

**SALISBURY TOWNSHIP**  
**Lehigh County, Pennsylvania**  
**Board of Commissioners Meeting**  
**Regular Meeting Agenda—December 3, 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
  - The meetings in December are rescheduled to 12/3/15 and 12/17/15
- 4. Bills Payable – period 11/21/2015-11/30/2015**
- 5. Approval of the Minutes – November 24, 2015**
- 6. New Business**
  - A. ORDINANCES - none**
  - B. RESOLUTIONS - none**
  - C. MOTIONS**
    1. Request for Payment #1-FINAL to Joao & Bradley in the amount of \$15,242.23 for the Maumee Ave. & Erney St. Storm Sewer Project
    2. Request for Payment #1 to DOLI Construction Corp. in the amount of \$110,337.46 for the 2015 Sanitary Sewer Rehab – Open Cut Spot Repairs 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 |
|--|----------------|--|----------------|--------------|-----------------|-------------|-----------|
| <b>General Fund</b>                      |                |  |                |              |                 |             |           |
| A-1 Traffic Control Product              | 10348          | Street line painting-2015                  | 01-433.450     | 11/17/15     | 7,790.46        | .00         |           |
| Total A-1 Traffic Control Products:      |                |  |                |              | 7,790.46        | .00         |           |
| Allied Equipment Sales &                 | 28537          | stone delivered for detention pond         | 01-409.601     | 11/18/15     | 119.00          | .00         |           |
| Allied Equipment Sales &                 | 34391          | Rental of skidloader for detention pond    | 01-409.601     | 11/20/15     | 500.00          | .00         |           |
| Total Allied Equipment Sales & Rentl:    |                |  |                |              | 619.00          | .00         |           |
| Altemos/Atlantic Fuels                   | 11705          | ACCT# 153208 Oil-Black River Rd-11/03/2015 | 01-409.230     | 11/03/15     | 349.77          | .00         |           |
| Total Altemos/Atlantic Fuels:            |                |  |                |              | 349.77          | .00         |           |
| American United Life Insur               | 12012015       | 2015-Dec life/disability ins coverage      | 01-487.158     | 12/01/15     | 1,707.70        | .00         |           |
| Total American United Life Insurance Co: |                |  |                |              | 1,707.70        | .00         |           |
| Brosious Jr, Richard                     | 12012015       | 12 of 60 retirement incentive program      | 01-406.172     | 12/01/15     | 450.00          | .00         |           |
| Total Brosious Jr, Richard:              |                |  |                |              | 450.00          | .00         |           |
| Bummer, Frank                            | 12012015       | 12 of 60 retirement incentive program      | 01-406.172     | 12/01/15     | 450.00          | .00         |           |
| Total Bummer, Frank:                     |                |  |                |              | 450.00          | .00         |           |
| Carvalho, Maria                          | 11/30/2015     | 2015 Boot/Clothing Allowance               | 01-430.192     | 11/30/15     | 200.00          | .00         |           |
| Total Carvalho, Maria:                   |                |  |                |              | 200.00          | .00         |           |
| Davison & McCarthy                       | 15914          | Reimb inv: Haydt                           | 01-404.318     | 09/23/15     | 480.00          | .00         |           |
| Davison & McCarthy                       | 16030          | Reimb inv: Young                           | 01-404.318     | 10/05/15     | 24.00           | .00         |           |
| Davison & McCarthy                       | 16268          | Reimb inv: Haydt                           | 01-404.318     | 11/04/15     | 24.00           | .00         |           |
| Total Davison & McCarthy:                |                |  |                |              | 528.00          | .00         |           |
| Eastern Auto Parts Wareho                | 3-+638621      | tail lights                                | 01-437.251     | 11/05/15     | 72.32           | .00         |           |
| Eastern Auto Parts Wareho                | 3-638463       | police-fuel stabilizer                     | 01-410.251     | 11/05/15     | 8.17            | .00         |           |
| Eastern Auto Parts Wareho                | 3-638463       | wipers/bulbs                               | 01-437.251     | 11/05/15     | 93.14           | .00         |           |
| Total Eastern Auto Parts Warehouse:      |                |  |                |              | 173.63          | .00         |           |
| Facchiano Iron Works Inc.                | 24346          | #6-stock for truck repair                  | 01-437.251     | 11/16/15     | 25.37           | .00         |           |
| Total Facchiano Iron Works Inc.:         |                |  |                |              | 25.37           | .00         |           |
| Five star International LLC              | 5-253210042    | #2-fuel filter fitting                     | 01-437.251     | 11/17/15     | 19.52           | .00         |           |
| Total Five star International LLC:       |                |  |                |              | 19.52           | .00         |           |
| Hale Trailer Brake & Wheel               | 320475         | foam rubber for leaf machine               | 01-437.375     | 11/17/15     | 31.04           | .00         |           |
| Total Hale Trailer Brake & Wheel Inc:    |                |  |                |              | 31.04           | .00         |           |
| HG&F                                     | 11162015       | Evaluate 2016 Budget                       | 01-402.311     | 11/16/15     | 1,782.00        | .00         |           |

| Vendor Name                          | Invoice Number | Description                           | GL Acct Number | Invoice Date | Net Invoice Amt | Amount Paid | Date Paid |
|--------------------------------------|----------------|---------------------------------------|----------------|--------------|-----------------|-------------|-----------|
| Total HG&F:                          |                |                                       |                |              | 1,782.00        | .00         |           |
| Home Depot Credit Service            | 11202015       | rakes                                 | 01-430.260     | 11/20/15     | 160.54          | .00         |           |
| Home Depot Credit Service            | 11242015       | duct tape                             | 01-430.240     | 11/24/15     | 7.96            | 7.96        | 11/25/15  |
| Home Depot Credit Service            | 11242015       | manure fork/rakes                     | 01-430.260     | 11/24/15     | 138.99          | 138.99      | 11/25/15  |
| Total Home Depot Credit Services:    |                |                                       |                |              | 307.49          | 146.95      |           |
| Kaman Industrial Technolo            | V260115        | Bearing for leaf machine              | 01-437.375     | 10/29/15     | 90.00           | .00         |           |
| Total Kaman Industrial Technologies: |                |                                       |                |              | 90.00           | .00         |           |
| Keystone Consulting Engin            | 145849         | Reimb inv:Southbury Park              | 01-408.318     | 10/06/15     | 779.63          | .00         |           |
| Keystone Consulting Engin            | 145850         | Reimb inv:Southbury Park              | 01-408.318     | 10/06/15     | 425.25          | .00         |           |
| Keystone Consulting Engin            | 145855         | Reimb inv: Greenwood Bldrs            | 01-408.318     | 10/06/15     | 472.50          | .00         |           |
| Total Keystone Consulting Engineers: |                |                                       |                |              | 1,677.38        | .00         |           |
| Klimowicz, Brian G.                  | 12012015       | 47 of 60 health reimb                 | 01-406.171     | 12/01/15     | 250.00          | .00         |           |
| Total Klimowicz, Brian G.:           |                |                                       |                |              | 250.00          | .00         |           |
| Kutz Inc., E. M.                     | 11727          | angle cylinder/cross arm for tarp     | 01-437.375     | 11/09/15     | 692.00          | .00         |           |
| Total Kutz Inc., E. M.:              |                |                                       |                |              | 692.00          | .00         |           |
| Lawson Products                      | 9303673753     | washers/cable ties/masks/orange wipes | 01-430.240     | 11/05/15     | 346.49          | .00         |           |
| Total Lawson Products:               |                |                                       |                |              | 346.49          | .00         |           |
| Lowe and Moyer Garage In             | 253119         | u-joint for #3                        | 01-437.251     | 11/19/15     | 66.18           | .00         |           |
| Total Lowe and Moyer Garage Inc.:    |                |                                       |                |              | 66.18           | .00         |           |
| Lower Macungie Township              | 4654           | Resurfacing of Sunrise                | 01-430.315     | 11/13/15     | 7,242.85        | .00         |           |
| Total Lower Macungie Township:       |                |                                       |                |              | 7,242.85        | .00         |           |
| Luby, Joseph                         | 12012015       | 12 of 60 retirement incentive program | 01-406.172     | 12/01/15     | 450.00          | .00         |           |
| Total Luby, Joseph:                  |                |                                       |                |              | 450.00          | .00         |           |
| M.J.M. Security                      | 2-1074533      | PW entry-repair exit arm spring       | 01-409.373     | 11/09/15     | 91.03           | .00         |           |
| Total M.J.M. Security:               |                |                                       |                |              | 91.03           | .00         |           |
| Madle's Hardware                     | 11182015       | propane tank refill/duct tape         | 01-430.240     | 11/18/15     | 43.16           | .00         |           |
| Total Madle's Hardware:              |                |                                       |                |              | 43.16           | .00         |           |
| MP Outfitters                        | 9475-5         | jacket                                | 01-410.238     | 10/29/15     | 114.98          | .00         |           |
| MP Outfitters                        | 9487-5         | shoes                                 | 01-410.238     | 10/30/15     | 131.99          | .00         |           |
| Total MP Outfitters:                 |                |                                       |                |              | 246.97          | .00         |           |
| Mr. John Inc.                        | 0004975228     | Laubach Park-11/04-10/2015            | 01-451.315     | 11/11/15     | 33.13           | .00         |           |

| Vendor Name                          | Invoice Number | Description                                  | GL Acct Number | Invoice Date | Net Invoice Amt | Amount Paid | Date Paid |
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| Mr. John Inc.                        | 0004975229     | Lindberg Park-11/04-10/2015                  | 01-451.315     | 11/11/15     | 33.13           | .00         |           |
| Total Mr. John Inc.:                 |                |  |                |              | 66.26           | .00         |           |
| Penn Valley Chemical                 | 628645         | soap for bathrooms/Purell starter kit        | 01-409.240     | 11/20/15     | 97.10           | .00         |           |
| Total Penn Valley Chemical:          |                |  |                |              | 97.10           | .00         |           |
| PenTeleData                          | B2599823       | Acct#3042745-Cable modem rental -2015-Nov    | 01-401.320     | 11/24/15     | 124.95          | .00         |           |
| Total PenTeleData:                   |                |  |                |              | 124.95          | .00         |           |
| Perkiomen Tours & Travel             | 11252015       | 2016-6/11/2016 Lunch/Wine Tour Deposit       | 01-452.315     | 11/25/15     | 250.00          | .00         |           |
| Total Perkiomen Tours & Travel:      |                |  |                |              | 250.00          | .00         |           |
| PPL Electric Utilities               | 11032015       | 92051-48008-Nov 2015                         | 01-409.361     | 11/03/15     | 801.04          | .00         |           |
| PPL Electric Utilities               | 11032015       | 70730-17005-Nov 2015                         | 01-409.361     | 11/03/15     | 1,101.81        | .00         |           |
| PPL Electric Utilities               | 11202015       | 61089-84001-Nov 2015                         | 01-409.361     | 11/20/15     | 612.81          | .00         |           |
| PPL Electric Utilities               | 11232015       | 94340-19001-Nov 2015                         | 01-451.361     | 11/23/15     | 113.33          | .00         |           |
| PPL Electric Utilities               | 11232015       | 10550-10002-Nov 2015                         | 01-451.361     | 11/23/15     | 31.54           | .00         |           |
| Total PPL Electric Utilities:        |                |  |                |              | 2,660.53        | .00         |           |
| Reliable Sign and Striping           | 09232015       | street signs                                 | 01-433.246     | 09/23/15     | 640.95          | .00         |           |
| Total Reliable Sign and Striping:    |                |  |                |              | 640.95          | .00         |           |
| Sands Auto Group                     | 39715          | #9-replace parking brake handle              | 01-437.251     | 11/18/15     | 35.78           | .00         |           |
| Total Sands Auto Group:              |                |  |                |              | 35.78           | .00         |           |
| Service Electric Telephone           | 11152015       | Acct#-0000044158-Township phone line-11/2015 | 01-401.320     | 11/15/15     | 533.01          | .00         |           |
| Service Electric Telephone           | 11152015       | Acct#-0000044158-Minger phone line-11/2015   | 01-403.240     | 11/15/15     | 19.23           | .00         |           |
| Total Service Electric Telephone Co: |                |  |                |              | 552.24          | .00         |           |
| Service Tire Truck Centers           | Q72493-01      | casting credit-#4                            | 01-437.251     | 10/07/15     | 255.00-         | .00         |           |
| Total Service Tire Truck Centers:    |                |  |                |              | 255.00-         | .00         |           |
| Suburban Propane-2022                | 802385         | diesel                                       | 01-401.231     | 11/17/15     | 24.54           | .00         |           |
| Suburban Propane-2022                | 802385         | diesel                                       | 01-410.231     | 11/17/15     | 715.04          | .00         |           |
| Suburban Propane-2022                | 802385         | diesel                                       | 01-430.231     | 11/17/15     | 741.70          | .00         |           |
| Suburban Propane-2022                | 902923         | unleaded                                     | 01-401.231     | 11/17/15     | 21.87           | .00         |           |
| Suburban Propane-2022                | 902923         | unleaded                                     | 01-410.231     | 11/17/15     | 637.09          | .00         |           |
| Suburban Propane-2022                | 902923         | unleaded                                     | 01-430.231     | 11/17/15     | 660.84          | .00         |           |
| Total Suburban Propane-2022:         |                |  |                |              | 2,801.08        | .00         |           |
| Tapler, Jeffrey                      | 12012015       | EMC stipend-Dec 2015                         | 01-415.139     | 12/01/15     | 250.00          | .00         |           |
| Total Tapler, Jeffrey:               |                |  |                |              | 250.00          | .00         |           |
| Times News                           | 100367647-11   | Ad:Rescheduled meetings                      | 01-401.341     | 11/26/15     | 69.10           | .00         |           |
| Times News                           | 100368541-11   | Ad:Proposed 2016 budget                      | 01-401.341     | 11/26/15     | 72.70           | .00         |           |
| Times News                           | 100368744-11   | Ad:ZHB mtg 12/1/2015                         | 01-414.341     | 11/26/15     | 189.10          | .00         |           |

| Vendor Name                     | Invoice Number | Description                            | GL Acct Number | Invoice Date | Net Invoice Amt | Amount Paid | Date Paid |
|---------------------------------|----------------|--|----------------|--------------|-----------------|-------------|-----------|
| Total Times News:               |                |  |                |              | 330.90          | .00         |           |
| Torco Supply Co.                | TS18766        | 2 oxygen refills/1 ACET 125-150 refill | 01-430.240     | 11/16/15     | 122.00          | .00         |           |
| Total Torco Supply Co.:         |                |  |                |              | 122.00          | .00         |           |
| UGI Utilities Inc.              | 11182015       | 504043200800-Nov 2015                  | 01-409.230     | 11/18/15     | 335.69          | .00         |           |
| UGI Utilities Inc.              | 11182015       | 504043200901-Nov 2015                  | 01-409.230     | 11/18/15     | 529.70          | .00         |           |
| UGI Utilities Inc.              | 11182015       | 504043172815-Nov 2015                  | 01-409.230     | 11/18/15     | 458.09          | .00         |           |
| Total UGI Utilities Inc.:       |                |  |                |              | 1,323.48        | .00         |           |
| Valley Industrial Rubber        | 5082034        | leaf hose                              | 01-437.375     | 11/18/15     | 557.60          | .00         |           |
| Total Valley Industrial Rubber: |                |  |                |              | 557.60          | .00         |           |
| Total General Fund:             |                |  |                |              | 35,187.91       | 146.95      |           |

| Vendor Name                          | Invoice Number | Description                         | GL Acct Number | Invoice Date | Net Invoice Amt | Amount Paid | Date Paid |
|--------------------------------------|----------------|-------------------------------------|----------------|--------------|-----------------|-------------|-----------|
| <b>Fire Fund</b>                     |                |                                     |                |              |                 |             |           |
| Campbell Supply                      | R0001008103:   | ESFC-2013 Pumper-electrical repairs | 03-411.374     | 11/17/15     | 2,848.60        | .00         |           |
| Total Campbell Supply:               |                |                                     |                |              | 2,848.60        | .00         |           |
| PenTeleData                          | B2597162       | ESFC-Cable-Nov 2015                 | 03-411.320     | 11/24/15     | 59.95           | .00         |           |
| Total PenTeleData:                   |                |                                     |                |              | 59.95           | .00         |           |
| Service Electric Telephone           | 11152015       | Acct#-0000050426-ESFC-11/2015       | 03-411.320     | 11/15/15     | 76.92           | .00         |           |
| Total Service Electric Telephone Co: |                |                                     |                |              | 76.92           | .00         |           |
| Service Tire Truck Centers           | R03832-01      | WSFC-30-12 -tire/road service       | 03-412.374     | 11/09/15     | 705.23          | .00         |           |
| Total Service Tire Truck Centers:    |                |                                     |                |              | 705.23          | .00         |           |
| Suburban Propane-2022                | 802385         | diesel                              | 03-413.231     | 11/17/15     | 160.88          | .00         |           |
| Suburban Propane-2022                | 902923         | unleaded                            | 03-413.231     | 11/17/15     | 143.33          | .00         |           |
| Total Suburban Propane-2022:         |                |                                     |                |              | 304.21          | .00         |           |
| UGI Utilities Inc.                   | 11182015       | 502022721012-ESFC-Nov 2015          | 03-411.320     | 11/18/15     | 96.71           | .00         |           |
| Total UGI Utilities Inc.:            |                |                                     |                |              | 96.71           | .00         |           |
| Total Fire Fund:                     |                |                                     |                |              | 4,091.62        | .00         |           |

| Vendor Name                              | Invoice Number | Description                              | GL Acct Number | Invoice Date | Net Invoice Amt | Amount Paid | Date Paid |
|--|----------------|--|----------------|--------------|-----------------|-------------|-----------|
| <b>Water Fund</b>                        |                |  |                |              |                 |             |           |
| American United Life Insur               | 12012015       | 2015-Dec life/disability ins coverage    | 06-487.158     | 12/01/15     | 139.00          | .00         |           |
| Total American United Life Insurance Co: |                |  |                |              | 139.00          | .00         |           |
| HG&F                                     | 11162015       | Evaluate 2016 Budget                     | 06-448.311     | 11/16/15     | 492.75          | .00         |           |
| Total HG&F:                              |                |  |                |              | 492.75          | .00         |           |
| Home Depot Credit Service                | 11192015       | connectors                               | 06-448.240     | 11/19/15     | 6.75            | .00         |           |
| Home Depot Credit Service                | 11192015       | drill                                    | 06-448.260     | 11/19/15     | 37.18           | .00         |           |
| Total Home Depot Credit Services:        |                |  |                |              | 43.93           | .00         |           |
| Keystone Consulting Engin                | 146442         | Oct 2015-Filbert St water main extension | 06-448.313     | 11/13/15     | 1,177.89        | .00         |           |
| Total Keystone Consulting Engineers:     |                |  |                |              | 1,177.89        | .00         |           |
| Kutz Inc., E. M.                         | 11728          | #33-harnesses for plow                   | 06-448.375     | 11/09/15     | 126.52          | .00         |           |
| Total Kutz Inc., E. M.:                  |                |  |                |              | 126.52          | .00         |           |
| Lehigh County Authority                  | 3310           | 2015-Oct water                           | 06-448.367     | 11/19/15     | 61,133.85       | .00         |           |
| Lehigh County Authority                  | 3311           | 2015-3rd quarter reconciliation-water    | 06-448.367     | 11/19/15     | 101,263.08      | .00         |           |
| Total Lehigh County Authority:           |                |  |                |              | 162,396.93      | .00         |           |
| Orlando Diefenderfer                     | 156408         | Replace lamp @ wtr tower near LHV        | 06-448.373     | 11/12/15     | 207.30          | .00         |           |
| Total Orlando Diefenderfer:              |                |  |                |              | 207.30          | .00         |           |
| Suburban Propane-2022                    | 802385         | diesel                                   | 06-448.231     | 11/17/15     | 137.68          | .00         |           |
| Suburban Propane-2022                    | 902923         | unleaded                                 | 06-448.231     | 11/17/15     | 122.67          | .00         |           |
| Total Suburban Propane-2022:             |                |  |                |              | 260.35          | .00         |           |
| Total Water Fund:                        |                |  |                |              | 164,844.67      | .00         |           |

| Vendor Name                              | Invoice Number | Description                           | GL Acct Number | Invoice Date | Net Invoice Amt | Amount Paid | Date Paid |
|--|----------------|---------------------------------------|----------------|--------------|-----------------|-------------|-----------|
| <b>Sewer Fund</b>                        |                |                                       |                |              |                 |             |           |
| American United Life Insur               | 12012015       | 2015-Dec life/disability ins coverage | 08-487.158     | 12/01/15     | 139.00          | .00         |           |
| Total American United Life Insurance Co: |                |                                       |                |              | 139.00          | .00         |           |
| Emergency Systems Servi                  | 0195941-IN     | Service At Riverside pump strn        | 08-429.373     | 11/04/15     | 341.49          | .00         |           |
| Total Emergency Systems Service Co:      |                |                                       |                |              | 341.49          | .00         |           |
| Hach Company                             | 9658010        | flow station- repair meter            | 08-429.373     | 11/05/15     | 296.99          | .00         |           |
| Total Hach Company:                      |                |                                       |                |              | 296.99          | .00         |           |
| HG&F                                     | 11162015       | Evaluate 2016 Budget                  | 08-429.311     | 11/16/15     | 492.75          | .00         |           |
| Total HG&F:                              |                |                                       |                |              | 492.75          | .00         |           |
| Home Depot Credit Service                | 11192015       | connectors                            | 08-429.240     | 11/19/15     | 6.75            | .00         |           |
| Home Depot Credit Service                | 11192015       | drill                                 | 08-429.260     | 11/19/15     | 37.19           | .00         |           |
| Total Home Depot Credit Services:        |                |                                       |                |              | 43.94           | .00         |           |
| Kutz Inc., E. M.                         | 11728          | #33-harnesses for plow                | 08-429.375     | 11/09/15     | 126.53          | .00         |           |
| Total Kutz Inc., E. M.:                  |                |                                       |                |              | 126.53          | .00         |           |
| PPL Electric Utilities                   | 11032015       | 35530-02004-Nov 2015                  | 08-429.361     | 11/03/15     | 19.04           | .00         |           |
| PPL Electric Utilities                   | 11032015       | 95425-66011-Nov 2015                  | 08-429.361     | 11/03/15     | 22.48           | .00         |           |
| PPL Electric Utilities                   | 11032015       | 49200-35001-Nov 2015                  | 08-429.361     | 11/03/15     | 25.49           | .00         |           |
| PPL Electric Utilities                   | 11232015       | 82960-01000-Nov 2015                  | 08-429.361     | 11/23/15     | 20.80           | .00         |           |
| Total PPL Electric Utilities:            |                |                                       |                |              | 87.81           | .00         |           |
| Suburban Propane-2022                    | 802385         | diesel                                | 08-429.231     | 11/17/15     | 137.68          | .00         |           |
| Suburban Propane-2022                    | 902923         | unleaded                              | 08-429.231     | 11/17/15     | 122.67          | .00         |           |
| Total Suburban Propane-2022:             |                |                                       |                |              | 260.35          | .00         |           |
| Total Sewer Fund:                        |                |                                       |                |              | 1,788.86        | .00         |           |



| Vendor Name                        | Invoice Number | Description                          | GL Acct<br>Number | Invoice<br>Date | Net<br>Invoice Amt | Amount Paid | Date Paid |
|------------------------------------|----------------|--------------------------------------|-------------------|-----------------|--------------------|-------------|-----------|
| <b>Refuse &amp; Recycling Fund</b> |                |                                      |                   |                 |                    |             |           |
| Republic Services #282             | 0282-0005444   | 2015-Nov service                     | 10-427.300        | 11/15/15        | 83,773.50          | .00         |           |
| Republic Services #282             | 0282-0005444   | 1-recycle rolloff @ drop off centers | 10-427.303        | 11/15/15        | 225.00             | .00         |           |
| Total Republic Services #282:      |                |                                      |                   |                 | 83,998.50          | .00         |           |
| Total Refuse & Recycling Fund:     |                |                                      |                   |                 | 83,998.50          | .00         |           |

| Vendor Name                   | Invoice Number | Description          | GL Acct Number | Invoice Date | Net Invoice Amt | Amount Paid | Date Paid |
|-------------------------------|----------------|----------------------|----------------|--------------|-----------------|-------------|-----------|
| <b>Highway Aid Fund</b>       |                |                      |                |              |                 |             |           |
| PPL Electric Utilities        | 11032015       | 49130-02001-Nov 2015 | 35-433.362     | 11/03/15     | 28.02           | .00         |           |
| PPL Electric Utilities        | 11032015       | 79000-43000-Nov 2015 | 35-434.361     | 11/03/15     | 622.74          | .00         |           |
| PPL Electric Utilities        | 11032015       | 79200-43006-Nov 2015 | 35-434.361     | 11/03/15     | 12,180.95       | .00         |           |
| PPL Electric Utilities        | 11232015       | 53875-61001-Nov 2015 | 35-433.362     | 11/23/15     | 25.83           | .00         |           |
| PPL Electric Utilities        | 11232015       | 99940-01007-Nov 2015 | 35-433.362     | 11/23/15     | 26.19           | .00         |           |
| PPL Electric Utilities        | 11232015       | 05340-01002-Nov 2015 | 35-433.362     | 11/23/15     | 26.63           | .00         |           |
| Total PPL Electric Utilities: |                |                      |                |              | 12,910.36       | .00         |           |
| Total Highway Aid Fund:       |                |                      |                |              | 12,910.36       | .00         |           |

| Vendor Name                    | Invoice Number | Description                          | GL Acct Number | Invoice Date | Net Invoice Amt | Amount Paid | Date Paid |
|--------------------------------|----------------|--------------------------------------|----------------|--------------|-----------------|-------------|-----------|
| <b>Subdivision Escrow Fund</b> |                |                                      |                |              |                 |             |           |
| Litzenberger, Barbara          | 12012015       | refund escrow deposit for minor subd | 91-248000      | 12/01/15     | 1,000.00        | .00         |           |
| Total Litzenberger, Barbara:   |                |                                      |                |              | 1,000.00        | .00         |           |
| Total Subdivision Escrow Fund: |                |                                      |                |              | 1,000.00        | .00         |           |
| Grand Totals:                  |                |                                      |                |              | 303,821.92      | 146.95      |           |

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

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

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
November 24, 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  
Donald Sabo, Police Sergeant  
Cynthia Sopka, Director of Planning & Zoning  
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**

Commissioner Ackerman inquired about providing more descriptions about the invoices on the List of Bills Payable. Ms. Bonaskiewich noted that there is only so much room on the line, but the Finance Department can work on getting more information on the List.

**Motion by Commissioner Martucci, seconded by Commissioner Brinton, to approve the unaudited Financial Report for the period ending October 31<sup>st</sup>, 2015 and the list of Bills Payable for the period 11/7/15-11/20/2015, broken down as follows:**

\$274,163.04 = GENERAL  
\$3,058.20 = FIRE  
\$122,396.70 = LIBRARY  
\$31,662.74 = WATER  
\$75,185.64 = SEWER  
\$979.05 = REFUSE & RECYCLING  
\$153.64 = HIGHWAY AID  
**\$507,599.01 = 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**

#### **November 12, 2015**

Commissioner Brown declared the Minutes of November 12, 2015 accepted as presented.

### **NEW BUSINESS**

**ORDINANCES**

None.

**RESOLUTIONS**

None.

**MOTIONS**

**Motion to Advertise the Proposed 2016 Budget.**

Ms. Bonaskiewich commented that the Motion will satisfy the public inspection requirement of the Budget that allows it to be inspected up until the time of adoption.

**Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to advertise the proposed 2016 Budget.**

**Roll Call:**

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

**The Motion passed by 5-0.**

**Motion to Authorize Acting Township Manager to Execute EPA Order Extension.**

Ms. Bonaskiewich noted that the language is not yet completed on the document; however, the Board should make the Motion to authorize her to execute the extension once the Township is satisfied with the language and/or any changes that have been made.

**Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to authorize the Acting Township Manager to Execute the EPA Order Extension.**

**Roll Call:**

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

**The Motion passed by 5-0.**

**PRIVILEGE OF THE FLOOR**

Commissioner Brown announced that the next Board of Commissioners Meeting will be held on Thursday, December 3<sup>rd</sup>, 2015 and the following meeting will be held on Thursday, December 17<sup>th</sup>, 2015.

Mr. Matt Staack, property owner of 200 E. Emmaus Avenue, expressed concerns about tax increases and water rate increases.

Commissioner Seagreaves spoke about a letter written to the Board from Mr. Bob Sopko, the co-head coach for the 2015 SYA Connie Mack Baseball Team. He commented that the letter included a request to attend a future Board meeting in order to present the Township with the team's "Team Sportsmanship Award". Ms. Bonaskiewich suggested inviting Mr. Sopko and the team to a Board meeting in January.

Commissioner Martucci commented that the work on the fence and gazebo at Franko Farm Park has been finished and inquired if the Eagle Scout, Mr. Lim, completed the project or if he had help. Mr. Andreas stated that the repair to the gazebo was done by Mr. Mike Sinko, Township Custodian/Maintenance, and the Eagle Scout performed the work on the fence. The Board commended both gentlemen on their efforts.

Chief Stiles stated that he attended the Development Committee Meeting at the Lehigh County Government Center to make a presentation for Casino Grant Funding.

**ADJOURNMENT**

Commissioner Martucci made a Motion to adjourn the Meeting. Seconded by Commissioner Brinton. The time was 7:24 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 November 24, 2015.

Approved and certified on this date:

\_\_\_\_\_  
Cathy Bonaskiewich

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

SEAL

**SALISBURY TOWNSHIP**  
Lehigh County, Pennsylvania  
**Board of Commissioners Workshop Meeting**  
**December 3, 2015**  
**7:30 p.m.**  
(approximate time)

**Topics of discussion:**

- Proposed 2016 Budget