

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Meeting
(Revised) Regular Meeting Agenda—September 10, 2015
7:00 PM

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Notifications:**
 - All public sessions of the Salisbury Township Board of Commissioners regular meeting are electronically monitored (tape recorded) for the purpose of taking the Minutes. Public comment on agenda items will be entertained at the time the item is up for vote, non-agenda related public comments will be entertained after the agenda.
 - Public Comment Period Policy—Three (3) Minutes Rule
- 4. Bills Payable – *period 8/22/2015-9/4/2015***
- 5. Approval of the Minutes –*August 27, 2015***
- 6. New Business**
 - A. ORDINANCES - *none***
 - B. RESOLUTIONS – *none***
 - C. MOTIONS**
 1. Accept Financial Statement & Audit Report for period ending December 31, 2014 as prepared by Todd Bushta, CPA
 2. Accept and Authorize Execution of the Lehigh County District Attorney’s Naloxone Policy and Memo of Understanding
 3. Eagle Scout Project Proposal for Franko Park and Appropriation of Funds for Materials
 4. Motion to Award the 2015 Sanitary Sewer System Rehabilitation Project/Main Line Cured-In-Place Pipe Lining
 5. Payment Application #4 – Miller Bros. Construction, Inc. (\$27,517.55) – Lindberg Park Perimeter Trail Project
- 7. Courtesy of the Floor:** (opportunity for public comment on non-agenda items)
- 8. Adjournment**

- *Workshop to follow regular meeting
- *Executive Session

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
General Fund							
Anda Car Wash	08312015	code enforcement car wash-July 2015	01-414.315	08/31/15	6.80	.00	
Anda Car Wash	08312015	2015-July-Police car washes	01-410.315	08/31/15	78.75	.00	
Total Anda Car Wash:					85.55	.00	
Bath Supply Co Inc	184300	parts for pressure tank @ DPW bldg	01-409.373	08/21/15	131.89	.00	
Total Bath Supply Co Inc:					131.89	.00	
Brosious Jr, Richard	09012015	9 of 60 retirement incentive program	01-406.171	09/01/15	450.00	.00	
Total Brosious Jr, Richard:					450.00	.00	
Budget Instant Print	13466	Letterhead	01-401.342	08/25/15	150.00	.00	
Total Budget Instant Print:					150.00	.00	
Bummer, Frank	09012015	9 of 60 retirement incentive program	01-406.171	09/01/15	450.00	.00	
Total Bummer, Frank:					450.00	.00	
Davison & McCarthy	15506	Reimb inv: Southbury Park	01-404.318	07/29/15	96.00	.00	
Davison & McCarthy	15586	Reimb inv: Legacy Place	01-404.318	08/04/15	34.00	.00	
Davison & McCarthy	15596	Reimb inv: LVHN-campus parking lot	01-404.318	08/04/15	281.72	.00	
Davison & McCarthy	15597	Reimb inv: Southbury Park	01-404.318	08/04/15	60.00	.00	
Davison & McCarthy	15599	Reimb inv: Ryan	01-404.318	08/04/15	24.00	.00	
Davison & McCarthy	15601	Reimb inv: Young	01-404.318	08/04/15	360.00	.00	
Davison & McCarthy	15607	Reimb inv: Mertz	01-404.318	08/04/15	1,128.00	.00	
Total Davison & McCarthy:					1,983.72	.00	
District Court 31-1-08	08242015	File Civil Complaint-1762 Broadway	01-404.314	08/24/15	98.50	98.50	08/25/15
Total District Court 31-1-08:					98.50	98.50	
Ecco Communications LLC	66718	2015 Dodge Pickup-#206-upfit unit	01-410.250	08/18/15	1,718.55	.00	
Total Ecco Communications LLC:					1,718.55	.00	
Groundhog Lawn & Landsc	08242015	Harrison Avenue	01-413.317	08/24/15	50.00	.00	
Total Groundhog Lawn & Landscape:					50.00	.00	
Home Depot Credit Service	08242015	wood to repair gazebo @ Franko Farm	01-451.373	08/24/15	38.74	.00	
Home Depot Credit Service	08252015	Addn't wood needed to repair gazebo @ Franko Farm	01-451.373	08/25/15	6.00	.00	
Home Depot Credit Service	09022015	wood to fix floor in gazebo @ Franko	01-409.373	09/02/15	20.97	.00	
Total Home Depot Credit Services:					65.71	.00	
Keystone Consulting Engin	144762	Reimb inv: Legacy Place	01-408.318	07/09/15	959.16	.00	
Keystone Consulting Engin	145072	Reimb inv: Young	01-408.318	08/07/15	1,039.50	.00	
Keystone Consulting Engin	145073	Reimb inv: Mertz	01-408.318	08/07/15	803.25	.00	
Keystone Consulting Engin	145074	Reimb inv:Southbury Park	01-408.318	08/07/15	756.00	.00	
Keystone Consulting Engin	145075	Reimb inv:Southbury Park	01-408.318	08/07/15	756.00	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Total Keystone Consulting Engineers:					4,313.91	.00	
Klimowicz, Brian G.	09012015	44 of 60 health reimb	01-406.171	09/01/15	250.00	.00	
Total Klimowicz, Brian G.:					250.00	.00	
Kovatch Organization	8554	lettering on #208 for school resource officer	01-410.251	08/24/15	435.88	.00	
Total Kovatch Organization:					435.88	.00	
Krotzer, Brenda	09032015	Reimb for child abuse clearance	01-406.315	09/03/15	8.00	.00	
Total Krotzer, Brenda:					8.00	.00	
Lash, Sheila	09/03/2015	reimb for clearances for employment	01-406.315	09/03/15	43.00	.00	
Total Lash, Sheila:					43.00	.00	
Luby, Joseph	09012015	9 of 60 retirement incentive program	01-406.171	09/01/15	450.00	.00	
Total Luby, Joseph:					450.00	.00	
Madle's Hardware	09012015	parts for toilet repair @ annex bldg	01-409.373	09/01/15	5.99	.00	
Total Madle's Hardware:					5.99	.00	
Minger, Linda J.	08252015	Mileage/credits needed to qualify for tax collector	01-403.420	08/25/15	188.80	.00	
Total Minger, Linda J.:					188.80	.00	
Mr. John Inc.	0004937718	1 unit:Franko farm-7/22-8/18/2015	01-451.315	08/18/15	125.00	125.00	08/27/15
Total Mr. John Inc.:					125.00	125.00	
PA Dept of Labor/Industry-	0530399	2015-Aug- Elevator inspection	01-409.373	08/25/15	94.00	.00	
Total PA Dept of Labor/Industry-E:					94.00	.00	
PA Municipal Retirement S	09012015	Non-Uniformed 2015 MMO	01-487.160	09/01/15	321,896.00	.00	
Total PA Municipal Retirement System:					321,896.00	.00	
PA State Assoc of Borough	19437	Bonaskiewich:grant writing seminar	01-401.421	08/12/15	100.00	100.00	08/27/15
Total PA State Assoc of Boroughs:					100.00	100.00	
Palansky, Michael	08172015	Health Reimb	01-406.171	08/17/15	1,350.00	.00	
Total Palansky, Michael:					1,350.00	.00	
PenTeleData	B2536005	Acct#3042745-Cable modem rental -2015-Sept	01-401.320	08/24/15	124.95	.00	
Total PenTeleData:					124.95	.00	
Petty Cash	08262015	postage due on utility invoices	01-401.325	08/26/15	14.75	.00	
Petty Cash	08262015	mileage to various meetings	01-401.315	08/26/15	49.08	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Petty Cash	08262015	Police-tolls/refreshments for LVH meeting	01-410.315	08/26/15	41.90	.00	
Petty Cash	08262015	DPW-brake line	01-437.251	08/26/15	20.00	.00	
Petty Cash	08262015	plygrnd program-key/glue/hot dogs/soda	01-452.240	08/26/15	56.75	.00	
Petty Cash	08262015	over/under	01-380.000	08/26/15	.90	.00	
Total Petty Cash:					183.38	.00	
PNC Bank	09012015	Police-2015 MMO	01-487.160	09/01/15	300,288.00	.00	
Total PNC Bank:					300,288.00	.00	
PPL Electric Utilities	08212015	70730-17005-Aug 2015	01-409.361	08/21/15	1,654.52	.00	
PPL Electric Utilities	08212015	61089-84001-Aug 2015	01-409.361	08/21/15	592.53	.00	
PPL Electric Utilities	08212015	94340-19001-Aug 2015	01-451.361	08/21/15	82.04	.00	
PPL Electric Utilities	08212015	92051-48008-Aug 2015	01-409.361	08/21/15	1,390.64	.00	
PPL Electric Utilities	08252015	10550-10002-Aug 2015	01-451.361	08/25/15	30.67	.00	
PPL Electric Utilities	08282015	63580-10005-Aug 2015	01-451.361	08/28/15	22.43	.00	
PPL Electric Utilities	08282015	93760-01007-Aug 2015	01-451.361	08/28/15	20.86	.00	
Total PPL Electric Utilities:					3,793.69	.00	
Signal Service Inc.	16073	additional power for the license plate reader cameras	01-433.362	08/11/15	805.86	.00	
Total Signal Service Inc.:					805.86	.00	
Staples Advantage	3275073559	DPW-pens/mouse for computer	01-430.240	08/19/15	24.99	.00	
Staples Advantage	3276114262	Tax collector-ink for printer	01-403.240	08/29/15	81.66	.00	
Total Staples Advantage:					106.65	.00	
Stotz/Fatzinger Office Sup	143703	business cards-Lisa Casey	01-401.342	08/19/15	49.00	.00	
Stotz/Fatzinger Office Sup	144660	front office-paper clips/pens/copy paper/scotch tape	01-401.240	09/01/15	208.33	.00	
Total Stotz/Fatzinger Office Supply:					257.33	.00	
Suburban Propane-2022	802110	diesel	01-401.231	08/13/15	12.91	.00	
Suburban Propane-2022	802110	diesel	01-410.231	08/13/15	376.08	.00	
Suburban Propane-2022	802110	diesel	01-430.231	08/13/15	390.10	.00	
Suburban Propane-2022	802146	diesel	01-401.231	08/25/15	11.09	.00	
Suburban Propane-2022	802146	diesel	01-410.231	08/25/15	323.17	.00	
Suburban Propane-2022	802146	diesel	01-430.231	08/25/15	335.22	.00	
Suburban Propane-2022	902570	unleaded	01-401.231	08/13/15	26.94	.00	
Suburban Propane-2022	902570	unleaded	01-410.231	08/13/15	784.73	.00	
Suburban Propane-2022	902570	unleaded	01-430.231	08/13/15	813.98	.00	
Suburban Propane-2022	902597	unleaded	01-401.231	08/25/15	25.75	.00	
Suburban Propane-2022	902597	unleaded	01-410.231	08/25/15	750.24	.00	
Suburban Propane-2022	902597	unleaded	01-430.231	08/25/15	778.21	.00	
Total Suburban Propane-2022:					4,628.42	.00	
Talalaj, Raymond	09032015	reimb for clearances for employment	01-406.315	09/03/15	43.00	.00	
Total Talalaj, Raymond:					43.00	.00	
Tapler, Jeffrey	09012015	EMC stipend-Sept 2015	01-415.139	09/01/15	250.00	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Total Tapler, Jeffrey:					250.00	.00	
Times News	100360986-08	Ad:Sanitary Sewer System Rehab Bid	01-401.341	08/20/15	309.10	.00	
Total Times News:					309.10	.00	
U.S. Postal Service	08202015	Refill Postage Meter	01-401.325	08/20/15	1,000.00	1,000.00	08/27/15
Total U.S. Postal Service:					1,000.00	1,000.00	
UGI Utilities Inc.	08202015	504043172815-Aug 2015	01-409.230	08/20/15	395.81	395.81	09/01/15
UGI Utilities Inc.	08202015	504043200901-Aug 2015	01-409.230	08/20/15	84.69	84.69	09/01/15
UGI Utilities Inc.	08202015	504043200800-Aug 2015	01-409.230	08/20/15	46.18	46.18	09/01/15
Total UGI Utilities Inc.:					526.68	526.68	
Urban Research & Develop	2305-8-ILL-292	LindPk MSP Ph1 Prof Svcs: 7/1-31/2015	01-451.312	08/19/15	6,010.00	6,010.00	08/27/15
Total Urban Research & Development:					6,010.00	6,010.00	
Veritext Mid-Atlantic	PA2401158	BOC Mtg 8/13/2015	01-401.315	08/20/15	115.00	.00	
Total Veritext Mid-Atlantic:					115.00	.00	
Verizon	9751279585	2015-Aug - Mgr	01-401.320	08/25/15	54.67	.00	
Verizon	9751279585	2015-Aug - Assist Mgr/Finance Dir	01-402.320	08/25/15	54.67	.00	
Verizon	9751279585	2015-Aug - Police	01-410.320	08/25/15	407.32	.00	
Verizon	9751279585	2015-Aug - Code Enf Ofcr	01-413.320	08/25/15	54.67	.00	
Verizon	9751279585	2015-Aug - P/Z Officer	01-414.320	08/25/15	54.67	.00	
Verizon	9751279585	2015- Aug - Tapler	01-415.320	08/25/15	78.07	.00	
Verizon	9751279585	2015- Aug - DPW	01-430.320	08/25/15	101.97	.00	
Verizon	9751279585	2015- Aug - Rec Dir	01-452.320	08/25/15	54.67	.00	
Verizon	9751279586	2015-Aug- Mgr tablet/air card charges	01-401.320	08/25/15	43.38	.00	
Verizon	9751279586	2015-Aug-Police tablet/air card charges	01-410.320	08/25/15	477.20	.00	
Total Verizon:					1,381.29	.00	
Total General Fund:					654,267.85	7,860.18	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Fire Fund							
PenTeleData	B2532758	ESFC-Cable-Sept 2015	03-411.320	08/24/15	59.95	.00	
Total PenTeleData:					59.95	.00	
Suburban Propane-2022	802110	diesel	03-413.231	08/13/15	84.61	.00	
Suburban Propane-2022	802146	diesel	03-413.231	08/25/15	72.72	.00	
Suburban Propane-2022	902570	unleaded	03-413.231	08/13/15	176.54	.00	
Suburban Propane-2022	902597	unleaded	03-413.231	08/25/15	168.80	.00	
Total Suburban Propane-2022:					502.67	.00	
Totally Absorbent	3363	WSFC-oil dry	03-412.240	08/13/15	1,185.40	.00	
Totally Absorbent:					1,185.40	.00	
UGI Utilities Inc.	08202015	502022721012-ESFC-Aug 2015	03-411.320	08/20/15	41.13	41.13	09/01/15
Total UGI Utilities Inc.:					41.13	41.13	
Total Fire Fund:					1,789.15	41.13	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Water Fund							
Bethlehem, City of	08282015	Fountain-5/15-8/19/2015	06-448.368	08/28/15	14.75	.00	
Total Bethlehem, City of:					14.75	.00	
Lehigh County Authority	3155	2015-2nd quarter reconciliation-water	06-448.367	08/20/15	97,753.70	.00	
Lehigh County Authority	3156	2015-July water	06-448.367	08/20/15	60,614.00	.00	
Total Lehigh County Authority:					158,367.70	.00	
PA Municipal Retirement S	09012015	Non-Uniformed 2015 MMO	06-487.160	09/01/15	35,330.00	.00	
Total PA Municipal Retirement System:					35,330.00	.00	
Suburban Propane-2022	802110	diesel	06-448.231	08/13/15	72.41	.00	
Suburban Propane-2022	802146	diesel	06-448.231	08/25/15	62.22	.00	
Suburban Propane-2022	902570	unleaded	06-448.231	08/13/15	151.10	.00	
Suburban Propane-2022	902597	unleaded	06-448.231	08/25/15	144.46	.00	
Total Suburban Propane-2022:					430.19	.00	
Verizon	9751279585	2015- Aug - Water Dept	06-448.320	08/25/15	47.30	.00	
Total Verizon:					47.30	.00	
Total Water Fund:					194,189.94	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Sewer Fund							
Bethlehem, City of	08142015	2015-2Q2015 sewer	08-429.368	08/14/15	41,188.09	.00	
Bethlehem, City of	3330000062-1	2015 annual capital charge-50% 2nd pymt	08-429.535	08/24/15	8,493.50	.00	
Total Bethlehem, City of:					49,681.59	.00	
PA Municipal Retirement S	09012015	Non-Uniformed 2015 MMO	08-487.160	09/01/15	35,330.00	.00	
Total PA Municipal Retirement System:					35,330.00	.00	
PPL Electric Utilities	08242015	35530-02004-Aug 2015	08-429.361	08/24/15	16.74	.00	
PPL Electric Utilities	08282015	20380-10009-Aug 2015	08-429.361	08/28/15	17.16	.00	
PPL Electric Utilities	08282015	82960-01000-Aug 2015	08-429.361	08/28/15	17.09	.00	
PPL Electric Utilities	08282015	33760-14008-Aug 2015	08-429.361	08/28/15	16.95	.00	
PPL Electric Utilities	08282015	64170-11008-Aug 2015	08-429.361	08/28/15	17.51	.00	
PPL Electric Utilities	08282015	21780-10003-Aug 2015	08-429.361	08/28/15	17.74	.00	
PPL Electric Utilities	08312015	39790-24008-Aug 2015	08-429.361	08/31/15	93.02	.00	
PPL Electric Utilities	08312015	31590-08002-Aug 2015	08-429.361	08/31/15	17.03	.00	
Total PPL Electric Utilities:					213.24	.00	
Suburban Propane-2022	802110	diesel	08-429.231	08/13/15	72.41	.00	
Suburban Propane-2022	802146	diesel	08-429.231	08/25/15	62.22	.00	
Suburban Propane-2022	902570	unleaded	08-429.231	08/13/15	151.10	.00	
Suburban Propane-2022	902597	unleaded	08-429.231	08/25/15	144.46	.00	
Total Suburban Propane-2022:					430.19	.00	
Verizon	08252015	2015-Aug- 868-8310-Cardinal Dr Pump Stn	08-429.320	08/25/15	33.88	.00	
Total Verizon:					33.88	.00	
Total Sewer Fund:					85,688.90	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Refuse & Recycling Fund							
Republic Services #282	0282-0005297	2015-Aug service	10-427.300	08/15/15	83,773.50	.00	
Republic Services #282	0282-0005297	5-recycle rolloff @ drop off centers	10-427.303	08/15/15	1,125.00	.00	
Total Republic Services #282:					84,898.50	.00	
Total Refuse & Recycling Fund:					84,898.50	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Highway Aid Fund							
PPL Electric Utilities	08212015	49130-02001-Aug 2015	35-433.362	08/21/15	26.14	.00	
PPL Electric Utilities	08242015	05340-01002-Aug 2015	35-433.362	08/24/15	26.27	.00	
PPL Electric Utilities	08242015	53875-61001-Aug 2015	35-433.362	08/24/15	26.14	.00	
PPL Electric Utilities	08242015	99940-01007-Aug 2015	35-433.362	08/24/15	25.84	.00	
PPL Electric Utilities	08272015	89989-11003-Aug 2015	35-433.362	08/27/15	25.63	.00	
Total PPL Electric Utilities:					130.02	.00	
Total Highway Aid Fund:					130.02	.00	
Grand Totals:					1,020,964.36	7,901.31	

Date: _____

President: _____

Board of Commissioners

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
August 27, 2015
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 Ms. Cathy Bonaskiewich, Acting Township Manager.

ROLL CALL

Board Members Present:

James Brown, President
Debra Brinton, Vice-President
Robert Martucci, Jr.
James Seagreaves, President Pro-Tempore
Joanne Ackerman

Staff Present:

Randy Soriano, Township Manager – EXCUSED
Cathy Bonaskiewich, Acting Township Manager/Finance Director
John Andreas, Director of Public Works
Allen Stiles, Chief of Police – EXCUSED
Donald Sabo, Police Sergeant
Cynthia Sopka, Director of Planning & Zoning
Sandy Nicolo, Code Enforcement Officer
John Ashley, Esquire, Township Solicitor
David Tettermer, representative of Keystone Consulting Engineers, Township Engineer

NOTIFICATION

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

Ms. Bonaskiewich 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. Ms. Bonaskiewich 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. She noted that if a resident does not divulge his or her address, it will impair the Township administrative follow-ups on a particular issue.

APPROVAL OF THE FINANCIAL REPORT AND LIST OF BILLS PAYABLE

Motion by Commissioner Ackerman, seconded by Commissioner Martucci, to approve the unaudited Financial Report for the period ending July 31, 2015, and the list of Bills Payable for the period 8/8/15-8/21/2015, broken down as follows:

\$213,962.80 = GENERAL
\$7,206.68 = FIRE
\$6.98 = LIBRARY
\$4,511.97 = WATER
\$24,482.59 = SEWER
\$39.40 = REFUSE & RECYCLING
\$152.58 = HIGHWAY AID
\$250,363.00 = GRAND TOTAL ALL FUNDS

Roll Call:

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

The Motion passed by 5-0.

MINUTES

August 13, 2015

Commissioner Brown declared the Minutes of August 13, 2015 accepted as presented.

NEW BUSINESS

MOTIONS

Shade Tree Appeal Hearing – 2833 Meadowbrook Circle South.

The proceedings were handed over to Attorney Ashley.

Attorney Ashley commented that the hearing for a Shade Tree Appeal for 2833 Meadowbrook Circle South was advertised for 7:00 p.m. and asked if anyone was present on the applicant's behalf. Mr. Timothy Rohrback stated that he was present to testify on behalf of Ms. Lois Stein, and he was sworn in by the stenographer.

Mr. Rohrback stated that the tree was diseased so it was removed. He explained that Ms. Stein is elderly and is requesting to not have to replant the tree because of the added expense. He noted that there are three other shade trees on her property. Mr. Rohrback also commented that he was unaware of the Ordinance requirement to replant a shade tree.

Commissioner Ackerman inquired if any estimates were obtained for replanting the tree. Mr. Rohrback replied that they have not gotten estimates. He expressed concerns about the prep work needed in order to replant a new tree in the same spot.

Commissioner Brinton asked if the Township has specific requirements for types of trees, sizes and where the tree must be replanted. Mr. Nicolo responded that there is a list of the types of trees permitted for replanting, and he noted that a new tree can be planted away from the old one to avoid problems with the stump and roots. Mr. Nicolo commented that the Township is concerned with keeping the character of the neighborhood and keeping the shade trees where they are supposed to be.

Mr. Robert Agonis from 1189 Meadowbrook Circle West testified that he lives across from 2833 Meadowbrook Circle South and would like to see the tree replaced because it "impacts the beauty of the neighborhood." He also brought forth information regarding how trees impact stormwater runoff and noted that the information pertains to the Township's MS4 project.

Motion by Commissioner Martucci, seconded by Commissioner Brown, to deny the Shade Tree Appeal from 2833 Meadowbrook Circle South.

Roll Call:

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

The Motion passed by 5-0.

Attorney Ashley stated that the application has been denied and the applicant will receive a written decision within the time periods required of the applicable statutes.

Change Order #6 – Miller Bros. Construction, Inc. (\$26,357.88) – Lindberg Park Perimeter Trail Project.

Ms. Bonaskiewich stated that the Change Order is for some additional work the contractor completed for the installation of the perimeter trail, including tree and stump removal, stone and topsoil placement, and additional excavation and grading for the installation. Ms. Bonaskiewich stated that Mr. Len Policelli from URDC is in the audience to answer any questions.

Commissioner Brown inquired if the work was acceptable. Mr. Policelli stated that URDC felt that the cost is reasonable for the work that was done. He noted that the contouring maps they used for the plans did not provide enough accuracy to come up with the 2% grade in certain areas so a few adjustments were made.

Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to approve Change Order #6 to Miller Bros. Construction, Inc. in the amount of \$26,357.88 for work that was performed on the Lindberg Park Perimeter Trail Project.

Roll Call:

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

The Motion passed by 5-0.

Authorization to Executive a Township/PPL-Highway Occupancy Permit Application to access Laubach Park from Fairview Road.

Ms. Bonaskiewich stated that the permit would allow PPL to have access to Laubach Park off of Fairview Road for constructing a line, tree trimming and other work. Mr. Policelli noted that PPL has a right-of-way in that area which would probably allow them to do whatever work they deem necessary. Commissioner Martucci commented that if PPL clears the right-of-way in that area, it will change the appearance of what the Township is trying to do in the park in regards to the Master Site Plan. He suggested reaching out to PPL to negotiate the containment of the cutting. Ms. Bonaskiewich replied that she has met with representatives of PPL and they are receptive to working with the Township in some manner because of the Master Site Plan, but no specifics have been discussed. She stated the Township will follow up with the details and include URDC.

Mr. Andreas stated that by granting a Highway Occupancy Permit, it would minimize the impact of their work because it is more of a direct access. He stated that PPL will mark the trees in the

park that will be taken down and another meeting is to be held afterwards. He noted that PPL would like to start the work in February. Mr. Andreas reiterated that PPL was receptive to the impact they were going to have on the development of the Master Site Plan.

Motion by Commissioner Seagreaves, seconded by Commissioner Martucci, to Execute a Township/PPL Highway Occupancy Permit Application to access Laubach Park from Fairview Road.

Roll Call:

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

The Motion passed by 5-0.

RESOLUTIONS

Retirement Incentive Window for Eligible Administrative employees.

Ms. Bonaskiewich stated that this proposed retirement incentive for non-union, administrative employees mirrors what the Township has previously offered to the Department of Public Works. She explained that there is a five-month window in which they can elect to retire, which is from October 1, 2015 to March 31, 2106. Ms. Bonaskiewich noted that the employee has to meet an age and service eligibility and then the individual would be entitled to an incentive payment of \$450 per month for a period of five years after his/her retirement. She commented that there are two administrative employees who would be eligible for the incentive.

Motion by Commissioner Martucci, seconded by Commissioner Brinton, to accept the Resolution offering a Retirement Incentive Window for Eligible Administrative Employees.

Roll Call:

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

The Motion passed by 5-0.

ORDINANCES

None.

PRIVILEGE OF THE FLOOR

Mr. Adam Al-Khal, Captain and President of Western Salisbury Fire Department, announced that WSFD will be holding a Community Day on Saturday, September 12, 2015 at Green Acres Park.

Mr. Ray Souliere of 2707 Lindberg Avenue questioned when the installation of the interior fence around the perimeter trail at Lindberg Park will take place. Ms. Bonaskiewich commented that the interior fence is part of Phase II of the project, which should be constructed next spring or early summer.

Mr. Souliere expressed concerns about the lack of disposal options for household hazardous waste in Lehigh County.

Mr. Ed Tremba of 1076 Newgate Drive inquired about developing an Ordinance for governing diseased/dying trees. Ms. Bonaskiewich stated that it is something addressed by the Code Enforcement Officer under the Shade Tree Ordinance.

Commissioner Seagreaves announced that the Eastern Salisbury Fire Department will hold a Community Day on October 10, 2015.

Commissioner Brown commented that the Board will hold an Executive Session after the Workshop to discuss legal matters.

ADJOURNMENT

Commissioner Brinton made a Motion to adjourn the Meeting. Seconded by Commissioner Ackerman. The time was 8:07 p.m.

Respectfully submitted,

Cathy Bonaskiewich
Assistant Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on August 27, 2015.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Workshop Meeting
September 10, 2015
7:30 p.m.
(approximate time)

Topics of discussion:

1. 2016 Draft MMOs for both Pension Plans
2. Discussion on water and sewer rate increases
3. Discussion on ATV Ordinance
4. Request from Salisbury Township High School to hold a Homecoming Parade