

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Meeting
Regular Meeting Agenda—May 12, 2016
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 4/23/16 – 5/6/16*

5. Approval of the Minutes –*April 28, 2016*

6. New Business

A. ORDINANCES - *none*

B. RESOLUTIONS

1. Resolution – Designation of Agent authorized to execute documents for FEMA disaster relief assistance

C. MOTIONS

1. Requesting the Civil Service Commission to Create Eligibility List for Entry-Level Police Officers
2. Review Draft Audited Financial Statements for Fiscal Year-Ending 12/31/15

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

8. Adjournment

**Workshop to follow*

**Executive Session*

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
General Fund							
Alamo Industrial	5304574	Mower installed on tractor	01-439.700	04/21/16	32,694.00	32,694.00	05/12/16
Alamo Industrial	5304575	Rear mount boom mower for tractor	01-439.700	04/21/16	26,195.20	26,195.20	05/12/16
Total Alamo Industrial:					58,889.20	58,889.20	
Allentown-Bethlehem Goos	505	BOC Emp appreciation Lunch	01-400.200	03/31/16	360.00	360.00	05/04/16
Total Allentown-Bethlehem Goose:					360.00	360.00	
American United Life Insur	05012016	2016-May life/disability ins coverage	01-487.158	05/01/16	1,564.16	1,564.16	05/12/16
Total American United Life Insurance Co:					1,564.16	1,564.16	
Budget Instant Print	13868	Address labels & Purchase Orders	01-401.342	04/29/16	664.03	664.03	05/12/16
Total Budget Instant Print:					664.03	664.03	
Bummer, Frank	05012016	17 of 60 retirement incentive program	01-406.172	05/01/16	450.00	450.00	05/12/16
Total Bummer, Frank:					450.00	450.00	
Dimmich Dinkelacker & An	28066	Civil Svc: General file 2/22-4/11/16	01-404.314	04/28/16	630.00	630.00	05/12/16
Total Dimmich Dinkelacker & Anewalt PC:					630.00	630.00	
Dispatch Answering Servic	204B102	610-782-5572-6 of 12 for 2016	01-430.320	04/30/16	15.00	15.00	05/12/16
Dispatch Answering Servic	204B102	Answr Service/Pump Stn Alrm-6 of 12 for 2016	01-401.320	04/30/16	231.50	231.50	05/12/16
Total Dispatch Answering Service:					246.50	246.50	
Eastern Auto Parts Wareho	3IV032714	#3-Oil filter/license lamp & #4-Oil filter	01-437.251	05/04/16	136.99	136.99	05/12/16
Eastern Auto Parts Wareho	3IV032764	#14-Oil filter	01-437.251	05/04/16	48.58	48.58	05/12/16
Eastern Auto Parts Wareho	3IV032815	#9-Headlight	01-437.251	05/04/16	20.80	20.80	05/12/16
Eastern Auto Parts Wareho	3IV032870	Oil Filter/Lamp stock	01-430.240	05/04/16	50.37	50.37	05/12/16
Total Eastern Auto Parts Warehouse:					256.74	256.74	
Five star International LLC	05P106858	#4-Buiskpbr & chamber	01-437.251	04/25/16	271.34	271.34	05/12/16
Five star International LLC	106945	bulkSPBR-stock/returned Chamber	01-437.251	04/26/16	106.72-	106.72-	05/12/16
Total Five star International LLC:					164.62	164.62	
G C Electric Company Inc.	52927	Relamped 4 light poles	01-409.373	04/22/16	338.75	338.75	05/12/16
Total G C Electric Company Inc.:					338.75	338.75	
Grainger	9096060893	22 gal flammable safety cabinet	01-409.260	04/27/16	676.11	676.11	05/12/16
Total Grainger:					676.11	676.11	
Home Depot Credit Service	2010859	commercial scour pads	01-430.240	04/26/16	19.92	19.92	05/12/16
Home Depot Credit Service	20568	carriage bolts/water nozzles	01-451.240	05/03/16	121.36	121.36	05/12/16
Total Home Depot Credit Services:					141.28	141.28	
Keystone Consulting Engin	148497	Refuse Map	01-408.313	04/26/16	135.00	135.00	05/12/16

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Keystone Consulting Engin	148513	2016-Mar-Drainage Issue- Public Road	01-436.601	04/26/16	6,363.39	6,363.39	05/12/16
Keystone Consulting Engin	148527	2016-Feb/Mar-Franco park lot consolidation	01-408.313	04/27/16	1,693.75	1,693.75	05/12/16
Total Keystone Consulting Engineers:					8,192.14	8,192.14	
King, Gail	05012016	2 of 60 retirement incentive program	01-406.172	05/01/16	450.00	450.00	05/12/16
Total King, Gail:					450.00	450.00	
Kistler O'Brien Fire Protect	616394	2016 Annual inspection	01-401.315	04/07/16	2,885.50	2,885.50	05/12/16
Total Kistler O'Brien Fire Protectn:					2,885.50	2,885.50	
Klimowicz, Brian G.	05012016	52 of 60 health reimb	01-406.171	05/01/16	250.00	250.00	05/12/16
Total Klimowicz, Brian G.:					250.00	250.00	
Lawson Products	9304052365	Washers/snap receptors/cut-off wheels/hose clamp/butt connector	01-430.240	04/26/16	212.56	212.56	05/12/16
Total Lawson Products:					212.56	212.56	
Lombo, Adrienne	04222016	Refund-Park reservation cancelled	01-367.500	04/22/16	25.00	25.00	05/12/16
Total Lombo, Adrienne:					25.00	25.00	
Luby, Joseph	05012016	17 of 60 retirement incentive program	01-406.172	05/01/16	450.00	450.00	05/12/16
Total Luby, Joseph:					450.00	450.00	
Macmillian Oil Co of Allent	20403	Coastal ATF case	01-430.240	04/18/16	65.00	65.00	05/12/16
Total Macmillian Oil Co of Allentown:					65.00	65.00	
Martin Stone Quarries Inc.	183671	Infield mix	01-451.371	04/18/16	404.64	404.64	05/12/16
Total Martin Stone Quarries Inc.:					404.64	404.64	
Moyer, Roger J.	05012016	2 of 60 retirement incentive payment	01-406.172	05/01/16	450.00	450.00	05/12/16
Total Moyer, Roger J.:					450.00	450.00	
Mr. John Inc.	5039698	Lindberg Park-3/30-4/26/2016	01-451.315	04/27/16	125.00	125.00	05/12/16
Mr. John Inc.	5039699	1 unit:Franko farm-3/30-4/26/2016	01-451.315	04/27/16	125.00	125.00	05/12/16
Mr. John Inc.	5039700	Laubach Park-3/30-4/26/2016	01-451.315	04/27/16	125.00	125.00	05/12/16
Total Mr. John Inc.:					375.00	375.00	
Municipal Capital Corp	3275260416	11 of 12 lease pmt for copiers-Interest	01-472.350	04/26/16	37.77	37.77	05/12/16
Municipal Capital Corp	3275260416	11 of 12 lease pmt for copiers-Prin	01-471.350	04/26/16	1,507.31	1,507.31	05/12/16
Total Municipal Capital Corp:					1,545.08	1,545.08	
New Enterprise Stone & Li	6300932	Binder	01-438.245	04/13/16	61.53	61.53	05/12/16
New Enterprise Stone & Li	6307064	2A Stone	01-438.245	04/20/16	63.89	63.89	05/12/16
Total New Enterprise Stone & Lime Co Inc:					125.42	125.42	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
PenTeleData	B2708796	Acct#3042745-Cable modem rental -2016-May -5 of 12	01-401.320	04/24/16	124.95	124.95	05/12/16
Total PenTeleData:					124.95	124.95	
PPL Electric Utilities	04222016	92051-48008-Apr 2016	01-409.361	04/22/16	789.48	789.48	05/12/16
PPL Electric Utilities	04222016	93760-01007-Apr 2016	01-451.361	04/22/16	22.57	22.57	05/12/16
PPL Electric Utilities	04222016	10550-10002-Apr 2016	01-451.361	04/22/16	34.92	34.92	05/12/16
PPL Electric Utilities	04222016	70730-17005-Apr 2016	01-409.361	04/22/16	1,064.39	1,064.39	05/12/16
PPL Electric Utilities	04222016	61089-84001-Apr 2016	01-409.361	04/22/16	630.71	630.71	05/12/16
PPL Electric Utilities	04222016	94340-19001-Apr 2016	01-451.361	04/22/16	138.68	138.68	05/12/16
PPL Electric Utilities	04292016	63580-10005-Apr 2016	01-451.361	04/29/16	22.57	22.57	05/12/16
Total PPL Electric Utilities:					2,703.32	2,703.32	
Reliable Sign and Striping	3167	blue/white signs/Lap splice	01-433.246	01/22/16	182.65	182.65	05/12/16
Total Reliable Sign and Striping:					182.65	182.65	
SealMaster	0139532-IN	Paint Machine	01-437.375	04/26/16	61.50	61.50	05/12/16
SealMaster	0139660-IN	White & Blue Traffic paint	01-430.240	04/29/16	278.65	278.65	05/12/16
Total SealMaster:					340.15	340.15	
Service Tire Truck Centers	S45580-01	Tires for leaf machine & Ford tractor	01-437.375	04/26/16	259.30	259.30	05/12/16
Total Service Tire Truck Centers:					259.30	259.30	
Soberick, Kevin J.	04282016	2016 HRA Claim	01-406.171	04/28/16	520.00	520.00	05/12/16
Total Soberick, Kevin J.:					520.00	520.00	
Staples Advantage	3300414972	Roll towels/black trash bags/hand towels/toilet paper/air freshener	01-409.240	04/26/16	287.71	287.71	05/12/16
Total Staples Advantage:					287.71	287.71	
Stauffer Insurance, C. M.	104166	2016-Minger-money & securities policy	01-403.353	05/02/16	137.50	137.50	05/12/16
Total Stauffer Insurance, C. M.:					137.50	137.50	
Stotz/Fatzinger Office Sup	161963	Custom message stamps & ink	01-403.240	05/04/16	19.50	19.50	05/12/16
Stotz/Fatzinger Office Sup	162084	paper clips/binder clips/legal writing pads/file folders/memo book/redi-seal catalog envelopes/packaging tape/card guides/highlighters/sharpies/staples	01-410.240	05/02/16	380.97	380.97	05/12/16
Stotz/Fatzinger Office Sup	162379	Rolodex w/cards/index cards/small, medium & large binder clips	01-402.240	05/04/16	37.44	37.44	05/12/16
Total Stotz/Fatzinger Office Supply:					437.91	437.91	
Suburban Propane-2022	604240	unleaded	01-401.231	04/26/16	26.82	26.82	05/12/16
Suburban Propane-2022	604240	unleaded	01-410.231	04/26/16	779.63	779.63	05/12/16
Suburban Propane-2022	604240	unleaded	01-430.231	04/26/16	806.44	806.44	05/12/16
Suburban Propane-2022	802877	diesel	01-401.231	04/26/16	15.61	15.61	05/12/16
Suburban Propane-2022	802877	diesel	01-410.231	04/26/16	453.73	453.73	05/12/16
Suburban Propane-2022	802877	diesel	01-430.231	04/26/16	469.33	469.33	05/12/16

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Total Suburban Propane-2022:					2,551.56	2,551.56	
Takacs Jr., Dennis V.	05012016	EMC Deputy - May 2016	01-415.149	05/01/16	83.33	83.33	05/12/16
Total Takacs Jr., Dennis V.:					83.33	83.33	
Tapler, Jeffrey	05012016	EMC stipend-May 2016	01-415.139	05/01/16	250.00	250.00	05/12/16
Total Tapler, Jeffrey:					250.00	250.00	
Times News	I00380041-042	Ad:ZHB mtg 5/3/2016	01-414.341	04/28/16	135.20	135.20	05/12/16
Total Times News:					135.20	135.20	
U.S. Postal Service	05042016	Refill Postage Meter	01-401.325	05/04/16	1,000.00	1,000.00	05/12/16
Total U.S. Postal Service:					1,000.00	1,000.00	
UGI Utilities Inc.	04212016	504043200901-Apr-2016	01-409.230	04/21/16	964.44	964.44	05/02/16
UGI Utilities Inc.	04212016	504043200800-Apr 2016	01-409.230	04/21/16	470.95	470.95	05/02/16
UGI Utilities Inc.	04212016	504043172815-Apr 2016	01-409.230	04/21/16	630.64	630.64	05/02/16
Total UGI Utilities Inc.:					2,066.03	2,066.03	
Veritext Mid-Atlantic	PA2603540	ZHB-4/05/2016	01-414.316	04/12/16	223.83	.00	05/12/16
Veritext Mid-Atlantic	PA2620835	ZHB-4/05/2016	01-414.316	04/29/16	189.02	189.02	05/12/16
Total Veritext Mid-Atlantic:					412.85	189.02	
Verizon	042520162	2016-Apr-Mgr	01-401.320	04/25/16	54.76	54.76	05/12/16
Verizon	042520162	2016-Apr-Assist Mgr/Finance Dir	01-402.320	04/25/16	254.75	254.75	05/12/16
Verizon	042520162	2016-Apr-Police	01-410.320	04/25/16	1,086.90	1,086.90	05/12/16
Verizon	042520162	2016-Apr-Fire Inspectors	01-411.320	04/25/16	19.46	19.46	05/12/16
Verizon	042520162	2016-Apr-Code Enf Ofcr	01-413.320	04/25/16	154.75	154.75	05/12/16
Verizon	042520162	2016-Apr-P/Z Officer	01-414.320	04/25/16	254.75	254.75	05/12/16
Verizon	042520162	2016-Apr-DPW	01-430.320	04/25/16	121.62	121.62	05/12/16
Verizon	042520162	2016-Apr-Rec Dir	01-452.320	04/25/16	354.75	354.75	05/12/16
Verizon	042520162	2016-Apr-Tapler	01-415.320	04/25/16	78.07	78.07	05/12/16
Verizon	042520163	2016-Apr-Mgr tablet/air card charges	01-401.320	04/25/16	32.57	32.57	05/12/16
Verizon	042520163	2016-Apr-Police tablet/air card charges	01-410.320	04/25/16	303.15	303.15	05/12/16
Verizon	042520163	2016-Apr-Fire Inspectors/Tablet	01-411.320	04/25/16	32.57	32.57	05/12/16
Total Verizon:					2,748.10	2,748.10	
Whitehall Turf Equipment	336684	Chainsaw screw, cushion, collar & nut & trimmer rack for Parks trailer	01-451.375	04/28/16	218.87	218.87	05/12/16
Total Whitehall Turf Equipment:					218.87	218.87	
Total General Fund:					94,271.16	94,047.33	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Fire Fund							
Lancaster Cnty Firemen's	9606	20-Vehicle Extrication training books	03-411.421	03/16/16	1,716.15	1,716.15	05/12/16
Lancaster Cnty Firemen's	9653	2-Vehicle Extrication training books	03-411.421	04/12/16	191.80	191.80	05/12/16
Total Lancaster Cnty Firemen's Assoc:					1,907.95	1,907.95	
MES-Pennsylvania	IN1024222	Screw for Hydraulic tool	03-411.374	04/26/16	103.00	103.00	05/12/16
Total MES-Pennsylvania:					103.00	103.00	
PBL fire Apparatus Service	4997	#31-12-Work on pump panel, front suction hose & butterfly valve	03-412.374	04/08/16	4,704.67	4,704.67	05/12/16
PBL fire Apparatus Service	5005	#31-11-Worked on compartment light	03-412.374	04/16/16	210.00	210.00	05/12/16
Total PBL fire Apparatus Services LLC:					4,914.67	4,914.67	
PenTeleData	B2705845	Cable-May 2016 - 5 of 12	03-411.320	04/24/16	59.95	59.95	05/12/16
Total PenTeleData:					59.95	59.95	
Simplex/Grinnell	78598121	2016-ESFC bldg monitoring contract for alarm	03-411.240	04/27/16	402.85	402.85	05/12/16
Total Simplex/Grinnell:					402.85	402.85	
Stotz/Fatzinger Office Sup	160095	Mailer for 2016 fund drive	03-411.240	04/04/16	1,255.44	1,255.44	05/12/16
Total Stotz/Fatzinger Office Supply:					1,255.44	1,255.44	
Suburban Propane-2022	604240	unleaded	03-413.231	04/26/16	165.00	165.00	05/12/16
Suburban Propane-2022	802877	diesel	03-413.231	04/26/16	96.03	96.03	05/12/16
Total Suburban Propane-2022:					261.03	261.03	
UGI Utilities Inc.	04212016	502022721012-ESFC-Apr 2016	03-411.320	04/21/16	304.45	304.45	05/02/16
Total UGI Utilities Inc.:					304.45	304.45	
Verizon	042520163	2016-Apr-ESFC/Tablet	03-411.240	04/25/16	65.15	65.15	05/12/16
Verizon	042520163	2016-Apr-WSFC/Tablet	03-412.240	04/25/16	1,046.41	1,046.41	05/12/16
Total Verizon:					1,111.56	1,111.56	
Total Fire Fund:					10,320.90	10,320.90	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Water Fund							
American United Life Insur	05012016	2016-May life/disability ins coverage	06-487.158	05/01/16	127.31	127.31	05/12/16
Total American United Life Insurance Co:					127.31	127.31	
Dispatch Answering Servic	204B102	610-782-5025-6 of 12 for 2016	06-448.320	04/30/16	19.95	19.95	05/12/16
Total Dispatch Answering Service:					19.95	19.95	
G & S Fastening Systems I	1034746-1	Nuts/washers/bolts	06-448.240	04/29/16	75.02	75.02	05/12/16
Total G & S Fastening Systems Inc.:					75.02	75.02	
Interstate Battery of Allent	80067230	C-Cell & D-Cell batteries	06-448.240	05/03/16	14.32	14.32	05/12/16
Total Interstate Battery of Allentwn:					14.32	14.32	
Keystone Consulting Engin	148499	2016-Mar-Potomac St waterline replacement	06-448.610	04/26/16	11,396.00	11,396.00	05/12/16
Keystone Consulting Engin	148506	2016-Mar-water matters	06-448.313	04/26/16	490.00	490.00	05/12/16
Total Keystone Consulting Engineers:					11,886.00	11,886.00	
South Whitehall Township	7371	1Q2016 water/Acct#289	06-448.369	04/19/16	1,760.00	1,760.00	05/12/16
Total South Whitehall Township Authority:					1,760.00	1,760.00	
Suburban Propane-2022	604240	unleaded	06-448.231	04/26/16	142.31	142.31	05/12/16
Suburban Propane-2022	802877	diesel	06-448.231	04/26/16	82.82	82.82	05/12/16
Total Suburban Propane-2022:					225.13	225.13	
Verizon	042520162	2016-Apr-Water Dept	06-448.320	04/25/16	47.40	47.40	05/12/16
Total Verizon:					47.40	47.40	
Total Water Fund:					14,155.13	14,155.13	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Sewer Fund							
Allied Control Services	309173	Sewer meter calibrations	08-429.317	04/01/16	1,795.50	1,795.50	05/12/16
Total Allied Control Services:					1,795.50	1,795.50	
American United Life Insur	05012016	2016-May life/disability ins coverage	08-487.158	05/01/16	127.31	127.31	05/12/16
Total American United Life Insurance Co:					127.31	127.31	
G & S Fastening Systems I	1034746-1	Nuts/washers/bolts	08-429.240	04/29/16	75.01	75.01	05/12/16
Total G & S Fastening Systems Inc.:					75.01	75.01	
Interstate Battery of Allent	80067230	C-Cell & D-Cell batteries	08-429.240	05/03/16	14.33	14.33	05/12/16
Total Interstate Battery of Allentwn:					14.33	14.33	
Keystone Consulting Engin	148502	2016-Mar-sewer dig repairs	08-429.372	04/26/16	215.00	215.00	05/12/16
Keystone Consulting Engin	148503	2016-Mar-Trout Creek Sewer Interceptor Replacement	08-429.606	04/26/16	2,628.50	2,628.50	05/12/16
Keystone Consulting Engin	148505	2016-Mar-sewer matters	08-429.313	04/26/16	1,073.50	1,073.50	05/12/16
Keystone Consulting Engin	148507	2016-Mar-l&l removal program	08-429.372	04/26/16	1,905.76	1,905.76	05/12/16
Keystone Consulting Engin	148511	2016-Mar-sanitary sewer CIPP lining project	08-429.313	04/26/16	1,134.00	1,134.00	05/12/16
Total Keystone Consulting Engineers:					6,956.76	6,956.76	
PPL Electric Utilities	04222016	33760-14008-Apr 2016	08-429.361	04/22/16	25.12	25.12	05/12/16
PPL Electric Utilities	04222016	82960-01000-Apr 2016	08-429.361	04/22/16	26.17	26.17	05/12/16
PPL Electric Utilities	04222016	35530-02004-Apr 2016	08-429.361	04/22/16	24.92	24.92	05/12/16
PPL Electric Utilities	04292016	21780-10003-Apr 2016	08-429.361	04/29/16	28.65	28.65	05/12/16
PPL Electric Utilities	04292016	20380-10009-Apr 2016	08-429.361	04/29/16	24.27	24.27	05/12/16
PPL Electric Utilities	04292016	64170-11008-Apr 2016	08-429.361	04/29/16	27.93	27.93	05/12/16
PPL Electric Utilities	05022016	31590-08002-Apr 2016	08-429.361	05/02/16	25.32	25.32	05/12/16
PPL Electric Utilities	05022016	39790-24008-Apr 2016	08-429.361	05/02/16	284.54	284.54	05/12/16
Total PPL Electric Utilities:					466.92	466.92	
Suburban Propane-2022	604240	unleaded	08-429.231	04/26/16	142.31	142.31	05/12/16
Suburban Propane-2022	802877	diesel	08-429.231	04/26/16	82.82	82.82	05/12/16
Total Suburban Propane-2022:					225.13	225.13	
Verizon	04252016	2016-Mar- 868-8310-Cardinal Dr Pump Stn	08-429.320	04/25/16	34.86	34.86	05/12/16
Total Verizon:					34.86	34.86	
Total Sewer Fund:					9,695.82	9,695.82	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Refuse & Recycling Fund							
Republic Services #282	0282-0005698	2016-Apr service	10-427.300	04/15/16	85,429.14	85,429.14	05/12/16
Total Republic Services #282:					85,429.14	85,429.14	
Waste Management Inc	M114431	Jan 2016 Recycling Costs	10-427.302	02/15/16	2,246.75	2,246.75	05/12/16
Waste Management Inc	M115935	Feb 2016 Recycling Costs	10-427.302	03/15/16	2,531.25	2,531.25	05/12/16
Total Waste Management Inc:					4,778.00	4,778.00	
Total Refuse & Recycling Fund:					90,207.14	90,207.14	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Highway Aid Fund							
PPL Electric Utilities	04222016	99940-01007-Apr 2016	35-433.362	04/22/16	30.72	30.72	05/12/16
PPL Electric Utilities	04222016	05340-01002-Apr 2016	35-433.362	04/22/16	31.12	31.12	05/12/16
PPL Electric Utilities	04222016	53875-61001-Apr 2016	35-433.362	04/22/16	30.27	30.27	05/12/16
PPL Electric Utilities	04222016	49130-02001-Apr 2016	35-433.362	04/22/16	38.24	38.24	05/12/16
PPL Electric Utilities	04292016	89989-11003-Apr 2016	35-433.362	04/29/16	30.15	30.15	05/12/16
PPL Electric Utilities	05022016	72390-08002-Apr 2016	35-433.362	05/02/16	22.65	22.65	05/12/16
PPL Electric Utilities	05022016	95790-09009-Apr 2016	35-433.362	05/02/16	22.65	22.65	05/12/16
Total PPL Electric Utilities:					205.80	205.80	
Total Highway Aid Fund:					205.80	205.80	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Subdivision Escrow Fund							
National Automated Solutio	05022016	Escrow Release- 820 Public Rd.	91-248000	05/02/16	1,000.00	1,000.00	05/12/16
Total National Automated Solutions:					1,000.00	1,000.00	
Total Subdivision Escrow Fund:					1,000.00	1,000.00	
Grand Totals:					219,855.95	219,632.12	

Date: _____

President: _____
Board of Commissioners

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
April 28, 2016
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 announced that an Executive Session will be held after the Workshop to discuss personnel matters.

Commissioner Brown turned the proceedings over to Ms. Cathy Bonaskiewich, Acting Township Manager.

ROLL CALL

Board Members Present:

James Brown, President
Robert Martucci, Jr., Vice-President
Debra Brinton, President Pro-Tempore
James Seagreaves
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
Kevin Soberick, Police Sergeant
Cynthia Sopka, Director of Planning & Zoning
John Ashley, Esquire, Township Solicitor
David Tettemer, rep 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 Martucci, seconded by Commissioner Ackerman, to approve the unaudited Financial Report for the period ending March 31, 2016 and the list of Bills Payable for the period 4/9/2016-4/22/2016, broken down as follows:

\$125,114.43 = GENERAL
\$3,420.58 = FIRE
\$0 = LIBRARY
\$7,260.63 = WATER
\$7,556.35 = SEWER
\$3,388.00 = REFUSE & RECYCLING
\$13,178.02 = HIGHWAY AID
\$1,000.00 = SUBDIVISION & ESCROW
\$160,918.01 = 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

April 14, 2016

Commissioner Brown noted an error on Page 1. Commissioner Brown declared the Minutes of April 14, 2016 accepted with the correction.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

None.

MOTIONS

Zoning Hearing Board Appointment.

Commissioner Brown made a Motion to appoint Mr. Joseph Kovach of 947 E. Lexington Street to the Zoning Hearing Board. Commissioner Martucci seconded the Motion.

Commissioner Brown closed the nominations.

Roll Call:

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

The Motion passed by 5-0.

Accept Architectural Services Proposal.

Ms. Bonaskiewich stated that the Township received two proposals for architectural services for the construction of the pavilion, restroom and storage facilities included in the Phase 3 development of Lindberg Park. She explained that because the Township is including a physical structure in this phase, the services of an architectural firm are needed to work in conjunction with URDC. Ms. Bonaskiewich noted that the work will not take place until next year, but the plans, design and engineering needs to be completed this year.

Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to accept the proposal from Alloy5 for architectural services related to the Phase 3 development of the Lindberg Park Master Site Plan.

Roll Call:

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

The Motion passed by 5-0.

Lindberg Park Phase 2 Bid Award.

Ms. Bonaskiewich stated that the Township is in receipt of four bids for the Lindberg Park Phase 2 development work, which will take place late this summer. She noted that the base bid included a porous, bituminous material for the pathways, but Alternate 1 incorporated the use of Flexipave material instead, which is the same material as the perimeter trail. Ms. Bonaskiewich stated that Alternate 2 consisted of fencing material in which the contractor would be removing some hardwoods and using pressure treated wood instead.

Ms. Bonaskiewich recommended to move forward with the lowest bidder who included the base bid with Alternate 1 (Flexipave installation) so that there is a continuity with the perimeter trail.

Motion by Commissioner Brown, seconded by Commissioner Martucci, to award the bid to Charlie Nansteel Tree & Excavation, LLC for the Lindberg Park Phase 2 Development Project, to install a flexible, porous pavement, Flexipave, as specified by Alternate 1 in the amount of \$500,248.53, further contingent on the Contractor submitting the signed contracts, bonds and insurances as called for in the Specifications with execution of contracts document by the Acting Manager.

Roll Call:

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

The Motion passed by 5-0.

Approve Change Order No. 1 for work associated with Phase 2 of the Lindberg Park Master Site Plan.

Ms. Bonaskiewich explained that a Change Order is necessary in order to remove the cost of the Flexipave material from the bid itself due to the Township's ability to purchase it directly from the manufacturer. The change order will reduce the awarded bid by \$92,317.50.

Motion by Commissioner Brown, seconded by Commissioner Ackerman, to approve Change Order No. 1.

Roll Call:

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

The Motion passed by 5-0.

PROCLAMATION**Commemorating Jerusalem Western Salisbury Church's 275th Anniversary.**

Ms. Bonaskiewich announced that Jerusalem Western Salisbury Church is celebrating their 275th anniversary this year and to celebrate the milestone, they will be holding a banquet on Sunday, May 1st. She noted that Commissioner Ackerman will be attending the banquet to present the proclamation from the Township at that time.

PRIVILEGE OF THE FLOOR

Mr. Daniel Freed of 710 E. Montgomery Street expressed concerns about excess water in his basement and yard. He stated that he did not have the problems until the Township repaved the street. Mr. Andreas commented that there is high ground water in the area, but the work that was done was to replace and repair a sanitary sewer line so that the stormwater can no longer get into the line; therefore, the water will find another way to travel. Mr. Andreas noted that he will follow up on site.

Mr. Chris Hidley from 1518 E. Emmaus Avenue expressed concerns about a new home that was built behind his property because of water issues he feels arose from the construction of the house. Mr. Tettemer stated that he will visit the site to ensure the erosion control and grading that was done matches the approved plan.

Mr. Bob Agonis of 1189 Meadowbrook Circle West inquired about water pressure issues in the Bethlehem area of the Township after reading an article about a home that burned on Elinor Street. Mr. David Tomcics, Fire Chief of Eastern Salisbury Fire Department, stated that three homes in the area have been a total loss because of the lack of water available to the hydrants. Commissioner Brown suggested reaching out to Bethlehem about getting a fire flow to the hydrants since it is their water. Commissioner Martucci suggested that Attorney Ashley look into the contract between the Township and Bethlehem to realize their obligation.

Commissioner Martucci commented that a resident from Woodside Court expressed concerns about overgrowth in a retention pond in the area. Mr. Andreas stated that the Public Works Department will be cleaning it out and cutting it back.

Commissioner Martucci stated that a resident inquired about a “No Parking” sign on Weil Street. He commented that the same resident expressed concerns about dogs, bicycles and skateboards on the tennis courts Laubach Park. Sergeant Soberick encouraged the resident to call the police when he sees the activity.

Ms. Sopka stated that the clean-up at Walking Purchase Park was a success with the help of many people. She noted that pictures of the clean-up are on the Township website.

Mr. Andreas stated that that he met with the residents who will be affected by the storm sewer project on Public Road and Attorney Ashley will be contacting them about getting the easement. He also noted that he spoke with a representative of PennDOT in regards to stormwater issues along East Susquehanna Street and is hopeful that a meeting might take place next week.

Mr. Andreas announced that the new Highway Supervisor started last week, and the Equipment Operators will be starting next week. He noted that they are still working on filling the mechanic position and thanked the Board for their support during the hiring process.

ADJOURNMENT

Commissioner Ackerman made a Motion to adjourn the Meeting. Seconded by Commissioner Brinton. The time was 7:50 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 April 28, 2016.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL

RESOLUTION NO. 05-2016-1543

PEMA-DAP -2

DESIGNATION OF AGENT RESOLUTION

FOR: FEMA 4267-DR-PA
(Enter Name of Disaster or Number)

BE IT RESOLVED BY BOARD OF COMMISSIONERS OF TOWNSHIP OF SALISBURY
(Governing Body) (Public Entity)

THAT CATHY BONASKIEWICH, ACTING TOWNSHIP MANAGER
(Name of Applicant Agent) (Title)

IS HEREBY AUTHORIZED TO EXECUTE FOR AND IN BEHALF OF

TOWNSHIP OF SALISBURY, LEHIGH County,
(Public Entity) (County)

a public entity established under the laws of the Commonwealth of Pennsylvania, all required forms and documents for the purpose of obtaining financial assistance under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 93-288 as amended by Public Law 100-707).

Passed and approved this 12th day of May, 20 16.

James A. Brown, Commissioner, President
(Name) (Title) (Signature)

Robert Martucci, Jr., Commissioner
(Name) (Title) (Signature)

Debra Brinton, Commissioner
(Name) (Title) (Signature)

Joanne Ackerman, Commissioner
(Name) (Title) (Signature)

James Seagreaves, Commissioner
(Name) (Title) (Signature)

CERTIFICATION

I, Cathy Bonaskiewich, duly appointed and Assistant Township Secretary
(Name) (Title)

of Township of Salisbury, do hereby certify that the above is a true and correct copy of
(Public Entity)

a resolution passed and approved by the Board of Commissioners
(Governing Body)

of Township of Salisbury on the 12th day of May, 20 16.
(Public Entity)

Assistant Township Secretary
(Signature) (Official Position) (Date)

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Workshop Meeting
May 12, 2016
7:30 p.m.
(approximate time)

Topics of discussion:

- Discussion with PPL representatives regarding the progress of the Elliot Heights Rebuild work
- Discussion on draft resolution/policy pertaining to fire equipment usage