

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Meeting
Regular Meeting Agenda—December 8, 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 11/19/16-12/2/16**
- 5. Approval of the Minutes –November 22, 2016**

6. New Business

A. ORDINANCES

1. Public Hearing - Proposed Zoning Ordinance Amendments
2. Ordinance No. 12-2016-608 Enactment of the Proposed Ordinance revising the current Zoning Ordinance 03-2015-595

B. RESOLUTIONS

1. Resolution approving the change of indirect control of the RCN Telecom Services (Lehigh) LLC franchise Agreement to a new company Radiate Hold, LLC (“Acquirer”), a Delaware limited liability company, and an indirect subsidiary of Radiate Holdings, L.P., a Delaware limited partnership, pursuant to the existing Franchise Agreement codified in Chapter 22, of the Code of Ordinance, RCN Franchise Agreement

C. MOTIONS

1. Motion to consider the Payment No 2 (final) for Phase II of the I/I Sanitary Sewer – Tri-State Grouting, Bear, Delaware, in the amount of \$14,421.80
2. Motion to Authorize the Township Manager to complete the survey issued by the LVPC for use in their 2016 update of the Municipal Park, Outdoor Recreation and Open space survey
3. Motion to accept a Proposal from Gilmore & Associates, Inc. to develop a Hydrology Study for the Laubach Park Master Site Plan Development in the amount of \$32,000.
4. Ratification of Police Department CBA 2017-2020 (*Tentative*)

- 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							
American United Life Insur	11172016	2016-Dec life/disability ins coverage	01-487.158	11/17/16	1,779.49	.00	
Total American United Life Insurance Co:					1,779.49	.00	
Amici Jr, Louis	11232016	2016 cloth/boot allowance	01-430.192	11/23/16	225.00	.00	
Total Amici Jr, Louis:					225.00	.00	
Asphalt Maintenance Soluti	2987	Overlay Wenner, Jennie, & Williams Sts	01-438.245	11/10/16	12,690.00	.00	
Asphalt Maintenance Soluti	2988	Tack Coat	01-438.245	11/10/16	1,882.84	.00	
Asphalt Maintenance Soluti	2989	Overlay Pine & 1st Street	01-438.245	11/10/16	9,987.50	.00	
Total Asphalt Maintenance Solutions:					24,560.34	.00	
Bummer, Frank	12012016	22 of 60 retirement incentive program	01-406.172	12/01/16	450.00	.00	
Total Bummer, Frank:					450.00	.00	
Burkholders Heating & AC	118086	Annex bldg: District court-Fixed zone valve wiring	01-409.373	11/10/16	210.00	.00	
Burkholders Heating & AC	118465	Annex bldg: District court office-Fixed wiring on thermostat	01-409.373	11/18/16	304.00	.00	
Total Burkholders Heating & AC Inc:					514.00	.00	
Clarion Hotel & Conference	11212016	FBI LEEDA Conference -Res#489179121- Stiles & Kress	01-410.421	11/21/16	1,093.50	1,093.50	11/23/16
Total Clarion Hotel & Conference Center:					1,093.50	1,093.50	
Cole's K-9 Center	6093	Boarding for Rocket	01-410.215	11/28/16	225.00	.00	
Total Cole's K-9 Center:					225.00	.00	
Commonwealth of PA	11302016	Myles Pesticide Applicator Certificate	01-451.315	11/30/16	10.00	.00	
Total Commonwealth of PA:					10.00	.00	
Coopersburg Materials	Q15894	9.5MM	01-438.245	10/31/16	5,390.28	.00	
Coopersburg Materials	Q15894	19MM	01-438.245	10/31/16	387.43	.00	
Coopersburg Materials	Q15894	9.5MM-for Wenner, Jennie, Williams Sts.	01-438.245	10/31/16	25,303.35	.00	
Coopersburg Materials	Q15932	9.5MM for Pine & 1st Sts	01-438.245	11/11/16	24,107.95	.00	
Total Coopersburg Materials:					55,189.01	.00	
Davison & McCarthy	17717	2016-June-DD-Land Development Lehigh St	01-404.318	07/05/16	12.00	.00	
Davison & McCarthy	18138	2016-Aug-DD-Land Development Lehigh St	01-404.318	09/05/16	156.00	.00	
Davison & McCarthy	18402	2016-Sept-DD-Land Development Lehigh St	01-404.318	10/06/16	336.00	.00	
Total Davison & McCarthy:					504.00	.00	
Derrico Construction	23	Painting-Police bldg sewer back-up restoration	01-409.373	11/18/16	5,715.00	.00	
Total Derrico Construction:					5,715.00	.00	
Dimmich Dinkelacker & An	28718	Civil Service-9/19/2016	01-404.314	11/07/16	80.00	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Total Dimmich Dinkelacker & Anewalt PC:					80.00	.00	
Dispatch Answering Serv	204B109	610-782-5572-Dec 2016	01-430.320	11/30/16	15.00	.00	
Dispatch Answering Serv	204B109	Answr Service/Pump Stn Alrm-Dec-2016	01-401.320	11/30/16	239.75	.00	
Total Dispatch Answering Service:					254.75	.00	
Eastern Auto Parts Wareho	3IV113676	#9-water pumps	01-437.251	11/28/16	75.24	.00	
Total Eastern Auto Parts Warehouse:					75.24	.00	
Ecco Communications LLC	69464	#211-installation of shotgun mount & repair light	01-410.251	11/17/16	216.60	.00	
Ecco Communications LLC	69484	#220-Replaced VHF antenna	01-410.251	11/22/16	144.30	.00	
Total Ecco Communications LLC:					360.90	.00	
ELM	11032016	2016- tub grinding usage	01-431.303	11/03/16	429.18	.00	
Total ELM:					429.18	.00	
Faust Hauling Inc.	16-973	2 yds topsoil for Stormwater basin	01-409.601	11/15/16	56.00	.00	
Total Faust Hauling Inc.:					56.00	.00	
Five star International LLC	05P121688	#3-Belt	01-437.251	11/17/16	185.81	.00	
Five star International LLC	05P121697	#3-Coolant/Radiator cap/winter front cover	01-437.251	11/17/16	631.41	.00	
Five star International LLC	05P121698	#2 & #5-Bug screen	01-437.251	11/28/16	159.12	.00	
Five star International LLC	05P121958	#9-Anti-freeze	01-437.251	11/22/16	59.70	.00	
Five star International LLC	05P122219	#14-Front brake kit/wheel seal	01-437.251	11/28/16	485.95	.00	
Five star International LLC	05P122224	#14-Front brake drum	01-437.251	12/01/16	370.38	.00	
Five star International LLC	05P122472	#3-rear brakes	01-437.251	12/01/16	128.40	.00	
Total Five star International LLC:					2,020.77	.00	
Gatti Morrison Construction	363904	MS4 supplies-6" staples & rubber mallet	01-436.240	11/04/16	45.50	.00	
Total Gatti Morrison Construction Service Inc:					45.50	.00	
Groundhog Lawn & Landsc	11222016	821 S. Ott-mow & trim	01-413.317	11/22/16	100.00	.00	
Total Groundhog Lawn & Landscape:					100.00	.00	
HACC	S0942852	Police-Promotional written test 10/17/16 & Oral test 10/24/16	01-406.315	10/27/16	2,500.00	.00	
HACC	S0955396	Police-New hire written test 10/15/16 & Oral testing 10/31/16	01-406.315	11/09/16	1,750.00	.00	
Total HACC:					4,250.00	.00	
Herbein's Garden Center In	11032016	MS4-Fox Run-straw, fertilizer and grasseed	01-436.240	11/03/16	290.12	.00	
Total Herbein's Garden Center Inc.:					290.12	.00	
Home Depot Credit Service	11232016	Tape measure/wrenches & wrench set	01-430.260	11/23/16	85.26	.00	
Home Depot Credit Service	11232016	Leaf rakes	01-451.260	11/23/16	281.06	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Total Home Depot Credit Services:					366.32	.00	
Hon Company, The	426330	Police station-sewer back-up damage-Replacement of furniture	01-409.373	11/14/16	15,509.44	.00	
Total Hon Company, The:					15,509.44	.00	
Keystone Consulting Engin	150424	2016-Aug-3111 Lehigh Street Land Development	01-408.318	09/02/16	1,176.00	.00	
Keystone Consulting Engin	150884	2016-Aug-LVH Berm grading	01-408.318	10/14/16	294.00	.00	
Keystone Consulting Engin	150887	2016-Sept-1007 Wellington Place Grading Plan	01-408.318	11/14/16	196.00	.00	
Keystone Consulting Engin	150888	2016-Sept-3111 Lehigh Street Land Development	01-408.318	10/14/16	735.00	.00	
Total Keystone Consulting Engineers:					2,401.00	.00	
King, Gail	12012016	9 of 60 retirement incentive program	01-406.172	12/01/16	450.00	.00	
Total King, Gail:					450.00	.00	
Klimowicz, Brian G.	12012016	59 of 60 health reimb	01-406.171	12/01/16	250.00	.00	
Total Klimowicz, Brian G.:					250.00	.00	
Lawson Products	9304520343	spring clip/saw blade/socket extension/start switch/nuts & bolts	01-430.240	11/16/16	174.05	.00	
Total Lawson Products:					174.05	.00	
Lehigh County Law Depart	11182016	File Ord: Amend Accessory Structure Ordinance 12-2016-608	01-400.240	11/18/16	20.00	20.00	11/23/16
Total Lehigh County Law Department:					20.00	20.00	
Luby, Joseph	12012016	22 of 60 retirement incentive program	01-406.172	12/01/16	450.00	.00	
Total Luby, Joseph:					450.00	.00	
Mertl, Kyle	11212016	Mert-UCC re-certification	01-410.220	11/21/16	50.00	.00	
Mertl, Kyle	11212016	Hats for fire inspectors	01-411.238	11/21/16	89.95	.00	
Total Mertl, Kyle:					139.95	.00	
Moyer, Roger J.	12012016	9 of 60 retirement incentive payment	01-406.172	12/01/16	450.00	.00	
Total Moyer, Roger J.:					450.00	.00	
MP Outfitters	16688-5	pants/alterations-Hart	01-411.238	11/10/16	172.56	.00	
MP Outfitters	16767-5	Hat & gloves-Stiles	01-410.238	11/15/16	43.98	.00	
MP Outfitters	16781-5	shirts/alterations-Hart	01-411.238	11/15/16	79.99	.00	
Total MP Outfitters:					296.53	.00	
Myles Jr, Robert L.	11302016	2016 Clothing allowance	01-430.192	11/30/16	201.06	.00	
Total Myles Jr, Robert L.:					201.06	.00	
New Enterprise Stone & Li	6475807	2A Stone	01-438.245	11/09/16	332.06	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Total New Enterprise Stone & Lime Co Inc:					332.06	.00	
Olsson, Tiffany	11212016	Liquid fuels seminar-mileage & tolls	01-402.421	11/21/16	55.14	.00	
Olsson, Tiffany	12012016	2016-Health Reimbursement	01-406.171	12/01/16	150.00	.00	
Total Olsson, Tiffany:					205.14	.00	
Orkin Steel Supply Inc	163357	Metal for leaf boxes	01-437.375	11/14/16	149.40	.00	
Orkin Steel Supply Inc	16335701	Metal for leaf boxes	01-437.375	11/21/16	74.70	.00	
Total Orkin Steel Supply Inc:					224.10	.00	
Petty Cash	11302016	postage due on utility invoices	01-401.325	11/30/16	17.10	17.10	11/30/16
Petty Cash	11302016	mileage to post office to mail utility bills	01-401.315	11/30/16	13.50	13.50	11/30/16
Petty Cash	11302016	mielage to PMHIC mtg	01-401.315	11/30/16	12.40	12.40	11/30/16
Petty Cash	11302016	tip for driver-12/3/16 bus trip	01-452.315	11/30/16	100.00	100.00	11/30/16
Petty Cash	11302016	drywall repair items	01-409.240	11/30/16	15.00	15.00	11/30/16
Petty Cash	11302016	tolls-MS4 workshop 9/14/16	01-436.315	11/30/16	8.00	8.00	11/30/16
Petty Cash	11302016	tolls for police training	01-410.421	11/30/16	6.80	6.80	11/30/16
Petty Cash	11302016	Lunch for HAAC panel (new hire testing)	01-410.315	11/30/16	17.79	17.79	11/30/16
Petty Cash	11302016	DPW-Power steering fluid	01-430.240	11/30/16	15.87	15.87	11/30/16
Total Petty Cash:					206.46	206.46	
PPL Electric Utilities	11182016	92051-48008	01-409.361	11/18/16	859.44	.00	
PPL Electric Utilities	11182016	61089-84001	01-409.361	11/18/16	598.44	.00	
PPL Electric Utilities	11182016	70730-17005	01-409.361	11/18/16	1,075.98	.00	
PPL Electric Utilities	11182016	94340-19001	01-451.361	11/18/16	121.85	.00	
PPL Electric Utilities	11232016	93760-01007	01-451.361	11/23/16	22.98	.00	
PPL Electric Utilities	11232016	05340-01002	01-451.361	11/23/16	31.34	.00	
PPL Electric Utilities	11232016	10550-10002	01-451.361	11/23/16	34.65	.00	
Total PPL Electric Utilities:					2,744.68	.00	
Reliable Sign and Striping	3866	street signs-Edward St/Public Rd/B St/Tweed Ave/Potomac St/Weil St	01-433.246	11/11/16	542.35	.00	
Total Reliable Sign and Striping:					542.35	.00	
RR Donnelley	56098001	Traffic citations	01-410.342	11/17/16	87.50	.00	
Total RR Donnelley:					87.50	.00	
Singles, Darrell	11072016	2016-Uniform Allowance	01-430.192	11/07/16	214.99	.00	
Singles, Darrell	11302016	2016-Health Reimbursement	01-406.171	11/30/16	104.00	.00	
Total Singles, Darrell:					318.99	.00	
Stotz/Fatzinger Office Sup	175454	Business cards-Forthman	01-402.240	11/14/16	59.00	.00	
Stotz/Fatzinger Office Sup	175934	Desk calendars/refill calendars/wall calendar/daily planner	01-401.240	11/18/16	239.97	.00	
Total Stotz/Fatzinger Office Supply:					298.97	.00	
Stratix Systems Inc	201046	Mailprotector-Nov 2016	01-407.261	11/21/16	61.88	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Total Stratix Systems Inc:					61.88	.00	
Suburban Propane-2022	604905	diesel	01-401.231	11/14/16	22.54	.00	
Suburban Propane-2022	604905	diesel	01-410.231	11/14/16	655.46	.00	
Suburban Propane-2022	604905	diesel	01-430.231	11/14/16	678.00	.00	
Suburban Propane-2022	803301	unleaded	01-401.231	11/14/16	25.49	.00	
Suburban Propane-2022	803301	unleaded	01-410.231	11/14/16	741.09	.00	
Suburban Propane-2022	803301	unleaded	01-430.231	11/14/16	766.59	.00	
Total Suburban Propane-2022:					2,889.17	.00	
Takacs Jr., Dennis V.	12012016	EMC Deputy - Dec 2016	01-415.149	12/01/16	83.37	.00	
Total Takacs Jr., Dennis V.:					83.37	.00	
Tapler, Jeffrey	12012016	EMC stipend-Dec 2016	01-415.139	12/01/16	250.00	.00	
Total Tapler, Jeffrey:					250.00	.00	
Times News	I00394812-111	Ad: rescheduled BOC mtg	01-401.341	11/17/16	68.00	.00	
Times News	I00395559-112	Ad: Proposed Budget	01-401.341	11/24/16	81.60	.00	
Total Times News:					149.60	.00	
UGI Utilities Inc.	11172016	504043172815	01-409.230	11/17/16	520.26	520.26	12/01/16
UGI Utilities Inc.	11172016	504043200800	01-409.230	11/17/16	391.58	391.58	12/01/16
UGI Utilities Inc.	11172016	504043200901	01-409.230	11/17/16	428.88	428.88	12/01/16
Total UGI Utilities Inc.:					1,340.72	1,340.72	
Upper Saucon Township	161121	Compost site expenses	01-431.303	11/21/16	76.28	.00	
Total Upper Saucon Township:					76.28	.00	
Urban Research & Develop	2305-14-I9-307	LindPk MSP Ph2-October 2016	01-451.312	11/11/16	2,820.00	.00	
Urban Research & Develop	2305-15-I10-30	Laubach & Franko Park MSP-October 2016	01-451.313	11/11/16	4,840.00	.00	
Total Urban Research & Development:					7,660.00	.00	
US Bank Operations Cente	335054	2016 G O Bond-Dec 2016 P&I pmt	01-492.200	12/01/16	75,314.64	75,314.64	12/01/16
Total US Bank Operations Center:					75,314.64	75,314.64	
Whitehall Turf Equipment	351358	circuit breaker for sweeper	01-451.375	11/29/16	4.02	.00	
Whitehall Turf Equipment	351359	wire harness for sweeper	01-451.375	11/29/16	11.83	.00	
Total Whitehall Turf Equipment:					15.85	.00	
Total General Fund:					211,737.91	77,975.32	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Fire Fund							
Hunter Keystone Peterbilt	2-263270116	#31-11-Preventative maintenance	03-412.374	11/22/16	160.00	.00	
Total Hunter Keystone Peterbilt LP:					160.00	.00	
Kistler O'Brien Fire Protect	638732	Fire extinguisher service	03-412.260	10/31/16	429.25	.00	
Total Kistler O'Brien Fire Protectn:					429.25	.00	
Suburban Propane-2022	604905	diesel	03-413.231	11/14/16	138.72	.00	
Suburban Propane-2022	803301	unleaded	03-413.231	11/14/16	156.85	.00	
Total Suburban Propane-2022:					295.57	.00	
UGI Utilities Inc.	11172016	502022721012-ESFC	03-411.320	11/17/16	154.31	154.31	12/01/16
Total UGI Utilities Inc.:					154.31	154.31	
Total Fire Fund:					1,039.13	154.31	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Water Fund							
American United Life Insur	11172016	2016-Dec life/disability ins coverage	06-487.158	11/17/16	144.84	.00	
Total American United Life Insurance Co:					144.84	.00	
Bethlehem, City of	11252016	Fountain-8/19-11/18/16	06-448.368	11/25/16	24.75	.00	
Total Bethlehem, City of:					24.75	.00	
Dispatch Answering Servic	204B109	610-782-5025-Dec 2016	06-448.320	11/30/16	19.95	.00	
Total Dispatch Answering Service:					19.95	.00	
Eastern Auto Parts Wareho	3IV113676	#32-brakes & rotors	06-448.251	11/28/16	99.03	.00	
Total Eastern Auto Parts Warehouse:					99.03	.00	
Ferguson Waterworks	396657	curb box tops & bottoms/main valve box dome	06-448.240	10/20/16	2,334.75	.00	
Ferguson Waterworks	396657-2	160 Main valve box dome	06-448.240	11/08/16	105.70	.00	
Total Ferguson Waterworks:					2,440.45	.00	
Lehigh County Authority	3941	2016-3rd quarter reconciliation-water	06-448.367	11/21/16	87,327.29	.00	
Total Lehigh County Authority:					87,327.29	.00	
Sander Power Equipment	00579877	2" couplings	06-448.240	11/22/16	3.93	.00	
Total Sander Power Equipment Company:					3.93	.00	
Stratix Systems Inc	201046	Mailprotector-Nov 2016	06-448.261	11/21/16	8.84	.00	
Total Stratix Systems Inc:					8.84	.00	
Suburban Propane-2022	604905	diesel	06-448.231	11/14/16	119.65	.00	
Suburban Propane-2022	803301	unleaded	06-448.231	11/14/16	135.28	.00	
Total Suburban Propane-2022:					254.93	.00	
US Bank Operations Cente	335054	2016 G O Bond-Dec 2016 P&I pmt	06-241203	12/01/16	65,745.00	65,745.00	12/01/16
US Bank Operations Cente	335054	2016 G O Bond-Dec 2016 P&I pmt	06-472.203	12/01/16	39,350.21	39,350.21	12/01/16
Total US Bank Operations Center:					105,095.21	105,095.21	
Total Water Fund:					195,419.22	105,095.21	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Sewer Fund							
American United Life Insur	11172016	2016-Dec life/disability ins coverage	08-487.158	11/17/16	144.84	.00	
Total American United Life Insurance Co:					144.84	.00	
Aquapro	11172016	Manhole Risers	08-429.240	11/17/16	3,154.00	.00	
Total Aquapro:					3,154.00	.00	
Bethlehem, City of	11152016	3Q2016 Sewer	08-429.368	11/15/16	26,850.01	.00	
Total Bethlehem, City of:					26,850.01	.00	
Eastern Auto Parts Wareho	3IV113676	#32-brakes & rotors	08-429.251	11/28/16	99.04	.00	
Total Eastern Auto Parts Warehouse:					99.04	.00	
Emmaus, Borough of	2088	3Q2016 sewer	08-429.532	11/21/16	3,534.55	.00	
Total Emmaus, Borough of:					3,534.55	.00	
PPL Electric Utilities	11182016	35530-02004	08-429.361	11/18/16	24.69	.00	
PPL Electric Utilities	11232016	33760-14008	08-429.361	11/23/16	25.87	.00	
PPL Electric Utilities	11232016	82960-01000	08-429.361	11/23/16	26.92	.00	
Total PPL Electric Utilities:					77.48	.00	
Sander Power Equipment	00579877	2" couplings	08-429.240	11/22/16	3.93	.00	
Total Sander Power Equipment Company:					3.93	.00	
Schmick Inc., Richard R.	11524	Cleaned Cardinal Drive pump station	08-429.373	11/17/16	225.00	.00	
Total Schmick Inc., Richard R.:					225.00	.00	
Stratix Systems Inc	201046	Mailprotector-Nov 2016	08-429.261	11/21/16	8.84	.00	
Total Stratix Systems Inc:					8.84	.00	
Suburban Propane-2022	604905	diesel	08-429.231	11/14/16	119.65	.00	
Suburban Propane-2022	803301	unleaded	08-429.231	11/14/16	135.28	.00	
Total Suburban Propane-2022:					254.93	.00	
Tri-State Grouting	11232016	Pmt #2-sanitary sewer rehab	08-429.372	11/23/16	14,421.80	.00	
Total Tri-State Grouting:					14,421.80	.00	
US Bank Operations Cente	335054	2016 G O Bond-Dec 2016 P&I pmt	08-241203	12/01/16	22,140.00	22,140.00	12/01/16
US Bank Operations Cente	335054	2016 G O Bond-Dec 2016 P&I pmt	08-472.203	12/01/16	13,251.40	13,251.40	12/01/16
Total US Bank Operations Center:					35,391.40	35,391.40	
Total Sewer Fund:					84,165.82	35,391.40	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Refuse & Recycling Fund							
Republic Services #282	0282-0006028	2016-Nov service	10-427.300	11/15/16	85,429.14	.00	
Total Republic Services #282:					85,429.14	.00	
Stratix Systems Inc	201046	Mailprotector-Nov 2016	10-407.261	11/21/16	8.84	.00	
Total Stratix Systems Inc:					8.84	.00	
Waste Management Inc	M126789	Oct 2016 Recycling Costs	10-427.302	11/15/16	1,582.05	.00	
Total Waste Management Inc:					1,582.05	.00	
Total Refuse & Recycling Fund:					87,020.03	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Highway Aid Fund							
PPL Electric Utilities	11182016	49130-02001	35-433.362	11/18/16	37.97	.00	
PPL Electric Utilities	11232016	53875-61001	35-433.362	11/23/16	30.94	.00	
PPL Electric Utilities	11232016	99940-01007	35-433.362	11/23/16	31.34	.00	
Total PPL Electric Utilities:					100.25	.00	
Total Highway Aid Fund:					100.25	.00	

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
Subdivision Escrow Fund							
Erwin Forrest Builders LLC	12012016	Escrow Release- 1007 Wellington Terrace	91-248000	12/01/16	1,000.00	.00	
Total Erwin Forrest Builders LLC:					1,000.00	.00	
Total Subdivision Escrow Fund:					1,000.00	.00	
Grand Totals:					580,482.36	218,616.24	

Date: _____

President: _____
Board of Commissioners

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
November 22, 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 turned the proceedings over to Mr. Randy Soriano, 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
Cathy Bonaskiewich, Assistant Township Manager/Finance Director
John Andreas, Director of Public Works
Allen Stiles, Chief of Police
Don Sabo, Police Sergeant
Cynthia Sopka, Director of Planning & Zoning
Sandy Nicolo, Code Enforcement Officer
John Ashley, Esquire, Township Solicitor
David Tettermer, rep of Keystone Consulting Engineers, Township Engineer

NOTIFICATION

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

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

Mr. Soriano reminded everyone of the three-minute rule and asked that anyone who wishes to speak come to the podium, sign in, announce oneself, and speak clearly into the microphone. Mr. Soriano added that the speaker can choose not to list his/her address; however, it is preferred that the speaker announces if he or she is a Township resident. He noted that if a resident does not divulge his or her address, it may impair the Township in 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 October 31, 2016, and the list of Bills Payable for the period 11/5/2016-11/18/2016, broken down as follows:

\$192,109.14 = GENERAL
\$3,666.76 = FIRE
\$0 = LIBRARY
\$24,180.63 = WATER
\$17,881.76 = SEWER
\$310.13 = REFUSE & RECYCLING
\$14,327.53 = HIGHWAY AID
\$1,000.00 = SUBDIVISION & ESCROW
\$253,475.95 = 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 10, 2016

Commissioner Brown noted a correction on page 3. Commissioner Brown declared the Minutes of November 10, 2016 accepted with the correction.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

None.

MOTIONS

Motion to approve the advertisement of the 2017 proposed Budget.

Mr. Soriano explained that in accordance with the First-Class Code, the Township must meet the 20-day inspection period for the public. He noted that the Budget review process does not stop and the Board can continue to revise it based on comments, but the public inspection must be approved.

Motion by Commissioner Martucci, seconded by Commissioner Seagreaves, to approve the advertisement of the 2017 proposed Budget.

Roll Call:

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

The Motion passed by 5-0.

A discussion ensued about the proposed Budget.

Commissioner Martucci commented that while this year's Budget does not call for a tax increase, there might be a need for one in the near future.

Commissioner Brinton inquired about the "Consulting Fees" listed in the Budget for the Laubach/Franko/Lindberg Master Site Plans. Ms. Bonaskiewich explained that the grant monies cover the actual construction of the parks, not the fees incurred by the consultants.

Commissioner Brinton expressed concerns about the hiring of a Finance Director. Mr. Soriano explained that instead of Ms. Bonaskiewich occupying both positions, the Township's organizational chart lists each as stand-alone positions.

Commissioner Ackerman expressed concerns about continuing to use the Fund Balance.

It was the consensus of the Board to continue Budget discussions at future meetings.

PRIVILEGE OF THE FLOOR

Mr. John Snyder of 813 Euclid Avenue expressed concerns about leaf collection in his area. Mr. Andreas stated that there are two crews working through the Township and they will continue collection as long as the weather permits.

A discussion ensued about the undertaking of an efficiency study, encompassing all departments of the Township. Ms. Bonaskiewich commented that no steps have been taken to secure a company until the Budget is adopted. Commissioner Ackerman requested that the Township obtain prices from different consulting firms.

Commissioner Brown announced that an Executive Session will be held to discuss litigation matters.

ADJOURNMENT

Commissioner Brinton made a Motion to adjourn the Meeting. Seconded by Commissioner Ackerman. The time was 8:10 p.m.

Respectfully submitted,

Randy Soriano
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on November 22, 2016.

Approved and certified on this date:

Randy Soriano

Date: _____

SEAL

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA**

Ordinance No. 12-2016-608

AN ORDINANCE

OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, AMENDING ORDINANCE NO. 03-2015-595 (SALISBURY TOWNSHIP ZONING ORDINANCE) WITH RESPECT TO THE FOLLOWING SECTIONS: TO ADD §27-306.3.Y BEEKEEPING PERMITTED ACCESSORY USE IN ALL DISTRICTS; TO AMEND §27-307.2.C TABLE OF REQUIREMENTS FOR THE C-1 ZONING DISTRICT; TO AMEND §27-403.4.M(2) RESIDENTIAL ACCESSORY BUILDING ON A LOT OF ONE ACRE OR LESS IN A RESIDENTIAL DISTRICT; TO AMEND §27-704.3 SPECIAL SALE DISPLAYS AND THE REQUIRED PERMIT FEE; AND TO AMEND §27-704.4.C SIGNS ON MOBILE STANDS AND THE REQUIRED PERMIT FEE.

WHEREAS, the principal purpose of the New Zoning Ordinance is to address obsolete sections of the prior Ordinance, bring the Ordinance up-to-date with changing State and Federal requirements and to reflect the changes made in the new Salisbury Township Comprehensive Plan adopted in 2012; and

WHEREAS, the Board of Commissioners, in 2014 adopted a new Zoning Ordinance as prepared and submitted by the Planning Commission with the assistance of the firm Urban Research and Development Corp., the professional consultant.

WHEREAS, the Board of Commissioners desire to further amend the Zoning Ordinance to include other uses and revise others Articles thereof.

Now, THEREFORE, be it **ORDAINED and ENACTED** by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, that the Township hereby amends Ordinance No. 03-2015-595 (Salisbury Township Zoning Ordinance) with respect to the following sections: adding §27-306.3.Y Beekeeping permitted accessory use in all districts; amending §27-307.2.C Table of Requirements for the C-1 Zoning District; amending §27-403.4.M(2) Residential Accessory Building on a lot of one acre or less in a residential district; amending §27-704.3 Special Sale Displays and the required permit fee; and amending §27-704.4.C signs on mobile stands and the required permit fee as follows:

ARTICLE I.

Section 306.3.Y shall be added, to read as follows:

§ 306. Table of Permitted Uses by District.

3. PERMITTED ACCESSORY USES IN ALL DISTRICTS. The following accessory uses are permitted by right as accessory uses to a permitted by right, special exception or conditional principal use in all Districts, within the requirements of § 403 and all other requirements of this chapter:
- A. Air conditioning equipment, other than central equipment for a commercial or industrial use.
 - B. Amateur radio antennae - See § 403.4.B.
 - C. Basketball backboard, which may be within a required setback area, provided it is a minimum of two feet from any lot line of an abutting residence.
 - D. Crop storage as an accessory use to crop farming.
 - E. Family day care center as an accessory use - See § 403.4.D.
 - F. Fence or wall - See § 403.4.E.
 - G. Flag pole.
 - H. Garage, household.
 - I. Garage sale - See § 403.4.F.
 - J. Home gardening.
 - K. Home pet care - See § 403.4.I.
 - L. Indoor storage that is accessory to a permitted use.
 - M. Keeping of Pets and accessory animals as allowed by § 403.4.K.
 - N. Loading, off-street, only to serve a use that is permitted in that District.
 - O. Parking, off-street, only to serve a use that is permitted in that District.
 - P. Recreational facilities limited to use by employees of a lot or a development and their occasional guests.
 - Q. Recreational facilities limited to use by residents of a development and their occasional invited guests.
 - R. Recreational vehicle, storage of one or two - See § 403.4.L.
 - S. Residential ACCESSORY STRUCTURE (see definition in Part 2) - See § 403.4.M.

- T. Satellite antennae - See § 403.4.O.
- U. Signs, as permitted by Part 7.
- V. Swimming pool, household - See § 403.4.R.
- W. Tennis/racquetball court or Volleyball court.
- X. Such other accessory use or structure that the applicant proves to the satisfaction of the Zoning Officer is clearly customary and incidental to a permitted by right, special exception or conditional principal use.

Y. Beekeeping is permitted as an accessory use provided it is on a noncommercial basis. Hives shall be located in the rear yard at least ten (10) feet from any lot line and not closer than fifty (50) feet to the nearest dwelling other than that of the property owner. Any bee keeper shall provide documentation of registration with the Department of Agriculture and compliance with the Pennsylvania Bee Law, 3 PA. C.S.A. §2101-2117.

ARTICLE II.

Section 307.2.C shall be amended, to read as follows:

§ 307. Table of Lot and Setback Requirements by District.

- C. Table of Requirements for the C1, C2, C3 and I Districts, for uses other than manufactured/mobile home parks (which are regulated by § 402):

Type of Requirement (See definition of terms in Part 2)	C1	C2*	C3****	I
a) Minimum lot area with public water and sewer (sq. ft.)	10,000	7,000	20,000, with a min. of 10,000 per principal type of use	50,000
b) Minimum lot width at the minimum front yard building setback line (ft.)	100	75	100	100
c) Minimum lot width at the post-development street right-of-way line (ft.):				

- For a lot granted preliminary subdivision approval after the adoption of this chapter that will have direct vehicle access involving left-hand turns onto or off of an arterial street	200	200	200	N.A.
- For any other lot	50	35	50	50
d) Minimum building setback for principal and ACCESSORY STRUCTURE (ft.):				
- Front yard	30	40***	40***	40***
- Side yard	Min. of 5 for each, with a min. of 24 for both side yards added together	5	Min. of 15 for each, with a min. of 40 for both side yards added together	20
- Rear yard	<u>35</u>	15	30	20
- For any yard adjacent to a public street	<u>30</u>	40***	50***	40
e) Minimum building setback for principal structure or certain uses (ft.):				
- For a portion of a building used for manufacturing or an area routinely used for the parking, storage or loading/unloading of tractor-trailer trucks or refrigerated trucks to an abutting residential lot line (see definition in Part 2) other than a nature preserve	100	100	100	100
- For any newly constructed non-residential principal structure other than a portion of a building used for manufacturing to an abutting lot line of a residential lot line (see definition in Part 2)	50	25	50	50
f) Maximum height (ft.; see exceptions in § 802) for any building	36**	36	36	100
g) Maximum number of stories	3 **	2 1/2	3	3

h) Maximum building coverage	30%	45%	35%	50%
i) Maximum impervious coverage	65%*****	85%	85% except 80% if the lot includes more than 3 acres of lot area	80%

ARTICLE III.

Section 403.4.M(2) shall be amended, to read as follows:

§ 403. Additional Requirements for Accessory Uses.

M. Residential ACCESSORY STRUCTURE or USE. (See definition in Part 2).

- (1) ACCESSORY STRUCTURE and uses (other than fences) shall not be within the required accessory use setback as stated in Part 3, unless specifically exempted by this chapter. See exemptions in § 306.
- (2) ACCESSORY BUILDING on a lot with a lot area of one acre or less in a Residential district shall meet the following requirements:
 - a. ~~Maximum total floor area of all Accessory buildings not to exceed 1,000 square feet.~~
 - b. ~~Maximum of two Accessory buildings per lot.~~

a. Maximum of two ACCESSORY buildings per lot in a residential district with one acre or less.

ARTICLE IV.

Section 704.3 shall be amended, to read as follows:

§ 704. Freestanding, Wall and Window Signs.

3. SPECIAL SALE DISPLAYS. These displays shall include promotional banners, balloons, floodlights, lasers or flags (other than provided for in § 703) that are used by a business to attract special attention. Such displays may be placed on a commercially zoned lot, for a maximum total of 21 days for each permit. ~~The permit shall cost \$10 and shall require a deposit of \$100, which shall only be refunded if the displays are removed within the specified time period.~~ **The permit fee will be equal to the current fee for commercial zoning permits.** A minimum of 90 days shall elapse between uses of such displays. Such displays shall only be allowed on lots including a principal commercial use.

ARTICLE V.

Section 704.4.C shall be amended, to read as follows:

4. SIGNS ON MOBILE STANDS.

- C. A **temporary** sign on a mobile stand, including any such sign that may have been displayed prior to the adoption of this chapter and which does not have a lawful permit as a permanent sign, shall only be permitted if it meets all of the following requirements:
- (1) Shall be permitted only in the C-3 District.
 - (2) Shall have a maximum sign area of 40 square feet on each of a maximum of two sides.
 - (3) Shall only include one such sign per principal use or per lot, whichever is more restrictive.
 - (4) ~~Shall need a ten dollar sign permit, which shall state the dates during which the sign may be displayed. The applicant shall submit to the Township a check for a deposit of \$100, which shall be returned only if the sign is removed within the stated time period. Otherwise, such funds shall be the property of the Township.~~ **Shall need a commercial zoning permit and provide the required fee associated with commercial zoning permit which shall state the dates during which the sign may be displayed. The applicant shall submit to the Township the current fee for a commercial zoning permit for signage.**
 - (5) Shall only be displayed on a lot for one period per year, which shall not exceed 30 days only a calendar year. Failure to remove the sign after the 30 days shall constitute a zoning violation.
 - (6) Shall not obstruct safe sight distance to vehicles within or off the lot. Shall not be placed within the existing street right-of-way.
 - (7) Shall not include flashing or blinking lights.

ARTICLE VI.

This Ordinance shall be effective immediately.

DULY ORDAINED and ENACTED by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania this 8th day of December, 2016, in lawful session duly assembled.

TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)

By: _____
James A. Brown
President, Board of Commissioners

Attested:

Randy Soriano
Township Secretary

RESOLUTION NO. _____

**RESOLUTION APPROVING THE CHANGE OF INDIRECT CONTROL OF THE
FRANCHISEE UNDER THE CABLE TELEVISION FRANCHISE**

WHEREAS, RCN Telecom Services (Lehigh) LLC (“Franchisee”) owns, operates and maintains a cable television system (the “System”) in Salisbury Township pursuant to a cable television franchise (“Franchise”) granted by the governing body of Salisbury Township (the “Franchise Authority”), and Franchisee is the current duly authorized holder of the Franchise and was approved and codified in the Code of Ordinances of Salisbury Township, Chapter 13, Licenses, Permits and General Business Regulations, Part 2 Cable Television Franchise Agreement, Subsection (B); and

WHEREAS, pursuant to a Membership Interest Purchase Agreement (“Agreement”), Radiate HoldCo, LLC (“Acquirer”), a Delaware limited liability company, and an indirect subsidiary of Radiate Holdings, L.P., a Delaware limited partnership, will purchase 100% of the membership interests of Yankee Cable Parent, LLC, a Delaware limited liability company, (which owns 100% of the ownership interests in Franchisee) from Yankee Cable Partners, LLC, a Delaware limited liability company, and, as a result, the indirect control of Franchisee will change (the “Change of Control”);

WHEREAS, Franchisee and Acquirer have requested the consent of the Franchise Authority to the Change of Control in accordance with the requirements of the Franchise, have filed an FCC Form 394 with the Franchise Authority, and have provided the Franchise Authority with all information necessary to facilitate a decision by the Franchise Authority (the “Application”); and

WHEREAS, the Franchise Authority has reviewed the Application, examined the legal, financial and technical qualifications of Acquirer, followed all required procedures in order to consider and act upon the Application, considered the comments of all interested parties, and finds Acquirer to be suitable to indirectly control Franchisee.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

SECTION 1. The Franchise Authority hereby accepts the Application and consents to the Change of Control, all in accordance with the terms of the Franchise and applicable law.

SECTION 2. The Franchise Authority confirms that the Franchise is valid and outstanding and in full force and effect and there are no defaults under the Franchise. Subject to compliance with the terms of this Resolution, any action necessary with respect to the Change of Control has been duly and validly taken.

SECTION 3. This Resolution shall be deemed effective as of the date of its passage.

This Resolution shall have the force of a continuing agreement with Franchisee and Acquirer, and Franchise Authority shall not amend or otherwise alter this Resolution without the consent of Franchisee and Acquirer.

PASSED, ADOPTED AND APPROVED this _____ day of _____, 2016.

_____ **of** _____, _____

By: _____

Title: _____

ATTEST:

Title:

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Workshop Meeting
December 8, 2016
7:30 p.m.
(approximate time)

Topics of discussion:

- Proposed Budget- Continuing Discussion-CY 2017
- Amendment to the Salisbury Township/Fountain Hill Sanitary Sewer Agreement