Water	700	394	56.28%	600	352	58.68%
01-409.373	Facilities Maintenance	25,000	23,739	94.96%	34,800	18,562	53.34%
01-409.600	Capital Construction	30,002	2,701	9.00%	70,000	14,115	20.16%
01-409.699	Capital Reserve	.00	.00	.00	.00	.00	.00
Total Buildings & Plant:		180,702	87,955	48.67%	228,900	103,504	45.22%
<b>Police</b>							
01-410.122	Police Chief	88,300	48,586	55.02%	83,700	47,501	56.75%
01-410.131	Sergeants & Detective	309,800	166,767	53.83%	296,300	163,108	55.05%
01-410.132	Police Officers	824,700	442,066	53.60%	754,000	404,803	53.69%
01-410.139	Police Officers - Part Time	40,000	21,881	54.70%	32,000	26,644	83.26%
01-410.141	Clerical--Full Time	93,700	52,601	56.14%	89,100	50,319	56.47%
01-410.148	Crossing Guards	21,600	12,242	56.68%	21,000	12,039	57.33%
01-410.182	Longevity	12,400	12,400	100.00%	10,200	10,240	100.39%
01-410.183	Overtime	70,000	64,495	92.14%	70,000	62,337	89.05%
01-410.184	Reimbursable Overtime	17,000	14,796	87.03%	17,000	13,865	81.56%
01-410.185	Holiday Pay	30,800	23,216	75.38%	30,000	21,580	71.93%
01-410.186	Shift Differential	12,200	1,288	10.56%	12,000	1,218	10.15%
01-410.187	College Credit Compensation	2,500	2,333	93.30%	2,500	2,483	99.30%
01-410.188	Court Time	8,600	2,340	27.21%	8,600	3,311	38.50%
01-410.189	K-9 Care Compensation	3,000	1,500	50.00%	3,000	1,500	50.00%
01-410.191	Uniform Maintenance Allowance	4,100	4,080	99.51%	4,100	3,840	93.66%
01-410.200	Community Programs & Events	3,500	.00	.00	3,500	.00	.00
01-410.205	Bike Patrol	.00	.00	.00	.00	.00	.00
01-410.210	QRS Supplies	18,200	6,323	34.74%	13,000	5,600	43.08%
01-410.215	K-9 Program	6,200	2,445	39.44%	5,800	3,272	56.41%
01-410.220	MERT Program	7,000	3,472	49.60%	1	204	20,400.00
01-410.231	Vehicle Fuel	50,000	33,868	67.74%	50,000	28,584	57.17%
01-410.238	Uniforms	8,550	4,564	53.38%	11,000	6,082	55.29%
01-410.240	Supplies	3,500	2,222	63.49%	4,000	1,745	43.63%
01-410.241	Firearms Supplies	10,000	6,373	63.73%	10,000	2,761	27.61%
01-410.242	Animal Control Supplies	500	.00	.00	500	.00	.00
01-410.250	Police Vehicles	68,600	53,222	77.58%	61,300	51,664	84.28%
01-410.251	Vehicle Maintenance	24,000	31,913	132.97%	21,000	14,815	70.55%
01-410.260	Minor Equipment & Small Tools	23,000	8,987	39.08%	27,500	7,442	27.06%
01-410.315	General Services	1,900	1,011	53.23%	3,000	648	21.60%
01-410.317	Contracted Svcs--Animal Contrl	12,500	6,250	50.00%	11,500	5,750	50.00%
01-410.320	Telephone	13,000	6,502	50.02%	12,700	7,603	59.86%
01-410.342	Printing	1,250	496	39.69%	1,500	222	14.82%
01-410.375	Equipment Maintenance	6,000	1,624	27.07%	1,000	1,599	159.90%
01-410.420	Dues/Subscriptions/Memberships	2,500	1,115	44.60%	1,000	1,189	118.89%
01-410.421	Training	12,000	4,800	40.00%	10,000	7,702	77.02%
01-410.460	Conferences	1,800	426	23.65%	1,800	360	20.00%
01-410.700	Capital Equipment	28,700	6,297	21.94%	18,800	9,638	51.26%

Account Number	Account Title	2014-14 Current Year Budget	07/14 Current YTD Actual	% of Budget	2013-13 Prior Year Budget	07/13 Prior YTD Actual	% of Budget
Total Police:		1,841,400	1,052,502	57.16%	1,702,401	981,666	57.66%
<b>Fire</b>							
01-411.139	Fire Inspector--Part Time	1	2,363	236,300.0	.00	.00	.00
01-411.238	Fire Inspector Uniforms	2,500	2,080	83.21%	.00	.00	.00
01-411.240	Supplies & Minor Equipment	.00	213	.00	.00	.00	.00
01-411.320	ESFD Utilities	.00	.00	.00	.00	.00	.00
01-411.421	Fire Inspector Training	1,000	125	12.50%	.00	.00	.00
01-411.540	Firemen's Relief Contribution	100,000	.00	.00	100,000	.00	.00
Total Fire:		103,501	4,782	4.62%	100,000	.00	.00
<b>Code Enforcement</b>							
01-413.131	Code Enforcement Officer/BCO	59,600	32,775	54.99%	57,900	32,043	55.34%
01-413.306	Commercial Inspection Service	45,000	3,650	8.11%	15,000	22,350	149.00%
01-413.307	Residential Inspection Service	45,000	13,211	29.36%	20,000	17,553	87.76%
01-413.308	Drawing Review	90,000	43,077	47.86%	20,000	12,831	64.16%
01-413.317	C/S--Weed & Code Violations	100	525	525.00%	100	25	25.00%
01-413.320	Telephone	800	328	40.99%	700	450	64.34%
01-413.420	Dues/Subscriptions/Memberships	300	125	41.67%	300	225	75.00%
01-413.421	Training	500	.00	.00	1,700	373	21.92%
01-413.460	Conferences	1	.00	.00	1	.00	.00
Total Code Enforcement:		241,301	93,691	38.83%	115,701	85,850	74.20%
<b>Planning &amp; Zoning</b>							
01-414.113	Zoning Hearing Board	2,000	160	8.00%	2,000	160	8.00%
01-414.122	Planning & Zoning Officer	76,700	42,167	54.98%	74,400	41,225	55.41%
01-414.141	Clerical--Full Time	45,800	25,168	54.95%	44,400	24,606	55.42%
01-414.220	Planning Commission	2,300	810	35.22%	2,300	1,090	47.39%
01-414.240	Supplies	1,500	262	17.45%	1,500	513	34.18%
01-414.260	Minor Equipment & Small Tools	1,500	16	1.05%	500	199	39.80%
01-414.310	Planning Solicitor	1,500	1,045	69.67%	1,000	3,377	337.70%
01-414.314	Zoning Solicitor	5,000	3,600	72.00%	6,000	3,053	50.89%
01-414.315	General Services	500	.00	.00	500	.00	.00
01-414.316	Stenographer	1,250	278	22.21%	2,500	128	5.12%
01-414.317	Cont Svcs--Comp Plan Advisor	.00	.00	.00	.00	.00	.00
01-414.318	DCED/UCC Fees	1,800	780	43.33%	1,800	892	49.56%
01-414.320	Telephone	800	328	40.99%	700	450	64.34%
01-414.341	Advertising	1,500	487	32.46%	3,500	170	4.84%
01-414.342	Printing	2,500	32	1.30%	500	98	19.60%
01-414.420	Dues/Subscriptions/Memberships	200	102	51.00%	200	102	51.00%
01-414.421	Training	300	148	49.33%	400	241	60.21%
01-414.460	Conferences	1	.00	.00	1	.00	.00
Total Planning & Zoning:		145,151	75,382	51.93%	142,201	76,304	53.66%
<b>Emergency Management</b>							
01-415.139	Emergency Mgmt Coordinator	3,000	1,750	58.33%	3,000	1,750	58.33%
01-415.149	Emergency Mgmt Deputy	1,000	.00	.00	1,000	.00	.00
01-415.240	Supplies	500	.00	.00	500	.00	.00
01-415.260	Minor Equipment & Small Tools	13,000	.00	.00	13,000	4,766	36.66%
01-415.320	Telephone	1,800	896	49.77%	1,800	819	45.52%
01-415.421	Training	1,000	.00	.00	1,000	.00	.00
01-415.700	Cap Const--Emergency Mgmt	5,500	.00	.00	.00	.00	.00



Account Number	Account Title	2014-14 Current Year Budget	07/14 Current YTD Actual	% of Budget	2013-13 Prior Year Budget	07/13 Prior YTD Actual	% of Budget
Total Emergency Management:		25,800	2,646	10.26%	20,300	7,336	36.14%
<b>Sanitation</b>							
01-427.147	Recycling Center - Part Time	.00	.00	.00	.00	.00	.00
01-427.300	Refuse Collection Services	.00	.00	.00	.00	.00	.00
01-427.301	PA Refuse Collection Surcharge	.00	.00	.00	.00	.00	.00
01-427.302	Recycling Costs	.00	.00	.00	.00	.00	.00
01-427.303	Grass Collection Fees	.00	.00	.00	.00	.00	.00
01-427.317	Collection Agency Services	.00	.00	.00	.00	.00	.00
Total Sanitation:		.00	.00	.00	.00	.00	.00
<b>DPW - Wages</b>							
01-430.122	Public Works Director	87,500	48,120	54.99%	84,900	47,045	55.41%
01-430.130	DPW--Highway Supervisor	74,300	40,844	54.97%	72,100	39,932	55.38%
01-430.141	Clerical--Full Time	45,500	25,980	57.10%	42,200	24,304	57.59%
01-430.143	DPW - Full Time	686,700	349,272	50.86%	630,100	326,742	51.86%
01-430.149	DPW - Part Time	20,000	6,472	32.36%	13,500	3,395	25.15%
01-430.181	Double Time	4,000	3,910	97.75%	4,000	186	4.65%
01-430.183	Overtime	25,000	25,618	102.47%	25,000	10,857	43.43%
01-430.189	On-Call	9,300	6,309	67.84%	9,000	6,172	68.58%
01-430.192	Work Boot & Clothing Allowance	4,000	1,690	42.26%	3,600	447	12.42%
01-430.231	Vehicle Fuel	44,000	35,065	79.69%	53,000	24,437	46.11%
01-430.240	Supplies	6,000	4,644	77.39%	7,000	3,066	43.80%
01-430.260	Minor Equipment & Small Tools	2,500	2,811	112.45%	1,700	576	33.90%
01-430.315	General Services	3,000	11	0.37%	3,000	2	0.05%
01-430.320	Telephone	800	780	97.49%	800	484	60.47%
01-430.420	Dues/Subscriptions/Memberships	500	374	74.80%	500	365	73.00%
01-430.421	Training	500	894	178.80%	500	110	22.00%
01-430.460	Conferences	1	.00	.00	1	.00	.00
Total DPW - Wages:		1,013,601	552,794	54.54%	950,901	488,121	51.33%
<b>Composting</b>							
01-431.303	Composting Costs	12,000	7,354	61.28%	15,000	6,295	41.97%
Total Composting:		12,000	7,354	61.28%	15,000	6,295	41.97%
<b>Traffic Control</b>							
01-433.246	Signs & Street Markings	5,000	2,292	45.85%	5,000	4,107	82.13%
01-433.317	Contracted Services	.00	8,445	.00	.00	.00	.00
01-433.362	Traffic Signals	5,000	4,573	91.46%	14,000	4,733	33.80%
01-433.450	Street Line Painting	5,000	.00	.00	5,000	.00	.00
Total Traffic Control:		15,000	15,311	102.07%	24,000	8,839	36.83%
<b>Storm Sewers</b>							
01-436.370	Repairs & Maint - Storm Sewers	3,000	2,651	88.38%	3,000	466	15.53%
01-436.600	Capital Construction--Storm Sw	.00	.00	.00	.00	.00	.00
Total Storm Sewers:		3,000	2,651	88.38%	3,000	466	15.53%
<b>Tools &amp; Machinery</b>							
01-437.251	Vehicle Maintenance	27,500	16,557	60.21%	27,500	16,272	59.17%
01-437.375	Equipment Maintenance	13,000	9,952	76.55%	15,000	6,013	40.08%

Account Number	Account Title	2014-14 Current Year Budget	07/14 Current YTD Actual	% of Budget	2013-13 Prior Year Budget	07/13 Prior YTD Actual	% of Budget
Total Tools & Machinery:		40,500	26,509	65.45%	42,500	22,285	52.43%
<b>Streets &amp; Bridges</b>							
01-438.245	Road Materials	120,000	15,679	13.07%	120,000	10,341	8.62%
01-438.450	Road Program	.00	.00	.00	204,000	.00	.00
Total Streets & Bridges:		120,000	15,679	13.07%	324,000	10,341	3.19%
<b>Capital</b>							
01-439.600	Capital Construction	.00	136	.00	.00	5,042	.00
01-439.601	Dauphin Street Traffic Light	.00	.00	.00	.00	.00	.00
01-439.700	Capital Equipment	228,000	93,760	41.12%	45,000	44,980	99.96%
Total Capital:		228,000	93,896	41.18%	45,000	50,022	111.16%
<b>Storm Water Mgmt</b>							
01-446.370	Storm Water Management	.00	.00	.00	.00	.00	.00
01-446.603	Gilmore Street Drainage	.00	.00	.00	.00	.00	.00
01-446.604	Filbert St Stormwater Project	.00	.00	.00	.00	.00	.00
01-446.605	Maumee Ave Stormwater Project	215,000	7,914	3.68%	160,000	34,994	21.87%
01-446.606	Barnsdale Rd Stormswr Project	.00	.00	.00	.00	.00	.00
Total Storm Water Mgmt:		215,000	7,914	3.68%	160,000	34,994	21.87%
<b>Recreation Admin</b>							
01-451.240	Supplies	3,500	57	1.62%	3,500	1,338	38.23%
01-451.260	Minor Equipment & Small Tools	3,000	433	14.43%	3,000	622	20.74%
01-451.312	Consulting Services	20,000	42,033	210.16%	32,000	5,718	17.87%
01-451.315	General Services	500	35	7.00%	500	35	7.00%
01-451.361	Electric	2,800	1,592	56.87%	2,500	1,621	64.85%
01-451.371	Property Maint (Grounds)	13,500	6,920	51.26%	13,500	938	6.95%
01-451.373	Facilities Maint (Structures)	7,000	1,171	16.73%	7,000	1,340	19.14%
01-451.375	Equipment Maintenance	3,000	1,799	59.98%	3,000	1,257	41.91%
01-451.600	Capital Construction-Parks	181,801	6,350	3.49%	23,000	4,950	21.52%
01-451.700	Capital Equipment	.00	.00	.00	20,000	20,000	100.00%
Total Recreation Admin:		235,101	60,390	25.69%	108,000	37,820	35.02%
<b>Participant Recreation</b>							
01-452.129	Recreation Director	8,200	4,749	57.92%	8,000	4,612	57.65%
01-452.149	Seasonal Employees	17,000	12,802	75.31%	17,000	13,462	79.19%
01-452.200	Community Events	2,000	663	33.13%	2,000	627	31.34%
01-452.240	Supplies & Minor Equipment	5,500	4,474	81.35%	5,500	5,399	98.17%
01-452.315	Fundraising Services	10,000	.00	.00	10,000	4,075	40.75%
01-452.320	Telephone	800	253	31.58%	700	419	59.93%
Total Participant Recreation:		43,500	22,941	52.74%	43,200	28,594	66.19%
<b>Environmental Advisory</b>							
01-461.240	Supplies	100	4	3.76%	100	.00	.00
01-461.317	Contracted Svc--NRI Consultant	.00	.00	.00	.00	.00	.00
01-461.341	Advertising	400	400	100.09%	400	185	46.24%
01-461.342	Printing	1,000	.00	.00	1,000	.00	.00
01-461.420	Dues/Subscriptions/Memberships	800	.00	.00	.00	850	.00
01-461.421	Training	500	.00	.00	500	.00	.00

Account Number	Account Title	2014-14 Current Year Budget	07/14 Current YTD Actual	% of Budget	2013-13 Prior Year Budget	07/13 Prior YTD Actual	% of Budget
Total Environmental Advisory:		2,800	404	14.43%	2,000	1,035	51.75%
<b>Contributions</b>							
01-465.309	Custodial Services	15,000	9,134	60.90%	15,000	9,327	62.18%
01-465.500	Volunteer Fire Co Incentives	30,000	.00	.00	30,000	7,500	25.00%
01-465.540	Contributions	13,300	11,300	84.96%	14,300	11,300	79.02%
Total Contributions:		58,300	20,434	35.05%	59,300	28,127	47.43%
<b>Debt Service - Principal</b>							
01-471.350	Principal - Lease Pmt	52,250	33,392	63.91%	75,100	65,367	87.04%
Total Debt Service - Principal:		52,250	33,392	63.91%	75,100	65,367	87.04%
<b>Debt Service - Interest</b>							
01-472.350	Interest - Lease Pmt	2,000	1,371	68.57%	4,700	3,347	71.21%
Total Debt Service - Interest:		2,000	1,371	68.57%	4,700	3,347	71.21%
<b>Other Expenditures</b>							
01-474.430	Real Estate Taxes	250	3,239	1,295.74%	100	3,110	3,109.59%
Total Other Expenditures:		250	3,239	1,295.74%	100	3,110	3,109.59%
<b>Miscellaneous</b>							
01-480.000	Miscellaneous Expense	300	130	43.33%	300	186	62.07%
01-480.001	Disability Pay Expense	.00	.00	.00	.00	.00	.00
01-480.005	Financial Service Fees	500	.00	.00	2,000	23	1.15%
01-480.010	Credit Card Service Fees	.00	.00	.00	.00	.00	.00
Total Miscellaneous:		800	130	16.25%	2,300	209	9.09%
<b>Insurance</b>							
01-486.351	Insurance - Commercial	42,300	42,761	101.09%	40,000	42,232	105.58%
01-486.352	Insur - Business Auto	43,000	46,389	107.88%	40,400	42,723	105.75%
01-486.353	Insur - Professional	40,800	41,220	101.03%	40,000	40,787	101.97%
01-486.354	Insur - Workers Comp	76,800	79,455	103.46%	76,800	76,672	99.83%
01-486.355	Insur - Twp Official's Bond	.00	4,425	.00	.00	.00	.00
Total Insurance:		202,900	214,250	105.59%	197,200	202,414	102.64%
<b>Employee Benefits</b>							
01-487.156	Insurance - Health	788,200	562,157	71.32%	803,400	498,668	62.07%
01-487.158	Insurance - Life & Disability	21,200	11,835	55.82%	19,600	11,407	58.20%
01-487.160	Pension	512,300	.00	.00	476,700	.00	.00
01-487.161	Social Security Tax	152,600	89,022	58.34%	140,100	83,923	59.90%
01-487.162	Unemployment Compensation	1,000	46	4.59%	1,000	2	0.21%
Total Employee Benefits:		1,475,300	663,060	44.94%	1,440,800	594,000	41.23%
<b>Department: 490</b>							
01-490.740	Transfer to Capital Reserves	249,800	.00	.00	89,800	.00	.00
Total Department: 490:		249,800	.00	.00	89,800	.00	.00

Account Number	Account Title	2014-14 Current Year Budget	07/14 Current YTD Actual	% of Budget	2013-13 Prior Year Budget	07/13 Prior YTD Actual	% of Budget
Prior Year							
01-491.000	Refunds of Prior Year Revenue	.00	.00	.00	.00	1,100	.00
Total Prior Year:		.00	.00	.00	.00	1,100	.00
<b>Interfund Transfers</b>							
01-492.030	Transfer to Fire Fund	89,502	56,815	63.48%	121,200	103,475	85.38%
01-492.060	Transfer to Water Fund	.00	.00	.00	.00	.00	.00
01-492.080	Transfer to Sewer Fund	.00	.00	.00	.00	.00	.00
01-492.200	Transfer to Debt Service Fund	163,700	32,617	19.92%	164,300	32,670	19.88%
01-492.910	Transfer to SubDiv Escrow Fund	.00	.00	.00	.00	.00	.00
Total Interfund Transfers:		253,202	89,432	35.32%	285,500	136,145	47.69%
General Fund Revenue Total:		6,671,700	4,264,013	63.91%	5,952,700	4,001,780	67.23%
General Fund Expenditure Total:		7,579,662	3,557,461	46.93%	6,950,307	3,403,501	48.97%
Net Total General Fund:		907,962-	706,552	-77.82%	997,607-	598,279	-59.97%

Account Number	Account Title	2014-14 Current Year Budget	07/14 Current YTD Actual	% of Budget	2013-13 Prior Year Budget	07/13 Prior YTD Actual	% of Budget
<b>Fire Fund</b>							
<b>Property Taxes</b>							
03-301.100	Real Estate Tax - Current	265,000	252,221	95.18%	260,000	255,365	98.22%
03-301.400	Real Estate Tax - Claims	2,500	2,348	93.90%	1,500	1,848	123.21%
03-301.600	Real Estate Tax - Interim	100	30	29.64%	300	60	19.93%
	Total Property Taxes:	267,600	254,598	95.14%	261,800	257,273	98.27%
<b>Interest</b>							
03-341.000	Interest Income	100	11	11.08%	50	31	61.40%
	Total Interest:	100	11	11.08%	50	31	61.40%
<b>Miscellaneous</b>							
03-380.000	Miscellaneous Revenue	.00	.00	.00	.00	.00	.00
	Total Miscellaneous:	.00	.00	.00	.00	.00	.00
<b>Contributions</b>							
03-387.000	Contributions	9,000	9,000	100.00%	9,000	9,000	100.00%
	Total Contributions:	9,000	9,000	100.00%	9,000	9,000	100.00%
<b>Asset Disposal</b>							
03-391.100	Sale of Fixed Assets	.00	.00	.00	10,000	32,550	325.50%
	Total Asset Disposal:	.00	.00	.00	10,000	32,550	325.50%
<b>Interfund Transfers</b>							
03-392.010	Transfer from General Fund	89,502	56,815	63.48%	61,400	103,475	168.53%
	Total Interfund Transfers:	89,502	56,815	63.48%	61,400	103,475	168.53%
<b>Prior Year</b>							
03-393.122	Loan Proceeds	.00	.00	.00	.00	.00	.00
	Total Prior Year:	.00	.00	.00	.00	.00	.00
<b>Prior Year Resv</b>							
03-396.000	Prior Year Reserves	.00	.00	.00	.00	.00	.00
	Total Prior Year Resv:	.00	.00	.00	.00	.00	.00
<b>Eastern Salisbury Fire</b>							
03-411.240	Operating Supplies	10,400	5,471	52.61%	10,400	3,876	37.27%
03-411.260	Minor Equip & Small Tools	.00	.00	.00	.00	.00	.00
03-411.320	Utilities	16,000	10,149	63.43%	15,000	8,975	59.84%
03-411.350	Insurances	13,000	12,576	96.74%	11,600	12,559	108.27%
03-411.374	Repairs--Machinery/Equip	14,000	8,403	60.02%	22,000	7,621	34.64%
03-411.421	Training	4,500	4,160	92.43%	4,100	3,315	80.85%
03-411.600	Capital Construction	11,000	.00	.00	.00	.00	.00
03-411.700	Capital Equipment	20,000	14,345	71.72%	362,200	262,763	72.55%
	Total Eastern Salisbury Fire:	88,900	55,103	61.98%	425,300	299,110	70.33%

Account Number	Account Title	2014-14 Current Year Budget	07/14 Current YTD Actual	% of Budget	2013-13 Prior Year Budget	07/13 Prior YTD Actual	% of Budget
<b>Western Salisbury Fire</b>							
03-412.240	Operating Supplies	4,850	3,868	79.75%	13,300	3,438	25.85%
03-412.260	Minor Equip & Small Tools	8,450	1,135	13.43%	.00	.00	.00
03-412.350	Insurances	20,500	21,973	107.19%	19,800	20,487	103.47%
03-412.374	Repairs--Machinery/Equip	29,000	16,751	57.76%	28,500	10,034	35.21%
03-412.421	Training	5,000	4,471	89.42%	5,000	2,360	47.20%
03-412.600	Capital Construction	1	.00	.00	1	.00	.00
03-412.700	Capital Equipment	1	.00	.00	.00	.00	.00
Total Western Salisbury Fire:		67,802	48,198	71.09%	66,601	36,320	54.53%
<b>Fuel</b>							
03-413.231	Vehicle Fuel	26,000	21,796	83.83%	33,000	15,530	47.06%
Total Fuel:		26,000	21,796	83.83%	33,000	15,530	47.06%
<b>Debt Service - Principal</b>							
03-471.212	Principal - 1999 Fire Truck	3,800	3,838	101.01%	7,600	7,563	99.52%
03-471.213	Principal - 2005 Fire Truck	10,200	10,215	100.14%	10,000	10,013	100.13%
03-471.214	Principal - 2007 Fire Truck	6,400	6,446	100.72%	6,300	6,318	100.29%
03-471.215	Principal - 2009 Fire Truck	9,400	9,430	100.32%	9,300	9,243	99.39%
03-471.216	Principal - 2013 Fire Truck	5,800	5,843	100.73%	5,800	3,355	57.84%
Total Debt Service - Principal:		35,600	35,772	100.48%	39,000	36,492	93.57%
<b>Debt Service - Interest</b>							
03-472.212	Interest - 1999 Fire Truck	100	22	22.43%	200	159	79.48%
03-472.213	Interest - 2005 Fire Truck	1,400	1,368	97.74%	1,600	1,570	98.15%
03-472.214	Interest - 2007 Fire Truck	1,300	1,276	98.18%	1,400	1,404	100.28%
03-472.215	Interest - 2009 Fire Truck	2,200	2,153	97.87%	2,300	2,340	101.72%
03-472.216	Interest - 2013 Fire Truck	1,900	1,880	98.92%	1,900	1,194	62.86%
Total Debt Service - Interest:		6,900	6,700	97.10%	7,400	6,667	90.10%
<b>Other Expense</b>							
03-480.005	Financial Service Fees	.00	.00	.00	.00	.00	.00
03-480.454	Real Estate Tax Collections	700	439	62.76%	900	519	57.63%
Total Other Expense:		700	439	62.76%	900	519	57.63%
<b>Reserves</b>							
03-490.740	Transfer to Capital Reserves	174,702	.00	.00	147,600	.00	.00
Total Reserves:		174,702	.00	.00	147,600	.00	.00
<b>Prior Year</b>							
03-491.000	Refunds of Prior Year Revenue	.00	.00	.00	.00	196	.00
Total Prior Year:		.00	.00	.00	.00	196	.00
<b>Interfund Transfers</b>							
03-492.010	Transfer to General Fund	.00	.00	.00	10,000	32,550	325.50%
Total Interfund Transfers:		.00	.00	.00	10,000	32,550	325.50%
Fire Fund Revenue Total:		366,202	320,424	87.50%	342,250	402,329	117.55%

Account Number	Account Title	2014-14 Current Year Budget	07/14 Current YTD Actual	% of Budget	2013-13 Prior Year Budget	07/13 Prior YTD Actual	% of Budget
	Fire Fund Expenditure Total:	400,604	168,007	41.94%	729,801	427,384	58.56%
	Net Total Fire Fund:	34,402-	152,416	-443.05%	387,551-	25,055-	6.46%

Account Number	Account Title	2014-14 Current Year Budget	07/14 Current YTD Actual	% of Budget	2013-13 Prior Year Budget	07/13 Prior YTD Actual	% of Budget
<b>Library Fund</b>							
<b>Property Taxes</b>							
04-301.100	Real Estate Tax - Current	77,000	73,588	95.57%	77,000	74,527	96.79%
04-301.400	Real Estate Tax - Claims	1,000	729	72.91%	1,000	781	78.10%
04-301.600	Real Estate Tax - Interim	100	9	8.64%	100	17	17.45%
Total Property Taxes:		78,100	74,326	95.17%	78,100	75,326	96.45%
<b>Interest</b>							
04-341.000	Interest Income	100	15	15.02%	100	21	21.19%
Total Interest:		100	15	15.02%	100	21	21.19%
<b>Miscellaneous</b>							
04-380.000	Miscellaneous Revenue	.00	.00	.00	.00	.00	.00
Total Miscellaneous:		.00	.00	.00	.00	.00	.00
<b>Prior Year Resv</b>							
04-396.000	Prior Year Reserves	.00	.00	.00	.00	.00	.00
Total Prior Year Resv:		.00	.00	.00	.00	.00	.00
<b>Library Services</b>							
04-456.305	Allentown Library Services	81,600	81,559	99.95%	81,600	40,780	49.97%
Total Library Services:		81,600	81,559	99.95%	81,600	40,780	49.97%
<b>Miscellaneous Expense</b>							
04-480.005	Financial Service Fees	.00	.00	.00	.00	.00	.00
04-480.454	Real Estate Tax Collections	300	128	42.73%	300	169	56.27%
Total Miscellaneous Expense:		300	128	42.73%	300	169	56.27%
<b>Prior Year</b>							
04-491.000	Refunds of Prior Year Revenue	.00	.00	.00	.00	64	.00
Total Prior Year:		.00	.00	.00	.00	64	.00
Library Fund Revenue Total:		78,200	74,341	95.06%	78,200	75,347	96.35%
Library Fund Expenditure Total:		81,900	81,687	99.74%	81,900	41,012	50.08%
Net Total Library Fund:		3,700-	7,347-	198.56%	3,700-	34,335	-927.96%



Account Number	Account Title	2014-14 Current Year Budget	07/14 Current YTD Actual	% of Budget	2013-13 Prior Year Budget	07/13 Prior YTD Actual	% of Budget
<b>Water Fund</b>							
<b>Interest</b>							
06-341.000	Interest Income	1,900	765	40.26%	3,000	436	14.55%
	Total Interest:	1,900	765	40.26%	3,000	436	14.55%
<b>System Revenue</b>							
06-378.100	Metered Sales	1,400,000	648,203	46.30%	1,400,000	752,858	53.78%
06-378.910	Tapping Fees	500	2,112	422.40%	1,000	104	10.40%
	Total System Revenue:	1,400,500	650,315	46.43%	1,401,000	752,962	53.74%
<b>Miscellaneous</b>							
06-380.000	Miscellaneous Revenue	.00	290	.00	.00	300	.00
	Total Miscellaneous:	.00	290	.00	.00	300	.00
<b>Asset Disposal</b>							
06-391.100	Sale of Fixed Assets	.00	.00	.00	.00	.00	.00
	Total Asset Disposal:	.00	.00	.00	.00	.00	.00
<b>Prior Year</b>							
06-393.120	Note Proceeds	.00	.00	.00	.00	.00	.00
06-393.121	Bond Proceeds	.00	.00	.00	.00	.00	.00
	Total Prior Year:	.00	.00	.00	.00	.00	.00
<b>Prior Year Exp</b>							
06-395.000	Refund of Prior Year Expenses	.00	.00	.00	.00	.00	.00
	Total Prior Year Exp:	.00	.00	.00	.00	.00	.00
<b>Prior Year Resv</b>							
06-396.000	Prior Year Reserves	.00	.00	.00	.00	.00	.00
	Total Prior Year Resv:	.00	.00	.00	.00	.00	.00
<b>Wages</b>							
06-448.130	DPW--Utility Supervisor	37,100	20,422	55.05%	36,000	19,966	55.46%
06-448.141	Clerical--Full Time	15,900	8,679	54.59%	15,500	8,485	54.74%
06-448.142	Aide to Public Works Director	28,500	15,682	55.03%	27,700	15,332	55.35%
06-448.143	DPW - Full Time	110,700	70,262	63.47%	118,900	56,864	47.82%
06-448.149	DPW--Part Time	2,700	.00	.00	2,300	1,001	43.52%
06-448.181	Double Time	1,500	540	36.01%	1,500	339	22.57%
06-448.183	Overtime	4,000	4,424	110.61%	4,000	2,482	62.05%
06-448.189	On - Call	11,700	6,584	56.27%	11,300	6,080	53.81%
06-448.231	Vehicle Fuel	9,000	7,028	78.09%	10,400	5,168	49.69%
06-448.232	Generator Fuel	200	.00	.00	200	.00	.00
06-448.240	Supplies	20,000	5,046	25.23%	20,000	4,948	24.74%
06-448.251	Vehicle Maintenance	5,000	4,331	86.61%	5,000	1,499	29.99%
06-448.260	Minor Equipment & Small Tools	6,500	.00	.00	8,100	2,804	34.62%
06-448.261	Computer Equip & Software	5,700	1,947	34.16%	.00	.00	.00
06-448.310	Legal Services	.00	.00	.00	.00	.00	.00
06-448.311	Auditing & Accounting Services	1,200	1,200	100.00%	1,200	1,200	100.00%

Account Number	Account Title	2014-14 Current Year Budget	07/14 Current YTD Actual	% of Budget	2013-13 Prior Year Budget	07/13 Prior YTD Actual	% of Budget
06-448.312	Consulting Services	.00	.00	.00	.00	.00	.00
06-448.313	Engineering Services	2,000	6,526	326.31%	5,000	1,022	20.44%
06-448.315	General Services	600	100	16.67%	500	500	100.00%
06-448.316	Testing & Calibration Services	5,000	1,380	27.60%	5,000	2,800	56.00%
06-448.317	Contracted Services	3,000	.00	.00	5,000	.00	.00
06-448.319	Computer Maint & Support	8,000	7,082	88.53%	13,800	9,858	71.44%
06-448.320	Telephone	1,200	625	52.05%	1,000	590	58.96%
06-448.325	Postage	3,600	3,427	95.20%	3,500	2,835	81.01%
06-448.342	Printing	1,800	734	40.78%	2,100	927	44.13%
06-448.361	Electric	8,000	4,236	52.94%	8,000	4,578	57.23%
06-448.363	Hydrant Rental	14,200	7,110	50.07%	14,200	6,195	43.63%
06-448.367	Water Purchases - LCA/Altn	830,000	307,742	37.08%	860,000	330,928	38.48%
06-448.368	Water Purchases - Bethlehem	4,300	2,153	50.07%	4,300	2,171	50.48%
06-448.369	Water Purchase-South Whitehall	8,500	1,980	23.29%	8,500	4,115	48.41%
06-448.373	Facilities Maintenance	4,000	208	5.20%	5,000	99	1.98%
06-448.375	Equipment Maintenance	3,500	711	20.30%	2,500	2,573	102.90%
06-448.421	Training	1,000	215	21.50%	1,000	241	24.10%
06-448.600	Capital Construction	10,000	656	6.56%	10,000	.00	.00
06-448.605	Flexer Avenue Waterline	.00	.00	.00	.00	.00	.00
06-448.606	Clearwood Dr Waterline	.00	83	.00	.00	.00	.00
06-448.607	Ellsworth Water Main	.00	6,016	.00	81,400	10,009	12.30%
06-448.608	Edgemont Drive Water Main	225,000	.00	.00	.00	.00	.00
06-448.609	Flexer Pump Stn Generator Repl	70,000	.00	.00	.00	.00	.00
06-448.610	Potomac Street Waterline	.00	378	.00	.00	.00	.00
06-448.699	Capital Reserve	.00	.00	.00	.00	.00	.00
06-448.700	Capital Equipment	66,250	36,800	55.55%	.00	.00	.00
06-448.740	Maintenance Reserve	.00	.00	.00	.00	.00	.00
06-448.800	Depreciation	.00	.00	.00	.00	.00	.00
Total Wages:		1,529,650	534,307	34.93%	1,292,900	505,608	39.11%
<b>Debt Service - Principal</b>							
06-471.202	Principal - 2010 Bond	16,000	.00	.00	17,000	.00	.00
06-471.350	Principal - Lease Pmt	4,800	4,812	100.26%	6,400	4,558	71.21%
Total Debt Service - Principal:		20,800	4,812	23.14%	23,400	4,558	19.48%
<b>Debt Service - Interest</b>							
06-472.202	Interest - 2010 Bonds	10,400	5,222	50.21%	10,500	5,252	50.02%
06-472.350	Interest - Lease Pmt	200	108	53.82%	500	301	60.29%
Total Debt Service - Interest:		10,600	5,330	50.28%	11,000	5,553	50.49%
<b>Miscellaneous</b>							
06-480.000	Miscellaneous Expense	100	.00	.00	100	.00	.00
06-480.005	Financial Service Fees	500	.00	.00	1,000	12	1.23%
06-480.010	Credit Card Service Fees	3,200	2,004	62.64%	2,000	1,630	81.48%
Total Miscellaneous:		3,800	2,004	52.75%	3,100	1,642	52.97%
<b>Insurance</b>							
06-486.351	Insurance - Commercial	2,300	2,326	101.13%	2,200	2,297	104.42%
06-486.352	Insurance - Business Auto	2,400	2,577	107.38%	2,200	2,374	107.89%
06-486.354	Insurance - Workers Comp	8,400	8,721	103.82%	8,500	8,415	99.00%

Account Number	Account Title	2014-14 Current Year Budget	07/14 Current YTD Actual	% of Budget	2013-13 Prior Year Budget	07/13 Prior YTD Actual	% of Budget
Total Insurance:		13,100	13,624	104.00%	12,900	13,086	101.44%
<b>Employee Benefits</b>							
06-487.156	Insurance - Health	75,100	55,268	73.59%	76,500	49,724	65.00%
06-487.158	Insurance - Life & Disability	1,700	963	56.66%	1,600	928	58.03%
06-487.160	Pension	23,800	.00	.00	23,600	.00	.00
06-487.161	Social Security Tax	16,200	10,107	62.39%	15,000	8,844	58.96%
Total Employee Benefits:		116,800	66,338	56.80%	116,700	59,497	50.98%
<b>Prior Year</b>							
06-491.000	Refunds of Prior Year Revenue	.00	.00	.00	.00	.00	.00
Total Prior Year:		.00	.00	.00	.00	.00	.00
<b>Interfund Transfers</b>							
06-492.010	Transfer to General Fund	217,200	.00	.00	206,300	.00	.00
Total Interfund Transfers:		217,200	.00	.00	206,300	.00	.00
Water Fund Revenue Total:		1,402,400	651,369	46.45%	1,404,000	753,699	53.68%
Water Fund Expenditure Total:		1,911,950	626,415	32.76%	1,666,300	589,943	35.40%
Net Total Water Fund:		509,550-	24,954	-4.90%	262,300-	163,756	-62.43%

Account Number	Account Title	2014-14 Current Year Budget	07/14 Current YTD Actual	% of Budget	2013-13 Prior Year Budget	07/13 Prior YTD Actual	% of Budget
<b>Sewer Fund</b>							
<b>Interest</b>							
08-341.000	Interest Income	1,500	736	49.06%	1,500	349	23.25%
	Total Interest:	1,500	736	49.06%	1,500	349	23.25%
<b>Sanitation Fees</b>							
08-364.110	Tapping Fees	1,000	1,554	155.40%	1,000	1,554	155.40%
08-364.120	Sewer Rent	1,350,000	673,401	49.88%	1,350,000	715,204	52.98%
08-364.301	Sewer Assessments	.00	.00	.00	.00	.00	.00
08-364.310	Sale of Capacity	.00	.00	.00	.00	600,000	.00
	Total Sanitation Fees:	1,351,000	674,955	49.96%	1,351,000	1,316,758	97.47%
<b>Miscellaneous</b>							
08-380.000	Miscellaneous Revenue	.00	.00	.00	.00	.00	.00
	Total Miscellaneous:	.00	.00	.00	.00	.00	.00
<b>Asset Disposal</b>							
08-391.100	Sale of Fixed Assets	.00	.00	.00	.00	.00	.00
	Total Asset Disposal:	.00	.00	.00	.00	.00	.00
<b>Prior Year</b>							
08-393.120	Note Proceeds	.00	.00	.00	.00	.00	.00
08-393.121	Bond Proceeds	.00	.00	.00	.00	.00	.00
	Total Prior Year:	.00	.00	.00	.00	.00	.00
<b>Prior Year Exp</b>							
08-395.000	Refund of Prior Year Expenses	.00	188,208	.00	.00	.00	.00
	Total Prior Year Exp:	.00	188,208	.00	.00	.00	.00
<b>Prior Year Resv</b>							
08-396.000	Prior Year Reserves	.00	.00	.00	.00	.00	.00
	Total Prior Year Resv:	.00	.00	.00	.00	.00	.00
<b>Wages</b>							
08-429.130	DPW--Utility Supervisor	37,100	20,422	55.05%	36,000	19,966	55.46%
08-429.141	Clerical--Full Time	15,900	8,679	54.59%	15,500	8,485	54.74%
08-429.142	Aide to Public Works Director	28,500	15,682	55.02%	27,700	15,332	55.35%
08-429.143	DPW - Full Time	110,700	70,262	63.47%	118,900	56,864	47.82%
08-429.149	DPW--Part Time	.00	.00	.00	.00	.00	.00
08-429.181	Double Time	1,500	540	36.01%	1,500	339	22.57%
08-429.183	Overtime	4,000	4,424	110.60%	4,000	2,482	62.04%
08-429.189	On - Call	11,700	6,584	56.27%	11,300	6,080	53.81%
08-429.231	Vehicle Fuel	9,000	7,028	78.09%	10,400	5,168	49.69%
08-429.232	Generator Fuel	200	.00	.00	200	.00	.00
08-429.240	Supplies	7,000	468	6.69%	9,000	895	9.95%
08-429.251	Vehicle Maintenance	5,000	5,184	103.68%	5,000	1,499	29.99%
08-429.260	Minor Equipment & Small Tools	6,000	.00	.00	9,300	2,046	22.00%
08-429.261	Computer Equip & Software	5,700	1,947	34.16%	.00	.00	.00

Account Number	Account Title	2014-14 Current Year Budget	07/14 Current YTD Actual	% of Budget	2013-13 Prior Year Budget	07/13 Prior YTD Actual	% of Budget
08-429.310	Legal Services	2,500	51	2.05%	8,400	1,038	12.35%
08-429.311	Auditing & Accounting Services	1,200	1,200	100.00%	1,200	1,200	100.00%
08-429.313	Engineering Services	15,000	10,932	72.88%	12,500	7,923	63.39%
08-429.315	General Services	600	65	10.83%	1,800	185	10.28%
08-429.317	Contracted Services	20,000	17,906	89.53%	20,000	14,210	71.05%
08-429.319	Computer Maint & Support	6,000	7,082	118.03%	13,800	8,349	60.50%
08-429.320	Telephone	500	227	45.44%	800	211	26.38%
08-429.325	Postage	2,900	2,722	93.85%	2,800	2,152	76.84%
08-429.342	Printing	1,000	.00	.00	1,500	.00	.00
08-429.361	Electric	10,000	5,539	55.39%	11,400	5,455	47.85%
08-429.367	Disposal Cost - LCA/Altn	600,000	125,496	20.92%	506,300	156,090	30.83%
08-429.368	Disposal Cost - Bethlehem	186,000	46,573	25.04%	150,000	37,354	24.90%
08-429.372	I&I--Repairs & Maintenance	200,000	189,292	94.65%	200,000	134,275	67.14%
08-429.373	Facilities Maintenance	11,000	732	6.65%	17,000	3,400	20.00%
08-429.375	Equipment Maintenance	2,500	711	28.43%	2,000	1,923	96.13%
08-429.421	Training	300	175	58.33%	300	201	67.00%
08-429.530	Transmission - LCA/Altn	5,000	1,420	28.41%	3,700	1,597	43.17%
08-429.531	Transmission - Fountain Hill	1,200	721	60.05%	1,000	554	55.40%
08-429.532	Transmission - Emmaus	12,000	1,134	9.45%	8,100	7,590	93.70%
08-429.533	Transmission - LCA	15,000	7,849	52.33%	16,600	.00	.00
08-429.534	Debt Service - LCA/Altn	70,000	11,127	15.90%	73,700	17,039	23.12%
08-429.535	Debt Service - Bethlehem	17,300	8,627	49.87%	6,100	6,626	108.62%
08-429.536	Debt Service - Fountain Hill	2,400	1,200	50.00%	2,400	1,200	50.00%
08-429.600	Capital Construction	10,000	656	6.56%	10,000	.00	.00
08-429.601	Patricia Drive Pump Station	.00	.00	.00	.00	690	.00
08-429.604	Riverside Dr Pump Stn Rehab	.00	38,230	.00	100,000	.00	.00
08-429.605	Montgomery St Sewer Replcmnt	.00	.00	.00	.00	.00	.00
08-429.699	Capital Reserve	.00	.00	.00	.00	.00	.00
08-429.700	Capital Equipment	26,250	.00	.00	.00	.00	.00
08-429.740	Maintenance Reserve	.00	.00	.00	.00	.00	.00
08-429.800	Depreciation	.00	.00	.00	.00	.00	.00
Total Wages:		1,460,950	620,889	42.50%	1,420,200	528,418	37.21%
<b>Debt Service - Principal</b>							
08-471.202	Principal - 2010 Bonds	.00	.00	.00	123,500	.00	.00
08-471.350	Principal - Lease Pmt	4,800	4,812	100.26%	6,400	4,558	71.21%
Total Debt Service - Principal:		4,800	4,812	100.26%	129,900	4,558	3.51%
<b>Debt Service - Interest</b>							
08-472.202	Interest - 2010 Bonds	.00	.00	.00	4,600	2,278	49.52%
08-472.350	Interest - Lease Pmt	200	108	53.82%	500	301	60.29%
Total Debt Service - Interest:		200	108	53.82%	5,100	2,579	50.58%
<b>Miscellaneous</b>							
08-480.000	Miscellaneous Expense	100	.00	.00	100	.00	.00
08-480.005	Financial Service Fees	500	.00	.00	1,000	9	0.94%
08-480.010	Credit Card Service Fees	3,200	2,004	62.64%	2,000	1,630	81.48%
Total Miscellaneous:		3,800	2,004	52.75%	3,100	1,639	52.87%
<b>Insurance</b>							
08-486.351	Insurance - Commercial	2,300	2,326	101.13%	2,200	2,297	104.42%
08-486.352	Insurance - Business Auto	2,400	2,577	107.38%	2,200	2,374	107.89%

Account Number	Account Title	2014-14 Current Year Budget	07/14 Current YTD Actual	% of Budget	2013-13 Prior Year Budget	07/13 Prior YTD Actual	% of Budget
08-486.354	Insurance - Workers Comp	8,400	8,721	103.82%	8,500	8,415	99.00%
	Total Insurance:	13,100	13,624	104.00%	12,900	13,086	101.44%
<b>Employee Benefits</b>							
08-487.156	Insurance - Health	75,100	55,268	73.59%	76,500	50,423	65.91%
08-487.158	Insurance - Life & Disability	1,700	963	56.66%	1,600	928	58.03%
08-487.160	Pension	23,800	.00	.00	23,600	.00	.00
08-487.161	Social Security Tax	16,000	10,106	63.16%	14,800	8,767	59.23%
	Total Employee Benefits:	116,600	66,337	56.89%	116,500	60,118	51.60%
<b>Prior Year</b>							
08-491.000	Refunds of Prior Year Revenue	.00	.00	.00	.00	.00	.00
	Total Prior Year:	.00	.00	.00	.00	.00	.00
<b>Interfund Transfers</b>							
08-492.010	Transfer to General Fund	217,200	.00	.00	206,300	.00	.00
	Total Interfund Transfers:	217,200	.00	.00	206,300	.00	.00
	Sewer Fund Revenue Total:	1,352,500	863,899	63.87%	1,352,500	1,317,107	97.38%
	Sewer Fund Expenditure Total:	1,816,650	707,774	38.96%	1,894,000	610,398	32.23%
	Net Total Sewer Fund:	464,150-	156,125	-33.64%	541,500-	706,709	-130.51%

Account Number	Account Title	2014-14 Current Year Budget	07/14 Current YTD Actual	% of Budget	2013-13 Prior Year Budget	07/13 Prior YTD Actual	% of Budget
<b>Refuse &amp; Recycling Fund</b>							
<b>Interest</b>							
10-341.000	Interest Income	200	33	16.58%	100	89	89.25%
	Total Interest:	200	33	16.58%	100	89	89.25%
<b>Sanitation Fees</b>							
10-364.300	Solid Waste Collection	1,580,000	1,190,832	75.37%	1,580,000	1,186,100	75.07%
10-364.400	Freon Decal Sales	1,000	520	52.00%	1,000	640	64.00%
10-364.500	Recycling Container Sales	1,000	630	63.00%	800	950	118.75%
10-364.600	Recycling Proceeds	30,000	992	3.31%	36,700	17,311	47.17%
10-364.700	PA Refuse Surcharge	25,000	18,735	74.94%	25,000	18,676	74.70%
	Total Sanitation Fees:	1,637,000	1,211,709	74.02%	1,643,500	1,223,677	74.46%
<b>Administration</b>							
10-401.325	Postage	2,900	2,722	93.85%	2,800	2,152	76.84%
10-401.342	Printing	1,000	.00	.00	1,200	.00	.00
	Total Administration:	3,900	2,722	69.79%	4,000	2,152	53.79%
<b>Data Processing</b>							
10-407.261	Computer Equip & Software	5,700	1,947	34.16%	10,000	2,367	23.67%
10-407.319	Computer Maint & Support	6,000	7,082	118.03%	3,800	5,982	157.41%
	Total Data Processing:	11,700	9,029	77.17%	13,800	8,349	60.50%
<b>Buildings &amp; Plant</b>							
10-409.240	Supplies	200	3	1.35%	500	3	0.54%
	Total Buildings & Plant:	200	3	1.35%	500	3	0.54%
<b>Wages</b>							
10-426.141	Clerical--Full Time	15,900	8,942	56.24%	15,500	8,742	56.40%
10-426.147	Recycling Center - Part Time	8,800	3,663	41.63%	7,500	4,466	59.55%
	Total Wages:	24,700	12,605	51.03%	23,000	13,208	57.43%
<b>Sanitation</b>							
10-427.300	Refuse Collection Services	1,508,000	886,667	58.80%	1,508,000	874,417	57.99%
10-427.301	PA Refuse Collection Surcharge	.00	.00	.00	.00	.00	.00
10-427.302	Recycling Costs	1,500	1,550	103.33%	.00	1,460	.00
10-427.303	Grass Collection Services	14,000	6,970	49.78%	12,000	7,853	65.44%
	Total Sanitation:	1,523,500	895,186	58.76%	1,520,000	883,730	58.14%
<b>Department: 471</b>							
10-471.350	Principal - Least Pmt	4,800	4,812	100.26%	4,600	2,251	48.93%
	Total Department: 471:	4,800	4,812	100.26%	4,600	2,251	48.93%
<b>Department: 472</b>							
10-472.350	Interest - Lease Pmt	200	108	53.82%	400	237	59.29%

Account Number	Account Title	2014-14 Current Year Budget	07/14 Current YTD Actual	% of Budget	2013-13 Prior Year Budget	07/13 Prior YTD Actual	% of Budget
Total Department: 472:		200	108	53.82%	400	237	59.29%
<b>Fees &amp; Misc</b>							
10-480.005	Financial Services Fee	100	.00	.00	.00	14	.00
10-480.010	Credit Card Transaction Fees	3,200	2,004	62.64%	2,000	1,630	81.49%
Total Fees & Misc:		3,300	2,004	60.74%	2,000	1,644	82.19%
<b>Employee Benefits</b>							
10-487.161	Social Security Tax	1,900	997	52.46%	1,800	1,038	57.64%
Total Employee Benefits:		1,900	997	52.46%	1,800	1,038	57.64%
<b>Collections</b>							
10-489.317	Collection Agency Services	.00	.00	.00	100	.00	.00
Total Collections:		.00	.00	.00	100	.00	.00
<b>Prior Year</b>							
10-491.000	Refunds of Prior Year Revenue	.00	.00	.00	.00	.00	.00
Total Prior Year:		.00	.00	.00	.00	.00	.00
<b>Department: 492</b>							
10-492.010	Transfer to General Fund	125,000	.00	.00	125,000	.00	.00
Total Department: 492:		125,000	.00	.00	125,000	.00	.00
Refuse & Recycling Fund Revenue Total:		1,637,200	1,211,742	74.01%	1,643,600	1,223,766	74.46%
Refuse & Recycling Fund Expenditure Total:		1,699,200	927,466	54.58%	1,695,200	912,610	53.83%
Net Total Refuse & Recycling Fund:		62,000-	284,276	-458.51%	51,600-	311,156	-603.02%



Account Number	Account Title	2014-14 Current Year Budget	07/14 Current YTD Actual	% of Budget	2013-13 Prior Year Budget	07/13 Prior YTD Actual	% of Budget
<b>Debt Service Fund</b>							
<b>Interfund Transfers</b>							
20-392.010	Transfer from General Fund	163,700	32,617	19.92%	164,300	32,670	19.88%
	Total Interfund Transfers:	163,700	32,617	19.92%	164,300	32,670	19.88%
<b>Debt Service - Principal</b>							
20-471.202	Principal - 2010 Bonds	99,000	.00	.00	99,500	.00	.00
	Total Debt Service - Principal:	99,000	.00	.00	99,500	.00	.00
<b>Debt Service - Interest</b>							
20-472.202	Interest - 2010 Bonds	64,200	32,078	49.97%	64,300	32,170	50.03%
	Total Debt Service - Interest:	64,200	32,078	49.97%	64,300	32,170	50.03%
<b>Department: 480</b>							
20-480.005	Financial Service Fees	500	539	107.75%	500	500	100.00%
	Total Department: 480:	500	539	107.75%	500	500	100.00%
	Debt Service Fund Revenue Total:	163,700	32,617	19.92%	164,300	32,670	19.88%
	Debt Service Fund Expenditure Total:	163,700	32,617	19.92%	164,300	32,670	19.88%
	Net Total Debt Service Fund:	.00	.00	.00	.00	.00	.00

Account Number	Account Title	2014-14 Current Year Budget	07/14 Current YTD Actual	% of Budget	2013-13 Prior Year Budget	07/13 Prior YTD Actual	% of Budget
<b>Highway Aid Fund</b>							
<b>Interest</b>							
35-341.000	Interest Income	100	26	25.54%	200	31	15.35%
	Total Interest:	100	26	25.54%	200	31	15.35%
<b>State-Shared Revenue</b>							
35-355.020	Motor Vehicle Fuels Tax	301,700	338,207	112.10%	304,300	313,392	102.99%
35-355.030	Road Turnback	1,100	1,080	98.18%	1,100	1,080	98.18%
	Total State-Shared Revenue:	302,800	339,287	112.05%	305,400	314,472	102.97%
<b>Prior Year Exp</b>							
35-395.000	Refund of Prior Year Expenses	.00	.00	.00	.00	.00	.00
	Total Prior Year Exp:	.00	.00	.00	.00	.00	.00
<b>Prior Year Resv</b>							
35-396.000	Prior Year Reserves	.00	.00	.00	.00	.00	.00
	Total Prior Year Resv:	.00	.00	.00	.00	.00	.00
<b>Snow Removal</b>							
35-432.245	Snow Removal Salt	65,000	51,255	78.85%	70,000	32,643	46.63%
	Total Snow Removal:	65,000	51,255	78.85%	70,000	32,643	46.63%
<b>Traffic Control</b>							
35-433.246	Signs & Street Markings	.00	.00	.00	.00	.00	.00
35-433.362	Traffic Signals	23,400	21,482	91.80%	19,700	2,134	10.83%
	Total Traffic Control:	23,400	21,482	91.80%	19,700	2,134	10.83%
<b>Street Lighting</b>							
35-434.361	Electric	145,000	101,447	69.96%	135,000	87,543	64.85%
	Total Street Lighting:	145,000	101,447	69.96%	135,000	87,543	64.85%
<b>Streets &amp; Bridges</b>							
35-438.450	Road Program	.00	.00	.00	.00	.00	.00
35-438.700	Capital Equipment	100,000	100,000	100.00%	.00	.00	.00
35-438.740	Equipment Reserve	.00	.00	.00	.00	.00	.00
	Total Streets & Bridges:	100,000	100,000	100.00%	.00	.00	.00
<b>Department: 471</b>							
35-471.350	Principal - Lease Pmt	27,600	10,895	39.48%	21,200	10,516	49.60%
	Total Department: 471:	27,600	10,895	39.48%	21,200	10,516	49.60%
<b>Department: 472</b>							
35-472.350	Interest - Lease Pmt	700	443	63.33%	1,500	823	54.86%
	Total Department: 472:	700	443	63.33%	1,500	823	54.86%

Account Number	Account Title	2014-14 Current Year Budget	07/14 Current YTD Actual	% of Budget	2013-13 Prior Year Budget	07/13 Prior YTD Actual	% of Budget
Department: 490							
35-490.740	Transfer to Capital Reserves	119,400	.00	.00	15,700	.00	.00
Total Department: 490:		119,400	.00	.00	15,700	.00	.00
Highway Aid Fund Revenue Total:		302,900	339,313	112.02%	305,600	314,503	102.91%
Highway Aid Fund Expenditure Total:		481,100	285,522	59.35%	263,100	133,659	50.80%
Net Total Highway Aid Fund:		178,200-	53,791	-30.19%	42,500	180,843	425.51%

Account Number	Account Title	2014-14 Current Year Budget	07/14 Current YTD Actual	% of Budget	2013-13 Prior Year Budget	07/13 Prior YTD Actual	% of Budget
<b>Subdivision Escrow Fund</b>							
<b>Interfund Transfers</b>							
91-492.060	Transfer to Water Fund	.00	.00	.00	.00	.00	.00
	Total Interfund Transfers:	.00	.00	.00	.00	.00	.00
	Subdivision Escrow Fund Revenue Total:	.00	.00	.00	.00	.00	.00
	Subdivision Escrow Fund Expenditure Total:	.00	.00	.00	.00	.00	.00
	Net Total Subdivision Escrow Fund:	.00	.00	.00	.00	.00	.00
	Total Asset:	.00	.00	.00	.00	.00	.00
	Total Liability:	.00	.00	.00	.00	.00	.00
	Total Equity:	.00	.00	.00	.00	.00	.00
	Total Revenue:	11,974,802	7,757,717	64.78%	11,243,150	8,121,199	72.23%
	Total Expenditure:	14,134,766	6,386,950	45.19%	13,444,908	6,151,177	45.75%
	Net Grand Totals:	2,159,964-	1,370,768	-63.46%	2,201,758-	1,970,022	-89.47%

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
August 14, 2014  
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  
Debra Brinton, Vice-President  
Robert Martucci, Jr.  
James Seagreaves, President Pro-Tempore - EXCUSED  
Joanne Ackerman

**Staff Present:**

Randy Soriano, Township Manager  
Cathy Bonaskiewich, Assistant Township Manager/Finance Director  
John Andreas, Director of Public Works  
Allen Stiles, Chief of Police  
Donald Sabo, Police Sergeant  
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 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 BILLS PAYABLE**

Mr. Soriano presented the list of bills payable.

**Motion by Commissioner Ackerman, seconded by Commissioner Martucci, to pay the list of Bills Payable for the periods 7/19/2014 – 8/8/2014, broken down as follows:**

\$143,966.01= GENERAL  
\$14,475.60 = FIRE  
\$0 = LIBRARY  
\$23,101.76= WATER  
\$48,739.55= SEWER  
\$129,526.57= REFUSE & RECYCLING  
\$12, 997.30\_\_ = HIGHWAY AID  
\$0 = SUBDIVISION & ESCROW  
\$1,332.96= REFUND  
\$374,139.95= GRAND TOTAL ALL FUNDS

#### **Roll Call:**

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

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

### **MINUTES**

#### **July 24, 2014**

Commissioner Brown declared the July 24, 2014 Regular Meeting Minutes of the Board of Commissioners accepted as presented.

## **NEW BUSINESS**

None.

## **ORDINANCES**

### **Ordinance Amendment- Fire Prevention Ordinance**

Mr. Dustin Grow, Township Fire Inspector, briefly went over the proposed changes to the Fire Code Ordinance.

#### **ORDINANCE NO. 08-2014-588**

**AN ORDINANCE BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, AMENDING ORDINANCE #12-2013-587 REPEALING THE BOCA NATIONAL FIRE PREVENTION CODE AND REQUIRING THE ANNUAL INSPECTION OF COMMERCIAL, INDUSTRIAL, INSTITUTIONAL AND MULTI-FAMILY RESIDENTIAL BUILDINGS FOR VIOLATIONS OF THE FIRE, SAFETY, AND HEALTH CODE REQUIREMENTS OF CHAPTER 7 OF THE INTERNATIONAL PROPERTY MAINTENANCE CODE.**

***\*Deletions are Strikethrough***

***\*Additions are Bold-Double Underlined language***

*WHEREAS, on December 19, 2013, the Salisbury Township Board of Commissioners adopted Ordinance No. 12-2013-587 repealing the BOCA National Fire Prevention Code and requiring the annual inspection of commercial, industrial, institutional and multi-family residential buildings for violations of the Fire, Safety, and Health Code Requirements of Chapter 7 of the International Property Maintenance Code.*

*WHEREAS, the Board of Commissioners desires to amend Ordinance No. 12-2013-587.*

*NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, after a public hearing held by the Board of Commissioners and after public notice given according to law, that Ordinance No. 12-2013-587 adopting Chapter 7 of the 2012 edition of the International Property Maintenance Code, as amended, and establishing a Fire Prevention and Life Safety Program which shall be administered by the Township Police Department, shall be amended as follows:*

### **ARTICLE I.**

*Chapter 5, Part 4 of the Salisbury Township Code of Ordinances entitled "BOCA National Fire Prevention Code" is hereby repealed and shall be replaced by Chapter 7 of the*

2012 International Property Maintenance Code and fire protection systems and devices within buildings and structures subject to this Ordinance shall be maintained, tested and inspected in accordance with NFPA standards.

## **ARTICLE II.**

Chapter 5, Part 4 of the Salisbury Township Code of Ordinances, shall be amended to read as follows:

### **CHAPTER 5 FIRE PREVENTION**

#### **PART 4 FIRE PREVENTION AND LIFE SAFETY PROGRAM**

##### **§401. TITLE.**

This Ordinance may be cited and shall be known as the "Salisbury Township Fire Prevention and Life Safety Program", hereinafter referred to as the "Fire Prevention Program".

##### **§402. PURPOSE; APPLICABILITY.**

The Fire Prevention Program is designed to reduce conditions which would pose a threat to life, property and the environment through an annual inspection and enforcement program.

##### **§403. DESIGNATED OFFICIAL; INSPECTIONS; AUTHORIZED.**

A. The Board of Commissioners designates the Fire Safety Officer Inspector as the official who shall annually inspect all commercial, industrial, institutional and multi-family residential facilities / buildings according to an established schedule. The designated official may, upon reasonable belief or suspicion of hazard, inspect such facility as necessary to ensure compliance with applicable codes. The designated ~~officer~~ official shall be a sworn, non-civil service employee under the supervision and control of the Chief of Police in the Salisbury Township Police Department and shall obtain powers of enforcement through the Lehigh County Criminal Justice System Pennsylvania Rules of Criminal Procedure. The designated official, Fire Safety Inspector, will be the authority having jurisdiction (AHJ) pertaining to the violations and repairs of properties within the scope of the fire safety inspection program.

B. Annual Inspections shall be based on the fire, safety, and health code requirements within the 2012 edition of the Chapter 7, International Property Maintenance Code, as amended. The person(s) designated under this Ordinance may, during hours of operation or by agreement of building owner/agent, enter any public or private building for the purpose of inspection under the Fire Prevention Program.



**C. Initial Fire Inspections shall be based on the same requirements as annual fire inspections. Initial fire inspections will be conducted when a change in business owner, business name, or occupancy change within commercial, industrial and multi-family dwellings or buildings. A business or owner must contact the Salisbury Township Fire Inspector for notification and scheduling of an initial fire inspection before an occupancy shall be allowed to open and operate.**

**D.** The Fire Safety Officer(s) **Inspectors** shall provide the owner/agent with a written list of code violations, if any, and a date by which all violations must be corrected. In cases where an owner/agent does not agree with a violation(s) or the required corrective measures ordered by the Fire Safety Officer **Inspector** and believes they do meet the intent of the Code by other means, the owner/agent may file an Appeal with the Building Code Board of Appeals.

**E.** Failure to allow access for the Fire Safety Officers **Inspectors** to perform the scheduled inspection(s) may result in violation of this Ordinance. The Fire Safety Officer **Inspectors** may obtain an administrative search warrant to enter any property or structure when an owner/agent denies access.

#### **§404. INSPECTION FEES.**

The fees for the Fire Prevention Program shall be established by the Board of Commissioners and shall be set forth in the Salisbury Township Schedule of Fees. Fees may be amended by Resolution.

**A.** The inspection fee shall cover the initial annual inspection and one re-inspection for each inspection cycle.

**B.** Any additional re-inspections shall be subject to an additional fee until code compliance is achieved.

**C.** All fees shall be collected ~~prior to the~~ **after the completion of** any Fire Prevention Program inspection. Failure to submit payment by the specified date ~~will prevent the inspection and~~ shall constitute a violation of this Ordinance.

#### **§405. INSPECTION CERTIFICATE REQUIRED.**

Upon approval by the designated official, the business or property owner will be issued a certificate of compliance.

**A.** The certificate of compliance shall indicate the following:

1. Owner / occupant name and address
2. Emergency contact information
3. Applicable codes of compliance
4. Date of inspection
5. Time for which the certificate is valid

6. Any other information as the designated official deems necessary

**B.** The certificate shall be posted in a conspicuous place, as to be visible to any employee, customer, or Township official entering the facility.

#### **§406. KEEPING OF RECORDS.**

All official records of inspections and certificates of compliance shall be kept by the Township Building Code Official in the offices of the Township of Salisbury. Copies shall also be retained by the Police Department Fire Prevention Program Division.

#### **§407. IMMEDIATE FIRE OR OTHER SAFETY HAZARD.**

If upon inspection it is the opinion of the designated official that an immediate fire hazard or condition dangerous to human life or property exists, the official is hereby authorized to order an immediate evacuation of the premises and to secure the same until such hazard or condition has been corrected.

#### **§408. RESPONSIBILITY OF OWNER / OCCUPANT.**

Scheduling of the Fire Prevention Program inspections shall be made annually by the Fire Safety Officer ~~Inspector~~. It is the responsibility of the owner/occupant to maintain all systems and premises in accordance with applicable codes. If violations occur, then owner, agent or occupant is responsible to correct such violation as to be in compliance with said codes. This will include vacant/not in use commercial, industrial, institutional and multi-residential properties, in which case the property manager or building owner will responsible for all repairs and fees.

#### **§409. FAILURE TO COMPLY.**

The failure or neglect of any person designated by this Ordinance to comply with any order or directive issued by the designated official under this Ordinance, within the specified period of time and pursuant to the provisions of this Ordinance or applicable codes, shall be deemed to be in violation of this Ordinance.

#### **§410. VIOLATIONS AND PENALTIES.**

**A.** Any person, partnership, corporation, trust or other entity who or which in any way violates any of the provisions of this Ordinance or the Code or who or which refuses to obey any lawful order issued thereunder shall be liable, upon conviction in a summary jurisdiction, to pay a fine or penalty to the Township of Salisbury and for the use of said Township in an amount not less than \$100.00 nor more than \$1,000.00 or be sentenced to imprisonment in the county prison for a period not exceeding 30 days, as provided by law.

**B. Prosecution of Violations:** If the notice of violation is not complied with promptly, the Fire Safety Officer ~~Inspector~~ is authorized to institute the appropriate legal

*proceedings at law or in equity to restrain, correct or abate such violation or to require removal or termination of the unlawful occupancy of the structure in violation of the provisions of this code or of the order or direction made pursuant thereto.*

**C.** *Each day of violation of this Ordinance or applicable code shall be considered a separate offense, for which the fines and penalties stated herein may be imposed on a daily basis.*

#### **§411. APPEALS.**

*Any person, partnership, corporation, trust or other entity aggrieved or affected by any provision of this Ordinance or any code issued thereunder may appeal the same to the Salisbury Township Building Code Board of Appeals.*

#### **§412. SEVERABILITY.**

*The provisions of this Ordinance are severable. If any sentence, clause or section of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such decision shall not affect the validity of any of the remaining provisions of this Ordinance. It is hereby declared as a legislative intent that this Ordinance would have been adopted had such unconstitutional, illegal or invalid provision been included herein.*

#### **§413. EFFECTIVE DATE.**

*This Ordinance shall take effect Sixty (60) days after the adoption thereof.*

#### **§414. REPEALER.**

*All Ordinances or Resolutions or parts of Ordinances or Resolutions, in so far as they are inconsistent herewith, shall be and the same are hereby repealed.*

### **ARTICLE III.**

*The following Sections of Chapter 7 of the International Property Maintenance Code are hereby amended to read as follows:*

#### **INTERNATIONAL PROPERTY MAINTENANCE CODE - CHAPTER 7 ADDITIONS, INSERTIONS AND CHANGES.**

##### **MEANS OF EGRESS – DELETE [F] 702.1 General**

***Replace With:*** *A safe, continuous and unobstructed path of travel shall be provided from any point in a building or path of travel shall be provided from any point in a building or structure to the public way.*

##### **MEANS OF EGRESS – DELETE [F] 702.2**

### ***FIRE-RESISTANCE RATINGS – DELETE [F] 702.3 Locked Doors***

***Replace With: Locked Doors*** – all means of egress doors shall be readily openable from the side from which egress is to be made without the need for keys, special knowledge or effort.

### ***FIRE PROTECTION SYSTEMS – DELETE [F] 704.1 General***

***Replace With:*** All systems, devices and equipment to detect a fire, actuate an alarm, or suppress or control a fire or any combination thereof shall be maintained in an operable condition at all times. ***All inspections shall be conducted in accordance with the latest edition of the following NFPA (National Fire Protection Association) Standards, as amended:***

#### ***ADD:***

- NFPA 10 – Standard for Portable Fire Extinguishers***
- NFPA 12 – Standard on Carbon Dioxide (CO<sub>2</sub>) Fire Extinguishing Systems***
- NFPA 12A – Standard on Halon 1301 Fire Extinguishing Systems***
- NFPA 17 – Standard on Dry Chemical Extinguishing Systems***
- NFPA 17A – Standard on Wet Chemical Extinguishing Systems***
- NFPA 25 – Inspection, Testing & Maintenance of Water-Based Fire Protection Systems***
- NFPA 30 – Flammable and Combustible Liquids Code***
- NFPA 30A – Code for Motor Fuel Dispensing Facilities and Repair Garages***
- NFPA 55 - Compressed Gases+ Cryogenic Fluids Code***
- NFPA 70 - National Electrical Code***
- NFPA 72 – National Fire Alarm and Signaling Code***
- NFPA 80 – Standard for Fire Doors and Other Opening Protectives***
- NFPA 96 – Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations***
- NFPA 99 - Healthcare Facilities Code***
- NFPA 101 – Life Safety Code***
- NFPA 705 - Recommended Practice for a Field Flame Test for Textiles and Films***
- NFPA 909 - Code for the protection of cultural resource properties- museums, libraries and places of worship***
- NFPA 2001 – Standard on Clean Agent Fire Extinguishing Systems***

### **ARTICLE IV.**

The Police Chief and Township Manager shall develop rules and regulations for the development of the Fire Prevention Program. The Fire Safety ~~Officer~~ **Inspector** shall create an inspection checklist to assure compliance with this Ordinance.

***ORDAINED AND ENACTED*** into an Ordinance this 14<sup>th</sup> day of August, 2014 at a duly advertised, noticed, published and lawfully assembled regular public meeting and hearing.

*TOWNSHIP OF SALISBURY  
(Lehigh County, Pennsylvania)*

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*James A. Brown  
President, Board of Commissioners*

*ATTESTED:*

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*Randy Soriano, Township Secretary*

**Motion Commissioner Ackerman, seconded by Commissioner Brinton to accept Ordinance 08-2014-588 with changes recorded by Mr. Soriano to adopt revised Fire Inspection Ordinance as read.**

**Roll Call:**

**COMMISSIONER ACKERMAN – YES  
COMMISSIONER SEAGREAVES – ABSENT  
COMMISSIONER MARTUCCI – YES  
COMMISSIONER BRINTON – YES  
COMMISSIONER BROWN – YES**

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

**RESOLUTIONS**

**Resolution – Fire Prevention Fee Schedule**

**RESOLUTION NO. 08-2014-1418**

**BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP  
OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA,  
AMENDING THE FEE SCHEDULE FOR THE FIRE  
PREVENTION PROGRAM.**

***WHEREAS, the Township desires to amend the fee schedule for the Salisbury Township  
Fire Prevention Program; and***

***WHEREAS**, the proposed fees listed on the attached Fee Schedule for the Township's Fire Prevention Program are intended to be reflective of the actual costs to Salisbury Township to provide such fire safety inspection services.*

***NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, that the fee schedule for the Township Fire Prevention Program shall be amended as reflected in the Fire Safety Inspection Fee Schedule attached hereto and shall be codified in Chapter 1, Part 12 of the Salisbury Township Codified Ordinances.*

***APPROVED AND ADOPTED** this 14th day of August, 2014 at a regular public meeting.*

**TOWNSHIP OF SALISBURY**  
(Lehigh County, Pennsylvania)

\_\_\_\_\_  
James A. Brown  
President, Board of Commissioners

Attest:

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

.....  
**Salisbury Township Fire Safety Inspection Fee Schedule**

*The fee for a fire safety inspection is based upon a fee schedule that takes into consideration the type of occupancy, the usage, and the square footage of the facility.*

**Commercial Properties/ Multi- Residential Buildings:**

0-2999 square feet:	\$60.00
3000-5999 square feet:	\$80.00
6000-9999 square feet:	\$120.00
10,000-24,999 square feet:	\$200.00
25,000-49,999 square feet:	\$300.00
50,000-99,999 square feet:	\$400.00
100,000-499,999 square feet:	\$500.00
>500,000 square feet:	\$600.00

*Based on the square footage for the occupancy, multiple buildings in the same complex constitute a separate fire inspection.*

**Educational/Assembly Properties:**

0-500000 square feet:	\$75.00
>500000 square feet:	\$125.00

**Re-inspection Fee (2 or more re-inspections):** \$50.00 per re-inspection

**Failure to Comply Fee: \$50.00**

**Certificate of Operation/Initial Inspection Fee (New Business) Fire Code Inspection Fee: \$50.00**

*If you have questions regarding the status or classification of your facility, please call the Salisbury Township Fire Inspectors office at 610-797-4000.*

\*\*\*

Commissioner Ackerman asked if the fees are in line with other municipalities.

Sergeant Sabo responded that they are actually a bit lower and that neighboring municipalities for instance, charge \$100 for inspections.

Commissioner Ackerman stated that this information would be good to pass along to business owners so they realize the fees are not out of line.

Mr. Soriano noted that for this year, revenue fees will be lower than expenses because these fees have not gone into effect yet. In future years, revenues and expenses should be closer to even. Based upon these fees, the program should be self-sufficient.

Commissioner Brown thanked everyone involved with this realizing there was a lot of work and hours put into this and everyone involved did an excellent job.

**Motion by Commissioner Martucci, seconded by Commissioner Ackerman to pass Resolution 08-2014-1481, Fee Schedule for Fire Code.**

**Roll Call:**

**COMMISSIONER ACKERMAN – YES  
COMMISSIONER SEAGREAVES – ABSENT  
COMMISSIONER MARTUCCI – YES  
COMMISSIONER BRINTON – YES  
COMMISSIONER BROWN – YES**

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

### **MOTIONS**

**Motion to accept the Bid for the Maumee Street/ Erney Street Stormwater Project.**

Mr. Soriano informed the Board that the Township Engineer has reviewed the two bids received which were:

**Joao & Bradley Construction Company Inc. of Bethlehem, PA**

Base Bid - \$238,397.00

Alternate Bid 1 - \$23,996.00

Alternate Bid 2 - \$77,644.00

**Nimaris of Bath, PA**

Base Bid - \$398,861.75

Alternate Bid 1 - \$44,301.50

Alternate Bid 2 - \$141,099.25

The Township received a letter from Mr. Tetteimer recommending awarding the bid to the lowest bidder which was Joao & Bradley Construction Company Inc. They are very well qualified as they previously having done satisfactory work for the Township.

**Motion by Commissioner Martucci, seconded by Commissioner Brinton, to accept bid for the Maumee Avenue & Erney Street Storm Water Project.**

**Roll Call:**

COMMISSIONER ACKERMAN – YES

COMMISSIONER SEAGREAVES – ABSENT

COMMISSIONER MARTUCCI – YES

COMMISSIONER BRINTON – YES

COMMISSIONER BROWN – YES

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

**Motion - Request by SYA to erect a shed at Devonshire Park.**

Mr. Soriano stated that a proposal was submitted to the Recreation Advisory Committee on 7/21/2014 and the Committee recommended approving the installation of a shed to be utilized by both SYA and HPAA to store equipment used to maintain the baseball field.

Mr. Frank Adamcik spoke about the request letter submitted by Mr. Rothrock of the SYA. Mr. Adamcik explained that the SYA is looking to place a 10x12 shed at Devonshire Park and that the proposed location is in the area of the old basketball court which is located at the south end of the parking lot. Placement of the shed was determined to be suitable by Mr. Andreas. Both SYA and Hamilton Park Athletic Association would share use of the shed and contents which would contain a tractor that is used to drag the fields to prepare them before games. The shed would not intrude on any park activities and Mr. Adamcik showed the Commissioners a photo of exactly where the shed would be placed.

Commissioner Ackerman inquired about who would be responsible in the event the shed is vandalized.

Mr. Adamcik responded by stating that the shed and its contents would be insured by the SYA and commented that none of this would be necessary if the Township had a dedicated summer employee to maintain the parks.



**Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to approve request by SYA and HPAA to erect a 10x12 shed at Devonshire Park.**

**Roll Call:**

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

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

**ANNOUNCEMENTS**

Mr. Soriano reported that he received notice from the County regarding the **CDBG Block Grant** that had been submitted using a previously approved census block based on a 2000 census which had a 15.8% low-to-moderate income which qualified the project on South Potomac Street. We submitted information to the County pertinent to that block but noticed a population shift discrepancy between County records and our records between the 2000 and 2010 census. Mr. Soriano stated that he asked the County to go back to HUD and plead the Township's case however, HUD stuck by their decision. Since the project isn't eligible, we must now find a different project. The Township is still eligible to receive the grant but must find a project that qualifies. One possible project would be Lindberg Park; another could be in the area of Walking Purchase Park. Mr. Andreas and Mr. Tettemer have looked at some projects that could be submitted to Laurie Moyer, the CDBG County Project Coordinator.

Commissioner Ackerman asked if we could use this grant to tie in with the work already being proposed for Lindberg Park Pavilion and Restrooms.

Mr. Tettemer stated that we need to look for a project similar to the one we were already approved for. Since our approval was for water line work he didn't think the park project was similar enough. He noted that this is a waterline project that the Public Works Director has stated needs to be done. We have to find the most likely project to be approved so we are going to try and find a project to utilize these grant funds.

Mr. Soriano noted that we could ask that the money to go towards ADA compliance improvements at Lindberg Park for the playground or restrooms or any project that may be eligible for consideration.

Mr. Soriano noted that on August 28, the public workshop meeting will be held on the **MS4** to educate the public on what needs to be done to comply. Two components of that are education and public outreach. Commissioner Ackerman is working with Mr. Soriano's office as a representative of the EAC to put something in the upcoming community map as well.

With respect to the Township's **Fire Prevention Program**, Chief Stiles reported that all four fire inspectors were up and running and he provided a list for the Commissioners which noted what has been done up to this point and what they expect to accomplish by the end of the year. All of the inspectors have their uniforms, badges and a dedicated office located in the Police Department. Currently the inspectors are developing a list of Township businesses and forms so they can start inspections since a fee schedule has now been approved.

Chief Stiles stated that he is continuing to work with both Fire Departments to keep them up-to-date with what the fire inspectors are doing. He also noted that three members of our volunteer Fire Departments are Township Fire Inspectors. Chief also noted that as Mr. Soriano stated earlier, this program will not be revenue neutral in the first year but is expected to be in following years. The Fire Inspectors will work with businesses in the Township to try and give them time to make the necessary changes to their buildings that will be required. Chief Stiles stated that the Inspectors are also working on implementing the Knox Box program because this helps with safety for the Police and Fire Departments as well as property owners to reduce loss due to the inability of the departments to gain access to properties.

Sergeant Sabo stated that beginning August 1, 2014 the Fire Inspector began getting dispatched to all fire calls within the Township. This also serves to increase manpower at fire calls. Mr. Grow is already receiving many questions and complaints regarding the Knox Boxes and code violations, so the public is quickly becoming aware of this program. Sergeant Sabo stated that hopefully the Township will be able to apply for grants for equipment and funding for this program.

Chief Stiles noted that Richard Nothstein, the Township's **School Resource Officer**, recently attended a training program, which he successfully completed.

Mr. Nothstein thanked the board for their approval for him to attend the training and gave an overview of the training program. Chief Stiles noted that the school resource program is also funded, in part, by the Salisbury School District.

Mr. Nothstein wanted to let the Board know that SADD had purchased a \$700 flashlight that detects alcohol for him as a gift at the end of last school year. He noted that if he is speaking with someone, it can detect alcohol on their breath or he can ask a person to blow directly into it. He also noted that Grant money purchased (PBT) portable testing strips that can be dipped into cups or bottles that contain liquids and detect if there is any alcohol present, noting this is especially helpful at football games, dances, etc.

Sergeant Sabo wanted to note that the Class of 2014 donated \$300 towards equipment for the Police Officers Association.

Mr. Nothstein stated that he will be teaching an Emergency Services Class at the High School this year and will bring in the Fire Departments and other agencies that will talk about what their respective fields consist of.

Chief Stiles gave a department update on the upcoming **VIA Marathon** being held on September 7, 2014 and noted that the Police Department has been meeting for months with Lehigh Valley Hospital. They are expecting approximately 1790 runners and the race begins at LVH Cedar Crest at 7am and that the road would be closed in that area for a period of time. Chief Stiles noted that last year there were a few problems with churchgoers not being able to get through, so this year the Police Department has been trying to inform as many people as possible by contacting the local churches and that message boards will be set up several days before the race to notify people. Chief also stated that there will be people in town from all over the world as this race is now a qualifying race for the Boston Marathon and that the last person to register was from Norway. He noted that there will be extra patrols that day, including himself, and that there will be bomb dogs as well as personnel from other departments working with LVH security to make sure everything goes smoothly on and off the property. This is the Township's fifth year being involved with this race.

Chief Stiles also noted that there have been two protests/demonstrations at **KidsPeace** in July and that his department worked closely with both groups to provide guidance and water and that the department was prepared to handle whatever situation arose. Chief stated that there were no arrests, issues or complications and those officers were commended for their handling of the situation by both sides.

Chief Stiles stated that there was a **speeding** complaint for Lehigh Parkway last month, noting that the speed limit is 25 mph, but when radar signs were put in place to check speeds in that area the average speed over a three day period was 26.9mph.

Chief Stiles also reminded everyone that he had the information on the **Lehigh County Citizens Police Academy** if anyone was interested in attending.

Mr. Soriano stated that he received an email from Michael Schware who is the Lehigh Commissioner for District 5, in regards to the **Gaming Grant**. It appears that the \$130,305 we submitted will go through without any issues and that Mr. Schware had indicated that year could be a good year to apply because there will be additional funding available. Mr. Soriano noted that if only three municipalities apply, like this year, then we could have an excellent chance.

Chief Stiles mentioned that in the Gaming Grant application, he included \$10,000 for special traffic enforcement in the area of Susquehanna, Emmaus Avenue and Broadway which will give him the ability to get several more officers out to that particular area. Chief noted that other items requested were new mobile data terminals and new video systems for all police cars.

### **PRIVILEGE OF THE FLOOR**

Mr. Julian Phillips of 1519 Maumee Avenue stated that he emailed a request to "Beautify in Blue" for the month of September which is the **Pain Awareness Month**. He is requesting that he be allowed to put signage on personal and Township properties making people aware of the US Pain Foundation and to see if he could drum up support for this cause. He stated that he is an

advocate for people who suffer with pain and that 1,000,000 people in the US suffer from physical pain of some sort.

Mr. Soriano stated that as of the meeting he had not seen, nor been made aware of the email pertaining to this.

Mr. Phillips said he would resend it directly to Mr. Soriano.

Mr. Soriano offered to give him his business card so he can forward it directly.

Commissioner Ackerman asked Mr. Phillips to forward information on this organization and asked if they held meetings.

Mr. Phillips responded that there are all kinds of groups for specific “pain” but that this group encompasses all types of pain and that his group generally doesn’t hold meetings; they are more advocates than a support group.

Commissioner Martucci stated that he spoke with Mr. Andreas about repairs to the **gazebo at Franko Park** and that Mr. Andreas says it is on the schedule to be repaired but Commissioner Martucci said he drove by over the weekend and that it is really dilapidated. The park looks great but that one thing makes the park look terrible.

Commissioner Martucci also asked for confirmation whether the **cameras** were installed in **Walking Purchase Park** and if so how they are working.

Chief Stiles responded that yes they were installed but that they are still doing testing to make sure everything is working properly and that they have to have one more meeting between Lehigh County, Salisbury Township and the City of Allentown but that right now, all parties are working on budgets so it is difficult to get everyone together right now. Chief also wanted to note that the cameras are supposed to be vandal proof.

Mr. Soriano stated that this is a good first step but in future years, we should devote more resources to try and follow the master plan. If we get more applicants to use the park, we could get state money to be able to make improvements.

Commissioner Brinton commented that she had a resident from Lehigh Avenue speak with her regarding recent vandalism on that street which consisted of **vandalism** to mailboxes, tires being slashed, people ringing door bells and running away and Commissioner Martucci had an issue with his shed. The resident inquired about getting additional lighting on that street.

Chief Stiles noted that the Township would have to make a request to PPL but that they have a formula for installing additional lighting and that many streets do not fit into their guidelines.

Mr. Soriano noted that the average annual cost of a street light, he believes, runs about \$150.

Chief Stiles stated that all neighbors would have to be notified and approve and that is usually difficult getting everyone to agree.

Mr. Soriano stated that the Township would have to send out letters notifying residents on that street.

### **ADJOURNMENT**

Commissioner Ackerman made a Motion to adjourn the Meeting, seconded by Commissioner Martucci The time was 8:10 p.m.

Respectfully submitted,

Randy Soriano  
Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on August 14, 2014.

Approved and certified on this date:

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Randy Soriano

August 28, 2014  
Date

SEAL

**ORDINANCE NO. 08-2014-589**

**AN ORDINANCE AMENDING CH. 20 OF THE SALISBURY TOWNSHIP CODE OF ORDINANCES, IN ITS ENTIRETY, REGULATING THE COLLECTION, REMOVAL, TRANSPORTATION AND DISPOSAL OF MUNICIPAL WASTE GENERATED FROM SINGLE-FAMILY DWELLINGS, DWELLING UNITS, GROUP HOMES, MULTIPLE-FAMILY DWELLINGS AND COMMERCIAL, INDUSTRIAL AND INSTITUTIONAL ESTABLISHMENTS; PROVIDING REGULATIONS FOR THE HANDLING AND DISPOSAL OF BOTH SOLID WASTE AND RECYCLABLES; ESTABLISHING THE FEES FOR SAID SERVICES; SETTING DUTIES AND RESPONSIBILITY WITH REGARD TO THE RECYCLING PROGRAM; SETTING FORTH PROVISIONS FOR ENFORCEMENT; ESTABLISHING PENALTIES FOR ANY PERSONS WHO FAIL OR REFUSE TO COMPLY WITH THE REQUIREMENTS OR PROVISIONS OF THIS ORDINANCE.**

**BE IT ENACTED AND ORDAINED** by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, and it is hereby enacted and ordained by the same that Chapter 20 of the Salisbury Township Code of Ordinances, shall be amended in its entirety as follows:

**PART 1  
Municipal Solid Waste Management**

**§101 Title.**

This Part shall be known as the "**Salisbury Township Municipal Solid Waste Ordinance.**"

**§102 Definitions.**

The following words and phrases when used in this Part shall have, unless the context clearly indicates otherwise, the meanings given to them in this Section, unless the context clearly indicates otherwise:

ACT 97—Pennsylvania Solid Waste Management Act , 35 P.S. §6018.103 et seq.

ACT 101—The Pennsylvania Municipal Waste Planning, Recycling and Waste Reduction Act, 53 P.S. §4000.101 et seq.

ACT 108-- **COVERED DEVICE RECYCLING ACT (CDRA)** - ENACTMENT Act of Nov. 23, 2010, P.L. 1083, No. 108 Cl. 27

APPLICANT - a person desirous of being authorized as a "collector."

COLLECTOR or WASTE HAULER- – Shall mean any person authorized and licensed by the PADEP and registering with the County of Lehigh to collect, transport, and dispose of municipal solid waste.

COMMERCIAL ESTABLISHMENT - any establishment engaged in a non-manufacturing or non-processing business including, but not limited to, stores, markets, office buildings, restaurants, shopping centers, apartment buildings, theaters, churches, and mobile home parks.

**COMMERCIAL** HAULER—any person or business licensed to collect, haul, or transport, by any mode of transportation, for any consideration or as a business in trade or commerce, any waste and/or recyclable material which same collects, pickup or receives from any location within Salisbury Township

COMMUNITY ACTIVITIES - events that are sponsored by public or private agencies or individuals that include, but are not limited to, fairs, socials, picnics, and organized sporting events attended by 200 or more individuals per day.

**CONTAINERS**-A receptacle with a capacity of greater than 20 gallon but less than or equal to 35 gallons durable, watertight, metal or plastic cans or drums or securely tied plastic bags. The size of each such container shall not exceed a 30-gallon capacity and when filled shall weigh no more than 50 pounds. However, larger containers designed for use with special hoisting equipment may be used if the collector serving the residential dwelling uses collection vehicles with such special hoisting equipment. If the Township decides to utilize an automated collection with special equipped trucks, the size of the container shall be determined by the Township.

CONTRACT- A written agreement entered between the Township and a Contractor pertaining to the Collection, transportation, and Disposal of municipal solid waste within the Township.

CONTRACTOR — The person, firm or corporation that has been authorized by the Township by contract to collect, transport and dispose of municipal solid waste within the Township of Salisbury.

COUNTY- -shall mean the County of Lehigh Board of County Commissioners or any agency designated as the County's representative for purpose of this Ordinance.

CURBSIDE MUNICIPAL WASTE PROGRAM- a program instituted by the Township to collect municipal solid waste and garbage from residential units within the Township.

DEPARTMENT or PADEP—shall mean the Pennsylvania Department of Environmental Protection.

DISPOSAL - the incineration, deposition, injection, dumping, spilling, leaking, or placing of municipal waste into or on the land or water in a manner that the waste or a constituent of the waste enters the environment, is emitted into the air, or is discharged to the waters of the Commonwealth of Pennsylvania.

DISPOSAL SITE - any site, facility, location, area, or premises to be used for the disposal of municipal waste in compliance with the regulations imposed by the County of Lehigh under their Solid Waste Management Plan.

**DUMPSTERS** – a very large metal trash receptacle designed to be hoisted and emptied into a truck for the collection and storage of municipal waste by commercial, Industrial, Municipal,

Institutional and Multi-family dwellings and apartments, and other places designated by the Township.

**GARBAGE**—all animal and vegetable wastes attending or resulting from the handling, dealing, storing, preparation, cooking, and consumption of foods.

**HAZARDOUS WASTE** - Any garbage, refuse, sludge from an industrial or other wastewater treatment plant, sludge from a water supply treatment plant or air pollution control facility and other discarded material including solid, liquid, semisolid or contained gaseous material resulting from municipal, commercial, industrial, institutional, mining or agricultural operations and from community activities, or any combination of the above, which because of its quantity, quality, concentration or physical, chemical or infectious characteristics may cause or significantly contribute to an increase in mortality in either an individual or the total population, or an increase in serious irreversible or incapacitating reversible illness; or pose a substantial present or future threat or potential hazard to human health or the environment when improperly treated, stored, transported or disposed of or otherwise managed.

**INDUSTRIAL ESTABLISHMENT** - any establishment engaged in manufacturing or **processing** including, but not limited to, factories, foundries, mills, processing plants, refineries and the like.

**INSTITUTIONAL ESTABLISHMENT** - any establishment engaged in service to persons including, but not limited to, hospitals, nursing homes, orphanages, schools, and universities.

**MANAGEMENT** - The entire process, or any part thereof, of storage, collection, transportation, processing, treatment and disposal of municipal waste by any person engaging in such process.

**MOBILE HOME PARK** — a parcel of land under single ownership for the placement of mobile homes to be used for nontransient dwelling purposes.

**MULTI-FAMILY HOUSING** – Any four (4) or more condominiums, apartments, or other residential dwellings, regardless of the form of ownership, tenancy, or the physical arrangement of the structure which are owned under a single deed.

**MUNICIPAL WASTE MANAGEMENT PLAN (MWMP)**- The County of Lehigh Waste Management Plan prepared and approved by the Lehigh County Board of Commissioners in accordance with the requirements of PA Act 101 of 1988, “Pennsylvania Municipal Waste Planning, Recycling & Waste Reduction Act” titled the County of Lehigh Waste Management Plan, 1996, as amended.

**MUNICIPAL WASTE** - as defined by Act 97 and Act 101, each as amended to date including, but not limited to, any garbage, refuse, industrial lunchroom or office waste and other material including solid, liquid, semi-solid or contained gaseous material resulting from the operation of residential, municipal, commercial, industrial or institutional establishments and from community activities and any sludge not meeting the definition of residual or hazardous waste from a municipal, commercial, industrial or institutional water supply treatment plant, wastewater treatment plant, or air pollution control facility. For purposes of this Ordinance, the term “municipal Waste” shall not include infectious and chemotherapeutic waste since all haulers of infectious and chemotherapeutic waste are licensed and regulated by the PADEP under special regulations.



**PERSON** - Any individual, company, corporation, association, partnership, trust, firm, joint stock company, organization, institution, cooperative enterprise, society, commission, municipal authority, governmental body or agency or any other group or legal entity or their assigns whatsoever recognized by law as the subject of rights and duties. In a provision of this chapter prescribing a fine, imprisonment or penalty, or any combination of the foregoing, the term "person" shall include officers and directors of a corporation or other legal entity having officers and directors.

**PROCESSING** - Any technology, methods or means used for the purpose of reducing the volume or bulk of solid waste or any technology used to convert part of or all of such waste materials for offsite or onsite reuse. Processing facilities include, but are not limited to, transfer facilities, composting facilities, incinerators, recycling facilities, and resource recovery facilities.

#### **RESIDENTIAL ESTABLISHMENT-**

1. A single-family dwelling
2. Each structure containing three or less residential dwellings.
3. Each residential dwelling within any structure containing three or less residential dwelling.

These definitions shall apply regardless of either the form of ownership or tenancy, or the physical arrangement of the structure. If any commercial activity occurs in a residential establishment, the entire establishment shall be deemed to be a commercial activity.

**SOLID WASTE** - any waste including, but not limited to, municipal, residual, and hazardous wastes, including solid, liquid, or contained gaseous materials, as defined by the Pennsylvania Solid Waste Management Act.

**STORAGE** - the containment of any municipal solid waste on a temporary basis in such a manner as not to constitute disposal of such waste. The containment of any municipal solid waste for a period in excess of one year shall be conclusively presumed to constitute disposal.

**TOWNSHIP** - the Township of Salisbury, a first class township, located in Lehigh County, Pennsylvania.

**TOWNSHIP ESTABLISHMENT** - any establishment or community facility owned by Salisbury Township, Lehigh County, Pennsylvania.

**TRANSPORTATION** - the off-site removal of any municipal solid waste generated or present at any time from any property situate within the Township.

**TREATMENT** - A method, technique or process, including neutralization, designed to change the physical, chemical or biological character or composition of any waste so as to neutralize such waste or so as to render such waste nonhazardous, suitable for recovery, suitable for storage or reduced in volume. For purposes of this chapter, the term "treatment" shall include activity or processing designed to change the physical form or chemical composition of waste so as to render it neutral or nonhazardous.

**WASTE** - A material, the original purpose of which has been completed and which is directed to a disposal or processing facility or is otherwise disposed of, whether municipal, residual or hazardous waste, or otherwise, excluding source separated recyclable materials or

material approved by the Pennsylvania Department of Environmental Protection for beneficial use.

### **§103. Storage, Collection, and Disposal of Municipal Waste.**

#### **1. General**

The Township assumes the responsibility of setting up a curbside collection program for its residents for the collection of and disposal of municipal waste and garbage. The Township, at its sole option, may exercise the option to hire a Contractor for the collection transportation and disposal of solid waste. The Board of Commissioners shall have sole responsibility to enter into a contract for this sole purpose.

A. Storage. It shall be the duty of every owner of property and every person occupying any dwelling unit, premises, or place of business where municipal waste is produced and accumulated within the Township, to provide and keep at all times at his own expense and cost, a sufficient number of containers to hold all municipal wastes which may accumulate during the intervals between collection of such municipal waste.

B. Preparation of Municipal Waste. All municipal waste shall be drained of liquid before placement in any refuse container. Containers shall be of a durable, watertight, rust resistant material and have a close-fitting lid and handles to facilitate collection. Plastic bags may be used as municipal waste receptacles providing they are sealed to prevent the scattering about of their contents and do not contain any rips, tears or punctures. All containers shall be kept in a sanitary condition and shall be kept in good repair. All containers shall be adequate to fully contain the volume of municipal waste to be disposed of. Overflowing containers are strictly prohibited.

#### **2. Storage on Residential Properties.**

A. Containers. All municipal waste accumulated by the owners and/or the occupants of residential properties shall be placed in containers for collection. The containers shall be durable, watertight, metal or plastic cans or drums or securely tied plastic bags. The size of each such container shall not exceed a 30-gallon capacity and when filled shall weigh no more than 50 pounds. However, larger containers designed for use with special hoisting equipment may be used if the collector serving the residential dwelling uses collection vehicles with such special hoisting equipment. The purchase and maintenance of containers shall be the responsibility of the owner or occupant of the residential dwelling. The containers shall be inaccessible to insects, birds, and vermin. Recyclables shall only be stored in Township-designated containers, and only after all food stuffs and other material which draw insects, birds and vermin has been removed.

B. Location of Containers. Each municipal waste container shall be located so as to be accessible to the waste hauler/collector at ground level and **as follows:**

- (1) For those streets and roads which have curbs, within 10 feet of the curb or curblane or at the edge of the cartway.**
- (2) For those streets and roads which do not have curbs, within reasonable safe proximity of the paved cartway, but no further than 10 feet from the public street or alley right-of-way.**

- (3) As otherwise established by regulation of the Township Board of Commissioners or Township Manager, where the above locations are not clear or satisfactory.

C. Placement of Containers. No storage of municipal waste shall be visible from any public road or thoroughfare *except* during the 12-hour period prior to scheduled pick-up. Municipal waste and recyclables may be placed at curbside for collection only on the property whose occupants generated the municipal waste. Municipal waste and recyclables may be placed at curbside for collection not earlier than 5 p.m. on the day preceding a scheduled pickup. Municipal waste and recycling containers shall be removed from curbside within 12 hours of a scheduled pickup.

### 3. Storage on Multi-Family, Commercial, Institutional and Industrial Properties.

A. Containers. Storage of municipal waste on the property of commercial, institutional and industrial establishments and commercial multifamily housing shall be provided in the same type of containers as are required for residential dwellings except that containers larger than 30 gallons may be used where needed to accommodate larger volumes of municipal waste. Such containers or **dumpsters** shall be kept in good working order.

B. Location of Containers. Containers for collection at commercial, institutional, and industrial properties shall be located on such premises and shall be appropriately screened at a place which shall not interfere with public or private sidewalks, driveways, roads, streets, highways or entrances and exits or public or private buildings.

C. All commercial multifamily housing, commercial, industrial and institutional establishment shall provide for the collection and disposal of all municipal waste generated by that establishment or activity from that establishment or activity at least one each week, by contract with a collector. The Township shall not provide any such collection, removal, transportation or disposal service to or from any such establishment or activity.

## **§104. Transportation of Solid Waste.**

Any person transporting municipal solid waste within the Township shall prevent or remedy any spillage from vehicles or containers used in the transport of such waste. .

## **§105. Disposal of Municipal Solid Waste.**

1. All municipal solid waste collected and transported from within the Township to be disposed of shall be, to the extent permitted by law, disposed of at a State permitted disposal site(s) designated by the Township and in accordance with any currently effective solid waste management plan of the Township. In the absence of such designated facilities and/or such currently effective solid waste management plan of the Township, the Township reserves the right to designate a State permitted site(s) or facility(ies) at which all such Township waste must be disposed.
2. If the Township designates the disposal site(s) as provided for above, all licensed collectors and other interested persons shall be informed by the Township of the location and other information pertaining to the designated disposal site(s) to be used for the disposal of municipal solid waste collected from within the Township.

3. Lead acid (automotive) batteries may not be disposed of with municipal solid waste. Such batteries must be taken to a retailer or wholesaler of lead acid batteries, or to a collection or recycling facility or secondary lead smelter approved by the Environmental Protection Agency.
4. Pursuant to Act 108 a covered computer device and covered television device shall not be disposed with municipal waste. These devices shall be collected, transported and recycled in accordance with Act 108.

#### **§106. Licensing of Collectors.**

1. It shall be unlawful for any person, other than such persons as are duly licensed in accordance with the Lehigh County Solid Waste Management Plan and/or as required by applicable federal and state laws, to collect or transport commercial, industrial, Township, or institutional municipal solid waste of any nature as a regular hauling business within or from the Township. Should the Township require licenses to be issued, licensing shall be given only as set forth below. This does not apply to individuals or community groups who may regularly or periodically collect recyclables.

2. Licensing to collect, transport, and either dispose of or recycle commercial, industrial, Township, or institutional municipal solid waste, for a person other than oneself, may be given by the Township through the issuance of a license. All applicants for licensing shall be reviewed by the Township and shall be approved or rejected in accordance with the following criteria:

A. Municipal solid waste collection licenses may be issued to only those persons who can provide satisfactory evidence that they are capable of providing the necessary service(s) and can comply with the provisions and intent of this Ordinance. The Township reserves the right to disapprove any application for license where the application does not satisfactorily meet the criteria set forth herein.

B. Applicants for a municipal solid waste collection license must furnish the following information:

(1) The make, model, license plate number and size of each vehicle to be used for the collection and/or transportation of municipal solid waste within or from the Township.

(2) The location, address, and telephone number of the business office of the applicant.

(3) A certificate of the applicant's Worker's Compensation Insurance as required by law.

(4) A certificate of insurance coverage providing complete third part comprehensive bodily injury and property damage liability insurance, the limits of which shall not be less than \$100,000.00 to \$300,000.00 for bodily injury and/or death and \$50,000.00 for property damage.

(5) If an applicant proposes to dispose of the Municipal solid waste collected within the Township, a certificate as to the disposal site(s) to be utilized by the applicant. If disposal site(s) are changed during the year, an application for an amended license shall be filled.

(6) If the applicant proposes to collect recyclable municipal solid waste within the Township, a list of the materials to be collected for recycling and the current destination(s) or market(s) for each.

(7) Any other information which the Township may deem relevant prior to the issuance of a license.

- C. Failure to provide current and accurate information as required by subsections (A) and (B) of this Section shall be grounds for refusal of a license or revocation of a license already granted, as the case may be.
- D. All licensed collectors must, by January 30 of each year, provide the Township written documentation of the total number of tons of municipal solid waste collected within the Township during the previous calendar year, broken down with subtotals for the tonnage disposed of and tonnage of each material recycled as requested in Part 2 of this Ordinance. Failure to provide this documentation shall constitute sufficient grounds for the denial of a new or the revocation of an existing license.
- E. Licenses shall be issued on a calendar year basis, but may be revoked at any time by the Township for just cause.
- F. Fees for licenses shall be set as established by a resolution of the Board of Commissioners.

#### **§107. Exclusions.**

1. Nothing contained herein shall be deemed to prohibit any person not regularly engaged in the business of collecting municipal solid waste from hauling his/her own such waste, on an irregular and unscheduled basis, to a State permitted disposal site.
2. Nothing contained herein shall prohibit a farmer from carrying out the normal activities of his/her farming operation, including composting and the spreading of manure or other farm produced agricultural wastes.

3. The provisions of this Ordinance do not apply to anything but the storage, collection, transportation, disposal and recycling of municipal solid waste; they do not apply, therefore, to hazardous or residual wastes as defined by the Pennsylvania Solid Waste Management Act, 35 P.S. §6018.101 et seq.

#### **§108. Prohibited Acts.**

No person shall obstruct, delay or interfere with a municipal waste collector, hauler, or transporter while in the performance of their duties, or enter into any controversies with such persons, nor shall any person violate any of the provisions of this Ordinance with regard to the storage, placement, disposal, collection, or removal of municipal waste or recyclables, or the containers for the same.

#### **§109. Enforcement.**

1. The Township shall enforce the maintenance of proper receptacles placed at suitable places on the premises and shall institute the prosecution of all persons or entities violating any of the provisions of this Ordinance. Prior to the initiation of an enforcement action, the Township shall send a notice of violation by first class mail advising such person/persons or entity that this Ordinance has been violated. Separate notices shall not be required for each incident or violation. If the violation is not corrected within 10 days, then a civil action may be commenced against the violator.
2. Penalties. Any person violating any of the provisions of this Ordinance, including, but not limited to, 1) failure to use adequate containers or recycling bins, 2) the placement of containers or recycling bins in inappropriate locations for collection 3) mixing leaves in with municipal waste, 4) failure to separate all recyclables from other wastes for collection, 5) scavenging recyclables placed out for collection, 6) failure of a commercial, industrial, Township, or institutional establishment to recycle the specified materials, 7) collecting or transporting commercial, industrial, Township, or institutional municipal solid waste without a license, and 8) failure of commercial, industrial, Township, or institutional establishments and authorized collectors to provide annual documentation of the tonnage of materials disposed of and recycled, shall be subject to a fine of not less than \$100 nor more than \$1,000 plus court costs and attorneys' fees. Each day such a violation occurs, and each establishment for or on which it occurs, shall constitute a separate and distinct violation of this Ordinance.
3. Remedies. In addition the foregoing penalty, the Township may require the owner or occupant of an establishment to remove any accumulation of municipal waste from that establishment, and should said person fail to remove and adequately dispose of or recycle such solid waste within five days following receipt of written notice to do so, said failure shall constitute a violation of this Ordinance. Further, the Township may at the end of said five-day period cause the municipal solid waste to be collected and disposed of or recycled, in which event the owner or occupant of the subject establishment shall reimburse the Township for all costs and expenses incurred by it in said removal and disposition.

#### **§110. Amendments.**

This Township reserves the right to adopt, from time to time, such additional rules and regulations as it shall deem necessary and proper in connection with the collection of municipal solid waste, which rules and regulations shall be and shall become a part of this Ordinance.

DRAFT

## PART 2

# RECYCLING

### §201. Title and Construction.

1. Title. This Part shall be known as the “**Salisbury Township Mandatory Recycling Ordinance.**”

2. Construction.

A. The various headings used throughout this Ordinance are intended only as an aid to its organization in order to facilitate ease of reading and are not to be considered as a substantive part of this Ordinance.

B. In this Ordinance, unless the context clearly indicates otherwise:

- (1) The singular shall include the plural.
- (2) The plural shall include the singular.
- (3) The masculine shall include the feminine and neuter.

### §202. Definitions.

The following words and phrases, when used in the text of this Part, shall have the meanings given to them in this Section , unless the context clearly indicates otherwise,:

**ACT 101—The Pennsylvania Municipal Waste Planning, Recycling and Waste Reduction Act, 53 P.S. §4000.101 et seq**

**ACT 108-- COVERED DEVICE RECYCLING ACT (CDRA) - ENACTMENT Act of Nov. 23, 2010, P.L. 1083, No. 108 Cl. 27**

**ALUMINUM CANS**—empty nonaerosol containers, consisting entirely of aluminum.

**AUTHORIZED COLLECTOR**—a person licensed and authorized by the Salisbury Township to collect and transport recyclables as part of the recycling program.

**BI-METALLIC CONTAINERS**—empty nonaerosol containers consisting of either steel only or steel and aluminum, which were used to contain either food or beverage or both.

**COATED PAPER**—includes any paper which has a shiny or glossy finish or appearance, resulting from treatment of the surface or application of a coating of kaolin,



clay or other chemicals. The term includes the advertising inserts which are often intermingled or distributed with newspapers.

COMMERCIAL ACTIVITY—shall include all business, commercial, educational, industrial, institutional, or municipal establishments, and community activities, and all multi-family housing of four or more residential dwellings. If any commercial activity occurs in a residential establishment, the entire establishment shall be deemed a commercial activity.

COMMERCIAL HAULER—any person or business licensed to collect, haul, or transport, by any mode of transportation, for any consideration or as a business in trade or commerce, any waste and/or recyclable material which same collects, picks up or receives from any location within Salisbury Township

COMMUNITY ACTIVITIES - Events sponsored in whole or in part by the Township or conducted within the Township and sponsored privately, which include, but are not limited to, fairs, bazaars, socials, picnics and organized sporting events that will be attended by 200 or more individuals per day.

COMPOSTING - The process by which organic solid waste is biologically decomposed under controlled anaerobic or aerobic conditions to yield a humus-like product.

COMPOSTING FACILITY - A facility using land for processing of municipal waste by composting. The term includes land thereby affected during the lifetime of the operations including, but not limited to, areas where composting actually occurs, support facilities, borrow areas, offices, equipment sheds, air and water pollution control and treatment systems, access roads, associated on site or contiguous collection, transportation and storage facilities, closure and post-closure care and maintenance activities and other activities in which the natural land surface has been disturbed as a result of or incidental to operation of the facility. The term does not include a facility for composting residential municipal waste that is located at the site where the waste was generated.

CONTRACT — a written agreement entered into between the Township and a Contractor pertaining to the collection, transportation and disposal of recyclable materials within the Township of Salisbury.

CONTRACTOR — The person, firm or corporation that has been authorized by the Township by contract to collect, transport and dispose of recyclable materials within the Township of Salisbury.

CORRUGATED PAPER—the fabricated or manufactured structural unbleached paper material with an inner core shaped in rigid parallel furrows and ridges, with one or more outer liners, often consisting of a material known as kraft paper, but shall not include linexboard or paperboard normally used as cereal boxes and similar

CURBSIDE - The following locations on adjoining public streets or roads from which the Township shall collect **recycling**:

- A. For those streets and roads which have curbs, within 10 feet of the curb or curblane or at the edge of the cartway.

- B. For those streets and roads which do not have curbs, within reasonable safe proximity of the paved cartway, but no further than 10 feet from the public street or alley right-of-way.
- C. As otherwise established by regulation of the Township Board of Commissioners or Township Manager, where the above locations are not clear or satisfactory.

**CURBSIDE CONTAINER OR CRATE** - The container issued or approved by the Township for the purpose of collecting, storing and placing recyclable materials at the curbside for collection by the Township.

**CURBSIDE RECYCLING PROGRAM** – The program established by the Township through its licensed commercial hauler to collect recyclable materials from the curbside of designated residential establishments within the Township.

**DESIGNATED RECYCLABLES FOR CURBSIDE COLLECTION**- Those recyclable materials which must be separated from all other municipal waste and placed at curbside for collection according to the recycling regulations established and revised from time to time by the Township.

**DESIGNATED RECYCLABLES FOR PUBLIC DROP OFF CENTER**- those recyclable materials which persons may bring and deposit at one or more public drop-off centers established as part of the recycling program according to the recycling regulations established and from time to time revised by the Township.

**GLASS CONTAINERS** - all bottles and jars made of clear, green, or brown glass. Excluded are plate glass, automotive glass, blue glass and porcelain and ceramic products.

**HIGH GRADE OFFICE PAPER** – any white paper of the type commonly used for letter writing, stationery, note paper, plain paper for photocopying machines, computer printers and other general-purpose paper, whether or not any printed or written matter is contained thereon. It does not include newspaper, magazines, corrugated paper, or any coated paper.

**LEAD ACID BATTERIES** – Batteries shall include, but not be limited to, automotive, truck, and industrial batteries that contain lead.

**LEAF WASTE** – leaves from trees bushes and all other plants, garden residues, shrubbery and bundled tree trimmings not exceeding five (5) inches in diameter with a maximum length of five (5) feet, and similar material, but not including grass clippings.

**MAGAZINES**—printed matter on coated paper containing miscellaneous written pieces published at fixed or varying intervals, also known as periodicals, and includes telephone directories. Expressly excluded are newspaper and all other paper products of any nature whatsoever.

**MOBILE HOME PARK** — a parcel of land under single ownership for the placement of mobile homes to be used for non-transient dwelling purposes.

**MULTI-FAMILY HOUSING** – Any four (4) or more condominiums, apartments, or other residential dwellings, regardless of the form of ownership, tenancy, or the physical arrangement of the structure which are owned under a single deed.

**NEWSPAPERS** - paper of the type commonly referred to as newsprint and distributed at fixed intervals, having printed thereon news and opinions, containing advertisements and other matters of public interest. Expressly excluded are glossy advertising inserts often included with newspapers.

**PERSON** — any individual, partnership, company, firm, association, society, trust, estate, owner, operator, occupant, tenant, agency, entity, corporation, institution, municipality or municipal authority or any other group or entity, (including the officers and directors of any corporation or other legal entity having officers and directors) or their assigns.

**PLASTIC BEVERAGE CARRIER** - the plastic rings or similar plastic connectors used as holding devices in the packaging of beverages, including, but not limited to, carbonated beverages, liquors, wines, fruit juices, mineral waters, soda and beer.

**PLASTIC CONTAINERS**—plastic containers of all varieties, types, and chemical compositions of plastic.

**RECYCLABLES** — those materials identified by the Township from time to time to be recycled, including but not limited to the materials listed in §1501 of Act 101, 53 P.S. §4000.1501.

**RECYCLING**- means the collection, separation, recovery and sale or reuse of metals, glass, paper, leaf waste, plastic and other materials which would otherwise be disposed or processed as municipal waste, or the mechanical separation and treatment of municipal waste (other than combustion) and creation and recovery of reusable materials other than a fuel for the operation of energy.

**RECYCLING BIN/CONTAINER** — a bin or container provided or made available to residential establishments for the sole purpose of storing recyclables prior to collection by the contractor.

**RECYCLING FACILITY**—a facility employing a technology that is a process that separates or classifies municipal waste and creates or recovers reusable materials that can be sold to or reused by a manufacturer as a substitute for or a supplement to virgin raw materials. The term "recycling facility" shall not mean transfer stations or landfills for solid waste nor composting facilities or resource recovery facilities.

**REGULATIONS**—the rules, regulations, standards, specifications, orders, licenses, permits, interpretations, schedules, zones, routes, and waivers established from time to time by the Township pursuant to the authority of this Ordinance. Such regulations shall be deemed to be a part of this Ordinance and included by reference as if written herein.

**RESIDENTIAL ESTABLISHMENT** — any premises utilized primarily as a residential dwelling unit, including, but not limited to, homes, mobile homes, and buildings

arranged, designed, and intended for occupancy by up to four families living independent of each other. These definitions shall apply regardless of either the form of ownership or tenancy, or the physical arrangement of the structure. If any commercial activity occurs in a residential establishment, the entire establishment shall be deemed to be a commercial activity.

SCAVENGING—the act or practice of removing, taking, scattering or disturbing recyclable materials which have been collected and assembled in containers, whether stored on private or public property or placed by a roadway or curb for collection.

**SINGLE STREAM RECYCLING** is a process that does not require the sorting and separation of materials sent to be recycled. Single stream sorting differs from the multiple stream method where homeowners had to sort and separate recyclables into different bins.

SOURCE SEPARATE—to separate recyclable materials from municipal solid waste for the purpose of recycling.

TOWNSHIP — the Township of Salisbury, a First-Class Township, located in Lehigh County, Pennsylvania.

TRANSPORTATION — the off-site removal of any recyclable materials generated or present at any time from the Township.

WASTE—a material whose original purpose has been completed and which is directed to a disposal or processing facility or is otherwise disposed, whether municipal, residual, or hazardous waste, or otherwise. The term does not include source-separated recyclable materials or material approved by the Department for beneficial use.

### §203. Recyclable Materials.

The following materials are hereby designated as "recyclable materials" within Salisbury Township:

A. Residential. For all residential establishments, including multi-family housing, as defined by this Part:

- (1) Clear glass.
- (2) Brown and green glass.
- (3) Aluminum cans.
- (4) Bi-metallic and steel cans.
- (5) Newspaper.
- (6) Leaf waste.
- (7) Plastic containers, of the varieties, types, and chemical compositions as specified by the Township Manager.

- (8) Magazines
- (9) Junk Mail/mixed paper.
- (10) Paper board (cereal boxes, etc.)
- (11) Telephone books
- (12) Milk Carton/juice boxes

B. Commercial. For all other commercial activities, except multi-family housing:

- (1) Clear glass.
- (2) Brown and green glass.
- (3) Aluminum cans.
- (4) Bi-metallic and steel cans.
- (5) Corrugated paper.
- (6) High grade office paper.
- (7) Leaf waste.

The Board of Commissioners, may, by Resolution, determine from time to time which of the above materials are to be collected.

#### **§204. General Operation of Program and Requirements**

1. Recyclable Materials. Every person in Salisbury Township shall be required to separate the recyclable materials listed in §203 "Recyclable Materials," of this Ordinance, to the extent determined by the Board of Commissioners by resolution, for the purpose of recycling, from all of the other municipal solid waste and other waste generated by that person. No person may dispose of such recyclable materials with any other municipal solid waste or other waste.

2. Batteries. Lead-acid batteries shall not be disposed of or included in with any municipal solid waste or recyclable materials. Lead-acid batteries shall be disposed only in accordance with §1510 of Act 101, 53 P.S. §4000.1510, and otherwise prevailing Commonwealth law and regulations.

3. Plastic Beverage Carriers. Plastic beverage carriers which are not degradable shall not be used, as required by §1701(c) of Act 101, 53 P.S. §4000.1701(c).

4. Other Waste. All other municipal solid waste and other waste materials, whether residual, hazardous, or otherwise, shall be generated, stored, separated, placed, collected, and disposed in accordance with all other applicable Federal, Commonwealth, County, and Township laws, ordinances, rules, regulations, specifications, standards, orders, permits, and licenses.

## **§205. Residential Establishments.**

All persons owning, occupying, or operating residential establishments within Salisbury Township shall comply with the following requirements:

A. Separation. Separate the recyclable materials designated for collection and maintain the materials in the separated condition until collection by a commercial hauler, contracted by the Township. The separation shall be performed by the time those materials are placed at curbside for collection. **If the Township will utilize Single Stream recycling, the resident can commingle the recyclables into one bin.**

B. Preparation. Prepare for recycling all of the recyclable materials generated by that person, in accordance with the regulations for each respective material as established by the Township, by the time that those recyclable materials are placed for collection, and maintain those materials in that condition.

C. Recycling Containers. Place recyclable materials in the separate official Township recycling containers or other containers authorized by the Township, in accordance with regulations established by the Township. Each residential establishment shall acquire and use the official Township recycling container for no purpose other than recycling.

D. Placement and Time. The approved recycling container shall be placed or set out at curbside and the empty recycling container shall be removed from curbside on the scheduled day for collection, in accordance with the times and schedules established by the Township and hauler providing waste collection service to such resident.

## **§206. Recycling Containers.**

One initial recycling container shall be provided to each residential establishment, except multi-family housing. The Township shall have the power to require that each recycling container be identified with the residential establishment to which it is assigned. All recycling containers issued by Salisbury Township as part of the recycling program are the property of Salisbury Township.

A. Replacement Fee for Additional Containers. A reasonable replacement fee for each recycling container shall be established, to provide for the replacement of each of the Township's official recycling containers. The amount of the purchase fee may be established or changed from time to time by a resolution of the Township Board of Commissioners, and shall be adequate in amount to reimburse the Township for the cost of purchasing a replacement for any such container.

B. Time of Purchase and Payment. The replacement fee shall be paid to the Township for all official Township recycling containers which are supplied to residential establishments **after its initial distribution.**

C. Loss, Theft, or Damage.

(1) The owner, occupant, and operator of each residential establishment is responsible for and shall bear the risk of loss, theft, or damage to the official recycling container supplied for the use of that establishment. Returns of the purchase fee may not be made if the container

is not returned for any of these reasons, in which event the purchase fee may be retained and used by the Township.

(2) If any official recycling container for a residential establishment is either lost, stolen, or damaged, the owner, occupant, or operator shall pay a new purchase fee to the Township for replacement in kind of the official recycling container, as otherwise specified in this section.

(3) No person shall damage, take, remove, deface, destroy or use a recycling container issued or approved by the Township for any purpose other than for approved storage and collection of recyclable materials.

D. Records by Secretary. The Township Secretary or his/her designee shall establish and maintain records of the persons who have paid purchase fees for the official Township recycling containers; the address or location of the residential establishment to which the containers were supplied; the amounts and dates that the purchase fees were paid; the date and amount of any subsequent return, loss, theft, damage, or payment of a purchase fee; and such other information that the Treasurer shall determine.

## **§207. Collection by Township.**

1. Curbside Recycling Program. Salisbury Township shall perform or contract for collection of all Recyclable Materials which are placed at curbside by each residential establishment, except multi-family housing, on at least one occasion per calendar week.

2. Duty to Collect. Each contracted commercial hauler shall collect and transport any designated recyclable materials which have been properly prepared, separated, and placed at curbside in time for collection on the scheduled collection day. Commercial haulers shall have no obligation to collect any materials which do not conform to this Ordinance or the supplemental regulations to be adopted.

3. Drop-Off Centers. The Township may operate or designate "drop-off" centers at various locations within the Township for the collection of recyclable materials. The Township shall advise residents of the locations, operating hours, recyclable materials accepted, and other details of the operation of the drop-off centers.

4. Leaf Waste. The Township shall collect leaf waste during the spring and fall of each calendar year.

A. During those times of the year specified for collection in the supplemental recycling regulations, all persons who gather leaf waste shall source separate such waste and place it for collection at the times and in the manner specified in the regulations.

### **5. Sale and Marketing.**

A. Recyclable materials that are collected by the Township or its contractor shall be recycled, unless markets for them do not exist.

B. The Township or its contractor shall transport, process, sell, market, and dispose of all recyclable materials collected by it in any manner that the Township or the



Township's contractor sees fit, in their respective discretion, except that there shall be no cash transactions involving Recyclable Materials marketed by the Township, provided that such activities comport with Federal and State law and with the provisions of this Ordinance.

C. The Township's contractor shall establish and keep records and report at least monthly to the Township Manager the quantity, price and total amount of recyclable materials collected, processed, marketed and sold.

D. Each hauler must provide written documentation that either all recyclable materials are recycled or that markets for those materials do not exist.

6. Township Organization. The Township Manager shall establish an appropriate administrative organization and system for the collection, transportation, separation, processing, sale, marketing, and disposition of Recyclable Materials in accordance with this Ordinance, but only if the Township has not contracted with a person or agency to collect, separate, and market Recyclable Materials within the Township.

7. Contracting Out. Nothing in this Ordinance shall prohibit the Township from entering into agreements or contracts with any person or agency to collect, separate and market Recyclable Materials within the Township.

A. Power. The Township shall have the power to enter into contracts with other persons for the collection, transportation, separation, processing, sale, marketing, or disposition of materials as required by Act 101 and this Ordinance.

B. Allocation of Functions. Any such contract shall state in writing which functions, rights, and duties of the Township under this Ordinance shall be performed by the contracting person, and which functions, rights, and duties shall remain with the Township.

C. Substitution and Interpretation. To the extent that any contracting person takes the place of Salisbury Township in the performance— of functions, rights, and duties under this Ordinance, "Salisbury Township" and "Township" shall be deemed to mean that contracting person.

D. Responsibility. A person who enters into a contract under this subsection shall be responsible with Salisbury Township for implementation of this Ordinance, to the extent of such contract.

## **§208. Collection by Unlicensed Persons.**

1. Except as set forth in this Section, collection of recyclable materials by persons not licensed by Salisbury **Township or County of Lehigh** is strictly prohibited.

2. Nothing in this Ordinance shall prohibit any resident from donating or selling any such resident's own recyclables to any other person, whether operating for a profit or not for profit. Nothing in this Ordinance shall require any person to gather leaf waste nor prevent any person from utilizing leaf waste for composting mulch, or other agricultural, horticultural, silvicultural, gardening or landscaping purpose.



3. No person, other than an authorized collector, shall scavenge, remove, take, scatter or disturb recyclable materials which have (A) been collected or assembled in recycling containers, whether stored on public or private property; or (B) been placed at the curbside for collection pursuant to the curbside collection program; or (C) been deposited at a drop-off center established pursuant to this Ordinance or subsequent regulations issued hereunder.

4. Unlawful "scavenging" shall not include the collection or assemblage of scattered trash and debris, whether or not recyclable, from roadsides or public property with the intent of properly disposing of or recycling such trash and debris.

### **§209. Multi-family Housing.**

All multi-family housing, as defined in this Ordinance, shall recycle all recyclable materials generated by either of the two following methods:

A. Contract. Contracting with a commercial hauler or otherwise providing for the recycling, as defined by Act 101, of all of the recyclable materials generated within that multi-family housing, in accordance with this Part.

B. On-Site System. Multi-family rental housing properties may establish a collection system for recyclable materials at each property, as required by §1501(c)(1)(ii) of Act 101, which collection system shall consist of the following components as a minimum:

- (1) Suitable containers for collecting and sorting materials.
- (2) Easily accessible locations for the containers.
- (3) Written instructions to the occupants concerning the use and availability of the collection system.
- (4) The Township may establish regulations defining compliance with these requirements.
- (5) Owners, landlords, and agents of owners and landlords, who comply with this subsection shall not be liable for the noncompliance of the occupants of their buildings.

### **§210. Commercial Activities.**

1. Recycling. Every person owning, occupying, or operating a commercial activity, as defined by this Ordinance, within the Township shall comply with this Ordinance by separating and storing in an enclosed building or closed container, or as otherwise approved by Township, until collection for recycling by contract with a commercial hauler or otherwise, all of the recyclable materials designated in §203 of this Ordinance which are generated by that commercial activity.

2. Compliance With Hauler Regulations. If a commercial solid waste hauler is contracted, engaged, or hired for recycling, then the commercial activity shall comply with all regulations of the commercial hauler for recyclable materials with regard to the following:

A. Separation.

- B. Preparation.
- C. Storage and placement in containers.
- D. Placement for pickup.
- E. Timing of placement and pickup.

## **§211. Commercial Haulers.**

Any commercial hauler contracted, engaged, or hired for the collection of municipal solid waste in the Township shall comply with the following requirements:

A. Licensing. Every commercial hauler shall be licensed by Salisbury Township or **Lehigh County** and shall not collect municipal solid waste in the Township unless and until a hauler's license is secured. Such license shall be summarily revocable by the Township for failure by the commercial hauler to comply with the terms of this Ordinance.

B. Compliance With Laws. Every commercial hauler shall comply with this Ordinance, Act 101, and all other applicable laws and regulations.

C. Separation. Every commercial hauler shall keep the several types of recyclable materials which are designated for collection and collected separate from each other, unless the hauler can demonstrate in writing that a market exists for the commingled recyclable materials.

D. Recycling. Every commercial hauler shall either:

- (1) Process and recycle all of the recyclable materials;
- (2) Transport, process, market, sell, or deliver all of the recyclable materials to dealers in those materials, and document such delivery in writing;
- (3) Provide written proof that markets for those materials do not exist.

E. Recycling Program. Each commercial hauler collecting municipal solid waste in the Township shall commence the collection of recyclable materials in strict accordance with the provisions of this Ordinance and any accompanying regulations. Collection shall be pursuant to such rules and regulations as the commercial hauler shall reasonably prescribe. Each commercial hauler shall provide copies of any such rules and regulations, together with its pick-up schedules, to the Township for approval by the Township Manager prior to implementation.

F. Annual Reports. Every commercial hauler shall submit annual reports to the Township. Reports shall be submitted within one (1) month of the end of each year. Each report shall state for that reporting period:

- (1) The quantity in tons of each recyclable material collected by that hauler in the Township.

(2) The total quantity in tons of all garbage, trash, and refuse collected by that hauler in the Township.

(3) To whom or where and how each recyclable material was sold or delivered for processing or recycling.

G. Reporting Noncompliance. Every commercial hauler shall report to the Township Manager all instances of apparent noncompliance with either this Ordinance or Township regulations, within 72 hours of becoming aware of such noncompliance.

## **§212. Recycling Facility Permits.**

Any person seeking to establish a recycling facility within the boundaries of the Township must first obtain all necessary approvals in accordance with the terms and conditions of the Salisbury Township Zoning Ordinance, as subsequently amended from time to time

## **§213. Regulations and Administration by Township.**

1. Regulations. The Township Manager, may, with approval of the Board of Commissioners, promulgate, and thereafter revise as appropriate, rules and regulations for the following parts of the Township's Recycling Program (or otherwise), as the Board shall deem appropriate, which regulations shall become effective 30 days after public advertisement:

A. Plastic Containers. Varieties, types, and chemical compositions to be collected for recycling, both in the Township's curbside recycling program and at any drop-off centers, or otherwise disposed in municipal solid waste.

B. Preparation of recyclable materials for recycling.

C. Separating, placing or combining recyclable materials in the official Township recycling bins.

D. Exact locations for curbside pickup, where those locations are not established or are otherwise unsatisfactory.

E. Zones, routes, and schedules for collection days.

F. Times to set out and bring in the official Township recycling bins.

G. Drop-off center locations, operating hours, materials accepted, and other details.

2. Enforcement. Upon adoption, such regulations shall be enforced pursuant to §214 hereunder, and violations of such regulations shall be deemed a violation of this Ordinance.

## **§214. Incentives, Violations, Penalties and Enforcement.**

The Township Manager or his designee shall be responsible for monitoring and enforcing compliance with this Ordinance and regulations.

A. Administrative Action and Enforcement. For violations of this Ordinance by either the owners, occupants, or operators of residential establishments, the Township shall comply with the following administrative actions and enforcement procedure before commencing any action before the District Justice:

(1) Tagging. For the first two (2) violations by the same person within the last year, each violation shall be separate violations on different dates, and any Municipal Solid Waste or Recyclable Material which does not comply with the provisions of this Ordinance shall be left at curbside and shall be tagged with instructions on proper handling. The address of the violation will be recorded by Salisbury Township.

(2) Letter. For the third (3rd) separate violation on a different date within the last year, the owner, occupant, or operator shall be notified by registered letter of the penalties for continued non-compliance with this Ordinance.

B. Civil Liability Before District Judge. Any commercial activity, as defined by this Ordinance; or Commercial Solid Waste Hauler; or any owner, occupant, or operator of a residential establishment who has been previously subjected to all of the Administrative Action and Enforcement Procedure of this Section within the last year; which violates any provision of this Ordinance, shall be subject to the following civil penalties, payable to Salisbury Township, upon a finding of liability therefore by the District Justice:

(1) First Action. For the first action before the District Justice within the last year, a civil penalty of not more than Three Hundred Dollars (\$300.00) and costs, including reasonable attorney's fees.

(2) Subsequent Actions. For any action before the District Justice within one (1) year subsequent to a previous finding by the District Justice of civil liability by the same person for any violation of this Ordinance, a civil penalty of not more than One Thousand Dollars (\$1,000.00) and costs, including reasonable attorney's fees. Provided, however, that no owner, occupant, or operator of a residential establishment shall be liable for a civil penalty greater than Three Hundred Dollars (\$300.00) and costs, including reasonable attorney's fees, for a violation of solely the administrative regulations established pursuant to the authority of this Ordinance.

(3) Each day that a violation of this Ordinance continues shall be deemed to be a separate violation. Each violation shall be deemed to be a separate violation.

C. Incentives.

(1) The Township Manager shall have the power to establish incentives to promote compliance with this Ordinance, as may be appropriate from time to time. The Township Manager shall report at least quarterly to the Board of Commissioners on the incentives which have been established, and when and to whom those incentives have been granted.

(2) Procurement Options. The Township may utilize the provisions of Act 101's Section 1507 — Procurement Procedures for Local Public Agencies, and Section 1508 -Procurement Options for Local Public Agencies and Certain Commonwealth Agencies, if the Township elects to do so.

**§215. Amendments.**

This Township reserves the right to adopt, from time to time, such additional rules and regulations as it shall deem necessary and proper in connection with the collection of municipal solid waste, which rules and regulations shall be and shall become a part of this Part.

DRAFT

## **Part 3**

### **Municipal Solid Waste Collection Charges**

#### **§301. DEFINITIONS**

The following words and phrases, when appearing in the text of this Part shall have the meanings given to them in this Section, unless the context clearly indicates otherwise:

A. Commercial Activities and Establishments. The following definitions shall apply for the purposes of these regulations regardless of either the form of ownership or tenancy, or the physical arrangement of the structure.

(1) Structures or property consisting four (4) or more residential apartment dwellings, condominium complexes, and mobile home parks, whether owned or rented, shall be deemed to be commercial or business establishments, not residential establishments, for the purposes of these regulations.

(2) If a commercial activity occupying over fifty (50%) percent of the area of the structure occurs in a residential establishment, then the entire residential establishment, structure or property shall be deemed to be a commercial or business establishment, not a residential establishment, for the purposes of these regulations.

MSW—"municipal solid waste," as defined by the Pennsylvania Solid Waste Management Act, 35 P.S. §6018.103 et seq., and the Pennsylvania Municipal Waste Planning, Recycling and Waste Reduction Act, 53 P.S. §4000.101 et seq., each as amended to date.

MSW billing—the bills, invoices, notices and documents issued by Salisbury Township to property owners at periodic intervals to state the amounts and terms of payment of MSW charges on account of their property.

MSW charges—all fees, costs, and expenses, including penalty charges, administrative fees, and fees for services, which are assessed or imposed by Salisbury Township against a property for any and all MSW services provided or offered by the Township to that property.

MSW services—any and all collection and disposal of MSW, and collection and recycling of recyclable materials, which is provided or offered by Salisbury Township to a property.

Property—residential establishment.

Residential establishment—any premises utilized primarily as a residential dwelling, whether owned or rented in any manner, including but not limited to:

(1) A single family dwelling, whether attached or detached, including homes and individual mobile homes.

(2) Each structure or property containing three or fewer residential dwellings.

(3) Each residential dwelling, within any structure or property containing three or fewer residential dwellings.

### **§302. MSW Charge.**

1. The cycles for MSW billing for MSW charges are hereby established on a quarterly basis.

2. The MSW billing for MSW charges shall begin on the owner's date of acquisition of the property.

3. The MSW charge amount to be paid by the owner or occupant of each residential establishment for the quarterly collection period shall be established by a fee schedule adopted by a resolution of the Board of Commissioners of the Township.

### **§303. Billing Format.**

1. Content. The Township staff is authorized to issue MSW billings for MSW charges in a format which states the amounts of the MSW charges for the quarterly MSW billing and any past due amounts incurred during any quarterly MSW billing, together with any applicable penalty charges as provided by this Part or by regulation.

2. Format. MSW billings shall be in a format which is appropriate and convenient for the Township staff to prepare, issue, compile, and record.

### **§304. Time and Method of Payment/Collection Charges.**

1. Billing Periods. The cycle for MSW billing for MSW charges is hereby established on a quarterly basis. All bills for collection charges shall be rendered in each calendar quarter, on or about the first day of January, April, July, and October, respectively, in each year, or on such other dates as the Township by resolution shall specify, and shall cover a quarterly billing period consisting of the immediately succeeding three complete calendar months.

2. Gross, Discount, and Penalty Bills. Collection charges shall be due and payable upon the applicable billing date as provided for in 304(2)(A), and the appropriate amount shall constitute the gross bill.

- A. ~~If bills for collection services are paid within 15 days after such shall become due and payable, a discount equal to 10% of the amount of the bill shall be allowed.~~

- A. If bills for such collection service are paid during the period between 16 and 30 days after the bill is due and payable, the gross amount of the bill shall be paid.

- B. If collection charges are not paid within 30 calendar days after each billing date, an additional sum of 25% shall be added to such net bill; the total bill shall then constitute the penalty bill. Payment made or mailed and postmarked on or before the last day of such 30 calendar day period shall constitute payment within such period. If the end of such 30 day calendar period shall fall on a legal holiday or a Sunday, payment made or mailed and postmarked on the next succeeding weekday which is not a legal holiday shall constitute payment within such period. Any bill not paid within said 30 calendar day period shall be deemed delinquent.

3. Billing Addresses. Every owner of a residential establishment shall provide the Township with and shall thereafter keep the Township advised of his/her correct address. Failure of any person to receive bills for collection charges shall not be considered an excuse for nonpayment, nor shall such failure result in an extension of the period of time during which the gross bill shall be payable.

4. Filing and Collection of Liens.

A. All MSW charges imposed by this Ordinance shall be a lien on the residential establishment serviced by the Township's contractor, from the date of issuance of the quarterly MSW billing for such MSW charges, but conditioned upon payment of said MSW charges. Any such charges which are delinquent shall be filed as a municipal lien against the residential establishment, including costs of filing and reasonable attorney fees for unpaid MSW charges, and shall be collected in the manner provided by law for the filing and collecting of municipal claims.

B. If reasonable attorney fees are assessed or imposed in connection with the collection of such account, the Township shall comply with the relevant provisions of the Municipal Claims Act found at 53 P.S. §7106 especially including the requirement that at least 30 days prior to assessing or imposing attorney fees, a notice of such intent must be sent to the property owner by United States certified mail, return receipt requested, postage prepaid.

C. If within 30 days of mailing the notice in accordance with §306(4)(B), the certified mail is refused or unclaimed or the return receipt is not received, then at least 10 days prior to assessing or imposing attorney fees in connection with the collection of a delinquent account, the Township shall, by United States first class mail, mail to the owner the notice required by paragraph §306(4)(B).

5. Collection Charges.

- A. Municipal solid waste collection charges for each quarterly MSW billing shall be imposed upon and shall be collected from the owner of each residential



establishment in the Township, and shall be payable as provided herein, in accordance with the schedule of rates established by the Township.

- B. The Township Assistant Manager and Township Manager shall propose billing rates for both garbage and recycling collection services at the beginning of each fiscal year and the Board of Commissioners, by Resolution, shall approve these rates prior to the next billing period that may fall during a given year.
- C. Surcharge. The Township reserves the option to establish a surcharge regarding additional Federal, Commonwealth, County imposed fees and bill the owners of each residential establishment accordingly. When such surcharges are established and imposed by the Township, they will expire once the Federal, Commonwealth, or County's surcharge expires or are no longer imposed or if the Township at its discretion does not desire to pass the surcharge on to the residential owner as part of the collection charge.
- D. The imposition of additional surcharges or modifications of the schedule of rates may be established by a resolution of the Board of Commissioners of the Township from time to time as deemed necessary

6. New Service.

Prorating. If MSW services are first provided to a property owner during any quarterly MSW billing, then the MSW charges and MSW billings may be prorated on a per diem basis from the time that the MSW services commence until the start of the next following quarterly MSW billing, at the sole discretion of the Township, and may be included on the following quarterly MSW billing.

7. Dishonored Payment.

1. If any check, money order, credit card, or similar type of payment for MSW charges or MSW billings is returned marked "uncollected" or similarly for any reason, including, but not limited to, insufficient funds, refusal to honor the payment, closed account, or lack of valid signature, etc., then an additional service fee for handling and rebilling shall become an additional MSW charge against that property, and shall be paid as provided herein.

2. The amount of this additional MSW charge shall be established as part of a fee schedule adopted by a resolution of the Board of Commissioners of the Township

**§305. Exclusions.**

- 1. Nothing contained herein shall be deemed to prohibit any person not regularly engaged in the business of collecting municipal solid waste from hauling his/her own such waste on an irregular and unscheduled basis, to a State — permitted disposal site.
- 2. Nothing contained herein shall prohibit a farmer from carrying out the normal activities of his/her farming operation, including composting and the spreading of manure or other farm produced agricultural wastes.
- 3. The provisions of this Ordinance do not apply to anything but the storage, collection, transportation, disposal and recycling of municipal solid waste; they do not apply, therefore, to hazardous or residual wastes as defined by the Pennsylvania Solid Waste Management Act.

### **§306. Enforcement.**

1. **Penalties.** Any person violating any of the provisions of this Part, including, but not limited to, 1) the failure to use adequate containers or recycling bins, 2) the placement of containers or recycling bins in inappropriate locations for collection, 3) placing containers or recycling bins out too early for collection, 4) failure to take in containers or recycling bins by the appropriate time, 5) mixing leaf waste in with municipal waste or recyclables, 6) failure to separate all recyclables from other waste for collection, 7) scavenging recyclables placed out for collection, shall be subject to a fine of up to \$500.00, plus costs, and reasonable attorney's fees incurred by the Township, or imprisoned for a period of up to 30 days, or both. Each day such a violation occurs, and each residential establishment for or on which it occurs, shall constitute a separate and distinct violation of this Part.
2. **Remedies.** In addition to the foregoing penalty, the Township may require the owner or occupant of a residential establishment to remove any accumulation of municipal waste from that establishment, and should said person fail to remove and adequately dispose of or recycle such solid waste within five days following receipt of written notice to do so, said failure shall constitute a violation of this Part. Further, the Township may at the end of said five day period cause the Municipal waste to be collected and disposed of or recycled, in which event the owner or occupant of the subject establishment shall reimburse the Township for all costs and expenses incurred by it in said removal and disposition.

### **§307. Amendment.**

1. Salisbury Township reserves the right to adopt, from time to time, such additional rules and regulations as it shall deem necessary and proper in connection with the collection of municipal solid waste, which rules and regulations shall be and shall become a part of this Part 2.

Should any provision, section, sentence, clause or part of this Part be held to be invalid, such invalidity shall not affect or impair any remaining provision, section, sentence, clause or part of this Part 2, it being the intent of the Township that such remainder shall be and shall remain in full force and effect.

**FURTHER ORDAINED** that this Ordinance shall become effective immediately upon adoption.

**ADOPTED AND ENACTED** in lawful session duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2014

ATTEST:

TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA

By: \_\_\_\_\_  
Secretary

By: \_\_\_\_\_  
President, Board of Commissioners

TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA

# PROCLAMATION

**This measure would recognize September 2014 as Pain Awareness Month and call upon all citizens of Salisbury Township to observe that month by learning how to improve the quality of life of our fellow citizens suffering from pain.**

**WHEREAS,** More than 100 million Americans live with chronic pain caused by various diseases or disorders, and, each year, and nearly 25 million Americans suffer with acute pain each year; and

**WHEREAS,** Though medical knowledge and technology exist to relieve or greatly ease pain, most pain is untreated, undertreated, or improperly treated, and many health care professionals are still unaware of how to effectively treat pain; and

**WHEREAS,** People who suffer from chronic pain often are stigmatized and marginalized and often are not informed about the right to effective pain assessment and management, and most people with pain, including those at the end of life, get little or no relief; and

**NOW, THEREFORE,** the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania hereby proclaims that the month of September 2014 be recognized as Pain Awareness Month, and calls upon all citizens of Salisbury Township to observe this month by participating in appropriate ceremonies and activities, and by learning how to improve the quality of life for people in our community suffering from pain.

Here, on this 28th day of August, 2014.

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James Brown, President  
Board of Commissioners

Attest:

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Secretary

**SALISBURY TOWNSHIP**  
Lehigh County, Pennsylvania  
**Board of Commissioners Workshop Meeting**  
**August 28, 2014**  
**7:30 p.m.**  
(approximate time)

**Topic of discussion:**

MS4 Public Education Workshop