

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Meeting
Regular Meeting Agenda—June 14, 2018
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 5/19/18 – 6/8/18

5. Approval of the Minutes –May 24, 2018

6. New Business

A. ORDINANCES

1. Ordinance to Amend the Schedule of Fees to include Utility Certification Fees

B. RESOLUTIONS - none

C. MOTIONS

1. Motion to Accept the Bid received from Insituform Technologies, LLC on May 14, 2018 for the 2018 Sanitary Sewer System Rehabilitation Mainline Cured-In-Place Pipe Lining (CIPPL) Project
2. Motion to Approve Change Order #1 for Lindberg Park Phase 4 Contracted Work
3. Motion to Approve Payment #6 to In Line Services, LLC for the 2017 Water Meter Replacement Project in the amount of \$3,860.80
4. Motion to Authorize Manager to write Letter of Consent for Wildlands Conservancy to purchase 28-Acre 'Kistler Tract' located in Salisbury Township

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

8. Adjournment

** Executive Session*

Report Criteria:

- Detail report.
- Invoice detail records above \$0 included.
- Paid and unpaid invoices included.

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
American Public Works Assoc							
American Public Works As	04092018	01-430.420	Membership-7/1/18-6/30/19-Andreas	04/09/18	196.00	.00	
Total American Public Works Assoc:					196.00	.00	
American United Life Insurance Co							
American United Life Insur	05172018	01-487.158	2018-June-life/disability ins coverage	05/17/18	1,768.54	.00	
American United Life Insur	05172018	06-487.158	2018-June-life/disability ins coverage	05/17/18	143.95	.00	
American United Life Insur	05172018	08-487.158	2018-June-life/disability ins coverage	05/17/18	143.95	.00	
Total American United Life Insurance Co:					2,056.44	.00	
American Water Works Assoc							
American Water Works As	7001565062	01-430.420	2018 Membership #00347975-Andreas	04/27/18	221.00	.00	
Total American Water Works Assoc:					221.00	.00	
Animal Sheltering							
Animal Sheltering	06012018	01-401.420	Animal Sheltering-2-Year subscription	06/01/18	40.00	.00	
Total Animal Sheltering:					40.00	.00	
AT&T Mobility							
AT&T Mobility	87252716350X051	01-415.320	2018-May wireless charges for 5 tablet	05/04/18	100.90	100.90	05/21/18
Total AT&T Mobility:					100.90	100.90	
Berkheimer Associates							
Berkheimer Associates	05312018	01-403.453	2018-May-LST Comm	05/31/18	2,678.40	.00	
Total Berkheimer Associates:					2,678.40	.00	
Best Line Equipment							
Best Line Equipment	E03885	06-200202	Compressor	05/18/18	5,893.80	.00	
Best Line Equipment	E03885	08-200202	Compressor	05/18/18	5,893.80	.00	
Best Line Equipment	E03885	06-448.260	Compressor	05/18/18	5,893.90	.00	
Best Line Equipment	E03885	08-429.260	Compressor	05/18/18	5,893.90	.00	
Total Best Line Equipment:					23,575.40	.00	
Bethlehem, City of							
Bethlehem, City of	03152018	06-448.368	Fountain-11/21/17-2/13/2018	03/15/18	24.75	.00	
Bethlehem, City of	06142018	06-448.368	Fountain-2/13/18-5/14/2018	06/14/18	24.75	.00	
Total Bethlehem, City of:					49.50	.00	
Bonaskiewich, Cathy							
Bonaskiewich, Cathy	05232018	01-401.421	Mileage-SHRM seminar & PML planning course	05/23/18	59.95	.00	
Total Bonaskiewich, Cathy:					59.95	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Bucks County Community College							
Bucks County Community	0878487	03-412.421	WSFC-2018-Hazmat Training	05/15/18	150.00	.00	
Bucks County Community	0899569	03-412.421	WSFC-Hazardous Materials Operation Certification-Damitz	05/16/18	150.00	.00	
Total Bucks County Community College:					300.00	.00	
Bummer, Frank							
Bummer, Frank	06012018	01-406.172	42 of 60 retirement incentive program	06/01/18	450.00	.00	
Total Bummer, Frank:					450.00	.00	
CodeMaster							
CodeMaster	CDM-014-154	01-413.307	2018-Apr-Residential inspections	04/30/18	90.00	.00	
CodeMaster	CDM-014-154	01-413.308	2018-Apr-Plan Review	04/30/18	2,565.00	.00	
CodeMaster	CDM-014-154	01-413.306	2018-Apr-Commercial inspections	04/30/18	65.00	.00	
CodeMaster	CDM-014-154	01-413.308	2018-Apr-Comm Plan Review	04/30/18	6,461.58	.00	
Total CodeMaster:					9,181.58	.00	
Coopersburg Materials							
Coopersburg Materials	17181	01-438.245	ID3 Binder/Wearing	05/25/18	3,842.88	.00	
Total Coopersburg Materials:					3,842.88	.00	
Davison & McCarthy							
Davison & McCarthy	21850	01-404.310	2018-Apr-Bankruptcy of Residents	05/07/18	702.00	.00	
Davison & McCarthy	21852	01-404.310	2018-Apr-Sheriff's Sales	05/07/18	130.00	.00	
Davison & McCarthy	21860	01-408.318	2018-Apr-Roche Painting Land Development	05/07/18	455.00	.00	
Davison & McCarthy	21862	01-404.318	2018-Apr-415 Mountain Blvd-Minor subdivision	05/07/18	169.00	.00	
Davison & McCarthy	21863	01-404.318	2018-Apr-Russell-Lindberg Minor Subdivision Plan	05/07/18	26.00	.00	
Davison & McCarthy	21865	01-404.310	2018-Apr-Liens	05/07/18	3,547.90	.00	
Davison & McCarthy	21866	01-404.310	2018-Apr-Satisfactions	05/07/18	299.00	.00	
Total Davison & McCarthy:					5,328.90	.00	
Dispatch Answering Service							
Dispatch Answering Servic	000204B127	01-430.320	610-782-5572-June 2018	05/31/18	15.00	.00	
Dispatch Answering Servic	000204B127	01-430.320	610-782-5025-June 2018	05/31/18	19.95	.00	
Dispatch Answering Servic	000204B127	01-401.320	Answr Service/Pump Stn Alrm-June 2018	05/31/18	218.75	.00	
Total Dispatch Answering Service:					253.70	.00	
Durner, Valentine							
Durner, Valentine	05212018	01-451.361	Reimb-Electric usage at Franko Farm- December 2017 thru June 2018	05/21/18	210.00	.00	
Total Durner, Valentine:					210.00	.00	
Eastern Salisbury Fire Co.							
Eastern Salisbury Fire Co.	06062018	03-411.374	Reimb-Exhaust DEF injector pump	06/06/18	705.09	.00	
Total Eastern Salisbury Fire Co.:					705.09	.00	
ELM							
ELM	05212018	01-431.303	2018-May-tub grinding usage	05/21/18	2,018.10	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total ELM:					2,018.10	.00	
Emmaus, Borough of							
Emmaus, Borough of	3101	08-429.532	1Q2018 sewer	05/30/18	4,193.37	.00	
Total Emmaus, Borough of:					4,193.37	.00	
Faust Hauling Inc.							
Faust Hauling Inc.	18-286	01-436.370	19 yds topsoil	05/15/18	392.00	.00	
Faust Hauling Inc.	18-369	01-430.240	3 yds topsoil	05/31/18	60.00	.00	
Total Faust Hauling Inc.:					452.00	.00	
First Regional Compost Authority							
First Regional Compost Au	2018-146	10-427.303	Grass collection-160 yds-5/9/18-5/30/18	05/29/18	800.00	.00	
Total First Regional Compost Authority:					800.00	.00	
GreatAmerica Financial Svcs							
GreatAmerica Financial Sv	22684946	01-407.261	Datto Siris 3-PD document storage-June 2018	05/21/18	279.20	.00	
GreatAmerica Financial Sv	22684946	06-448.261	Datto Siris 3-PD document storage-June 2018	05/21/18	139.60	.00	
GreatAmerica Financial Sv	22684946	08-429.261	Datto Siris 3-PD document storage-June 2018	05/21/18	139.60	.00	
GreatAmerica Financial Sv	22684946	10-407.261	Datto Siris 3-PD document storage-June 2018	05/21/18	139.60	.00	
Total GreatAmerica Financial Svcs:					698.00	.00	
Groundhog Lawn & Landscape							
Groundhog Lawn & Landsc	05232018	01-413.317	4 Keystone Rd-Mow & Trim	05/23/18	200.00	.00	
Groundhog Lawn & Landsc	05232018	01-413.317	3110 Capital Street-Mow & Trim	05/23/18	100.00	.00	
Groundhog Lawn & Landsc	05232018	01-413.317	821 Barnsdale-Mow & Trim	05/23/18	300.00	.00	
Groundhog Lawn & Landsc	05232018	01-413.317	2818 Hampton Ct- Clean-up debris	05/23/18	75.00	.00	
Groundhog Lawn & Landsc	05232018	01-413.317	1306 Uberoth-Mow & Trim	05/23/18	100.00	.00	
Groundhog Lawn & Landsc	05232018	01-413.317	1720 Graham-Mow & Trim	05/23/18	125.00	.00	
Groundhog Lawn & Landsc	05232018	01-413.317	1247 Trapps Lane-Mow & Trim	05/23/18	150.00	.00	
Groundhog Lawn & Landsc	05232018	01-413.317	1730 Graham-Mow & Trim	05/23/18	100.00	.00	
Groundhog Lawn & Landsc	05232018	01-413.317	24th & Lehigh Parkway-Mow & Trim	05/23/18	400.00	.00	
Groundhog Lawn & Landsc	05232018	01-413.317	2818 Hampton Ct- Mow & Trim	05/23/18	175.00	.00	
Total Groundhog Lawn & Landscape:					1,725.00	.00	
Hamilton Park Athletic Assoc							
Hamilton Park Athletic Ass	06012018	01-465.540	2018 Contribution	06/01/18	1,000.00	.00	
Total Hamilton Park Athletic Assoc:					1,000.00	.00	
Herbein's Garden Center Inc.							
Herbein's Garden Center In	05142018	01-451.240	Grass seed/Fertilizer/Round-up	05/14/18	163.98	.00	
Total Herbein's Garden Center Inc.:					163.98	.00	
Hollenbach, Thomas							
Hollenbach, Thomas	06012018	01-364.400	Returned freon stickers-#1997 & 1998	06/01/18	40.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Hollenbach, Thomas:					40.00	.00	
Home Depot Credit Services							
Home Depot Credit Service	25615	06-448.260	Paint sprayer	05/29/18	74.50	.00	
Home Depot Credit Service	25615	08-429.260	Paint sprayer	05/29/18	74.50	.00	
Home Depot Credit Service	72426	01-430.240	Foam Car Wash/Flap disc/fiber disc/Voltage tester/Toggle switch	05/16/18	63.59	.00	
Home Depot Credit Service	72426	01-430.240	Concrete mix/sprayer/shims	05/16/18	204.52	.00	
Home Depot Credit Service	85355	06-448.240	brushes/WD-40/Utility knife & blades	05/30/18	33.89	.00	
Home Depot Credit Service	85355	08-429.240	brushes/WD-40/Utility knife & blades	05/30/18	33.90	.00	
Home Depot Credit Service	91856	06-448.240	Kneel cushions/gloves/paint thinner/wire brushes/scrapers/paint brushes/Ortho ground clear/yellow safety paint	05/22/18	385.64	.00	
Total Home Depot Credit Services:					870.54	.00	
Jerusalem Western Salisbury Union Church							
Jerusalem Western Salisbu	06012018	01-431.303	2018 donation	06/01/18	2,400.00	.00	
Total Jerusalem Western Salisbury Union Church:					2,400.00	.00	
Johnson Controls Fire Protection LP							
Johnson Controls Fire Prot	20213847	03-411.240	2018-ESFC bldg monitoring contract for alarm	05/02/18	391.01	.00	
Total Johnson Controls Fire Protection LP:					391.01	.00	
Kessler Freedman Inc.							
Kessler Freedman Inc.	06012018	01-401.312	May 2018-Website updates	06/01/18	140.00	.00	
Total Kessler Freedman Inc.:					140.00	.00	
Keystone Consulting Engineers							
Keystone Consulting Engin	158429	01-408.318	2018-Mar-2686 S 4th St Land Development	04/12/18	738.50	.00	
Keystone Consulting Engin	158843	01-408.318	2018-Apr-2686 S 4th St Land Development	05/08/18	738.50	.00	
Keystone Consulting Engin	158851	01-408.318	2018-Apr-237 Chestnut Hill Rd Grading Plan	05/08/18	422.00	.00	
Total Keystone Consulting Engineers:					1,899.00	.00	
King, Gail							
King, Gail	06012018	01-406.172	27 of 60 retirement incentive program	06/01/18	450.00	.00	
Total King, Gail:					450.00	.00	
Korpics, Roseann							
Korpics, Roseann	05312018	99-107000	Refund-Overpayment of utility account	06/01/18	189.74	189.74	06/04/18
Total Korpics, Roseann:					189.74	189.74	
L V Coalition on Affordable Housing							
L V Coalition on Affordable	06012018	01-465.540	2018 contribution	06/01/18	3,000.00	.00	
Total L V Coalition on Affordable Housing:					3,000.00	.00	
Lehigh County Authority							
Lehigh County Authority	4761	06-448.367	2018-Jan water	02/22/18	75,183.62	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Lehigh County Authority:					75,183.62	.00	
Lehigh County District Attorney							
Lehigh County District Attor	06012018	01-465.540	2018 Contribution-Support of Child Abuse Investigator	06/01/18	1,000.00	.00	
Total Lehigh County District Attorney:					1,000.00	.00	
Lehigh County Law Department							
Lehigh County Law Depart	06072018	01-400.240	File Ord: 2018-Utility Billing Certification Fee	06/07/18	20.00	20.00	06/07/18
Total Lehigh County Law Department:					20.00	20.00	
Lehigh County Senior Citizens							
Lehigh County Senior Citiz	06012018	01-465.540	2018 contribution	06/01/18	3,000.00	.00	
Total Lehigh County Senior Citizens:					3,000.00	.00	
Levernier, James							
Levernier, James	05222018	01-430.192	2018 Clothing Allowance	05/22/18	100.01	.00	
Total Levernier, James:					100.01	.00	
Luby, Joseph							
Luby, Joseph	06012018	01-406.172	42 of 60 retirement incentive program	06/01/18	450.00	.00	
Total Luby, Joseph:					450.00	.00	
LYNX Computer Technologies							
LYNX Computer Technolo	565538	01-407.319	Office 365 subscription	05/24/18	7.98	.00	
LYNX Computer Technolo	565538	06-448.319	Office 365 subscription	05/24/18	4.00	.00	
LYNX Computer Technolo	565538	08-429.319	Office 365 subscription	05/24/18	4.00	.00	
LYNX Computer Technolo	565538	10-407.319	Office 365 subscription	05/24/18	4.00	.00	
Total LYNX Computer Technologies:					19.98	.00	
Madle's Hardware							
Madle's Hardware	187082/1	01-430.240	ACE RSTP Spray	05/22/18	9.98	.00	
Total Madle's Hardware:					9.98	.00	
MailFinance							
MailFinance	N7172075	01-401.375	4/04/2018 thru 6/03/2018 lease	06/01/18	420.00	.00	
Total MailFinance:					420.00	.00	
Martin Stone Quarries Inc.							
Martin Stone Quarries Inc.	197497	01-451.371	#2A-Stone	05/29/18	729.43	.00	
Martin Stone Quarries Inc.	197626	01-436.240	#1-Stone-Fox Run MS4	05/31/18	147.36	.00	
Total Martin Stone Quarries Inc.:					876.79	.00	
Metzler Scholarship, Richard C							
Metzler Scholarship, Richa	06012018	01-465.540	Donation:scholarship fund-2018	06/01/18	100.00	.00	
Total Metzler Scholarship, Richard C:					100.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Mid-Atlantic Fire & Air Corp.							
Mid-Atlantic Fire & Air Corp	62070	01-410.375	Calibration QRAE3 Four gas detectors	05/16/18	75.00	.00	
Total Mid-Atlantic Fire & Air Corp.:					75.00	.00	
Motors Plus Inc.							
Motors Plus Inc.	33976	01-410.251	#218-Oil change/Top off fluids/Inspection/Emissions	04/16/18	162.65	.00	
Motors Plus Inc.	34023	01-410.251	#214-Oil change/top off fluids/Inspection/Emissions	04/23/18	175.03	.00	
Motors Plus Inc.	34051	01-410.251	#316-Oil change/top off fluids	04/26/18	100.64	.00	
Motors Plus Inc.	34056	01-410.251	#207-Oil change/Top off Fluids	04/27/18	106.83	.00	
Motors Plus Inc.	34080	01-410.251	#223-Inspection/Emissions/Front shocks/front struts/front brakes & rotors	05/02/18	1,267.40	.00	
Motors Plus Inc.	34081	01-410.251	#222-Oil change/top off fluids/inspection/emissions/license plate lights	05/03/18	206.80	.00	
Motors Plus Inc.	34137	01-410.251	#204-Oil change/top off fluids/Head Light & back-up light	05/14/18	166.63	.00	
Motors Plus Inc.	34151	01-410.251	#208-Inspection/Emissions	05/18/18	68.20	.00	
Motors Plus Inc.	34179	01-410.251	#222-Mount & Balance tires	05/25/18	73.00	.00	
Motors Plus Inc.	34185	01-410.251	#202-Oil change/top off fluids/Inspection	05/30/18	249.53	.00	
Motors Plus Inc.	34200	01-410.251	#217-Oil change/Top off fluids/Inspection/Mount & balance tires/trie sensors	05/30/18	460.03	.00	
Motors Plus Inc.	34210	01-410.251	#202-Front calipers/front brake hoses/one rotor	06/04/18	859.84	.00	
Motors Plus Inc.	34211	01-410.251	#222-Battery	06/04/18	319.78	.00	
Motors Plus Inc.	34213	01-410.251	#206-oil change/top off fluids/inspection/lower control arms & assemblies/Front & rear brakes	06/05/18	1,482.86	.00	
Total Motors Plus Inc.:					5,699.22	.00	
Moyer, Roger J.							
Moyer, Roger J.	06012018	01-406.172	27 of 60 retirement incentive program	06/01/18	450.00	.00	
Total Moyer, Roger J.:					450.00	.00	
MP Outfitters							
MP Outfitters	26642-5	01-410.238	Patch-Lopresti	05/14/18	16.00	.00	
MP Outfitters	26777-5	01-410.238	Shirt-Palansky	05/22/15	103.98	.00	
MP Outfitters	26783-5	01-410.238	Badge/commendation bar-Frankenfield	05/22/18	114.40	.00	
Total MP Outfitters:					234.38	.00	
Mr. John Inc.							
Mr. John Inc.	0005395372	01-451.315	Laubach Park-4/25/18-5/11/2018	05/23/18	75.89	.00	
Mr. John Inc.	0005395373	01-451.315	Lindberg Park-4/25/18-5/22/2018	05/23/18	132.50	.00	
Mr. John Inc.	0005395374	01-451.315	1 unit:Franko farm-4/25/18-5/22/18	05/23/18	125.00	.00	
Total Mr. John Inc.:					333.39	.00	
New Enterprise Stone & Lime Co Inc							
New Enterprise Stone & Li	6812103	01-438.245	19MM	05/07/18	921.45	.00	
New Enterprise Stone & Li	6813430	01-438.245	19MM	05/08/18	219.34	.00	
New Enterprise Stone & Li	6829591	01-438.245	9.5MM	05/29/18	178.80	.00	
Total New Enterprise Stone & Lime Co Inc:					1,319.59	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
North Star Construction							
North Star Construction	05302018	01-362.410	Refund-UCC Permit not req'd per Codemaster	05/30/18	604.50	.00	
Total North Star Construction:					604.50	.00	
PA Municipal Health Ins Coop							
PA Municipal Health Ins Co	06012018	01-487.156	2018 July coverage	06/01/18	78,675.92	.00	
PA Municipal Health Ins Co	06012018	06-487.156	2018 July coverage	06/01/18	7,492.94	.00	
PA Municipal Health Ins Co	06012018	08-487.156	2018 July coverage	06/01/18	7,492.94	.00	
Total PA Municipal Health Ins Coop:					93,661.80	.00	
Patriot Workwear							
Patriot Workwear	24900	01-411.238	Fire Inspector summer polos & name tags	05/18/18	702.00	.00	
Total Patriot Workwear:					702.00	.00	
PENNBC							
PENNBC	05212018	01-413.421	When Disaster Strikes training class-Nicolo	05/21/18	470.00	470.00	05/21/18
Total PENNBC:					470.00	470.00	
PenTeleData							
PenTeleData	B3269061	03-411.320	Cable-May 2018	05/24/18	61.95	.00	
PenTeleData	B3270174	01-401.320	Acct#3042745-Cable modem rental - May 2018	05/24/18	124.95	.00	
Total PenTeleData:					186.90	.00	
Petty Cash							
Petty Cash	06052018	01-401.315	LVCPG Mtg-mileage/Lunch-Wilson	06/05/18	23.05	.00	
Petty Cash	06052018	01-401.325	postage due on utility invoices	06/05/18	52.13	.00	
Petty Cash	06052018	01-410.243	Cat traps-Animal control	06/05/18	89.97	.00	
Petty Cash	06052018	01-410.421	tolls-Training-Kress	06/05/18	15.11	.00	
Total Petty Cash:					180.26	.00	
PPL Electric Utilities							
PPL Electric Utilities	05292018	35-433.362	95790-09009	05/29/18	28.78	.00	
PPL Electric Utilities	05292018	01-451.361	93760-01007	05/29/18	32.08	.00	
PPL Electric Utilities	05292018	35-433.362	72390-08002	05/29/18	28.78	.00	
PPL Electric Utilities	05292018	08-429.361	39790-24008	05/29/18	204.67	.00	
PPL Electric Utilities	05292018	08-429.361	64170-11008	05/29/18	32.17	.00	
PPL Electric Utilities	05292018	35-433.362	53875-61001	05/29/18	36.65	.00	
PPL Electric Utilities	05292018	08-429.361	82960-01000	05/29/18	31.17	.00	
PPL Electric Utilities	05292018	35-433.362	89989-11003	05/29/18	35.77	.00	
PPL Electric Utilities	05292018	01-451.361	63580-10005	05/29/18	28.63	.00	
PPL Electric Utilities	05292018	08-429.361	21780-10003	05/29/18	32.90	.00	
PPL Electric Utilities	05292018	08-429.361	20380-10009	05/29/18	29.82	.00	
PPL Electric Utilities	05292018	01-409.361	70730-17005	05/29/18	819.97	.00	
PPL Electric Utilities	05292018	01-409.361	92051-48008	05/29/18	961.10	.00	
PPL Electric Utilities	05292018	01-451.361	10550-10002	05/29/18	35.36	.00	
PPL Electric Utilities	05292018	35-433.362	05340-01002	05/29/18	36.71	.00	
PPL Electric Utilities	05292018	01-409.361	61089-84001	05/29/18	580.44	.00	
PPL Electric Utilities	05292018	35-433.362	99940-01007	05/29/18	36.77	.00	
PPL Electric Utilities	05292018	08-429.361	31590-08002	05/29/18	30.82	.00	
PPL Electric Utilities	05292018	35-434.361	79000-43000	05/29/18	603.72	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
PPL Electric Utilities	05292018	35-434.361	79200-43006	05/29/18	12,344.34	.00	
PPL Electric Utilities	05292018	08-429.361	33760-14008	05/29/18	30.41	.00	
PPL Electric Utilities	05292018	08-429.361	35530-02004	05/29/18	30.48	.00	
PPL Electric Utilities	05292018	35-433.362	49130-02001	05/29/18	44.23	.00	
PPL Electric Utilities	06042018	08-429.361	98810-20005	06/04/18	107.26	.00	
PPL Electric Utilities	06042018	35-433.362	59610-04003	06/04/18	40.92	.00	
PPL Electric Utilities	06042018	06-448.361	59410-04007	06/04/18	31.19	.00	
PPL Electric Utilities	06042018	35-433.362	58010-04003	06/04/18	40.03	.00	
PPL Electric Utilities	06042018	35-433.362	32810-04003	06/04/18	38.32	.00	
PPL Electric Utilities	06042018	35-433.362	97159-57000	06/04/18	43.39	.00	
PPL Electric Utilities	06042018	35-433.362	96549-22003	06/04/18	38.52	.00	
Total PPL Electric Utilities:					16,415.40	.00	
Protect Alarms							
Protect Alarms	14666	01-401.375	7/1/18-6/30/19-Annex Bldg-basic monitoring fee	05/18/18	540.00	.00	
Total Protect Alarms:					540.00	.00	
RCN							
RCN	05152018	01-410.315	2018-June-High Speed Internet	05/15/18	158.00	158.00	06/04/18
Total RCN:					158.00	158.00	
Republic Services #282							
Republic Services #282	0282-000686056	10-427.300	2018-May-service	05/15/18	89,703.92	.00	
Republic Services #282	0282-000686056	10-427.303	3-recycle rolloff @ drop off centers	05/15/18	675.00	.00	
Total Republic Services #282:					90,378.92	.00	
RR Donnelley							
RR Donnelley	807410365	01-410.342	Municipal & Non-Traffic Citations	05/15/18	119.40	.00	
Total RR Donnelley:					119.40	.00	
Russell, Jeffrey							
Russell, Jeffrey	06012018	91-248000	Escrow Release-Lindberg Minor Subdivision	06/01/18	1,000.00	.00	
Total Russell, Jeffrey:					1,000.00	.00	
Salisbury Youth Association							
Salisbury Youth Associatio	06012018	01-465.540	2018 Contribution	06/01/18	1,000.00	.00	
Total Salisbury Youth Association:					1,000.00	.00	
Schaedler Yesco							
Schaedler Yesco	S5052637.002	01-409.373	LED Parking lot lights	05/15/18	225.87	.00	
Schaedler Yesco	S5052637.002	01-409.373	Credit-LED Parking lot lights	05/15/18	150.00-	.00	
Total Schaedler Yesco:					75.87	.00	
Sherwin Williams							
Sherwin Williams	7615-1	01-433.246	60-5 gal pails of white traffic paint	05/16/18	977.40	.00	
Total Sherwin Williams:					977.40	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
SHRM							
SHRM	04262018	01-401.421	Seminar Registration-Ziegenfus	04/26/18	85.00	85.00	05/21/18
SHRM	04262018	01-401.421	Seminar Registration-Bonaskiewich & Wilson	04/26/18	170.00	170.00	05/21/18
Total SHRM:					255.00	255.00	
Signal Service Inc.							
Signal Service Inc.	27274	01-433.362	Lehigh & Bevin-repair green light	03/15/18	320.00	.00	
Signal Service Inc.	28011	35-433.362	Battery back-up unit & Bypass panel @ S.Cedar crest & LVH entrance	05/24/18	3,498.00	.00	
Total Signal Service Inc.:					3,818.00	.00	
SiteOne Landscape Supply							
SiteOne Landscape Supply	860111992	01-438.245	55 gallon drum of oil for paving	05/23/18	730.29	.00	
Total SiteOne Landscape Supply:					730.29	.00	
Soriano, Orazio							
Soriano, Orazio	06012018	01-406.172	15 of 36 Retirement Incentive Program	06/01/18	760.00	.00	
Total Soriano, Orazio:					760.00	.00	
Staples Credit Plan							
Staples Credit Plan	05282018	01-403.240	Toner	05/28/18	87.99	.00	
Total Staples Credit Plan:					87.99	.00	
Stauffer Insurance, C. M.							
Stauffer Insurance, C. M.	110552	01-403.353	2018-Money & Securities Policy-Minger	05/14/18	137.50	.00	
Total Stauffer Insurance, C. M.:					137.50	.00	
Stotz/Fatzinger Office Supply							
Stotz/Fatzinger Office Sup	211402	01-401.342	Business cards-Commissioners	05/24/18	177.00	.00	
Stotz/Fatzinger Office Sup	211402	01-401.240	6" binder	05/24/18	44.98	.00	
Stotz/Fatzinger Office Sup	211818	01-402.240	500 Freon stickers	06/04/18	97.00	.00	
Total Stotz/Fatzinger Office Supply:					318.98	.00	
Suburban Propane-2022							
Suburban Propane-2022	12003	06-448.231	diesel	05/15/18	120.90	.00	
Suburban Propane-2022	12003	08-429.231	diesel	05/15/18	120.90	.00	
Suburban Propane-2022	12003	03-413.231	diesel	05/15/18	140.18	.00	
Suburban Propane-2022	12003	01-401.231	diesel	05/15/18	22.78	.00	
Suburban Propane-2022	12003	01-410.231	diesel	05/15/18	662.34	.00	
Suburban Propane-2022	12003	01-430.231	diesel	05/15/18	685.13	.00	
Suburban Propane-2022	804844	01-401.231	unleaded	05/15/18	33.92	.00	
Suburban Propane-2022	804844	01-410.231	unleaded	05/15/18	986.23	.00	
Suburban Propane-2022	804844	01-430.231	unleaded	05/15/18	1,020.14	.00	
Suburban Propane-2022	804844	06-448.231	unleaded	05/15/18	180.03	.00	
Suburban Propane-2022	804844	08-429.231	unleaded	05/15/18	180.03	.00	
Suburban Propane-2022	804844	03-413.231	unleaded	05/15/18	208.73	.00	
Total Suburban Propane-2022:					4,361.31	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
SWAB Wagon Company Inc							
SWAB Wagon Company In	38456	03-411.374	#20-52-Shelving	05/07/18	731.88	.00	
Total SWAB Wagon Company Inc:					731.88	.00	
Takacs Jr., Dennis V.							
Takacs Jr., Dennis V.	06012018	01-415.139	EMC Deputy - June 2018	06/01/18	83.33	.00	
Total Takacs Jr., Dennis V.:					83.33	.00	
Tapler, Jeffrey							
Tapler, Jeffrey	06012018	01-415.139	EMC stipend-June 2018	06/01/18	250.00	.00	
Total Tapler, Jeffrey:					250.00	.00	
Times News							
Times News	100436799-050920	01-401.341	Ad: 5/24/18-BOC Mtg Conditional Use Hearing	05/17/18	102.60	.00	
Total Times News:					102.60	.00	
U.S. Postal Service							
U.S. Postal Service	06062018	01-401.325	Refill Postage Meter	06/06/18	1,000.00	.00	
Total U.S. Postal Service:					1,000.00	.00	
UGI Utilities Inc.							
UGI Utilities Inc.	06012018	01-409.230	411001979581	06/01/18	444.87	444.87	06/04/18
UGI Utilities Inc.	06012018	01-409.230	411001980555	06/01/18	473.05	473.05	06/04/18
UGI Utilities Inc.	06012018	01-409.230	411001980316	06/01/18	180.13	180.13	06/04/18
UGI Utilities Inc.	06012018	01-409.230	411000866649	06/01/18	204.81	204.81	06/04/18
Total UGI Utilities Inc.:					1,302.86	1,302.86	
Urban Research & Development							
Urban Research & Develop	2305-17-118-3310	01-451.312	LindPk MSP Ph3 & Ph4-May 2018-Construction drawings/specifications/bid docs/construction observation/grant admin	06/01/18	6,960.00	.00	
Total Urban Research & Development:					6,960.00	.00	
Veritext Mid-Atlantic							
Veritext Mid-Atlantic	PA3359112	01-401.315	BOC Mtg 5/24/18-conditional use hearing	05/25/18	150.00	.00	
Total Veritext Mid-Atlantic:					150.00	.00	
Verizon							
Verizon	05252018	01-401.320	2018-May-Mgr	05/25/18	109.78	.00	
Verizon	05252018	01-402.320	2018-May-Finance Director	05/25/18	54.89	.00	
Verizon	05252018	06-448.320	2018-May-Water Dept	05/25/18	66.09	.00	
Verizon	05252018	01-401.320	2018-May-Mgr/Tablet	05/25/18	10.02	.00	
Verizon	05252018	01-410.320	2018-May-Police tablet/air card charges	05/25/18	331.81	.00	
Verizon	05252018	01-411.320	2018-May-Fire Inspectors/Tablet	05/25/18	34.31	.00	
Verizon	05252018	03-411.320	2018-May-ESFC/Tablet	05/25/18	98.67	.00	
Verizon	05252018	03-412.320	2018-May-WSFC/Tablet	05/25/18	171.53	.00	
Verizon	05252018	01-410.320	2018-May-Police	05/25/18	481.58	.00	
Verizon	05252018	01-402.320	2018-May-Code Enf Ofcr	05/25/18	54.89	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Verizon	05252018	01-414.320	2018-May-P/Z Officer	05/25/18	54.89	.00	
Verizon	05252018	01-415.320	2018-May-Tapler	05/25/18	78.07	.00	
Verizon	05252018	01-430.320	2018-May-DPW	05/25/18	140.50	.00	
Verizon	05252018	01-452.320	2018-May-Rec Dir	05/25/18	54.89	.00	
Verizon	0525201802	08-429.320	2018-May-868-8310-Cardinal Dr Pump Stn	05/25/18	36.01	.00	
Total Verizon:					1,777.93	.00	
Waste Management Inc							
Waste Management Inc	M148203	10-427.302	Apr 2018 Recycling Costs	05/15/18	6,733.26	.00	
Total Waste Management Inc:					6,733.26	.00	
Weinstein Supply Corporation							
Weinstein Supply Corporati	S021404545.002	01-409.373	Hot water heater-Police bldg	05/14/18	525.20	.00	
Weinstein Supply Corporati	S021434122.001	01-409.373	Kitchen faucet	05/18/18	109.05	.00	
Total Weinstein Supply Corporation:					634.25	.00	
Whitehall Turf Equipment							
Whitehall Turf Equipment	382274	01-451.260	Turf Tracer	05/17/18	4,773.00	.00	
Whitehall Turf Equipment	382276	01-439.700	Turf Tiger II Scale	05/17/18	11,150.00	.00	
Total Whitehall Turf Equipment:					15,923.00	.00	
Wilson, Shemaine							
Wilson, Shemaine	06072018	01-480.000	Mileage & lunch for LVCPD meeting	06/07/18	19.05	.00	
Wilson, Shemaine	06072018	01-401.421	mileage to seminar	06/07/18	12.64	.00	
Total Wilson, Shemaine:					31.69	.00	
Witmer Public Safety Group							
Witmer Public Safety Grou	1860516.001	01-410.242	Firearm supplies	05/29/18	108.96	.00	
Total Witmer Public Safety Group:					108.96	.00	
ZAGG Inc							
ZAGG Inc	397036	01-401.260	Rugged Ipad cover-Mgr	03/16/18	89.99	.00	
ZAGG Inc	397036	01-410.261	Rugged books & Ipad covers-Police	03/16/18	494.95	.00	
Total ZAGG Inc:					584.94	.00	
Ziegenfus, Paul							
Ziegenfus, Paul	06072018	01-402.421	Reimb-Mileage for training	06/07/18	117.72	.00	
Total Ziegenfus, Paul:					117.72	.00	
Grand Totals:					412,404.38	2,496.50	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
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Report Criteria:

- Detail report.
 - Invoice detail records above \$0 included.
 - Paid and unpaid invoices included.
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Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
General Fund							
Total General Fund:					173,024.74	2,306.76	
Fire Fund							
Total Fire Fund:					2,809.04	.00	
Water Fund							
Total Water Fund:					95,693.55	.00	
Sewer Fund							
Total Sewer Fund:					24,736.60	.00	
Refuse & Recycling Fund							
Total Refuse & Recycling Fund:					98,055.78	.00	
Highway Aid Fund							
Total Highway Aid Fund:					16,894.93	.00	
Subdivision Escrow Fund							
Total Subdivision Escrow Fund:					1,000.00	.00	
Total :					189.74	189.74	
Grand Totals:					412,404.38	2,496.50	

Date: _____

President: _____

Board of Commissioners

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
May 24, 2018
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 Martucci asked everyone to rise and recite the Pledge of Allegiance, followed by a short period of silence and reflection.

CALL TO ORDER

Commissioner Martucci called the meeting to order at 7:00 p.m.

Commissioner Martucci noted that an Executive Session will be held after the Workshop to discuss legal and personnel matters.

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

ROLL CALL

Board Members Present:

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

Staff Present:

Cathy Bonaskiewich, Township Manager
Paul Ziegenfus, 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, MS4 Coordinator
Genny Baillie, Recreation Director
John Ashley, Esquire, rep of Davison & McCarthy, Township Solicitor
David Tetterer, 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 commented related to non-agenda items will be taken after the agenda has been satisfied.

Ms. Bonaskiewich reminded everyone of the three-minutes rule and asked that anyone who wishes to speak, come to the podium, announce oneself, and sign-in with name and address so as to assist Township administration with follow-ups.

APPROVAL OF THE FINANCIAL REPORT AND LIST OF BILLS PAYABLE

Motion by Commissioner Ackerman, seconded by Commissioner Conn, to approve the unaudited Financial Report for the period ending April 30, 2018 and the list of Bills Payable for the period 5/5/18-5/18/18, broken down as follows:

\$158,123.05 = GENERAL
\$3,482.63 = FIRE
\$0 = LIBRARY
\$56,430.49 = WATER
\$93,997.45 = SEWER
\$2,019.60 = REFUSE & RECYCLING
\$160.64 = HIGHWAY AID
\$314,213.86 = GRAND TOTAL ALL FUNDS

Roll Call:

COMMISSIONER ACKERMAN – YES
COMMISSIONER SEAGREAVES – YES
COMMISSIONER BRINTON – YES
COMMISSIONER CONN – YES
COMMISSIONER MARTUCCI – YES

The Motion passed by 5-0.

MINUTES

May 10, 2018

Commissioner Martucci declared the Minutes of May 10, 2018 accepted as presented.

NEW BUSINESS

Conditional Use Hearing – Keystone Novelties Distributors, LLC.

Ms. Bonaskiewich turned the proceedings over to Attorney Ashley, Township Solicitor.

Attorney Ashely stated that the Conditional Use Hearing is being held for the request by Keystone Novelties Distributors, LLC to obtain permission to operate a tent for temporary fireworks sales at the South Mall.

Mr. Joshua Joseph, seasonal district manager for Keystone Novelties, testified that he is requesting permission to operate a temporary sales tent for fireworks novelties in the parking lot of the South Mall. He provided a copy of the lease agreement with the South Mall, a diagram of the tent location, pictures and interior layout of the tent and signs, and a list of state approved products that will be sold. He noted the dates and hours of operation as June 21st – July 5th from 9:00 a.m. – 9:00 p.m., with the exception of July 3rd and 4th when the tent will operate a little later. Mr. Joseph stated that the tent is manned 24 hours per day by a Keystone employee.

Mr. Joseph commented that he is requesting a two-year approval.

Commissioner Conn inquired about the company’s safety record. Mr. Joseph commented that he knows of one incident in his twenty years with the company.

Ms. Sopka clarified that the approval encompasses years 2018 and 2019.

Chief Stiles stated that the police have not had any incidents with the fireworks tent since coming to the Township. Attorney Ashely brought forth a memo from the office of the Fire Inspectors stating that they will conduct a regular inspection after the tent is set up and open for business.

Motion by Commissioner Brinton, seconded by Commissioner Ackerman, to approve the request by Keystone Novelties Distributors, LLC to operate a tent for temporary fireworks sales at the South Mall (3300 Lehigh Street) for the years 2018 and 2019 with the condition that the tent is manned overnight and for the days and hours as testified.

Roll Call:

COMMISSIONER ACKERMAN – YES
COMMISSIONER SEAGREAVES – YES
COMMISSIONER BRINTON – YES
COMMISSIONER CONN – YES
COMMISSIONER MARTUCCI – YES

The Motion passed by 5-0.

ORDINANCES

None.

RESOLUTIONS

None.

MOTIONS

Motion to Award the Lindberg Park Phase 3 General Contracting bid received April 25, 2018.

Ms. Bonaskiewich explained that while this motion was intended to be included at the meeting on May 10, 2018, what was actually stated in the verbal motion omitted the Phase 3 General Contracting bid. She noted that only the Phase 4 General Contracting and the Phase 3 Plumbing work was officially awarded.

Motion by Commissioner Seagreaves, seconded by Commissioner Ackerman, to award the Lindberg Park Phase 3 General Contracting bid to Kobalt Construction in the amount of \$500,056.40, and Alternate A in the amount of \$48,128, for a total of \$548,184.40.

Roll Call:

COMMISSIONER ACKERMAN – YES
COMMISSIONER SEAGREAVES – YES
COMMISSIONER BRINTON – YES
COMMISSIONER CONN – YES
COMMISSIONER MARTUCCI – YES

The Motion passed by 5-0.

PRIVILEGE OF THE FLOOR

Commissioner Brinton stated that she received a report from the Township representative to the Allentown Public Library which announced that the Library is conducting a summer reading program as well as a food program funded by the United Way.

Ms. Bonaskiewich announced that in coordination with Representative Jeanne McNeil's office, the Township will be holding a shredding/public safety event on June 16th from 9:00 a.m. – 11:00 a.m. at Salisbury High School.

ADJOURNMENT

Commissioner Conn made a motion to adjourn the meeting. Seconded by Commissioner Brinton. The time was 7:24 p.m.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on May 24, 2018.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL

DRAFT

SALISBURY TOWNSHIP

ORDINANCE NO. 06-2018-617

AN ORDINANCE BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, AMENDING PART 12 OF CHAPTER 1, ENTITLED SCHEDULE OF FEES, OF THE CODE OF ORDINANCES, AS AMENDED, TO ESTABLISH AN ADMINISTRATIVE FEE FOR PREPARING UTILITY BILLING CERTIFICATIONS

WHEREAS, the Board of Commissioners wishes to establish fees for the processing of requests for certifications of water, sewer and refuse billing fees and municipal liens filed against properties within the Township.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, and it is hereby ordained and enacted by the same that an administrative fee shall be established for preparing utility billing certifications and shall be listed in Part 12 of Chapter 1 entitled (Schedule of Fees) of the Code of Ordinances which shall be amended to include the following:

ARTICLE I.

The Salisbury Township Board of Commissioners hereby appoints the Finance Director and his/her designee as the Municipal Officer authorized to provide utility billing and/or municipal lien certifications upon request by the public, and hereby authorizes said Municipal Officer to assess, collect and retain, as compensation for providing such service, such fee as is determined by resolution of the Board of Commissioners.

ARTICLE II.

The Municipal Officer shall, upon the written request specifying the tax identification number and/or address of the property, furnish the requestor either of the following within 15 business days of the request:

- A. A certificate to the effect that, as of the date specified in the request, there are no outstanding and/or delinquent charges for water, sewer and/or refuse services, liens, assessments, penalties or use charges against the property, as of the date of the Municipal Officer's certificate.
- B. A certificate and bill showing the amount of any outstanding and/or delinquent charges for water, sewer and/or refuse services, liens, assessments, penalties and use charges against the property as of the date specified in the request that have not been paid as of the date of the Municipal Officer's certificate.

The Board of Commissioners may, by resolution, adopt procedures and regulations to implement this Ordinance and may, by resolution, fix reasonable fees to be charged for municipal activities or services provided pursuant to Ordinance, including, but not limited to, issuance of certificates and bills.

ARTICLE III.

Initially, the fees for such utility certifications shall be as follows:

Schedule of Fees:

Type of Fee	Proposed Fee
Utility (Water/Sewer/Trash) Certifications (Initial Request)	\$20/property
Utility Certification (Final)	\$10/property

ARTICLE IV. All Ordinances inconsistent herewith are hereby repealed.

ARTICLE V. This Ordinance shall be effective immediately upon adoption.

ENACTED AND ORDAINED this 14th day of June, 2018.

TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)

By: _____
President, Board of Commissioners

Attest:

Secretary