

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Meeting
Regular Meeting Agenda—July 26, 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.
- No meeting was held on July 12, 2018
- Public Comment Period Policy—Three (3) Minutes Rule

4. Financial Report – June 2018 and Bills Payable – Periods 6/23–7/6/18; 7/7–7/20/18

5. Approval of the Minutes – June 14, 2018

6. New Business

A. ORDINANCES

1. Ordinance Amending Open Records Policy to Designate Alternate Open Records Officer

B. RESOLUTIONS

1. Resolution to Adopt Township's Pollutant Reduction Plan
2. Resolution to Approve Disposition of Vehicles

C. MOTIONS

1. Motion to Approve the Release of Restrictive Covenant on 886 Flexer Avenue
2. Motion to Approve Request for Well Isolation Distance Waiver
3. Motion to Approve Deed Executions related to the Preliminary/Final Minor Subdivision and Lot Consolidation Plan for 2860 Lindberg Avenue
4. Motion to Approve Payment #1 to Barrasso Construction for the Water Main Replacement Project

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

8. Adjournment

- * *Workshop to follow Regular Meeting*
- * *Executive Session*

Account Number	Account Title	2018-18 Current Year Budget	06/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	06/17 Prior YTD Actual	% of Budget
General Fund							
Property Taxes							
01-301.100	Real Estate Tax - Current	2,470,000	2,277,188	92.19%	2,200,000	2,048,797	93.13%
01-301.400	Real Estate Tax - Claims	30,000	33,454	111.51%	30,000	14,415	48.05%
01-301.600	Real Estate Tax - Exceptions	3,000	154	5.13%	3,000	1,425	47.51%
Total Property Taxes:		2,503,000	2,310,796	92.32%	2,233,000	2,064,637	92.46%
Local Enabling Taxes							
01-310.100	Realty Transfer Tax	480,000	392,189	81.71%	420,000	230,502	54.88%
01-310.200	Earned Income Tax	2,300,000	1,234,876	53.69%	2,250,000	1,184,865	52.66%
01-310.400	Local Services Tax	520,000	252,118	48.48%	500,000	252,518	50.50%
Total Local Enabling Taxes:		3,300,000	1,879,184	56.94%	3,170,000	1,667,885	52.61%
Business Licenses & Permits							
01-321.600	Sign Permits	1,500	3,760	250.63%	1,000	942	94.20%
01-321.800	Cable Franchise Fees	255,000	119,885	47.01%	249,000	126,898	50.96%
Total Business Licenses & Permits:		256,500	123,644	48.20%	250,000	127,840	51.14%
Non-Business Licenses & Permit							
01-322.810	Pole Permits	.00	.00	.00	.00	.00	.00
01-322.820	Street-Opening Permits	2,000	755	37.75%	2,000	7,348	367.38%
01-322.830	Curbing Permits	100	10	10.00%	100	5	5.00%
01-322.840	Moving Permits	2,000	850	42.50%	200	171	85.50%
01-322.850	Solicitation Permit	100	200	200.00%	100	150	150.00%
Total Non-Business Licenses & Permit:		4,200	1,815	43.21%	2,400	7,674	319.73%
Fines							
01-331.110	Vehicle Code Violations	78,000	21,444	27.49%	70,000	46,699	66.71%
01-331.120	Violation of Ordinances	25,000	9,034	36.13%	25,000	8,929	35.72%
01-331.130	State Police Fines	7,500	4,372	58.30%	6,000	4,318	71.96%
Total Fines:		110,500	34,850	31.54%	101,000	59,946	59.35%
Interest							
01-341.000	Interest Income	9,000	6,759	75.10%	5,000	3,290	65.79%
01-341.100	Lien Interest Income	9,000	8,267	91.86%	8,000	6,186	77.32%
Total Interest:		18,000	15,026	83.48%	13,000	9,476	72.89%
Rents & Royalties							
01-342.100	Verizon Lease Payments	29,479	16,723	56.73%	28,800	16,620	57.71%
01-342.200	Magistrate Office Rent	31,137	18,034	57.92%	30,500	17,722	58.10%
01-342.300	Franko Lease Payments	8,400	4,900	58.33%	.00	.00	.00
Total Rents & Royalties:		69,016	39,657	57.46%	59,300	34,341	57.91%
Federal Grants							
01-351.025	Bulletproof Vest Grant	1,800	.00	.00	1,800	.00	.00
01-351.120	FEMA Grant Monies	.00	.00	.00	.00	.00	.00

Account Number	Account Title	2018-18 Current Year Budget	06/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	06/17 Prior YTD Actual	% of Budget
Total Federal Grants:		1,800	.00	.00	1,800	.00	.00
State Grants							
01-354.010	Police Dept Grants	.00	8,491	.00	.00	.00	.00
01-354.020	Safe Streets Grant	.00	.00	.00	.00	.00	.00
01-354.025	Seatbelt Program Grant	2,000	352	17.60%	2,000	1,070	53.50%
01-354.026	Child Passenger Safety Grant	1,200	.00	.00	.00	.00	.00
01-354.030	SO/Aggressive Driver Grant	4,000	1,124	28.09%	4,000	2,690	67.24%
01-354.040	Recycling Grant	35,000	.00	.00	35,000	.00	.00
01-354.050	Keystone Grant	.00	.00	.00	.00	.00	.00
01-354.100	Main Street Initiatives Grant	.00	.00	.00	.00	.00	.00
01-354.110	CDBG: Storm Sewer Improv Proj	.00	.00	.00	.00	.00	.00
01-354.120	Gaming Grant: Casino Corr Traf	118,343	.00	.00	51,300	46,844	91.31%
01-354.130	Regional Init Grant: SALDO Upd	.00	.00	.00	.00	.00	.00
01-354.140	Park Development Grant(s)	637,000	60,000	9.42%	302,000	.00	.00
01-354.150	PA DEP Grant(s)	.00	.00	.00	.00	.00	.00
Total State Grants:		797,543	69,967	8.77%	394,300	50,604	12.83%
State-Shared Revenue							
01-355.010	Public Utility Tax	6,100	.00	.00	5,900	.00	.00
01-355.040	Beverage License & Tavern Tax	5,000	2,804	56.08%	5,000	3,429	68.58%
01-355.050	Foreign Casualty Insurance Tax	344,119	.00	.00	288,700	.00	.00
01-355.070	Foreign Fire Insurance Tax	92,000	.00	.00	102,000	.00	.00
Total State-Shared Revenue:		447,219	2,804	0.63%	401,600	3,429	0.85%
In Lieu Of Taxes							
01-359.100	Payments in Lieu of Taxes	67,000	67,000	100.00%	35,000	.00	.00
Total In Lieu Of Taxes:		67,000	67,000	100.00%	35,000	.00	.00
Service Fees							
01-360.100	Fees for Svcs--DPW	.00	.00	.00	.00	.00	.00
01-360.200	Fees for Svcs--Police Security	15,000	48,115	320.77%	12,000	9,235	76.96%
01-360.250	Fees for Svcs--Police SRO	54,000	27,000	50.00%	52,200	.00	.00
01-360.300	Fees for Svcs--Finance	15,000	849	5.66%	1,500	804	53.60%
Total Service Fees:		84,000	75,964	90.43%	65,700	10,039	15.28%
Review Fees							
01-361.310	Planning & SALDO Fees	3,000	3,990	133.00%	3,000	1,885	62.83%
01-361.330	Zoning Appeals & Fees	12,000	4,470	37.25%	10,000	8,905	89.05%
01-361.340	Building Code Appeal	1,500	.00	.00	1,500	1,500	100.00%
01-361.350	Legal Review Fees	10,000	5,559	55.59%	10,000	4,530	45.30%
01-361.360	Engineering Review Fees	30,000	16,841	56.14%	40,000	13,298	33.24%
01-361.500	Sale - Maps/Copies/Publication	500	267	53.32%	1,000	287	28.69%
Total Review Fees:		57,000	31,126	54.61%	65,500	30,405	46.42%
Public Safety Fees							
01-362.130	Security Alarm Monitoring	500	475	95.00%	1,000	150	15.00%
01-362.410	Building Permits	60,000	33,572	55.95%	60,000	29,573	49.29%
01-362.415	Mechanical Permits	15,000	4,451	29.67%	20,000	9,058	45.29%
01-362.420	Electrical Permits	30,000	9,663	32.21%	30,000	13,269	44.23%

Account Number	Account Title	2018-18 Current Year Budget	06/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	06/17 Prior YTD Actual	% of Budget
01-362.430	Plumbing Permits	20,000	5,714	28.57%	20,000	7,763	38.82%
01-362.440	On-Site Sewage Permits	5,000	5,460	109.20%	5,000	700	14.00%
01-362.450	Re-Inspection Fee	5,000	700	14.00%	10,000	1,600	16.00%
01-362.460	PA State Fee - Permits	.00	.00	.00	.00	.00	.00
01-362.470	Fire Inspection Fee	35,000	26,015	74.33%	35,000	21,750	62.14%
Total Public Safety Fees:		170,500	86,050	50.47%	181,000	83,863	46.33%
Snow Removal							
01-363.510	PennDOT/Snow Removal	1,700	.00	.00	1,700	.00	.00
Total Snow Removal:		1,700	.00	.00	1,700	.00	.00
Sanitation Fees							
01-364.300	Solid Waste Collection	.00	.00	.00	.00	.00	.00
01-364.400	Freon Decal Sales	.00	40-	.00	.00	.00	.00
01-364.500	Recycling Container Sales	.00	.00	.00	.00	.00	.00
01-364.600	Recycling Proceeds	.00	.00	.00	.00	.00	.00
01-364.700	PA Refuse Surcharge	.00	.00	.00	.00	.00	.00
01-364.900	Scrap Metal Recycling	1,800	1,443	80.14%	500	2,108	421.54%
Total Sanitation Fees:		1,800	1,403	77.92%	500	2,108	421.54%
Membership Fees							
01-365.600	Ambulance Subscriptions	24,000	7,285	30.35%	24,000	4,345	18.10%
Total Membership Fees:		24,000	7,285	30.35%	24,000	4,345	18.10%
Recreational User Fees							
01-367.200	Fundraising Proceeds	.00	.00	.00	3,000	2,946	98.20%
01-367.500	Park/Pavilion Usage Fee	2,400	1,325	55.21%	2,400	1,575	65.63%
Total Recreational User Fees:		2,400	1,325	55.21%	5,400	4,521	83.72%
Miscellaneous							
01-380.000	Miscellaneous Revenue	400	386	96.45%	400	314	78.57%
01-380.001	Misc Utility Revenue	12,000	12,935	107.79%	10,000	4,170	41.70%
01-380.002	Utility Lien Fees	.00	4,088	.00	.00	.00	.00
01-380.003	Utility Legal Fees	.00	727	.00	.00	.00	.00
01-380.004	Utility Certification Fees	.00	97	.00	.00	.00	.00
01-380.100	Forfeited/Returned Deposits	.00	25	.00	.00	500	.00
Total Miscellaneous:		12,400	18,258	147.24%	10,400	4,984	47.92%
Special Assessments							
01-383.100	Curbing Assessments	.00	.00	.00	.00	.00	.00
Total Special Assessments:		.00	.00	.00	.00	.00	.00
Contributions							
01-387.000	Contributions	89,800	65,000	72.38%	89,800	.00	.00
01-387.215	Contributions--Police/K-9 Prog	1,800	.00	.00	2,000	1,141	57.05%
Total Contributions:		91,600	65,000	70.96%	91,800	1,141	1.24%

Account Number	Account Title	2018-18 Current Year Budget	06/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	06/17 Prior YTD Actual	% of Budget
Asset Disposal							
01-391.100	Sale of Fixed Assets	4,000	4,310	107.75%	.00	2,510	.00
01-391.200	Loss of Fixed Assets	.00	.00	.00	.00	.00	.00
Total Asset Disposal:		4,000	4,310	107.75%	.00	2,510	.00
Interfund Transfers							
01-392.030	Transfer From Fire Fund	.00	.00	.00	.00	49,375	.00
01-392.060	Transfer From Water Fund	135,300	.00	.00	113,100	.00	.00
01-392.080	Transfer From Sewer Fund	135,300	.00	.00	113,100	.00	.00
01-392.100	Tr fr Refuse & Recycling Fund	184,200	.00	.00	157,900	.00	.00
01-392.910	Transfer From Developers Fund	300	229	76.37%	.00	364	.00
Total Interfund Transfers:		455,100	229	0.05%	384,100	49,739	.00
Prior Year Proceeds							
01-393.120	Note Proceeds	.00	.00	.00	.00	.00	.00
01-393.121	Bond Proceeds	.00	.00	.00	16,900	.00	.00
01-393.200	Premium on Bonds Sold	.00	.00	.00	.00	.00	.00
Total Prior Year Proceeds:		.00	.00	.00	16,900	.00	.00
Prior Year Exp							
01-395.000	Refund of Prior Year Expenses	.00	.00	.00	.00	864	.00
01-395.100	Refund of Unused Premiums	60,000	87,055	145.09%	50,000	108,106	216.21%
Total Prior Year Exp:		60,000	87,055	145.09%	50,000	108,970	217.94%
Prior Year Reserves							
01-396.000	Prior Year Reserves	404,134	.00	.00	847,155	.00	.00
Total Prior Year Reserves:		404,134	.00	.00	847,155	.00	.00
Legislative							
01-400.113	Commissioners	13,000	7,000	53.85%	13,000	6,500	50.00%
01-400.200	Volunteer & Public Events	1,500	651	43.42%	2,000	1,513	75.64%
01-400.240	Supplies	300	105	35.04%	100	331	330.83%
01-400.420	Dues/Subscriptions/Memberships	3,300	3,270	99.09%	3,200	3,263	101.96%
01-400.460	Conferences & Training	100	.00	.00	100	.00	.00
Total Legislative:		18,200	11,026	60.58%	18,400	11,606	63.08%
Executive							
01-401.121	Manager	44,200	22,310	50.47%	42,800	19,994	46.71%
01-401.122	Assistant Manager	.00	.00	.00	38,500	11,070	28.75%
01-401.139	Caretaker	.00	.00	.00	12,500	672	5.38%
01-401.141	Clerical--Full Time	109,500	54,762	50.01%	79,100	49,077	62.04%
01-401.149	Clerical--Part Time	30,000	9,712	32.37%	23,800	13,043	54.80%
01-401.212	Newsletter	5,000	5,617	112.34%	5,000	5,616	112.32%
01-401.231	Vehicle Fuel	1,200	840	70.02%	1,800	599	33.25%
01-401.240	Office Supplies	4,000	2,152	53.80%	3,000	2,959	98.64%
01-401.251	Vehicle Maintenance	500	85	17.00%	1,500	48	3.20%
01-401.260	Minor Equipment & Small Tools	1,000	90	9.00%	600	2,140	356.67%
01-401.312	Consulting Services	20,000	1,940	9.70%	3,000	1,900	63.33%
01-401.315	General Services	8,000	7,332	91.65%	5,000	6,360	127.19%
01-401.320	Telephone	16,800	8,030	47.80%	17,000	8,177	48.10%

Account Number	Account Title	2018-18 Current Year Budget	06/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	06/17 Prior YTD Actual	% of Budget
01-401.325	Postage	8,000	3,996	49.95%	7,000	3,246	46.38%
01-401.341	Advertising	4,000	3,017	75.43%	4,000	1,900	47.51%
01-401.342	Printing	1,000	373	37.27%	2,000	.00	.00
01-401.343	Right-to-Know Request Fees	.00	.00	.00	100	9	8.96%
01-401.375	Equip Maint & Lease Agreements	10,000	6,717	67.17%	10,000	7,099	70.99%
01-401.420	Dues/Subscriptions/Memberships	3,800	2,188	57.58%	2,300	3,204	139.30%
01-401.421	Training	1,000	1,199	119.92%	1,000	239	23.90%
01-401.460	Conferences	.00	.00	.00	.00	.00	.00
01-401.700	Capital Equipment	.00	.00	.00	.00	.00	.00
Total Executive:		268,000	130,361	48.64%	260,000	137,351	52.83%
Finance							
01-402.122	Finance Director	85,000	42,004	49.42%	75,000	.00	.00
01-402.123	Accounting Supervisor	70,600	33,779	47.85%	63,400	28,969	45.69%
01-402.240	Supplies	1,000	1,515	151.48%	1,000	635	63.48%
01-402.260	Minor Equipment & Small Tools	500	.00	.00	500	.00	.00
01-402.311	Auditing & Accounting Services	12,000	12,000	100.00%	10,000	9,600	96.00%
01-402.320	Telephone	660	330	49.94%	500	.00	.00
01-402.420	Dues/Subscriptions/Memberships	750	569	75.89%	1,000	537	53.70%
01-402.421	Training	1,000	268	26.77%	500	374	74.80%
01-402.460	Conferences	.00	.00	.00	.00	.00	.00
Total Finance:		171,510	90,464	52.75%	151,900	40,115	26.41%
Tax Collection							
01-403.114	Tax Collector	10,000	5,385	53.85%	10,000	5,000	50.00%
01-403.240	Supplies	500	212	42.46%	400	360	90.00%
01-403.260	Minor Equipment & Small Tools	.00	.00	.00	.00	.00	.00
01-403.325	Postage	4,200	3,068	73.04%	4,300	3,415	79.41%
01-403.353	Tax Collector's Bond	550	566	102.82%	550	536	97.36%
01-403.420	Dues/Subscriptions/Memberships	100	.00	.00	300	.00	.00
01-403.452	EIT Collection Fee	29,900	15,677	52.43%	30,000	15,849	52.83%
01-403.453	LST Collection Fee	11,700	5,580	47.69%	10,600	5,656	53.36%
01-403.454	Real Estate Tax Collections	3,100	3,074	99.15%	3,100	3,090	99.69%
Total Tax Collection:		60,050	33,561	55.89%	59,250	33,906	57.23%
Legal							
01-404.310	Township Solicitor	50,000	26,471	52.94%	60,000	24,930	41.55%
01-404.314	Special Legal & Consulting Svc	3,000	48	1.60%	3,000	1,082	36.05%
01-404.318	Reimbursable Legal Services	10,000	4,535	45.35%	10,000	3,585	35.85%
01-404.410	Judgements & Settlements	.00	.00	.00	.00	.00	.00
Total Legal:		63,000	31,054	49.29%	73,000	29,597	40.54%
Personnel Admin							
01-406.150	Compensated Absences Expense	.00	.00	.00	.00	.00	.00
01-406.171	HRA Employee Reimbs	9,000	2,228	24.76%	6,300	2,433	38.62%
01-406.172	Retirement Incentive Pmts	30,720	15,360	50.00%	21,600	13,080	60.56%
01-406.240	Supplies & Minor Equipment	500	.00	.00	500	.00	.00
01-406.314	Special Legal & Consult'g Svcs	5,000	846	16.92%	5,000	860	17.20%
01-406.315	General Services	5,000	3,555	71.10%	5,000	1,212	24.24%
01-406.341	Advertising	2,000	2,317	115.83%	2,000	50	2.50%

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Total Personnel Admin:		52,220	24,306	46.54%	40,400	17,635	43.65%
Data Processing							
01-407.261	Computer Equip & Software	10,500	10,716	102.06%	21,200	18,693	88.18%
01-407.319	Computer Maint & Support	19,000	15,389	81.00%	17,500	9,963	56.93%
Total Data Processing:		29,500	26,106	88.49%	38,700	28,656	74.05%
Engineering							
01-408.313	Township Engineer	20,000	6,043	30.22%	50,000	2,401	4.80%
01-408.314	Special Engineering Services	500	.00	.00	500	.00	.00
01-408.318	Reimbursable Engineering Svcs	30,000	9,627	32.09%	40,000	10,158	25.40%
Total Engineering:		50,500	15,670	31.03%	90,500	12,559	13.88%
Buildings & Plant							
01-409.144	Maintenance Custodian	47,200	25,709	54.47%	46,100	19,708	42.75%
01-409.192	Work Boot & Clothing Allowance	250	.00	.00	.00	250	.00
01-409.230	Heating Fuel	33,000	32,166	97.47%	30,000	21,357	71.19%
01-409.232	Generator Fuel	600	285	47.48%	500	591	118.21%
01-409.240	Supplies	3,500	2,377	67.90%	4,000	1,734	43.35%
01-409.260	Minor Equipment & Small Tools	2,000	.00	.00	2,000	1,077	53.85%
01-409.361	Electric	30,000	14,194	47.31%	33,500	13,787	41.16%
01-409.366	Water	2,100	1,045	49.78%	1,300	842	64.79%
01-409.373	Facilities Maintenance	30,000	9,871	32.90%	35,000	17,911	51.17%
01-409.600	Capital Construction	36,000	.00	.00	30,000	8,889	29.63%
01-409.601	Stormwater Basin Retrofit	.00	.00	.00	.00	.00	.00
01-409.699	Capital Reserve	.00	.00	.00	.00	.00	.00
Total Buildings & Plant:		184,650	85,646	46.38%	182,400	86,146	47.23%
Police							
01-410.122	Police Chief	103,700	51,834	49.98%	99,400	46,453	46.73%
01-410.130	Sergeants	267,000	130,328	48.81%	258,800	117,803	45.52%
01-410.131	Detective & Corporals	419,000	122,804	29.31%	406,800	36,929	9.08%
01-410.132	Police Officers	780,000	404,261	51.83%	705,700	435,971	61.78%
01-410.139	Police Officers - Part Time	45,000	20,449	45.44%	44,800	19,043	42.51%
01-410.140	Animal Control Officer	10,000	5,005	50.05%	.00	.00	.00
01-410.141	Clerical--Full Time	107,400	35,750	33.29%	104,000	48,116	46.27%
01-410.148	Crossing Guards	24,000	12,611	52.55%	23,500	12,583	53.54%
01-410.181	Double Time	2,000	2,695	134.76%	.00	1,290	.00
01-410.182	Longevity	17,500	16,880	96.46%	16,000	16,000	100.00%
01-410.183	Overtime	70,000	67,691	96.70%	70,000	65,100	93.00%
01-410.184	Reimbursable Overtime	30,000	.00	.00	30,000	.00	.00
01-410.185	Holiday Pay	35,000	19,800	56.57%	35,100	13,809	39.34%
01-410.186	Shift Differential	10,000	632	6.32%	12,400	199	1.60%
01-410.187	College Credit Compensation	2,500	2,584	103.34%	2,500	150	6.00%
01-410.188	Court Time	10,000	6,823	68.23%	6,500	6,534	100.52%
01-410.189	K-9 Care Compensation	3,000	1,500	50.00%	3,000	1,500	50.00%
01-410.191	Uniform Maintenance Allowance	4,600	4,320	93.91%	4,600	4,080	88.70%
01-410.200	Community Programs & Events	3,500	.00	.00	3,500	.00	.00
01-410.205	Bike Patrol	.00	.00	.00	.00	.00	.00
01-410.210	QRS Supplies	15,700	2,579	16.42%	15,700	5,384	34.29%
01-410.215	K-9 Program	7,600	2,099	27.62%	7,600	4,749	62.48%
01-410.220	MERT Program	2,000	.00	.00	7,000	.00	.00

Account Number	Account Title	2018-18 Current Year Budget	06/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	06/17 Prior YTD Actual	% of Budget
01-410.231	Vehicle Fuel	38,000	24,433	64.30%	40,000	17,550	43.88%
01-410.238	Uniforms	10,500	3,593	34.22%	18,975	11,075	58.37%
01-410.240	Office Supplies	3,500	1,717	49.06%	3,500	2,190	62.56%
01-410.241	Patrol Supplies	3,100	758	24.45%	3,100	209	6.74%
01-410.242	Firearms Supplies	10,850	3,872	35.69%	10,850	3,108	28.65%
01-410.243	Animal Control Supplies	1,000	265	26.50%	500	339	67.80%
01-410.250	Police Vehicles	40,000	29,517	73.79%	40,000	68,760	171.90%
01-410.251	Vehicle Maintenance	27,000	17,945	66.46%	27,000	22,947	84.99%
01-410.260	Minor Equipment & Small Tools	25,000	16,518	66.07%	25,000	13,640	54.56%
01-410.261	Comp Equip & SW--PD	16,000	13,791	86.19%	4,000	1,499	37.47%
01-410.315	General Services	5,600	2,379	42.48%	3,500	2,117	60.48%
01-410.317	Contracted Svcs--Animal Contrl	10,000	2,500	25.00%	13,000	3,125	24.04%
01-410.319	Comp Maint & Support--PD	48,000	28,396	59.16%	14,900	6,930	46.51%
01-410.320	Telephone	9,000	4,275	47.50%	10,000	3,792	37.92%
01-410.342	Printing	2,250	449	19.97%	2,250	1,622	72.10%
01-410.375	Equipment Maintenance	5,000	4,671	93.41%	5,000	3,395	67.89%
01-410.420	Dues/Subscriptions/Memberships	2,500	1,555	62.19%	2,500	998	39.90%
01-410.421	Training	15,000	3,315	22.10%	15,000	13,523	90.16%
01-410.460	Conferences	1,800	.00	.00	1,800	.00	.00
01-410.700	Capital Equipment	269,155	1,812	0.67%	52,500	50,201	95.62%
Total Police:		2,512,755	1,072,405	42.68%	2,150,275	1,062,711	49.42%
Fire							
01-411.139	Fire Inspector--Part Time	59,000	36,575	61.99%	39,000	28,290	72.54%
01-411.238	Fire Inspector Uniforms	6,000	5,392	89.87%	6,000	115	1.92%
01-411.240	Supplies & Minor Equipment	7,000	862	12.31%	7,000	3,392	48.46%
01-411.320	Telephone	750	172	22.87%	1,000	269	26.87%
01-411.421	Fire Inspector Training	1,250	895	71.61%	1,000	1,000	100.00%
01-411.540	Firemen's Relief Contribution	92,000	.00	.00	102,000	.00	.00
Total Fire:		166,000	43,895	26.44%	156,000	33,066	21.20%
Code Enforcement							
01-413.131	Code Enforcement Officer/BCO	66,300	33,129	49.97%	64,800	29,689	45.82%
01-413.139	Code Enf Insp--Part Time	10,000	.00	.00	13,000	.00	.00
01-413.141	Clerical--Full Time	.00	.00	.00	52,000	.00	.00
01-413.306	Commercial Inspection Service	5,000	835	16.71%	10,000	420	4.20%
01-413.307	Residential Inspection Service	10,000	4,985	49.85%	20,000	3,800	19.00%
01-413.308	Plan & Drawing Review	40,000	27,746	69.36%	60,000	27,617	46.03%
01-413.317	C/S--Weed & Code Violations	.00	25-	.00	100	2,700	2,700.00%
01-413.320	Telephone	600	220	36.64%	600	274	45.62%
01-413.420	Dues/Subscriptions/Memberships	200	210	105.00%	200	210	105.00%
01-413.421	Training	1,000	483	48.26%	1,000	306	30.55%
01-413.460	Conferences	.00	.00	.00	.00	.00	.00
Total Code Enforcement:		133,100	67,583	50.78%	221,700	65,016	29.33%
Planning & Zoning							
01-414.113	Zoning Hearing Board	2,000	230	11.50%	2,000	450	22.50%
01-414.122	Planning & Zoning Officer	87,000	43,459	49.95%	83,400	38,947	46.70%
01-414.141	Clerical--Full Time	51,000	25,290	49.59%	49,800	22,799	45.78%
01-414.220	Planning Commission	1,500	490	32.67%	2,300	525	22.83%
01-414.240	Supplies	3,000	283	9.42%	1,500	585	39.00%
01-414.260	Minor Equipment & Small Tools	1,500	.00	.00	1,500	.00	.00
01-414.310	Planning Solicitor	5,000	923	18.46%	5,000	1,248	24.96%

Account Number	Account Title	2018-18 Current Year Budget	06/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	06/17 Prior YTD Actual	% of Budget
01-414.314	Zoning Solicitor	5,000	2,013	40.25%	5,000	3,291	65.82%
01-414.315	General Services	200	140	69.93%	200	9	4.25%
01-414.316	Stenographer	2,500	628	25.12%	1,500	1,102	73.47%
01-414.317	Contracted Services	.00	.00	.00	.00	.00	.00
01-414.318	DCED/UCC Fees	1,800	239	13.25%	1,800	292	16.22%
01-414.320	Telephone	660	275	41.62%	600	273	45.58%
01-414.341	Advertising	1,500	202	13.45%	1,500	953	63.50%
01-414.342	Printing	1,500	475	31.67%	2,000	.00	.00
01-414.420	Dues/Subscriptions/Memberships	200	102	51.00%	200	102	51.00%
01-414.421	Training	300	30	10.00%	300	.00	.00
01-414.460	Conferences	.00	.00	.00	.00	.00	.00
Total Planning & Zoning:		164,660	74,777	45.41%	158,600	70,576	44.50%
Emergency Management							
01-415.139	Emergency Mgmt Coordinator	3,000	2,000	66.67%	3,000	1,500	50.00%
01-415.149	Emergency Mgmt Deputy	1,000	.00	.00	1,000	500	50.00%
01-415.240	Supplies	500	.00	.00	500	.00	.00
01-415.260	Minor Equipment & Small Tools	1,000	987	98.69%	6,000	1,346	22.44%
01-415.320	Telephone	2,100	997	47.47%	2,100	977	46.55%
01-415.421	Training	1,000	.00	.00	1,000	.00	.00
01-415.700	Cap Equip--Emergency Mgmt	.00	.00	.00	7,500	5,149	68.65%
Total Emergency Management:		8,600	3,984	46.32%	21,100	9,473	44.89%
Sanitation							
01-427.147	Recycling Center - Part Time	.00	.00	.00	.00	.00	.00
01-427.300	Refuse Collection Services	.00	.00	.00	.00	.00	.00
01-427.301	PA Refuse Collection Surcharge	.00	.00	.00	.00	.00	.00
01-427.302	Recycling Costs	.00	.00	.00	.00	.00	.00
01-427.303	Grass Collection Fees	.00	.00	.00	.00	.00	.00
01-427.317	Collection Agency Services	.00	.00	.00	.00	.00	.00
Total Sanitation:		.00	.00	.00	.00	.00	.00
DPW - Wages							
01-430.122	Public Works Director	39,680	19,837	49.99%	38,000	17,778	46.78%
01-430.130	DPW--Highway Supervisor	77,100	36,888	47.84%	69,900	31,634	45.26%
01-430.141	Clerical--Full Time	54,200	27,105	50.01%	26,000	24,291	93.43%
01-430.143	DPW - Full Time	942,000	446,903	47.44%	897,900	388,080	43.22%
01-430.149	DPW - Part Time	.00	.00	.00	15,000	.00	.00
01-430.181	Double Time	6,000	3,117	51.95%	6,000	.00	.00
01-430.183	Overtime	27,000	22,957	85.03%	25,700	10,414	40.52%
01-430.189	On-Call	12,400	7,672	61.87%	11,300	6,986	61.82%
01-430.192	Work Boot & Clothing Allowance	5,500	1,514	27.52%	5,500	1,046	19.01%
01-430.231	Vehicle Fuel	41,000	25,274	61.64%	41,000	18,002	43.91%
01-430.240	Supplies	8,000	7,103	88.79%	10,000	5,989	59.89%
01-430.260	Minor Equipment & Small Tools	6,800	5,845	85.96%	2,500	977	39.09%
01-430.315	General Services	2,500	1,384	55.36%	2,500	45	1.80%
01-430.320	Telephone	1,860	813	43.71%	2,000	792	39.62%
01-430.420	Dues/Subscriptions/Memberships	500	417	83.40%	500	399	79.80%
01-430.421	Training	500	60	12.00%	500	55	11.00%
01-430.460	Conferences	.00	.00	.00	.00	.00	.00
Total DPW - Wages:		1,225,040	606,889	49.54%	1,154,300	506,489	43.88%

Account Number	Account Title	2018-18 Current Year Budget	06/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	06/17 Prior YTD Actual	% of Budget
Composting							
01-431.303	Composting Costs	.00	.00	.00	12,000	5,441	45.34%
Total Composting:		.00	.00	.00	12,000	5,441	45.34%
Traffic Control							
01-433.246	Signs & Street Markings	5,000	3,163	63.26%	5,000	1,122	22.44%
01-433.317	Contracted Services	.00	.00	.00	.00	.00	.00
01-433.362	Traffic Signals	7,090	3,740	52.75%	7,090	3,121	44.02%
01-433.450	Street Line Painting	5,000	.00	.00	5,000	.00	.00
Total Traffic Control:		17,090	6,903	40.39%	17,090	4,243	24.83%
Storm Sewers							
01-436.131	MS4 Coordinator	15,000	7,501	50.01%	15,000	6,924	46.16%
01-436.139	MS4 Inspector--Part Time	.00	.00	.00	13,000	.00	.00
01-436.240	MS4 Supplies	3,000	181	6.05%	3,100	395	12.75%
01-436.312	Consulting Svcs	.00	.00	.00	10,000	.00	.00
01-436.313	Engineering Svcs	70,000	25,726	36.75%	10,000	35,720	357.20%
01-436.315	MS4 General Services	5,000	591	11.82%	5,000	2,139	42.78%
01-436.370	Repairs & Maint - Storm Sewers	14,000	1,379	9.85%	14,000	3,650	26.07%
01-436.600	Capital Construction--Storm Sw	.00	.00	.00	.00	.00	.00
01-436.601	Public/Kline Drainage Proj	.00	.00	.00	16,900	11,246	66.54%
01-436.700	Capital Equipment	.00	.00	.00	50,000	.00	.00
Total Storm Sewers:		107,000	35,378	33.06%	137,000	60,074	43.85%
Tools & Machinery							
01-437.251	Vehicle Maintenance	22,500	19,848	88.21%	27,500	13,008	47.30%
01-437.375	Equipment Maintenance	15,000	9,572	63.81%	13,000	9,328	71.75%
Total Tools & Machinery:		37,500	29,420	78.45%	40,500	22,336	55.15%
Streets & Bridges							
01-438.245	Road Materials	160,000	13,340	8.34%	130,000	10,421	8.02%
01-438.450	Road Program	.00	.00	.00	.00	.00	.00
Total Streets & Bridges:		160,000	13,340	8.34%	130,000	10,421	8.02%
Capital							
01-439.600	Capital Construction	.00	.00	.00	.00	.00	.00
01-439.601	Dauphin Street Traffic Light	.00	.00	.00	.00	.00	.00
01-439.700	Capital Equipment	13,000	11,150	85.77%	70,000	10,245	14.64%
Total Capital:		13,000	11,150	85.77%	70,000	10,245	14.64%
Storm Water Mgmt							
01-446.370	Storm Water Management	.00	.00	.00	.00	.00	.00
01-446.603	Gilmore Street Drainage	.00	.00	.00	.00	.00	.00
01-446.604	Filbert St Stormwater Project	.00	.00	.00	.00	.00	.00
01-446.605	Maumee Ave Stormwater Project	.00	.00	.00	.00	.00	.00
01-446.606	Barnsdale Rd Stormswr Project	.00	.00	.00	.00	.00	.00
Total Storm Water Mgmt:		.00	.00	.00	.00	.00	.00

Period: 06/18

Account Number	Account Title	2018-18 Current Year Budget	06/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	06/17 Prior YTD Actual	% of Budget
Recreation Admin							
01-451.240	Supplies	3,000	1,258	41.94%	3,000	459	15.30%
01-451.260	Minor Equipment & Small Tools	9,600	7,161	74.59%	6,300	5,359	85.07%
01-451.312	Consulting Svcs--Lindberg MSP	48,000	42,570	88.69%	80,000	46,508	58.14%
01-451.313	Consulting Svcs--Laubach MSP	.00	6,973	.00	20,000	22,303	111.52%
01-451.315	General Services	3,500	1,450	41.44%	2,000	1,339	66.93%
01-451.361	Electric	3,100	1,002	32.32%	3,000	1,428	47.62%
01-451.371	Property Maint (Grounds)	7,000	7,011	100.16%	7,500	4,217	56.23%
01-451.373	Facilities Maint (Structures)	2,000	326	16.32%	5,000	220	4.41%
01-451.375	Equipment Maintenance	3,000	739	24.63%	3,000	2,021	67.37%
01-451.600	Capital Construction-Parks	.00	.00	.00	.00	.00	.00
01-451.601	Lindberg Pk MSP: Park Improvmt	869,000	.00	.00	512,440	4,647	0.91%
01-451.602	Lindberg Pk MSP: Bike Ln Proj	.00	.00	.00	.00	138,697	.00
01-451.603	Laubach Pk MSP: Park Improvmt	.00	.00	.00	.00	.00	.00
01-451.700	Capital Equipment	.00	.00	.00	.00	.00	.00
Total Recreation Admin:		948,200	68,491	7.22%	642,240	227,200	35.38%
Participant Recreation							
01-452.129	Recreation Director	15,600	8,400	53.85%	15,600	7,800	50.00%
01-452.149	Seasonal Employees	21,500	7,911	36.80%	19,100	.00	.00
01-452.200	Community Events	1,000	341	34.10%	1,000	443	44.28%
01-452.240	Supplies & Minor Equipment	5,000	997	19.93%	5,000	1,569	31.39%
01-452.315	Fundraising Services	.00	.00	.00	3,000	2,235	74.50%
01-452.320	Telephone	600	275	45.79%	500	273	54.69%
Total Participant Recreation:		43,700	17,924	41.02%	44,200	12,321	27.87%
Environmental Advisory							
01-461.240	Supplies	500	.00	.00	1,200	.00	.00
01-461.317	Contracted Svc	.00	.00	.00	.00	.00	.00
01-461.341	Advertising	400	.00	.00	400	131	32.70%
01-461.342	Printing	200	.00	.00	500	.00	.00
01-461.420	Dues/Subscriptions/Memberships	200	440	220.00%	200	.00	.00
01-461.421	Training	200	.00	.00	200	.00	.00
Total Environmental Advisory:		1,500	440	29.33%	2,500	131	5.23%
Contributions							
01-465.309	Custodial Services	10,000	10,250	102.50%	15,000	7,798	51.99%
01-465.500	Volunteer Fire Co Incentives	36,000	9,000	25.00%	30,000	7,500	25.00%
01-465.540	Contributions	11,300	9,350	82.74%	13,300	250	1.88%
Total Contributions:		57,300	28,600	49.91%	58,300	15,548	26.67%
Debt Service - Principal							
01-471.350	Principal - Lease Pmt	.00	.00	.00	.00	.00	.00
Total Debt Service - Principal:		.00	.00	.00	.00	.00	.00
Debt Service - Interest							
01-472.350	Interest - Lease Pmt	.00	.00	.00	.00	.00	.00
Total Debt Service - Interest:		.00	.00	.00	.00	.00	.00

Account Number	Account Title	2018-18 Current Year Budget	06/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	06/17 Prior YTD Actual	% of Budget
Other Expenditures							
01-474.430	Real Estate Taxes	.00	.00	.00	200	.00	.00
Total Other Expenditures:		.00	.00	.00	200	.00	.00
Fees & Miscellaneous							
01-480.000	Miscellaneous Expense	300	121	40.35%	300	150	50.00%
01-480.001	Disability Pay Expense	.00	.00	.00	.00	.00	.00
01-480.005	Financial Service Fees	90	.00	.00	200	27	13.29%
01-480.010	Credit Card Service Fees	.00	.00	.00	.00	.00	.00
Total Fees & Miscellaneous:		390	121	31.04%	500	177	35.32%
Insurance							
01-486.351	Insurance - Commercial	48,000	47,307	98.56%	48,000	47,290	98.52%
01-486.352	Insur - Business Auto	59,000	63,757	108.06%	56,000	57,657	102.96%
01-486.353	Insur - Professional	51,000	54,560	106.98%	46,000	49,861	108.39%
01-486.354	Insur - Workers Comp	106,000	129,504	122.17%	100,000	103,108	103.11%
01-486.355	Insur - Twp Official's Bond	4,500	3,953	87.84%	4,400	4,425	100.57%
Total Insurance:		268,500	299,082	111.39%	254,400	262,341	103.12%
Employee Benefits							
01-487.156	Insurance - Health	930,000	521,022	56.02%	920,000	536,138	58.28%
01-487.158	Insurance - Life & Disability	26,000	13,124	50.48%	24,000	12,958	53.99%
01-487.160	Pension	795,197	.00	.00	731,100	.00	.00
01-487.161	Social Security Tax	180,000	89,443	49.69%	179,200	75,933	42.37%
01-487.162	Unemployment Compensation	.00	.00	.00	100	.00	.00
Total Employee Benefits:		1,931,197	623,589	32.29%	1,854,400	625,028	33.71%
Reserves							
01-490.740	Transfer to Capital Reserves	8,400	.00	.00	.00	.00	.00
Total Reserves:		8,400	.00	.00	.00	.00	.00
Prior Year							
01-491.000	Refunds of Prior Year Revenue	.00	.00	.00	.00	2,103	.00
Total Prior Year:		.00	.00	.00	.00	2,103	.00
Interfund Transfers							
01-492.030	Transfer to Fire Fund	63,200	.00	.00	181,300	.00	.00
01-492.060	Transfer to Water Fund	.00	.00	.00	.00	.00	.00
01-492.080	Transfer to Sewer Fund	.00	.00	.00	.00	.00	.00
01-492.200	Transfer to Debt Service Fund	178,650	26,257	14.70%	184,400	28,147	15.26%
01-492.910	Transfer to SubDiv Escrow Fund	.00	.00	.00	.00	.00	.00
Total Interfund Transfers:		241,850	26,257	10.86%	365,700	28,147	7.70%
General Fund Revenue Total:		8,943,412	4,922,747	55.04%	8,405,555	4,328,456	51.50%
General Fund Expenditure Total:		8,943,412	3,478,421	38.89%	8,405,555	3,430,656	40.81%
Net Total General Fund:		.00	1,444,326	.00	.00	897,800	.00

Account Number	Account Title	2018-18 Current Year Budget	06/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	06/17 Prior YTD Actual	% of Budget
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Account Number	Account Title	2018-18 Current Year Budget	06/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	06/17 Prior YTD Actual	% of Budget
Fire Fund							
Property Taxes							
03-301.100	Real Estate Tax - Current	271,000	246,597	91.00%	265,000	250,584	94.56%
03-301.400	Real Estate Tax - Claims	4,000	4,086	102.15%	4,000	1,874	46.84%
03-301.600	Real Estate Tax - Exceptions	360	17	4.63%	500	174	34.87%
	Total Property Taxes:	275,360	250,699	91.04%	269,500	252,631	93.74%
Interest							
03-341.000	Interest Income	480	435	90.60%	500	164	32.72%
	Total Interest:	480	435	90.60%	500	164	32.72%
Miscellaneous							
03-380.000	Miscellaneous Revenue	.00	.00	.00	.00	.00	.00
	Total Miscellaneous:	.00	.00	.00	.00	.00	.00
Contributions							
03-387.000	Contributions	.00	.00	.00	9,000	.00	.00
	Total Contributions:	.00	.00	.00	9,000	.00	.00
Asset Disposal							
03-391.100	Sale of Fixed Assets	.00	.00	.00	.00	49,375	.00
	Total Asset Disposal:	.00	.00	.00	.00	49,375	.00
Interfund Transfers							
03-392.010	Transfer from General Fund	63,200	.00	.00	231,300	.00	.00
	Total Interfund Transfers:	63,200	.00	.00	231,300	.00	.00
Prior Year							
03-393.122	Loan Proceeds	.00	.00	.00	200,000	.00	.00
	Total Prior Year:	.00	.00	.00	200,000	.00	.00
Prior Year Resv							
03-396.000	Prior Year Reserves	.00	.00	.00	121,272	.00	.00
	Total Prior Year Resv:	.00	.00	.00	121,272	.00	.00
Eastern Salisbury Fire							
03-411.240	Operating Supplies	18,350	4,557	24.83%	10,190	4,924	48.32%
03-411.260	Minor Equip & Small Tools	7,400	616	8.32%	9,900	4,709	47.57%
03-411.320	Utilities	15,000	5,338	35.59%	17,000	8,273	48.66%
03-411.350	Insurances	12,000	12,567	104.73%	12,000	11,799	98.33%
03-411.374	Repairs--Machinery/Equip	27,400	3,884	14.18%	24,700	11,582	46.89%
03-411.421	Training	3,900	1,875	48.08%	5,300	2,180	41.13%
03-411.600	Capital Construction	.00	.00	.00	.00	.00	.00
03-411.700	Capital Equipment	.00	.00	.00	.00	.00	.00
	Total Eastern Salisbury Fire:	84,050	28,837	34.31%	79,090	43,467	54.96%

Account Number	Account Title	2018-18 Current Year Budget	06/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	06/17 Prior YTD Actual	% of Budget
Western Salisbury Fire							
03-412.240	Operating Supplies	7,300	4,973	68.13%	5,500	4,169	75.80%
03-412.260	Minor Equip & Small Tools	13,900	14,792	106.42%	5,232	2,458	46.98%
03-412.320	Telephone/Tablet Chgs	3,000	858	28.59%	2,400	1,267	52.79%
03-412.350	Insurances	24,000	17,486	72.86%	23,930	16,236	67.85%
03-412.374	Repairs--Machinery/Equip	28,500	6,629	23.26%	36,000	11,968	33.25%
03-412.421	Training	5,540	1,850	33.39%	4,500	2,500	55.56%
03-412.600	Capital Construction	.00	.00	.00	.00	.00	.00
03-412.700	Capital Equipment	.00	.00	.00	613,700	241,413	39.34%
Total Western Salisbury Fire:		82,240	46,588	56.65%	691,262	280,011	40.51%
Fuel							
03-413.231	Vehicle Fuel	9,000	5,171	57.46%	10,000	3,683	36.83%
Total Fuel:		9,000	5,171	57.46%	10,000	3,683	36.83%
Debt Service - Principal							
03-471.212	Principal - 1999 Fire Truck	.00	.00	.00	.00	.00	.00
03-471.213	Principal - 2005 Fire Truck	11,065	11,065	100.00%	10,850	10,846	99.96%
03-471.214	Principal - 2007 Fire Truck	6,982	6,982	100.00%	6,850	6,844	99.91%
03-471.215	Principal - 2009 Fire Truck	10,215	10,215	100.00%	10,010	10,013	100.03%
03-471.216	Principal - 2013 Fire Truck	6,329	6,329	100.00%	6,200	6,204	100.06%
03-471.217	Principal - 2017 Fire Truck	8,244	8,244	100.00%	9,000	.00	.00
Total Debt Service - Principal:		42,835	42,834	100.00%	42,910	33,906	79.02%
Debt Service - Interest							
03-472.212	Interest - 1999 Fire Truck	.00	.00	.00	.00	.00	.00
03-472.213	Interest - 2005 Fire Truck	518	518	100.06%	740	737	99.63%
03-472.214	Interest - 2007 Fire Truck	740	740	100.00%	880	878	99.79%
03-472.215	Interest - 2009 Fire Truck	1,368	1,368	100.02%	1,570	1,570	100.03%
03-472.216	Interest - 2013 Fire Truck	1,393	1,393	100.03%	1,520	1,519	99.91%
03-472.217	Interest - 2017 Fire Truck	1,358	3,898	287.01%	3,000	.00	.00
Total Debt Service - Interest:		5,377	7,918	147.25%	7,710	4,704	61.02%
Fees & Miscellaneous							
03-480.005	Financial Service Fees	.00	.00	.00	.00	.00	.00
03-480.454	Real Estate Tax Collections	450	333	73.97%	600	369	61.47%
Total Fees & Miscellaneous:		450	333	73.97%	600	369	61.47%
Reserves							
03-490.740	Transfer to Capital Reserves	115,088	.00	.00	.00	.00	.00
Total Reserves:		115,088	.00	.00	.00	.00	.00
Prior Year							
03-491.000	Refunds of Prior Year Revenue	.00	1,290	.00	.00	81	.00
Total Prior Year:		.00	1,290	.00	.00	81	.00
Interfund Transfers							
03-492.010	Transfer to General Fund	.00	.00	.00	.00	49,375	.00

Account Number	Account Title	2018-18 Current Year Budget	06/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	06/17 Prior YTD Actual	% of Budget
	Total Interfund Transfers:	.00	.00	.00	.00	49,375	.00
	Fire Fund Revenue Total:	339,040	251,134	74.07%	831,572	302,170	36.34%
	Fire Fund Expenditure Total:	339,040	132,971	39.22%	831,572	415,596	49.98%
	Net Total Fire Fund:	.00	118,164	.00	.00	113,426-	.00

Account Number	Account Title	2018-18 Current Year Budget	06/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	06/17 Prior YTD Actual	% of Budget
Library Fund							
Property Taxes							
04-301.100	Real Estate Tax - Current	78,000	71,973	92.27%	77,000	73,120	94.96%
04-301.400	Real Estate Tax - Claims	1,400	1,192	85.16%	1,300	547	42.05%
04-301.600	Real Estate Tax - Exceptions	100	5	4.86%	200	51	25.44%
Total Property Taxes:		79,500	73,170	92.04%	78,500	73,718	93.91%
Interest							
04-341.000	Interest Income	300	266	88.74%	200	95	47.41%
Total Interest:		300	266	88.74%	200	95	47.41%
Miscellaneous							
04-380.000	Miscellaneous Revenue	.00	.00	.00	.00	.00	.00
Total Miscellaneous:		.00	.00	.00	.00	.00	.00
Prior Year Resv							
04-396.000	Prior Year Reserves	1,980	.00	.00	3,100	.00	.00
Total Prior Year Resv:		1,980	.00	.00	3,100	.00	.00
Library Services							
04-456.305	Allentown Library Services	81,600	.00	.00	81,600	.00	.00
Total Library Services:		81,600	.00	.00	81,600	.00	.00
Fees & Miscellaneous							
04-480.005	Financial Service Fees	.00	.00	.00	.00	.00	.00
04-480.454	Real Estate Tax Collections	180	97	53.97%	200	108	53.81%
Total Fees & Miscellaneous:		180	97	53.97%	200	108	53.81%
Prior Year							
04-491.000	Refunds of Prior Year Revenue	.00	.00	.00	.00	24	.00
Total Prior Year:		.00	.00	.00	.00	24	.00
Library Fund Revenue Total:		81,780	73,436	89.80%	81,800	73,813	90.24%
Library Fund Expenditure Total:		81,780	97	0.12%	81,800	131	0.16%
Net Total Library Fund:		.00	73,339	.00	.00	73,682	.00

Account Number	Account Title	2018-18 Current Year Budget	06/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	06/17 Prior YTD Actual	% of Budget
Water Fund							
Interest							
06-341.000	Interest Income	16,800	4,097	24.39%	2,000	6,389	319.45%
Total Interest:		16,800	4,097	24.39%	2,000	6,389	319.45%
System Revenue							
06-378.100	Metered Sales	1,708,000	803,702	47.06%	1,740,000	783,337	45.02%
06-378.910	Tapping Fees	1,000	654	65.40%	1,000	.00	.00
Total System Revenue:		1,709,000	804,356	47.07%	1,741,000	783,337	44.99%
Miscellaneous							
06-380.000	Miscellaneous Revenue	.00	269	.00	.00	149	.00
Total Miscellaneous:		.00	269	.00	.00	149	.00
Asset Disposal							
06-391.100	Sale of Fixed Assets	.00	.00	.00	.00	.00	.00
Total Asset Disposal:		.00	.00	.00	.00	.00	.00
Prior Year							
06-393.120	Note Proceeds	.00	.00	.00	.00	.00	.00
06-393.121	Bond Proceeds	.00	.00	.00	1,264,500	.00	.00
06-393.200	Premium on Bonds Sold	.00	.00	.00	.00	.00	.00
Total Prior Year:		.00	.00	.00	1,264,500	.00	.00
Prior Year Exp							
06-395.000	Refund of Prior Year Expenses	.00	.00	.00	.00	.00	.00
Total Prior Year Exp:		.00	.00	.00	.00	.00	.00
Prior Year Resv							
06-396.000	Prior Year Reserves	702,068	.00	.00	97,300	.00	.00
Total Prior Year Resv:		702,068	.00	.00	97,300	.00	.00
Admin Salaries - Executive							
06-401.121	Manager	22,300	11,155	50.02%	21,400	9,997	46.71%
06-401.122	Assistant Manager	.00	.00	.00	19,300	5,535	28.68%
Total Admin Salaries - Executive:		22,300	11,155	50.02%	40,700	15,532	38.16%
Admin Salaries - DPW							
06-430.122	Public Works Director	29,760	14,878	49.99%	28,500	13,334	46.78%
Total Admin Salaries - DPW:		29,760	14,878	49.99%	28,500	13,334	46.78%
Water System Operations							
06-448.130	DPW--Utility Supervisor	42,100	21,047	49.99%	40,400	18,862	46.69%
06-448.141	Clerical--Full Time	18,050	8,945	49.56%	17,200	8,016	46.61%
06-448.142	Aide to Public Works Director	31,710	15,852	49.99%	31,000	14,206	45.83%
06-448.143	DPW - Full Time	142,500	72,656	50.99%	136,400	64,472	47.27%

Account Number	Account Title	2018-18 Current Year Budget	06/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	06/17 Prior YTD Actual	% of Budget
06-448.149	DPW--Part Time	.00	.00	.00	.00	.00	.00
06-448.181	Double Time	1,500	547	36.46%	1,600	.00	.00
06-448.183	Overtime	5,000	3,620	72.40%	5,200	1,813	34.87%
06-448.189	On - Call	15,000	7,726	51.51%	13,300	7,041	52.94%
06-448.231	Vehicle Fuel	8,000	4,460	55.75%	8,000	3,177	39.71%
06-448.232	Generator Fuel	.00	.00	.00	100	.00	.00
06-448.240	Supplies	19,000	2,528	13.30%	19,000	1,577	8.30%
06-448.251	Vehicle Maintenance	5,000	2,216	44.33%	5,000	1,343	26.86%
06-448.260	Minor Equipment & Small Tools	7,200	6,488	90.11%	8,000	1,235	15.44%
06-448.261	Computer Equip & Software	4,000	3,992	99.80%	4,900	1,401	28.59%
06-448.310	Legal Services	.00	.00	.00	.00	.00	.00
06-448.311	Auditing & Accounting Services	1,200	1,500	125.00%	1,200	1,200	100.00%
06-448.312	Consulting Services	.00	.00	.00	.00	.00	.00
06-448.313	Engineering Services	10,000	4,298	42.98%	10,000	1,321	13.21%
06-448.315	General Services	600	2,163	360.53%	600	439	73.11%
06-448.316	Testing & Calibration Services	5,000	1,120	22.40%	5,000	1,800	36.00%
06-448.317	Contracted Services	3,000	893	29.75%	3,000	.00	.00
06-448.319	Computer Maint & Support	9,500	7,695	81.00%	10,400	4,481	43.09%
06-448.320	Telephone	1,500	640	42.65%	1,700	698	41.06%
06-448.325	Postage	3,500	1,480	42.27%	3,900	2,184	55.99%
06-448.342	Printing	2,300	.00	.00	1,800	1,301	72.25%
06-448.361	Electric	7,200	3,030	42.09%	7,000	2,800	40.01%
06-448.363	Hydrant Rental	14,000	5,334	38.10%	14,200	5,315	37.43%
06-448.367	Water Purchases - LCA/Altn	854,000	353,950	41.45%	867,000	338,898	39.09%
06-448.368	Water Purchases - Bethlehem	4,500	1,707	37.93%	4,500	1,724	38.30%
06-448.369	Water Purchase-South Whitehall	7,500	3,375	45.00%	8,300	1,775	21.39%
06-448.373	Facilities Maintenance	4,000	490	12.24%	4,000	570	14.25%
06-448.375	Equipment Maintenance	3,500	583	16.66%	3,500	1,104	31.55%
06-448.421	Training	1,000	.00	.00	1,000	290	29.00%
06-448.600	Capital Construction	12,000	6,284	52.36%	10,000	3,621	36.21%
06-448.605	Flexer Avenue Waterline	.00	.00	.00	.00	.00	.00
06-448.606	Clearwood Dr Waterline	.00	.00	.00	.00	.00	.00
06-448.607	Ellsworth Water Main	.00	.00	.00	.00	.00	.00
06-448.608	Edgemont Drive Water Main	.00	629	.00	250,000	8,228	3.29%
06-448.609	Flexer Pump Stn Generator Repl	.00	.00	.00	.00	.00	.00
06-448.610	Potomac Waterline Replcmt	.00	.00	.00	54,500	62,869	115.36%
06-448.611	Water Meter Replacement Proj	.00	65,966	.00	500,000	3,929	0.79%
06-448.612	Edgemont, Meadowbrook, Bellair	.00	708	.00	135,000	10,045	7.44%
06-448.613	Meadowbrook SOUTH Waterline	.00	464	.00	100,000	2,360	2.36%
06-448.614	Bellair Dr Loop Waterline Proj	.00	755	.00	225,000	7,330	3.26%
06-448.615	Paxford Rd Waterline Project	225,000	7,548	3.35%	.00	5,608	.00
06-448.616	Maumee Ave Waterline Project	250,000	8,237	3.29%	.00	7,244	.00
06-448.617	Montgomery St Waterline Projec	100,000	.00	.00	.00	.00	.00
06-448.699	Capital Reserve	.00	.00	.00	.00	.00	.00
06-448.700	Capital Equipment	27,500	.00	.00	.00	.00	.00
06-448.740	Maintenance Reserve	.00	.00	.00	.00	.00	.00
06-448.800	Depreciation	.00	.00	.00	.00	.00	.00
Total Water System Operations:		1,845,860	628,925	34.07%	2,511,700	600,277	23.90%
Debt Service - Principal							
06-471.202	Principal - 2010 Bond	.00	.00	.00	.00	.00	.00
06-471.203	Principal - 2016 Bonds	137,750	.00	.00	132,400	.00	.00
06-471.350	Principal - Lease Pmt	.00	.00	.00	.00	.00	.00

Account Number	Account Title	2018-18 Current Year Budget	06/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	06/17 Prior YTD Actual	% of Budget
	Total Debt Service - Principal:	137,750	.00	.00	132,400	.00	.00
Debt Service - Interest							
06-472.202	Interest - 2010 Bonds	.00	.00	.00	.00	.00	.00
06-472.203	Interest - 2016 Bonds	73,375	36,688	50.00%	96,200	38,678	40.21%
06-472.350	Interest - Lease Pmt	.00	.00	.00	.00	.00	.00
	Total Debt Service - Interest:	73,375	36,688	50.00%	96,200	38,678	40.21%
Fees & Miscellaneous							
06-480.000	Miscellaneous Expense	.00	.00	.00	100	.00	.00
06-480.005	Financial Service Fees	300	.00	.00	500	51	10.16%
06-480.010	Credit Card Service Fees	6,000	2,804	46.73%	5,200	2,674	51.43%
	Total Fees & Miscellaneous:	6,300	2,804	44.51%	5,800	2,725	46.99%
Insurance							
06-486.351	Insurance - Commercial	2,700	2,579	95.51%	2,600	2,578	99.15%
06-486.352	Insurance - Business Auto	3,300	4,217	127.79%	3,100	3,206	103.41%
06-486.354	Insurance - Workers Comp	11,700	14,214	121.49%	10,800	11,317	104.79%
	Total Insurance:	17,700	21,010	118.70%	16,500	17,101	103.64%
Employee Benefits							
06-487.156	Insurance - Health	92,500	52,672	56.94%	90,000	53,046	58.94%
06-487.158	Insurance - Life & Disability	2,100	916	43.60%	1,900	1,055	55.51%
06-487.160	Pension	45,667	.00	.00	43,900	.00	.00
06-487.161	Social Security Tax	23,556	12,047	51.14%	24,100	11,034	45.78%
	Total Employee Benefits:	163,823	65,635	40.06%	159,900	65,134	40.73%
Prior Year							
06-491.000	Refunds of Prior Year Revenue	.00	.00	.00	.00	.00	.00
	Total Prior Year:	.00	.00	.00	.00	.00	.00
Interfund Transfers							
06-492.010	Transfer to General Fund	131,000	.00	.00	113,100	.00	.00
	Total Interfund Transfers:	131,000	.00	.00	113,100	.00	.00
	Water Fund Revenue Total:	2,427,868	808,722	33.31%	3,104,800	789,874	25.44%
	Water Fund Expenditure Total:	2,427,868	781,094	32.17%	3,104,800	752,781	24.25%
	Net Total Water Fund:	.00	27,628	.00	.00	37,093	.00

Account Number	Account Title	2018-18 Current Year Budget	06/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	06/17 Prior YTD Actual	% of Budget
Sewer Fund							
Interest							
08-341.000	Interest Income	7,200	4,771	66.27%	1,800	2,853	158.48%
	Total Interest:	7,200	4,771	66.27%	1,800	2,853	158.48%
State Grants							
08-354.110	CDBG:Sanitary Swr System Rehab	.00	.00	.00	.00	.00	.00
	Total State Grants:	.00	.00	.00	.00	.00	.00
Sanitation Fees							
08-364.110	Tapping Fees	3,000	155	5.15%	3,000	.00	.00
08-364.120	Sewer Rent	1,800,000	893,369	49.63%	1,800,000	882,647	49.04%
08-364.301	Sewer Assessments	.00	.00	.00	.00	.00	.00
08-364.310	Sale of Capacity	.00	.00	.00	.00	.00	.00
	Total Sanitation Fees:	1,803,000	893,524	49.56%	1,803,000	882,647	48.95%
Miscellaneous							
08-380.000	Miscellaneous Revenue	.00	.00	.00	.00	.00	.00
	Total Miscellaneous:	.00	.00	.00	.00	.00	.00
Asset Disposal							
08-391.100	Sale of Fixed Assets	.00	.00	.00	.00	.00	.00
	Total Asset Disposal:	.00	.00	.00	.00	.00	.00
Prior Year							
08-393.120	Note Proceeds	.00	.00	.00	.00	.00	.00
08-393.121	Bond Proceeds	.00	.00	.00	429,300	.00	.00
08-393.200	Premium on Bonds Sold	.00	.00	.00	.00	.00	.00
	Total Prior Year:	.00	.00	.00	429,300	.00	.00
Prior Year Exp							
08-395.000	Refund of Prior Year Expenses	.00	.00	.00	.00	.00	.00
	Total Prior Year Exp:	.00	.00	.00	.00	.00	.00
Prior Year Resv							
08-396.000	Prior Year Reserves	404,773	.00	.00	160,400	.00	.00
	Total Prior Year Resv:	404,773	.00	.00	160,400	.00	.00
Admin Salaries - Executive							
08-401.121	Manager	22,300	11,155	50.02%	21,400	9,997	46.71%
08-401.122	Assistant Manager	.00	.00	.00	19,300	5,535	28.68%
	Total Admin Salaries - Executive:	22,300	11,155	50.02%	40,700	15,532	38.16%
Sewer System Operations							
08-429.130	DPW--Utility Supervisor	42,100	21,047	49.99%	40,400	18,862	46.69%
08-429.141	Clerical--Full Time	18,050	8,945	49.56%	17,200	8,016	46.61%

Account Number	Account Title	2018-18 Current Year Budget	06/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	06/17 Prior YTD Actual	% of Budget
08-429.142	Aide to Public Works Director	31,710	15,851	49.99%	31,000	14,206	45.83%
08-429.143	DPW - Full Time	142,500	72,656	50.99%	136,400	64,472	47.27%
08-429.149	DPW--Part Time	.00	.00	.00	.00	.00	.00
08-429.181	Double Time	1,500	547	36.45%	1,600	.00	.00
08-429.183	Overtime	5,200	3,620	69.61%	5,200	1,813	34.87%
08-429.189	On - Call	15,000	7,726	51.51%	13,300	7,041	52.94%
08-429.231	Vehicle Fuel	8,400	4,460	53.10%	9,000	3,177	35.30%
08-429.232	Generator Fuel	.00	392	.00	200	.00	.00
08-429.240	Supplies	10,000	2,002	20.02%	10,000	1,614	16.14%
08-429.251	Vehicle Maintenance	5,000	2,216	44.33%	5,000	1,451	29.02%
08-429.260	Minor Equipment & Small Tools	5,000	8,600	172.01%	5,000	2,118	42.35%
08-429.261	Computer Equip & Software	4,000	4,028	100.70%	4,900	1,401	28.59%
08-429.310	Legal Services	10,000	4,394	43.94%	1,000	7,219	721.85%
08-429.311	Auditing & Accounting Services	1,200	1,500	125.00%	1,200	1,200	100.00%
08-429.313	Engineering Services	20,000	10,014	50.07%	20,000	5,652	28.26%
08-429.315	General Services	600	670	111.65%	600	.00	.00
08-429.317	Contracted Services	20,000	2,866	14.33%	20,000	15,452	77.26%
08-429.319	Computer Maint & Support	9,500	7,695	81.00%	8,800	4,481	50.92%
08-429.320	Telephone	400	185	46.33%	500	173	34.58%
08-429.325	Postage	2,500	1,480	59.18%	3,000	1,480	49.32%
08-429.342	Printing	2,000	.00	.00	1,000	.00	.00
08-429.361	Electric	10,000	5,469	54.69%	10,000	5,374	53.74%
08-429.367	Disposal Cost - LCA/Altn	680,000	.00	.00	680,000	.00	.00
08-429.368	Disposal Cost - Bethlehem	180,000	54,068	30.04%	200,000	34,632	17.32%
08-429.372	I&I--Repairs & Maintenance	150,000	25,173	16.78%	150,000	31,340	20.89%
08-429.373	Facilities Maintenance	6,000	3,672	61.20%	6,000	2,743	45.71%
08-429.375	Equipment Maintenance	2,500	583	23.32%	2,500	909	36.37%
08-429.421	Training	300	.00	.00	300	.00	.00
08-429.530	Transmission - LCA/Altn	5,400	6,966	128.99%	6,200	.00	.00
08-429.531	Transmission - Fountain Hill	1,000	313	31.27%	1,400	.00	.00
08-429.532	Transmission - Emmaus	11,000	4,193	38.12%	13,000	2,412	18.55%
08-429.533	Transmission - LCA	15,000	.00	.00	15,000	.00	.00
08-429.534	Debt Service - LCA/Altn	70,000	.00	.00	72,200	.00	.00
08-429.535	Debt Service - Bethlehem	21,855	10,928	50.00%	21,100	10,558	50.04%
08-429.536	Debt Service - Fountain Hill	2,400	600	25.00%	2,400	.00	.00
08-429.600	Capital Construction	12,000	.00	.00	10,000	2,139	21.39%
08-429.601	Patricia Drive Pump Station	.00	.00	.00	.00	.00	.00
08-429.603	Cardinal Dr PumpStn Force Main	.00	569	.00	300,000	9,397	3.13%
08-429.604	Riverside Dr Pump Stn Rehab	100,000	794	0.79%	100,000	.00	.00
08-429.605	Montgomery St Sewer Replcmnt	.00	.00	.00	.00	.00	.00
08-429.606	Trout Creek Int'ceptor Replcmnt	.00	.00	.00	17,100	19,960	116.72%
08-429.607	CuredInPlace Pipe Lining Projs	125,000	21,146	16.92%	12,200	125,681	1,030.17%
08-429.699	Capital Reserve	.00	.00	.00	.00	.00	.00
08-429.700	Capital Equipment	27,500	.00	.00	.00	.00	.00
08-429.740	Maintenance Reserve	.00	.00	.00	.00	.00	.00
08-429.800	Depreciation	.00	.00	.00	.00	.00	.00
Total Sewer System Operations:		1,774,615	315,367	17.77%	1,954,700	404,972	20.72%
Admin Salaries - DPW							
08-430.122	Public Works Director	29,760	14,878	49.99%	28,500	13,334	46.78%
Total Admin Salaries - DPW:		29,760	14,878	49.99%	28,500	13,334	46.78%
Debt Service - Principal							
08-471.202	Principal - 2010 Bonds	.00	.00	.00	.00	.00	.00

Account Number	Account Title	2018-18 Current Year Budget	06/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	06/17 Prior YTD Actual	% of Budget
08-471.203	Principal - 2016 Bonds	44,400	.00	.00	45,000	.00	.00
08-471.350	Principal - Lease Pmt	.00	.00	.00	.00	.00	.00
Total Debt Service - Principal:		44,400	.00	.00	45,000	.00	.00
Debt Service - Interest							
08-472.202	Interest - 2010 Bonds	.00	.00	.00	.00	.00	.00
08-472.203	Interest - 2016 Bonds	25,160	12,578	49.99%	30,200	13,226	43.80%
08-472.350	Interest - Lease Pmt	.00	.00	.00	.00	.00	.00
Total Debt Service - Interest:		25,160	12,578	49.99%	30,200	13,226	43.80%
Fees & Miscellaneous							
08-480.000	Miscellaneous Expense	.00	.00	.00	100	.00	.00
08-480.005	Financial Service Fees	200	.00	.00	600	61	10.16%
08-480.010	Credit Card Service Fees	6,000	2,804	46.73%	5,200	2,674	51.43%
Total Fees & Miscellaneous:		6,200	2,804	45.23%	5,900	2,735	46.36%
Insurance							
08-486.351	Insurance - Commercial	2,700	2,579	95.51%	2,600	2,578	99.15%
08-486.352	Insurance - Business Auto	3,300	4,217	127.79%	3,100	3,206	103.41%
08-486.354	Insurance - Workers Comp	11,700	14,214	121.49%	10,800	11,317	104.79%
Total Insurance:		17,700	21,010	118.70%	16,500	17,101	103.64%
Employee Benefits							
08-487.156	Insurance - Health	92,500	51,479	55.65%	90,000	53,046	58.94%
08-487.158	Insurance - Life & Disability	2,100	916	43.60%	1,900	1,055	55.51%
08-487.160	Pension	45,667	.00	.00	43,900	.00	.00
08-487.161	Social Security Tax	23,571	12,047	51.11%	24,100	11,033	45.78%
Total Employee Benefits:		163,838	64,442	39.33%	159,900	65,134	40.73%
Prior Year							
08-491.000	Refunds of Prior Year Revenue	.00	.00	.00	.00	.00	.00
Total Prior Year:		.00	.00	.00	.00	.00	.00
Interfund Transfers							
08-492.010	Transfer to General Fund	131,000	.00	.00	113,100	.00	.00
Total Interfund Transfers:		131,000	.00	.00	113,100	.00	.00
Sewer Fund Revenue Total:		2,214,973	898,295	40.56%	2,394,500	885,500	36.98%
Sewer Fund Expenditure Total:		2,214,973	442,234	19.97%	2,394,500	532,034	22.22%
Net Total Sewer Fund:		.00	456,061	.00	.00	353,465	.00

Account Number	Account Title	2018-18 Current Year Budget	06/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	06/17 Prior YTD Actual	% of Budget
Refuse & Recycling Fund							
Interest							
10-341.000	Interest Income	1,800	934	51.88%	500	369	73.74%
Total Interest:		1,800	934	51.88%	500	369	73.74%
Sanitation Fees							
10-364.300	Solid Waste Collection	1,398,000	1,032,795	73.88%	1,357,000	1,002,023	73.84%
10-364.400	Freon Decal Sales	1,500	500	33.33%	1,000	620	62.00%
10-364.500	Recycling Container Sales	1,500	660	44.00%	1,100	711	64.64%
10-364.600	Recycling Proceeds	.00	.00	.00	.00	.00	.00
10-364.700	PA Refuse Surcharge	.00	8	.00	.00	8	.00
Total Sanitation Fees:		1,401,000	1,033,963	73.80%	1,359,100	1,003,362	73.83%
Prior Year Reserves							
10-396.000	Prior Year Reserves	.00	.00	.00	.00	.00	.00
Total Prior Year Reserves:		.00	.00	.00	.00	.00	.00
Administration							
10-401.325	Postage	2,500	1,480	59.18%	3,000	1,480	49.32%
10-401.342	Printing	2,000	.00	.00	1,000	.00	.00
Total Administration:		4,500	1,480	32.88%	4,000	1,480	36.99%
Data Processing							
10-407.261	Computer Equip & Software	4,000	3,992	99.80%	4,900	1,401	28.59%
10-407.319	Computer Maint & Support	9,500	7,695	81.00%	8,800	4,481	50.92%
Total Data Processing:		13,500	11,687	86.57%	13,700	5,882	42.94%
Buildings & Plant							
10-409.240	Supplies	100	.00	.00	100	.00	.00
Total Buildings & Plant:		100	.00	.00	100	.00	.00
Wages							
10-426.121	Manager	22,300	11,155	50.02%	21,400	9,997	46.71%
10-426.122	Assistant Manager	.00	.00	.00	19,300	5,535	28.68%
10-426.141	Clerical--Full Time	18,100	9,216	50.92%	17,700	8,259	46.66%
10-426.147	Recycling Center - Part Time	9,500	4,268	44.93%	9,100	1,859	20.43%
Total Wages:		49,900	24,639	49.38%	67,500	25,650	38.00%
Sanitation							
10-427.300	Refuse Collection Services	1,075,000	533,054	49.59%	1,033,900	522,715	50.56%
10-427.301	PA Refuse Collection Surcharge	.00	.00	.00	.00	.00	.00
10-427.302	Recycling Costs	12,000	24,613	205.11%	15,500	4,263	27.50%
10-427.303	Grass Collection Services	9,000	3,050	33.89%	13,500	1,575	11.67%
Total Sanitation:		1,096,000	560,718	51.16%	1,062,900	528,553	49.73%
Department: 431							
10-431.303	Composting Costs	12,000	5,832	48.60%	.00	.00	.00

Account Number	Account Title	2018-18 Current Year Budget	06/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	06/17 Prior YTD Actual	% of Budget
Total Department: 431:		12,000	5,832	48.60%	.00	.00	.00
Debt Service - Principal							
10-471.350	Principal - Least Pmt	.00	.00	.00	.00	.00	.00
Total Debt Service - Principal:		.00	.00	.00	.00	.00	.00
Debt Service - Interest							
10-472.350	Interest - Lease Pmt	.00	.00	.00	.00	.00	.00
Total Debt Service - Interest:		.00	.00	.00	.00	.00	.00
Fees & Miscellaneous							
10-480.005	Financial Services Fee	100	.00	.00	500	44	8.74%
10-480.010	Credit Card Service Fees	5,600	2,744	49.00%	5,200	2,674	51.43%
Total Fees & Miscellaneous:		5,700	2,744	48.14%	5,700	2,718	47.69%
Employee Benefits							
10-487.156	Insurance - Health	.00	.00	.00	.00	.00	.00
10-487.161	Social Security Tax	3,817	1,885	49.38%	5,200	1,962	37.73%
Total Employee Benefits:		3,817	1,885	49.38%	5,200	1,962	37.73%
Collections							
10-489.317	Collection Agency Services	.00	.00	.00	.00	.00	.00
Total Collections:		.00	.00	.00	.00	.00	.00
Reserves							
10-490.740	Tr to Reserves	36,283	.00	.00	42,600	.00	.00
Total Reserves:		36,283	.00	.00	42,600	.00	.00
Prior Year							
10-491.000	Refunds of Prior Year Revenue	.00	.00	.00	.00	.00	.00
Total Prior Year:		.00	.00	.00	.00	.00	.00
Interfund Transfers							
10-492.010	Transfer to General Fund	181,000	.00	.00	157,900	.00	.00
Total Interfund Transfers:		181,000	.00	.00	157,900	.00	.00
Refuse & Recycling Fund Revenue Total:		1,402,800	1,034,897	73.77%	1,359,600	1,003,731	73.83%
Refuse & Recycling Fund Expenditure Total:		1,402,800	608,984	43.41%	1,359,600	566,245	41.65%
Net Total Refuse & Recycling Fund:		.00	425,913	.00	.00	437,486	.00

Account Number	Account Title	2018-18 Current Year Budget	06/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	06/17 Prior YTD Actual	% of Budget
Debt Service Fund							
Interfund Transfers							
20-392.010	Transfer from General Fund	178,650	25,610	14.34%	184,400	.00	.00
Total Interfund Transfers:		178,650	25,610	14.34%	184,400	.00	.00
Debt Service - Principal							
20-471.202	Principal - 2010 Bonds	.00	.00	.00	.00	.00	.00
20-471.203	Principal - 2016 Bonds	127,850	.00	.00	112,600	.00	.00
Total Debt Service - Principal:		127,850	.00	.00	112,600	.00	.00
Debt Service - Interest							
20-472.202	Interest - 2010 Bonds	.00	.00	.00	.00	.00	.00
20-472.203	Interest - 2016 Bonds	50,200	25,610	51.02%	71,300	.00	.00
Total Debt Service - Interest:		50,200	25,610	51.02%	71,300	.00	.00
Fees & Miscellaneous							
20-480.005	Financial Service Fees	600	.00	.00	500	.00	.00
Total Fees & Miscellaneous:		600	.00	.00	500	.00	.00
Debt Service Fund Revenue Total:		178,650	25,610	14.34%	184,400	.00	.00
Debt Service Fund Expenditure Total:		178,650	25,610	14.34%	184,400	.00	.00
Net Total Debt Service Fund:		.00	.00	.00	.00	.00	.00

Account Number	Account Title	2018-18 Current Year Budget	06/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	06/17 Prior YTD Actual	% of Budget
Highway Aid Fund							
Interest							
35-341.000	Interest Income	1,800	1,098	61.01%	400	420	105.08%
	Total Interest:	1,800	1,098	61.01%	400	420	105.08%
State-Shared Revenue							
35-355.020	Motor Vehicle Fuels Tax	469,000	477,094	101.73%	445,500	455,051	102.14%
35-355.030	Road Turnback	1,100	1,080	98.18%	1,100	1,080	98.18%
	Total State-Shared Revenue:	470,100	478,174	101.72%	446,600	456,131	102.13%
Prior Year Exp							
35-395.000	Refund of Prior Year Expenses	.00	.00	.00	.00	.00	.00
	Total Prior Year Exp:	.00	.00	.00	.00	.00	.00
Prior Year Resv							
35-396.000	Prior Year Reserves	.00	.00	.00	.00	.00	.00
	Total Prior Year Resv:	.00	.00	.00	.00	.00	.00
Snow Removal							
35-432.245	Snow Removal Salt	65,000	35,708	54.94%	65,000	26,326	40.50%
	Total Snow Removal:	65,000	35,708	54.94%	65,000	26,326	40.50%
Traffic Control							
35-433.246	Signs & Street Markings	.00	.00	.00	.00	.00	.00
35-433.362	Traffic Signals	4,400	5,881	133.67%	4,400	2,220	50.46%
	Total Traffic Control:	4,400	5,881	133.67%	4,400	2,220	50.46%
Street Lighting							
35-434.361	Electric	168,000	70,161	41.76%	156,000	84,645	54.26%
	Total Street Lighting:	168,000	70,161	41.76%	156,000	84,645	54.26%
Streets & Bridges							
35-438.450	Road Program	.00	.00	.00	.00	.00	.00
35-438.700	Capital Equipment	70,000	.00	.00	80,000	.00	.00
35-438.740	Equipment Reserve	.00	.00	.00	141,600	.00	.00
	Total Streets & Bridges:	70,000	.00	.00	221,600	.00	.00
Debt Service - Principal							
35-471.350	Principal - Lease Pmt	.00	.00	.00	.00	.00	.00
	Total Debt Service - Principal:	.00	.00	.00	.00	.00	.00
Debt Service - Interest							
35-472.350	Interest - Lease Pmt	.00	.00	.00	.00	.00	.00
	Total Debt Service - Interest:	.00	.00	.00	.00	.00	.00

Account Number	Account Title	2018-18 Current Year Budget	06/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	06/17 Prior YTD Actual	% of Budget
Reserves							
35-490.740	Transfer to Capital Reserves	164,500	.00	.00	.00	.00	.00
Total Reserves:		164,500	.00	.00	.00	.00	.00
Highway Aid Fund Revenue Total:		471,900	479,273	101.56%	447,000	456,552	102.14%
Highway Aid Fund Expenditure Total:		471,900	111,751	23.68%	447,000	113,191	25.32%
Net Total Highway Aid Fund:		.00	367,522	.00	.00	343,360	.00

Account Number	Account Title	2018-18 Current Year Budget	06/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	06/17 Prior YTD Actual	% of Budget
Payroll Fund							
Interest Income							
90-341.000	Interest Income	.00	101	.00	.00	53	.00
	Total Interest Income:	.00	101	.00	.00	53	.00
	Payroll Fund Revenue Total:	.00	101	.00	.00	53	.00
	Payroll Fund Expenditure Total:	.00	.00	.00	.00	.00	.00
	Net Total Payroll Fund:	.00	101	.00	.00	53	.00

Account Number	Account Title	2018-18 Current Year Budget	06/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	06/17 Prior YTD Actual	% of Budget
Subdivision Escrow Fund							
Interfund Transfers							
91-492.060	Transfer to Water Fund	.00	.00	.00	.00	.00	.00
Total Interfund Transfers:		.00	.00	.00	.00	.00	.00
Subdivision Escrow Fund Revenue Total:		.00	.00	.00	.00	.00	.00
Subdivision Escrow Fund Expenditure Total:		.00	.00	.00	.00	.00	.00
Net Total Subdivision Escrow Fund:		.00	.00	.00	.00	.00	.00
Total Asset:		.00	.00	.00	.00	.00	.00
Total Liability:		.00	.00	.00	.00	.00	.00
Total Equity:		.00	.00	.00	.00	.00	.00
Total Revenue:		16,060,423	8,494,214	52.89%	16,809,227	7,840,148	46.64%
Total Expenditure:		16,060,423	5,581,163	34.75%	16,809,227	5,810,634	34.57%
Net Grand Totals:		.00	2,913,052	.00	.00	2,029,514	.00

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
A-B-E Laboratory							
A-B-E Laboratory	06142018	06-448.316	2018-May water analysis & THM & HAA5 Water analysis	06/14/18	680.00	.00	
Total A-B-E Laboratory:					680.00	.00	
Adams, Patrick							
Adams, Patrick	07062018	01-406.315	Reimb-Clearances for playground program	07/06/18	52.60	.00	
Total Adams, Patrick:					52.60	.00	
All-Shred							
All-Shred	24378	01-401.315	1 hour of Shred event on 6/16/2018	07/01/18	150.00	150.00	07/03/18
Total All-Shred:					150.00	150.00	
American United Life Insurance Co							
American United Life Insur	06192018	01-487.158	2018-July-life/disability ins coverage	06/19/18	1,820.91	.00	
American United Life Insur	06192018	06-487.158	2018-July-life/disability ins coverage	06/19/18	148.21	.00	
American United Life Insur	06192018	08-487.158	2018-July-life/disability ins coverage	06/19/18	148.21	.00	
Total American United Life Insurance Co:					2,117.33	.00	
Arnold Fire Equipment LLC							
Arnold Fire Equipment LLC	18140	01-430.240	Traffic cones	06/25/18	225.25	.00	
Total Arnold Fire Equipment LLC:					225.25	.00	
ATIS Elevator Inspections Inc							
ATIS Elevator Inspections I	IN38086	01-409.373	2018-June-Elevator Inspection-Police Bldg	06/28/18	50.00	.00	
Total ATIS Elevator Inspections Inc:					50.00	.00	
Benko, Amanda							
Benko, Amanda	07062018	01-406.315	Reimb-Clearances for playground program	07/06/18	52.60	.00	
Total Benko, Amanda:					52.60	.00	
Berkheimer Associates							
Berkheimer Associates	06292018	01-403.453	2018-June-LST Comm	06/29/18	92.84	.00	
Total Berkheimer Associates:					92.84	.00	
Bishop, Anna							
Bishop, Anna	07032018	01-452.240	Playground program Tennis Clinic-6/25/18 thru 6/29/18	07/03/18	200.00	.00	
Bishop, Anna	07062018	01-406.315	Reimb-Clearances for playground program	07/06/18	52.60	.00	
Total Bishop, Anna:					252.60	.00	
Boyko's Petroleum Service Inc.							
Boyko's Petroleum Service	33765	01-409.373	Gas pump repair	07/02/18	65.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Boyko's Petroleum Service Inc.:					65.00	.00	
Bummer, Frank							
Bummer, Frank	07012018	01-406.172	43 of 60 retirement incentive program	07/01/18	450.00	.00	
Total Bummer, Frank:					450.00	.00	
Burkholders Heating & AC Inc							
Burkholders Heating & AC	149050	01-409.373	Admin bldg-adjusted coolant levels	06/25/18	312.50	.00	
Total Burkholders Heating & AC Inc:					312.50	.00	
Coopersburg Materials							
Coopersburg Materials	17279	01-438.245	ID3 Wearing	06/15/18	1,031.22	.00	
Total Coopersburg Materials:					1,031.22	.00	
Davison & McCarthy							
Davison & McCarthy	21690	01-404.318	2018-Mar-Swain School Soccer Field	04/04/18	377.00	.00	
Davison & McCarthy	21691	01-404.318	2018-Mar-Swain School Soccer Field	04/04/18	156.00	.00	
Davison & McCarthy	21869	01-404.318	2018-Apr 3-Swain School Soccer Field	05/07/18	26.00	.00	
Davison & McCarthy	21870	01-404.318	2018-Apr 4 thru Apr 30-Swain School Soccer Field	05/07/18	432.50	.00	
Davison & McCarthy	22051	01-404.318	2018-May-Didra/Salisbury Township Lot Consolidation	06/07/18	182.00	.00	
Davison & McCarthy	22052	01-404.318	2018-May-Roche Painting Land Development	06/07/18	260.00	.00	
Davison & McCarthy	22058	01-404.318	2018-May-Swain School Soccer Field	06/07/18	13.00	.00	
Total Davison & McCarthy:					1,446.50	.00	
Dispatch Answering Service							
Dispatch Answering Servic	000204B128	06-448.320	610-782-5025-July 2018	06/30/18	19.95	.00	
Dispatch Answering Servic	000204B128	01-430.320	610-782-5572-July 2018	06/30/18	15.00	.00	
Dispatch Answering Servic	000204B128	01-401.320	Answr Service/Pump Stn Alm-July 2018	06/30/18	221.75	.00	
Total Dispatch Answering Service:					256.70	.00	
Eastern Auto Parts Warehouse							
Eastern Auto Parts Wareho	3CN048232	01-437.251	Credit-Alternator/Cores	05/08/18	275.31-	.00	
Eastern Auto Parts Wareho	3IV303091	01-430.240	antifreeze	05/03/18	44.97	.00	
Eastern Auto Parts Wareho	3IV305084	01-437.375	Battery	05/08/18	50.95	.00	
Eastern Auto Parts Wareho	3IV315255	01-437.251	#15-battery	06/04/18	110.95	.00	
Eastern Auto Parts Wareho	3IV320179	01-437.375	oil filter/oil for scag mower	06/15/18	61.87	.00	
Eastern Auto Parts Wareho	3IV322702	06-448.251	#33-Brakes	06/21/18	27.21	.00	
Eastern Auto Parts Wareho	3IV322702	08-429.251	#33-Brakes	06/21/18	27.20	.00	
Eastern Auto Parts Wareho	3IV323059	01-430.240	antifreeze	06/22/18	29.98	.00	
Eastern Auto Parts Wareho	3IV324946	01-437.251	#9-Air/oil filters	06/27/18	38.76	.00	
Eastern Auto Parts Wareho	3IV324955	01-437.251	#9-Oil Filter/Fuel	06/27/18	77.01	.00	
Eastern Auto Parts Wareho	3IV327275	06-448.251	#34-Oil Filter	07/03/18	25.24	.00	
Eastern Auto Parts Wareho	3IV327275	08-429.251	#34-Oil Filter	07/03/18	25.25	.00	
Total Eastern Auto Parts Warehouse:					244.08	.00	
Ecco Communications LLC							
Ecco Communications LLC	72475	03-411.374	#20-21-Radio & Antenna	04/24/18	405.50	.00	
Ecco Communications LLC	72851	01-410.375	Volume control on portable radio	06/28/18	83.95	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Ecco Communications LLC	72852	01-410.251	#206-Spotlight	06/28/18	55.00	.00	
Ecco Communications LLC	72857	01-410.251	#207-Antenna	06/29/18	14.00	.00	
Total Ecco Communications LLC:					558.45	.00	
Gillespie Printing							
Gillespie Printing	59692	06-448.342	2017 drinking water report	06/22/18	756.00	.00	
Total Gillespie Printing:					756.00	.00	
GreatAmerica Financial Svcs							
GreatAmerica Financial Sv	22865365	01-407.261	Datto Siris 3-PD document storage-July 2018	06/20/18	279.20	.00	
GreatAmerica Financial Sv	22865365	06-448.261	Datto Siris 3-PD document storage-July 2018	06/20/18	139.60	.00	
GreatAmerica Financial Sv	22865365	08-429.261	Datto Siris 3-PD document storage-July 2018	06/20/18	139.60	.00	
GreatAmerica Financial Sv	22865365	10-407.261	Datto Siris 3-PD document storage-July 2018	06/20/18	139.60	.00	
Total GreatAmerica Financial Svcs:					698.00	.00	
Groundhog Lawn & Landscape							
Groundhog Lawn & Landsc	06252018	01-413.317	3110 Capital Street-Mow & Trim	06/25/18	100.00	.00	
Groundhog Lawn & Landsc	06252018	01-413.317	24th & Lehigh Parkway-Mow & Trim	06/25/18	400.00	.00	
Groundhog Lawn & Landsc	06252018	01-413.317	1247 Trapps Lane-Mow & Trim	06/25/18	150.00	.00	
Total Groundhog Lawn & Landscape:					650.00	.00	
Holben, Erica							
Holben, Erica	07062018	01-406.315	Reimb-Clearances for playground program	07/06/18	52.60	.00	
Total Holben, Erica:					52.60	.00	
Kessler Freedman Inc.							
Kessler Freedman Inc.	07012018	01-401.312	June 2018-Website updates	07/01/18	140.00	.00	
Total Kessler Freedman Inc.:					140.00	.00	
Keystone Consulting Engineers							
Keystone Consulting Engin	158144	01-408.318	2018-Jan & Feb-Swain School Grading Plan	03/14/18	738.50	.00	
Keystone Consulting Engin	158427	01-408.318	2018-Mar-Swain School Grading Plan	04/12/18	685.75	.00	
Keystone Consulting Engin	158841	01-408.318	2018-Apr-Swain School Grading Plan	05/08/18	158.25	.00	
Keystone Consulting Engin	159398	01-408.318	2018-May-Kistler Subdivision	06/13/18	263.75	.00	
Total Keystone Consulting Engineers:					1,846.25	.00	
King, Gail							
King, Gail	07012018	01-406.172	28 of 60 retirement incentive program	07/01/18	450.00	.00	
Total King, Gail:					450.00	.00	
Knopf Corporation							
Knopf Corporation	07022018	91-248000	Escrow Release-Knopf Automotive Land Development	07/02/18	2,880.00	.00	
Total Knopf Corporation:					2,880.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Lawson Products							
Lawson Products	9305922744	01-410.240	Polymer wheel	06/25/18	40.94	.00	
Lawson Products	9305922744	06-448.240	Nitrile gloves	06/25/18	23.73	.00	
Lawson Products	9305922744	08-429.240	Nitrile gloves	06/25/18	23.73	.00	
Lawson Products	9305922744	01-430.240	nuts/bolts/washers/masks/terminal protectors/electrical tape/gray primer	06/25/18	246.56	.00	
Lawson Products	9500187861	01-430.240	Credit-Coupler	05/16/18	38.50-	.00	
Total Lawson Products:					296.46	.00	
Lehigh County Humane Society							
Lehigh County Humane So	2Q2018	01-410.317	2Q2018 animal control services	06/30/18	2,500.00	.00	
Total Lehigh County Humane Society:					2,500.00	.00	
Luby, Joseph							
Luby, Joseph	07012018	01-406.172	43 of 60 retirement incentive program	07/01/18	450.00	.00	
Total Luby, Joseph:					450.00	.00	
LYNX Computer Technologies							
LYNX Computer Technolo	567174	01-407.319	Office 365 subscription	06/21/18	7.98	.00	
LYNX Computer Technolo	567174	06-448.319	Office 365 subscription	06/21/18	4.00	.00	
LYNX Computer Technolo	567174	08-429.319	Office 365 subscription	06/21/18	4.00	.00	
LYNX Computer Technolo	567174	10-407.319	Office 365 subscription	06/21/18	4.00	.00	
Total LYNX Computer Technologies:					19.98	.00	
Macmillian Oil Co of Allentown							
Macmillian Oil Co of Allent	47931	01-430.240	gear oil	06/13/18	60.00	.00	
Total Macmillian Oil Co of Allentown:					60.00	.00	
Madle's Hardware							
Madle's Hardware	187774	01-409.240	Outdoor electrical box	06/28/18	11.48	.00	
Madle's Hardware	187857	01-430.260	Socket set	07/03/18	36.99	.00	
Total Madle's Hardware:					48.47	.00	
Minger Treasurer, Linda J							
Minger Treasurer, Linda J	07012018	01-474.430	Inv#4302-2018 school tx-1301 Blk Rvr Rd	07/01/18	1,312.90	.00	
Total Minger Treasurer, Linda J:					1,312.90	.00	
Moyer, Roger J.							
Moyer, Roger J.	07012018	01-406.172	28 of 60 retirement incentive program	07/01/18	450.00	.00	
Total Moyer, Roger J.:					450.00	.00	
Mr. John Inc.							
Mr. John Inc.	0005410041	01-451.315	Lindberg Park-5/23/18-6/19/2018	06/20/18	132.81	.00	
Mr. John Inc.	0005410042	01-451.315	1 unit:Franko farm-5/23/18-6/19/18	06/20/18	125.00	.00	
Total Mr. John Inc.:					257.81	.00	
NAPA Auto Parts-Emmaus							
NAPA Auto Parts-Emmaus	2100-492750	01-430.260	tire air gauge	07/05/18	61.49	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total NAPA Auto Parts-Emmaus:					61.49	.00	
PA Municipal Health Ins Coop							
PA Municipal Health Ins Co	07012018	01-487.156	2018 Aug coverage	07/01/18	77,272.72	.00	
PA Municipal Health Ins Co	07012018	06-487.156	2018 Aug coverage	07/01/18	7,116.51	.00	
PA Municipal Health Ins Co	07012018	08-487.156	2018 Aug coverage	07/01/18	7,116.51	.00	
PA Municipal Health Ins Co	07012018	10-487.156	2018 Aug coverage	07/01/18	2,156.06	.00	
Total PA Municipal Health Ins Coop:					93,661.80	.00	
PA Municipal Retirement System							
PA Municipal Retirement S	07032018	01-406.315	Gibson-New Member	07/03/18	20.00	.00	
Total PA Municipal Retirement System:					20.00	.00	
PenTeleData							
PenTeleData	B3292800	03-411.320	Cable-June 2018	06/24/18	59.95	.00	
PenTeleData	B3292800	01-401.320	Acct#3042745-Cable modem rental - June 2018	06/24/18	124.95	.00	
Total PenTeleData:					184.90	.00	
PPL Electric Utilities							
PPL Electric Utilities	06252018	08-429.361	64170-11008	06/25/18	30.42	.00	
PPL Electric Utilities	06252018	01-451.361	63580-10005	06/25/18	33.12	.00	
PPL Electric Utilities	06252018	08-429.361	21780-10003	06/25/18	31.16	.00	
PPL Electric Utilities	06252018	08-429.361	20380-10009	06/25/18	29.43	.00	
PPL Electric Utilities	06252018	35-433.362	89989-11003	06/25/18	36.31	.00	
PPL Electric Utilities	06252018	01-409.361	70730-17005	06/25/18	944.56	.00	
PPL Electric Utilities	06252018	35-433.362	49130-02001	06/25/18	45.62	.00	
PPL Electric Utilities	06252018	08-429.361	35530-02004	06/25/18	29.62	.00	
PPL Electric Utilities	06252018	35-433.362	99940-01007	06/25/18	37.95	.00	
PPL Electric Utilities	06252018	35-433.362	05340-01002	06/25/18	37.81	.00	
PPL Electric Utilities	06252018	35-433.362	53875-61001	06/25/18	38.00	.00	
PPL Electric Utilities	06252018	01-451.361	93760-01007	06/25/18	34.02	.00	
PPL Electric Utilities	06252018	08-429.361	33760-14008	06/25/18	29.44	.00	
PPL Electric Utilities	06252018	08-429.361	82960-01000	06/25/18	29.83	.00	
PPL Electric Utilities	06252018	01-451.361	10550-10002	06/25/18	36.73	.00	
PPL Electric Utilities	06252018	01-409.361	61089-84001	06/25/18	544.63	.00	
PPL Electric Utilities	06252018	01-409.361	92051-48008	06/25/18	1,087.53	.00	
PPL Electric Utilities	06282018	35-433.362	95790-09009	06/28/18	28.84	.00	
PPL Electric Utilities	06282018	35-433.362	72390-08002	06/28/18	28.78	.00	
PPL Electric Utilities	06282018	08-429.361	39790-24008	06/28/18	151.85	.00	
PPL Electric Utilities	06282018	08-429.361	31590-08002	06/28/18	30.12	.00	
PPL Electric Utilities	07022018	35-434.361	79000-43000	07/02/18	540.50	.00	
PPL Electric Utilities	07022018	35-434.361	79200-43006	07/02/18	11,231.35	.00	
Total PPL Electric Utilities:					15,067.62	.00	
RCN							
RCN	072673601-00108	01-410.315	2018-July-High Speed Internet	06/19/18	158.00	158.00	06/26/18
Total RCN:					158.00	158.00	
Republic Services #282							
Republic Services #282	0282-000690186	10-427.300	2018-June-service	06/15/18	89,703.92	.00	
Republic Services #282	0282-000690186	10-427.303	7-recycle rolloff @ drop off centers	06/15/18	1,575.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Republic Services #282:					91,278.92	.00	
Ringo Hill Farms Eqpmnt Co Inc							
Ringo Hill Farms Eqpmnt C	29177	01-437.251	#18-Spring e-fitting w/ring & e-track clip	06/28/18	82.00	.00	
Total Ringo Hill Farms Eqpmnt Co Inc:					82.00	.00	
S&S Worldwide							
S&S Worldwide	10290152	01-452.240	Supplies for playground program	06/09/18	559.97	.00	
Total S&S Worldwide:					559.97	.00	
Schmick Inc., Richard R.							
Schmick Inc., Richard R.	13855	01-409.373	Wash bay cleaning	06/08/18	225.00	.00	
Total Schmick Inc., Richard R.:					225.00	.00	
Sejdic, Maja							
Sejdic, Maja	07062018	01-406.315	Reimb-Clearances for playground program	07/06/18	52.60	.00	
Total Sejdic, Maja:					52.60	.00	
Soriano, Orazio							
Soriano, Orazio	07012018	01-406.172	16 of 36 Retirement Incentive Program	07/01/18	760.00	.00	
Total Soriano, Orazio:					760.00	.00	
Staples Advantage							
Staples Advantage	3381094224	01-409.240	Hardwound roll towels/trash liners/C-fold towels	06/15/18	320.02	.00	
Total Staples Advantage:					320.02	.00	
Staples Credit Plan							
Staples Credit Plan	06272018	01-430.240	Towels	06/27/18	95.98	.00	
Staples Credit Plan	06272018	01-415.260	Tapler-Laptop	06/27/18	989.95	.00	
Staples Credit Plan	06272018	01-436.240	MS4 Reporting supplies	06/27/18	42.94	.00	
Staples Credit Plan	06272018	01-452.240	Copies for playground program	06/27/18	287.85	.00	
Total Staples Credit Plan:					1,416.72	.00	
Stengel Brothers Inc.							
Stengel Brothers Inc.	404956	06-448.251	#32-tie rod/alignment	06/29/18	137.57	.00	
Stengel Brothers Inc.	404956	08-429.251	#32-tie rod/alignment	06/29/18	137.57	.00	
Total Stengel Brothers Inc.:					275.14	.00	
Stotz/Fatzinger Office Supply							
Stotz/Fatzinger Office Sup	212993	01-402.240	file folders/correction tape/fingertip moistener	06/21/18	40.57	.00	
Stotz/Fatzinger Office Sup	212993	01-401.240	paper clips/pens/tablets/copy paper	06/21/18	186.94	.00	
Total Stotz/Fatzinger Office Supply:					227.51	.00	
Stratix Systems Inc							
Stratix Systems Inc	333966	01-414.240	Black Toner for P/Z printer	06/29/18	265.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Stratix Systems Inc:					265.00	.00	
Suburban Propane-2022							
Suburban Propane-2022	606843	01-401.231	unleaded	06/22/18	27.88	.00	
Suburban Propane-2022	606843	01-410.231	unleaded	06/22/18	810.64	.00	
Suburban Propane-2022	606843	01-430.231	unleaded	06/22/18	838.53	.00	
Suburban Propane-2022	606843	06-448.231	unleaded	06/22/18	147.97	.00	
Suburban Propane-2022	606843	08-429.231	unleaded	06/22/18	147.97	.00	
Suburban Propane-2022	606843	03-413.231	unleaded	06/22/18	171.56	.00	
Suburban Propane-2022	72183	01-401.231	diesel	06/22/18	9.86	.00	
Suburban Propane-2022	72183	01-410.231	diesel	06/22/18	286.77	.00	
Suburban Propane-2022	72183	01-430.231	diesel	06/22/18	296.62	.00	
Suburban Propane-2022	72183	06-448.231	diesel	06/22/18	52.35	.00	
Suburban Propane-2022	72183	08-429.231	diesel	06/22/18	52.35	.00	
Suburban Propane-2022	72183	03-413.231	diesel	06/22/18	60.69	.00	
Total Suburban Propane-2022:					2,903.19	.00	
Swank Motion Pictures Inc.							
Swank Motion Pictures Inc.	RG 2521295	01-452.240	Movie for park program	06/14/18	528.00	.00	
Total Swank Motion Pictures Inc.:					528.00	.00	
Takacs Jr., Dennis V.							
Takacs Jr., Dennis V.	07012018	01-415.139	EMC Deputy - July 2018	07/01/18	83.33	.00	
Total Takacs Jr., Dennis V.:					83.33	.00	
Tapler, Jeffrey							
Tapler, Jeffrey	07012018	01-415.139	EMC stipend-July 2018	07/01/18	250.00	.00	
Total Tapler, Jeffrey:					250.00	.00	
UGI Utilities Inc.							
UGI Utilities Inc.	06202018	01-409.230	411000866649	06/20/18	42.96	42.96	06/26/18
UGI Utilities Inc.	06202018	01-409.230	411001979581	06/20/18	373.00	373.00	06/26/18
UGI Utilities Inc.	06202018	01-409.230	411001980555	06/20/18	97.79	97.79	06/26/18
UGI Utilities Inc.	06202018	01-409.230	411001980316	06/20/18	91.00	91.00	06/26/18
Total UGI Utilities Inc.:					604.75	604.75	
Upper Saucon Township							
Upper Saucon Township	180619	01-431.303	Compost site expenses	06/19/18	222.57	.00	
Total Upper Saucon Township:					222.57	.00	
Vasilik, Jay							
Vasilik, Jay	07022018	01-367.500	Refund-Cancelled pavillion reservation	07/02/18	25.00	.00	
Total Vasilik, Jay:					25.00	.00	
Verizon							
Verizon	06252018	08-429.320	2018-June-868-8310-Cardinal Dr Pump Stn	06/25/18	36.01	.00	
Verizon	0625201801	01-401.320	2018-June-Mgr	06/25/18	109.78	.00	
Verizon	0625201801	01-402.320	2018-June-Finance Director	06/25/18	54.89	.00	
Verizon	0625201801	01-410.320	2018-June-Police	06/25/18	481.58	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Verizon	0625201801	01-413.320	2018-June-Code Enf Ofcr	06/25/18	54.89	.00	
Verizon	0625201801	01-414.320	2018-June-P/Z Officer	06/25/18	83.82	.00	
Verizon	0625201801	01-415.320	2018-June-Tapler	06/25/18	78.07	.00	
Verizon	0625201801	01-430.320	2018-June-DPW	06/25/18	140.50	.00	
Verizon	0625201801	01-452.320	2018-June-Rec Dir	06/25/18	54.89	.00	
Verizon	0625201801	06-448.320	2018-June-Water Dept	06/25/18	66.09	.00	
Total Verizon:					1,160.52	.00	
Weida, Eileen							
Weida, Eileen	06282018	10-364.400	Refund-returned Freon sticker #1994	06/28/18	20.00	.00	
Total Weida, Eileen:					20.00	.00	
Grand Totals:					231,320.19	912.75	

Report Criteria:

Detail report.

Invoice detail records above \$0 included.

Paid and unpaid invoices included.

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
General Fund							
Total General Fund:					104,554.05	912.75	
Fire Fund							
Total Fire Fund:					697.70	.00	
Water Fund							
Total Water Fund:					9,344.43	.00	
Sewer Fund							
Total Sewer Fund:					8,220.27	.00	
Refuse & Recycling Fund							
Total Refuse & Recycling Fund:					93,598.58	.00	
Highway Aid Fund							
Total Highway Aid Fund:					12,025.16	.00	
Subdivision Escrow Fund							
Total Subdivision Escrow Fund:					2,880.00	.00	
Grand Totals:					231,320.19	912.75	

Date: _____

President: _____

Board of Commissioners

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
A-B-E Laboratory							
A-B-E Laboratory	07012018	06-448.316	2018-June water analysis	07/01/18	280.00	.00	
Total A-B-E Laboratory:					280.00	.00	
Adams Outdoor Advertising of LV Pa							
Adams Outdoor Advertisin	05302018	01-414.341	Billboard-PSA Public Outreach Campaign- Storm Water/Water Pollution	05/30/18	700.00	.00	
Total Adams Outdoor Advertising of LV Pa:					700.00	.00	
All About Fun							
All About Fun	18-0807ST	01-410.200	Bounce house/Dunk Tank/Bingo machine/Obstacle course for National Night Out	07/07/18	720.50	.00	
Total All About Fun:					720.50	.00	
Allentown Public Library							
Allentown Public Library	06292018	04-456.305	Spring 2018/Inst #2	06/29/18	40,779.50	.00	
Total Allentown Public Library:					40,779.50	.00	
AT&T Mobility							
AT&T Mobility	07042018	01-415.320	2018-July wireless charges for 5 tablet	07/04/18	104.55	104.55	07/17/18
Total AT&T Mobility:					104.55	104.55	
Baillie, Genevieve							
Baillie, Genevieve	07182018	01-452.240	mileage:playground program-6/7-6/26/17	07/18/18	130.26	.00	
Total Baillie, Genevieve:					130.26	.00	
Bank of America							
Bank of America	07092018	01-413.421	Acct 9042-Lodging for PENNBOC Conference for Disaster Response Inspector Training-Nicolo	07/09/18	625.54	.00	
Total Bank of America:					625.54	.00	
Bauer, Lindsay							
Bauer, Lindsay	07132018	01-452.240	Basketball clinic-7/9-7/13/18	07/13/18	200.00	.00	
Total Bauer, Lindsay:					200.00	.00	
Beck, Charles							
Beck, Charles	07102018	01-414.220	Planning Commission Mtg-7/10/18	07/10/18	30.00	.00	
Total Beck, Charles:					30.00	.00	
Bethlehem, City of							
Bethlehem, City of	07112018	06-448.368	2018-June-4 resale customers	07/11/18	345.00	.00	
Bethlehem, City of	07112018	06-448.363	2018-June-Hydrant rental	07/11/18	880.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Bethlehem, City of:					1,225.00	.00	
Bonaskiewich, Cathy							
Bonaskiewich, Cathy	07172018	01-406.171	2018 Health Reimb	07/17/18	150.00	.00	
Total Bonaskiewich, Cathy:					150.00	.00	
Brown, James P.							
Brown, James P.	07102018	01-414.220	Planning Commission Mtg-7/10/18	07/10/18	25.00	.00	
Total Brown, James P.:					25.00	.00	
CodeMaster							
CodeMaster	CDM-014-156	01-413.306	2018-June-Commercial inspections	06/30/18	65.00	.00	
CodeMaster	CDM-014-156	01-413.308	2018-June-Comm Plan Review	06/30/18	8,174.00	.00	
CodeMaster	CDM-014-156	01-413.307	2018-June-Residential inspections	06/30/18	180.00	.00	
CodeMaster	CDM-014-156	01-413.308	2018-June-Plan Review	06/30/18	2,170.00	.00	
Total CodeMaster:					10,589.00	.00	
Commonwealth of PA							
Commonwealth of PA	07132018	01-436.315	2018 NPDES-Permit Renewal through DEP	07/13/18	2,500.00	2,500.00	07/20/18
Total Commonwealth of PA:					2,500.00	2,500.00	
Davison & McCarthy							
Davison & McCarthy	21930	01-404.318	2018-May-Southbury Park Lot Line Adj(2017)(Lots 4A-16)	05/29/18	8.41	.00	
Davison & McCarthy	22081	01-404.310	2018-June-General Matters	07/09/18	1,149.14	.00	
Davison & McCarthy	22082	01-414.310	2018-June-Amendment to SALDO	07/09/18	39.00	.00	
Davison & McCarthy	22083	01-404.310	2018-June-Bankruptcy of Residents	07/09/18	663.00	.00	
Davison & McCarthy	22084	01-404.310	2018-June-Traffic Enforcement Agreement-LVHN	07/09/18	91.00	.00	
Davison & McCarthy	22085	01-404.310	2018-June-Board of Commissioners	07/09/18	845.00	.00	
Davison & McCarthy	22086	01-404.310	2018-June-Lindberg Park Trail	07/09/18	78.00	.00	
Davison & McCarthy	22087	01-436.315	2018-June-MS4 Compliance	07/09/18	26.00	.00	
Davison & McCarthy	22088	01-404.310	2018-June-Keystone Novelities Distribution-Conditional use hearing	07/09/18	65.00	.00	
Davison & McCarthy	22089	08-429.310	2018-June-Sewer Overpayments to Allentown	07/09/18	247.00	.00	
Davison & McCarthy	22090	01-436.315	2018-June-Fox Run Subdivision	07/09/18	195.00	.00	
Davison & McCarthy	22093	01-404.310	2018-June-Emergency Services-Consultant and Review	07/09/18	78.00	.00	
Davison & McCarthy	22094	01-404.310	2018-June-Liens fo 2018	07/09/18	1,014.00	.00	
Davison & McCarthy	22095	01-404.310	2018-June-Satisfactions for 2018	07/09/18	78.00	.00	
Davison & McCarthy	22096	01-404.310	2018-June-Lindberg Park-Final rehabilitation project	07/09/18	715.00	.00	
Davison & McCarthy	22098	01-404.310	2018-June-Frankenfield-Challenge to removal from rank of Corporal	07/09/18	603.17	.00	
Davison & McCarthy	22099	01-404.310	2018-June-Oil Spill from 1306 Ueberroth Ave	07/09/18	1,103.75	.00	
Davison & McCarthy	22100	01-404.310	2018-June-Emmaus Overlook Reservoir Demolition	07/09/18	455.00	.00	
Total Davison & McCarthy:					7,453.47	.00	
DCED							
DCED	06202018	01-414.318	2Q2018 Permit Fees	06/20/18	382.50	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total DCED:					382.50	.00	
Diefenderfer, Orlando							
Diefenderfer, Orlando	57867	01-401.375	Reset Mailbox	07/02/18	62.17	.00	
Total Diefenderfer, Orlando:					62.17	.00	
Dowie, Theodore							
Dowie, Theodore	07192018	01-361.330	Reimb-zoning permit withdrawn	07/19/18	50.00	.00	
Total Dowie, Theodore:					50.00	.00	
Eastern Auto Parts Warehouse							
Eastern Auto Parts Wareho	3IV332072	01-437.251	#16-Brake Line	07/16/18	12.43	.00	
Eastern Auto Parts Wareho	3IV333255	01-437.375	Oil filter for Tractor	07/18/18	6.26	.00	
Eastern Auto Parts Wareho	3IV333255	01-437.251	#10 & #12-Air filter	07/18/18	37.68	.00	
Total Eastern Auto Parts Warehouse:					56.37	.00	
Eastern Salisbury Fire Co.							
Eastern Salisbury Fire Co.	24623	03-411.240	Reimb-Toshiba Printer Lease- Jan-June 2018	07/18/18	1,077.12	.00	
Eastern Salisbury Fire Co.	24624	03-411.240	Reimb for Univest computer maintenance Jan-June 2018	07/18/18	2,140.33	.00	
Total Eastern Salisbury Fire Co.:					3,217.45	.00	
Ecco Communications LLC							
Ecco Communications LLC	72835	03-412.374	Radio mount kit	06/26/18	125.00	.00	
Total Ecco Communications LLC:					125.00	.00	
Ferguson Waterworks							
Ferguson Waterworks	0441626-1	06-448.611	Water meters & readers	06/22/18	10.40	.00	
Ferguson Waterworks	0444258	06-448.611	Water meters & readers	06/22/18	3,820.00	.00	
Ferguson Waterworks	0444258-1	06-448.611	Water meters & readers	06/29/18	1,710.00	.00	
Ferguson Waterworks	0449470	06-448.611	Water meters & readers	06/28/18	682.78	.00	
Ferguson Waterworks	CM034217	06-448.611	Returned-Water meters & readers	05/10/18	5,650.06-	.00	
Total Ferguson Waterworks:					573.12	.00	
First Regional Compost Authority							
First Regional Compost Au	2018-179	10-427.303	Grass collection-30 yds-6/5/18-6/28/18	07/04/18	400.00	.00	
Total First Regional Compost Authority:					400.00	.00	
Fitzpatrick Lentz & Bubba P.C.							
Fitzpatrick Lentz & Bubba	07052018	01-414.314	ZHB Alternate Solicitorship	07/05/18	95.00	.00	
Total Fitzpatrick Lentz & Bubba P.C.:					95.00	.00	
Five Star International							
Five Star International	05P163846	01-437.251	#3-Grommet washer pump	07/11/18	18.47	.00	
Total Five Star International:					18.47	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Fountain Hill, Borough of							
Fountain Hill, Borough of	07022018	08-429.536	2Q2018 capital payment	07/02/18	600.00	.00	
Fountain Hill, Borough of	07022018	08-429.531	2Q2018 sewer	07/02/18	309.28	.00	
Total Fountain Hill, Borough of:					909.28	.00	
Groundhog Lawn & Landscape							
Groundhog Lawn & Landsc	07112018	01-413.317	1863 S Albert St-Mow & Trim	07/11/18	125.00	.00	
Groundhog Lawn & Landsc	07112018	01-413.317	1410 Van Vethen-Mow & Trim	07/11/18	300.00	.00	
Groundhog Lawn & Landsc	07112018	01-413.317	3048 Cedar Lane-Removed brush from front of house	07/11/18	100.00	.00	
Total Groundhog Lawn & Landscape:					525.00	.00	
Hassick, Richard							
Hassick, Richard	07102018	01-414.220	Planning Commission Mtg-7/10/18	07/10/18	25.00	.00	
Total Hassick, Richard:					25.00	.00	
Hunter Keystone Peterbilt LP							
Hunter Keystone Peterbilt	R202003824:01	03-411.374	#20-21-Inspection	06/27/18	557.19	.00	
Total Hunter Keystone Peterbilt LP:					557.19	.00	
Jacoby, Patrick							
Jacoby, Patrick	07092018	01-452.240	mileage-playground program 6/20-7/09/18	07/09/18	73.58	.00	
Total Jacoby, Patrick:					73.58	.00	
Keystone Consulting Engineers							
Keystone Consulting Engin	159403	01-408.318	2018-May-Swain School Grading Plan	06/13/18	158.25	.00	
Keystone Consulting Engin	159405	01-408.318	2018-May-2686 S 4th St Land Development	06/13/18	422.00	.00	
Keystone Consulting Engin	159836	01-436.313	2018-June-Salisbury Township MS4 program	07/11/18	4,917.25	.00	
Keystone Consulting Engin	159837	06-448.611	2018-June-Upgrade Existing Water Meters	07/11/18	474.75	.00	
Keystone Consulting Engin	159838	06-448.615	2018-June-Paxford Rd Water Main Replacement Project	07/11/18	1,697.64	.00	
Keystone Consulting Engin	159839	06-448.616	2018-June-Maumee Ave Water Main Replacement project	07/11/18	1,697.64	.00	
Keystone Consulting Engin	159840	06-448.600	2018-June-Montgomery St Water Main Replacement-Patomic to Tweed St	07/11/18	1,419.14	.00	
Keystone Consulting Engin	159841	08-429.313	2018-June-General Engineering-Sewer Matters	07/11/18	769.00	.00	
Keystone Consulting Engin	159842	06-448.313	2018-May & June-General Engineering-Water Matters	07/11/18	1,027.63	.00	
Keystone Consulting Engin	159842	08-429.372	2018-June-l&l Removal Program	07/11/18	5,213.65	.00	
Keystone Consulting Engin	159845	08-429.607	2018-June-Sanitary Sewer CIPP Lining Project 2018	07/11/18	542.75	.00	
Total Keystone Consulting Engineers:					18,339.70	.00	
Kijak, Mark							
Kijak, Mark	07102018	01-414.220	Planning Commission Mtg-7/10/18	07/10/18	25.00	.00	
Total Kijak, Mark:					25.00	.00	
Klocek, Jessica							
Klocek, Jessica	07102018	01-414.220	Planning Commission Mtg-7/10/18	07/10/18	25.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Klocek, Jessica:					25.00	.00	
Kovatch Ford							
Kovatch Ford	94764	01-410.250	#210-Upfitting	06/30/18	9,506.27	.00	
Total Kovatch Ford:					9,506.27	.00	
Lagunilla, Elena							
Lagunilla, Elena	07182018	01-406.315	Reimburse for clearances	07/18/18	52.60	.00	
Total Lagunilla, Elena:					52.60	.00	
Lehigh County Law Department							
Lehigh County Law Depart	07182018	01-400.240	File Ord: Alt Open Records Officer	07/18/18	20.00	20.00	07/18/18
Total Lehigh County Law Department:					20.00	20.00	
Losagio, Bryan							
Losagio, Bryan	07022018	01-410.238	reimb-Undershirt	07/02/18	17.99	.00	
Total Losagio, Bryan:					17.99	.00	
LYNX Computer Technologies							
LYNX Computer Technolo	567932	01-410.319	LYNXcare Platinum-July 2018	07/10/18	2,365.00	.00	
LYNX Computer Technolo	567932	01-407.319	LYNXcare Platinum-July 2018	07/10/18	946.00	.00	
LYNX Computer Technolo	567932	06-448.319	LYNXcare Platinum-July 2018	07/10/18	473.00	.00	
LYNX Computer Technolo	567932	08-429.319	LYNXcare Platinum-July 2018	07/10/18	473.00	.00	
LYNX Computer Technolo	567932	10-407.319	LYNXcare Platinum-July 2018	07/10/18	473.00	.00	
Total LYNX Computer Technologies:					4,730.00	.00	
Miller, Glenn							
Miller, Glenn	07102018	01-414.220	Planning Commission Mtg-7/10/18	07/10/18	25.00	.00	
Total Miller, Glenn:					25.00	.00	
Morning Call, The							
Morning Call, The	003618947	01-401.341	Ad: Bids for Lindberg Park Ph 3 final Rehab project	07/01/18	573.52	.00	
Total Morning Call, The:					573.52	.00	
Morton Salt Inc							
Morton Salt Inc	5401610668	35-432.245	Bulk ice control	06/21/18	2,565.25	.00	
Total Morton Salt Inc:					2,565.25	.00	
Motors Plus Inc.							
Motors Plus Inc.	34198	01-410.251	#218-Inspection/oil change/top off fluids/Tire pressure light	07/12/18	447.65	.00	
Motors Plus Inc.	34336	01-410.251	#222-Transmission lines	07/02/18	655.92	.00	
Motors Plus Inc.	34371	01-410.251	#2319-Oil Change/top off fluids	07/10/18	100.64	.00	
Total Motors Plus Inc.:					1,204.21	.00	
MP Outfitters							
MP Outfitters	27437-5	01-410.238	Handcuffs-Harrison	06/28/18	109.97	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total MP Outfitters:					109.97	.00	
MRC Inc							
MRC Inc	2871	01-451.601	Lindberg Park Freestanding Equipment	04/25/18	33,857.93	.00	
Total MRC Inc:					33,857.93	.00	
New Enterprise Stone & Lime Co Inc							
New Enterprise Stone & Li	6852457	01-438.245	coldpatch	06/22/18	602.28	.00	
Total New Enterprise Stone & Lime Co Inc:					602.28	.00	
OMNI Orlando Resort at Championsgate							
OMNI Orlando Resort at C	40031931631	01-410.421	40031931631-Nothstein-SRO-National School Safety Conference - July 22nd-27th 2018	07/12/18	996.13	996.13	07/17/18
Total OMNI Orlando Resort at Championsgate:					996.13	996.13	
PA Department of Environmental							
PA Department of Environ	1066217	08-429.315	2018-Zimmerman-certificate to operate wastewater system	07/10/18	60.00	60.00	07/18/18
Total PA Department of Environmental:					60.00	60.00	
PA One Call System Inc.							
PA One Call System Inc.	0000776887	01-401.320	2018-July-Voice/Fax messages	06/30/18	321.75	.00	
Total PA One Call System Inc.:					321.75	.00	
Patriot Workwear							
Patriot Workwear	25239	01-410.238	Vest-Nothstein	06/28/18	129.00	.00	
Total Patriot Workwear:					129.00	.00	
PPL Electric Utilities							
PPL Electric Utilities	07122018	35-433.362	59610-04003	07/12/18	41.25	.00	
PPL Electric Utilities	07122018	08-429.361	98810-20005	07/12/18	78.35	.00	
PPL Electric Utilities	07122018	35-433.362	58010-04003	07/12/18	39.98	.00	
PPL Electric Utilities	07122018	08-429.361	08450-07007	07/12/18	28.05	.00	
PPL Electric Utilities	07122018	08-429.361	56060-06003	07/12/18	28.10	.00	
PPL Electric Utilities	07122018	01-451.361	54060-05002	07/12/18	28.37	.00	
PPL Electric Utilities	07122018	08-429.361	42850-08008	07/12/18	27.65	.00	
PPL Electric Utilities	07122018	08-429.361	32650-08001	07/12/18	27.14	.00	
PPL Electric Utilities	07122018	06-448.361	30460-06001	07/12/18	487.19	.00	
PPL Electric Utilities	07122018	08-429.361	15450-07002	07/12/18	27.91	.00	
PPL Electric Utilities	07122018	06-448.361	59410-04007	07/12/18	30.93	.00	
PPL Electric Utilities	07122018	08-429.361	47020-14000	07/12/18	30.00	.00	
PPL Electric Utilities	07122018	35-433.362	32810-04003	07/12/18	38.30	.00	
PPL Electric Utilities	07122018	35-433.362	97159-57000	07/12/18	43.37	.00	
PPL Electric Utilities	07122018	35-433.362	96549-22003	07/12/18	38.52	.00	
PPL Electric Utilities	07122018	01-451.361	62400-52006	07/12/18	12.24	.00	
PPL Electric Utilities	07162018	03-411.320	82900-03000	07/16/18	591.86	.00	
Total PPL Electric Utilities:					1,599.21	.00	
Public Agency Training Council							
Public Agency Training Co	231455	01-410.421	Kress-"Search Warrant Major Case				

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
			Investigation" seminar	07/12/18	295.00	.00	
Total Public Agency Training Council:					295.00	.00	
Rapid Response Inc.							
Rapid Response Inc.	737	01-410.183	Hazardous Materials-Clean-up- 1306 Ueberroth Ave	02/16/18	10,184.23	.00	
Total Rapid Response Inc.:					10,184.23	.00	
ReadyRefresh by Nestle							
ReadyRefresh by Nestle	07042018	01-409.366	2018-June-Acct#0436481527-Admin	07/04/18	55.27	.00	
ReadyRefresh by Nestle	07042018	01-409.366	2018-June-Acct#0436481576-DPW	07/04/18	46.69	.00	
ReadyRefresh by Nestle	07042018	01-409.366	2018-June-Acct#0436481543-Police	07/04/18	65.24	.00	
ReadyRefresh by Nestle	07042018	01-409.366	2018-June-Acct#0441704392-Franko	07/04/18	17.16	.00	
Total ReadyRefresh by Nestle:					184.36	.00	
Ringhoffer, Kimberly							
Ringhoffer, Kimberly	06202018	01-452.240	Mileage-Playground program 6/20-6/28/18	06/20/18	64.31	.00	
Ringhoffer, Kimberly	07162018	01-452.240	Mileage-Playground program 7/9-7/16/18	07/16/18	36.79	.00	
Total Ringhoffer, Kimberly:					101.10	.00	
S&S Worldwide							
S&S Worldwide	10341457	01-452.240	Birdhouse & Silly Stone craft kits	07/06/18	217.55	.00	
Total S&S Worldwide:					217.55	.00	
Salisbury Township							
Salisbury Township	06052018	03-411.320	2Q2018 ESFCo Utility Invoice	06/05/18	160.80	.00	
Total Salisbury Township:					160.80	.00	
Schreiter P.L.S., Richard L.							
Schreiter P.L.S., Richard L.	07102018	01-414.220	Planning Commission Mtg-7/10/18	07/10/18	25.00	.00	
Total Schreiter P.L.S., Richard L.:					25.00	.00	
Scribbles & Drips Lettering Graphics							
Scribbles & Drips Lettering	2018062	01-410.250	Down Payment-Lettering for new command truck	07/13/18	1,350.00	1,350.00	07/17/18
Total Scribbles & Drips Lettering Graphics:					1,350.00	1,350.00	
Service Electric Cable TV							
Service Electric Cable TV	07012018	01-410.315	Prolog Express -June 2018	07/01/18	78.44	.00	
Total Service Electric Cable TV:					78.44	.00	
Service Electric Telephone Co							
Service Electric Telephone	07152018	03-411.320	Acct#-0000050426-ESFC-7/2018	07/15/18	83.36	.00	
Service Electric Telephone	07152018	01-403.240	Acct#-0000044158-Minger phone line-7/2018	07/15/18	20.84	.00	
Service Electric Telephone	07152018	01-401.320	Acct#-0000044158-Township phone line-7/2018	07/15/18	545.62	.00	
Total Service Electric Telephone Co:					649.82	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Service Tire Truck Centers							
Service Tire Truck Centers	Z93762-01	01-437.251	#9-tires	07/10/18	706.52	.00	
Service Tire Truck Centers	Z97512-01	06-448.251	#33-tires	07/10/18	184.81	.00	
Service Tire Truck Centers	Z97512-01	08-429.251	#33-tires	07/10/18	184.81	.00	
Total Service Tire Truck Centers:					1,076.14	.00	
Shammy Shine Car Washes							
Shammy Shine Car Washes	06302018	01-410.315	Police Car Washes-6/1-6/30/18	06/30/18	135.00	.00	
Total Shammy Shine Car Washes:					135.00	.00	
Signal Service Inc.							
Signal Service Inc.	28372	01-433.362	CCB & LVHN-Red light	06/22/18	311.00	.00	
Total Signal Service Inc.:					311.00	.00	
Staples Advantage							
Staples Advantage	3382995140	01-430.240	Toner	07/05/18	59.93	.00	
Staples Advantage	3383019989	01-401.240	Frame/4-drawer file cabinet	07/06/18	409.83	.00	
Total Staples Advantage:					469.76	.00	
Stotz/Fatzinger Office Supply							
Stotz/Fatzinger Office Sup	213900	01-402.240	#9 Envelopes	07/13/18	97.00	.00	
Total Stotz/Fatzinger Office Supply:					97.00	.00	
Suburban Propane-2022							
Suburban Propane-2022	606886	01-401.231	unleaded	07/06/18	16.63	.00	
Suburban Propane-2022	606886	01-410.231	unleaded	07/06/18	483.62	.00	
Suburban Propane-2022	606886	01-430.231	unleaded	07/06/18	500.26	.00	
Suburban Propane-2022	606886	06-448.231	unleaded	07/06/18	88.28	.00	
Suburban Propane-2022	606886	08-429.231	unleaded	07/06/18	88.28	.00	
Suburban Propane-2022	606886	03-413.231	unleaded	07/06/18	102.35	.00	
Suburban Propane-2022	72221	01-401.231	diesel	07/06/18	32.68	.00	
Suburban Propane-2022	72221	01-410.231	diesel	07/06/18	950.16	.00	
Suburban Propane-2022	72221	01-430.231	diesel	07/06/18	982.83	.00	
Suburban Propane-2022	72221	06-448.231	diesel	07/06/18	173.44	.00	
Suburban Propane-2022	72221	08-429.231	diesel	07/06/18	173.44	.00	
Suburban Propane-2022	72221	03-413.231	diesel	07/06/18	201.09	.00	
Total Suburban Propane-2022:					3,793.06	.00	
Times News							
Times News	I00441040-071120	01-401.341	Ad:EAC Mtg 7/18/18	07/12/18	33.64	.00	
Total Times News:					33.64	.00	
U.S. Department of Agriculture							
U.S. Department of Agricult	3002813418	01-451.371	2018-Goose Mgmnt-thru 4/30/2018	07/09/18	33.56	.00	
U.S. Department of Agricult	3002813419	01-451.371	2018-Goose Mgmnt-thru 5/31/2018	07/09/18	104.26	.00	
Total U.S. Department of Agriculture:					137.82	.00	
Urban Research & Development							
Urban Research & Develop	2305-17-119-3323	01-451.312	LindPk MSP Ph3 & Ph4-June 2018- Construction drawings/specifications/bid				

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
			docs/construction observation/grant admin	07/05/18	7,202.00	.00	
Total Urban Research & Development:					7,202.00	.00	
Verizon							
Verizon	07032018	01-410.320	610-433-0563-monitor traffic signals CCB-7/2018	07/03/18	41.35	.00	
Verizon	07062018	06-448.320	610-435-4231-Flxr Ave wtr pump strn-07/2018	07/06/18	41.95	.00	
Total Verizon:					83.30	.00	
Whitehall Township							
Whitehall Township	07132018	01-406.315	2018 LVD&A Consortium	07/13/18	1,255.00	.00	
Total Whitehall Township:					1,255.00	.00	
Whitehall Turf Equipment							
Whitehall Turf Equipment	383393	01-451.260	XMark walk behind	05/29/18	169.00	.00	
Whitehall Turf Equipment	383393	01-451.240	Spark plugs for weed wacker	05/29/18	16.32	.00	
Whitehall Turf Equipment	385407	01-451.240	Carburetor/blade/spark plugs for chainsaw	06/18/18	5.92	.00	
Whitehall Turf Equipment	387500	01-451.240	Paint/chain/bar/speed bump head	07/07/18	137.00	.00	
Whitehall Turf Equipment	387500	01-430.260	Echo PAS power head	07/07/18	255.20	.00	
Total Whitehall Turf Equipment:					583.44	.00	
Grand Totals:					175,767.22	5,030.68	

Report Criteria:

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

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
General Fund							
Total General Fund:					107,526.02	4,970.68	
Fire Fund							
Total Fire Fund:					5,039.10	.00	
Library Fund							
Total Library Fund:					40,779.50	.00	
Water Fund							
Total Water Fund:					9,874.52	.00	
Sewer Fund							
Total Sewer Fund:					8,908.41	60.00	
Refuse & Recycling Fund							
Total Refuse & Recycling Fund:					873.00	.00	
Highway Aid Fund							
Total Highway Aid Fund:					2,766.67	.00	
Grand Totals:					175,767.22	5,030.68	

Date: _____

President: _____

Board of Commissioners

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
June 28, 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 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 – EXCUSED
Kevin Soberick, Police Sergeant
Cynthia Sopka, Director of Planning & Zoning – EXCUSED
Sandy Nicolo, Code Enforcement Officer, MS4 Coordinator
John Ashley, Esquire, rep of Davison & McCarthy, Township Solicitor
David Tettermer, 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.

PUBLIC HEARING

Pollutant Reduction Plan.

Mr. Tettemer reminded the Board that the plan was discussed in the workshop on June 14, 2018. The Board opened up the floor to questions from residents.

Mr. Joseph Hebelka of 1152 Washington Ave asked if there was a condensed version of the Plan for the residents to view. Mr. Tettemer stated that he can provide a copy of an overview with some of the projects, but it would not contain calculations.

Mr. Tettemer explained that DEP requires the Township to remove 10% of pollutants, which is the equivalent of approximately 200,000 pounds, to its streams over the next five years as part of the Township's NPDES permit (part of the MS4 requirements). Mr. Tettemer stated that there are different types of projects the Township could undertake to do the work, and he provided a plan that would take place on all Township-owned properties so the Township has control. The Township's permit application is due at the beginning of August and this plan must be submitted with it. The Township has through 2023 to accomplish the work.

Mr. Hebelka inquired if every municipality has to do a Pollutant Reduction Plan. Mr. Tettemer stated that it depends on the streams a municipality has running through it. He commented that it also depends when the NPDES permit is due as to when the work has to be done.

A discussion ensued about combining the work with surrounding municipalities. Mr. Tettemer noted that Emmaus, South Whitehall, Fountain Hill, Upper Saucon, Lower Saucon, etc. have to undertake the work as well, but with different requirements, again, depending on the streams. He noted that generally, all municipalities in the area must do the pollution reduction plan as most streams are considered impaired with high levels of sediment or other types of pollutants.

Ms. Bonaskiewich noted that the Board will plan to adopt the Plan at the Regular Meeting on July 26, 2018.

APPROVAL OF THE FINANCIAL REPORT AND LIST OF BILLS PAYABLE

Motion by Commissioner Conn, seconded by Commissioner Ackerman, to approve the unaudited Financial Report for the period ending May 31, 2018, and the list of Bills Payable for the period 6/9/18-6/22/18, broken down as follows:

\$65,516.79 = GENERAL
\$1,562.39 = FIRE
\$0 = LIBRARY
\$231,654.49 = WATER
\$13,858.31 = SEWER
\$8,659.65 = REFUSE & RECYCLING
\$0 = HIGHWAY AID
\$0 _____ = SUBDIVISION & ESCROW
\$321,251.63 = 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

June 14, 2018

Commissioner Martucci declared the Minutes of June 14, 2018 accepted as presented.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

Resolution for Disposition of 1990 Chevy Step Van.

Ms. Bonaskiewich stated that the vehicle was the old Incident Command Center utilized by the Police Department. She noted that the Township has historically traded in vehicles, but has been exploring the use of Municibid, an online public auction site for municipal government. Ms. Bonaskiewich stated that the Resolution is needed prior to the Township listing it for sale.

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to adopt Resolution No. 06-2018-1609, authorizing the sale of the 1990 Chevy Step Van.

Roll Call:

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

The Motion passed by 5-0.

Resolution to Approve the Retirement Benefits of Ronald Rindock.

Ms. Bonaskiewich stated that Mr. Ronald Rindock had been a Public Works Department employee for 26 years and retired earlier this month.

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to adopt Resolution No. 06-2018-1610, approving the retirement benefits of Ronald Rindock.

Roll Call:

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

The Motion passed by 5-0.

Resolution In Recognition of Years of Service for Ronald Rindock.

Ms. Bonaskiewich stated that Mr. Rindock will receive a framed copy of the Resolution.

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to adopt Resolution No. 06-2018-1611, recognizing Ronald Rindock for his years of service.

Roll Call:

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

The Motion passed by 5-0.

MOTIONS

None.

PRIVILEGE OF THE FLOOR

Ms. Carolyn Geiger of 2753 Green Acres Drive was present to express concerns about an assault that occurred near her home as well as an increase in activity at Green Acres Park and illegal parking on Green Acres Drive and Emerson Street. Sergeant Soberick noted that he will make sure the officers patrol the area. Commissioner Ackerman suggested the officers patrol on foot around the area.

A discussion ensued regarding the new fireworks law.

Mr. Charles Beck expressed concerns about trailers parking on Potomac Street between E. Federal Street and E. Lexington Street. He stated that it affects the line of sight for drivers. He also brought forth a concern about commercial trailers parked on private property. Ms. Bonaskiewich stated that she will follow-up with Mr. Nicolo, Ms. Sopka and the Police Department regarding the parking of commercial trailers on private property and other types of trailers that violate the Ordinance, as well as the parking of trucks and trailers on the street that create a driving hazard.

Commissioner Ackerman commended Ms. Genny Baillie and the Recreation Committee for their efforts with the Park Playground Program. Ms. Geiger also praised the program but expressed concerns about parking. Sergeant Soberick stated that they will readdress parking issues in the area.

Ms. Bonaskiewich announced that the Regular Meeting scheduled for July 12, 2018 will be cancelled due to a lack of agenda items.

ADJOURNMENT

Commissioner Conn made a motion to adjourn the meeting. Seconded by Commissioner Brinton. The time was 7:55 p.m.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on June 28, 2018.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL

**BEFORE THE BOARD OF COMMISSIONERS OF
THE TOWNSHIP OF SALISBURY**

ORDINANCE NO. 07-2018-618

**AN ORDINANCE BY THE BOARD OF COMMISSIONERS OF
THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY,
PENNSYLVANIA, AMENDING CHAPTER 1, PART 13 OF THE
SALISBURY TOWNSHIP CODE OF ORDINANCES WITH
RESPECT TO THE SALISBURY TOWNSHIP OPEN RECORDS
POLICY TO DESIGNATE AN ALTERNATE OPEN RECORDS
OFFICER**

*deletions are strikethrough

*insertions are highlighted, bolded and double-underlined

IT IS HEREBY ENACTED AND ORDAINED by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, that Chapter 1, Part 13 of the Salisbury Township Code of Ordinances pertaining to the Township's Open Records Policy shall be amended as follows:

Part 13: OPEN RECORDS POLICY

Section 1-1301. Purpose.

The purpose of this Ordinance is to assure compliance with Act 3 of 2008, the Pennsylvania Right-to-Know Law, as amended, to provide access to public records of Salisbury Township, to preserve the integrity of Salisbury Township's records, and to minimize the financial impact to the residents of the Township regarding the resources utilized in the receipt of and processing of public record requests and the retrieval and copying of public records.

Section 1-1302. Designated Open Records Officer.

It is the policy of the Township to require the presence of a designated employee when public records are examined and inspected and to charge reasonable fees for duplication of public records of the Township. Salisbury Township designates the Township Manager as the Open Records Officer and **the Administrative Assistant to the Township Manager as the Alternate Open Records Officer** who shall be responsible for assuring compliance with the Pennsylvania Right-to-Know Law, in accordance with the following guidelines:

- A. The Township ~~Manager~~ **Open Records Officer and/or Alternate** may designate certain employee(s) to process public record requests.
- B. The Township ~~Manager~~ **Open Records Officer and/or Alternate** is responsible for minimizing, where possible, the financial impact to the Township

regarding the resources utilized in the receipt and processing of public record requests and the retrieval and copying of public records.

- C. All requests for public records of the Township under this Policy shall be specific in identifying and describing each public record requested. In no case shall the Township be required to create a public record which does not exist or to compile, maintain, format or organize a public record in a manner in which the Township does not currently compile, maintain, format or organize the public record. All requests for public records shall be submitted in writing and include the date of the request, requestor's name, address, and telephone number; certification of United States residency; signature of requestor; and if duplication is requested, appropriate payment.
- D. The designated employee shall make a good faith effort to determine whether each record requested is a public record.
- E. The Township shall facilitate a reasonable response to a request for Township public records. In no case is the Township expected to provide extraordinary staff to respond to the request, but will respond in a manner consistent with the Township's administrative responsibilities and consistent with the requirements of the Pennsylvania Right-to-Know Law.
- F. The designated employee shall respond to the requester within five (5) business days from the date of receipt of the written request. If the Township does not respond within five (5) business days of receipt thereof, the request is deemed denied.
- G. The response provided by the Township shall consist of (1) approval for access to the public record; (2) review of the request by the designated employee; or (3) denial of access to the record requested.
- H. If access to the public record requested is approved, the public record shall be available for access during the regular business hours of the Township. The designated employee shall cooperate fully with the requester, while also taking reasonable measures to protect Township public records from the possibility of theft and/or modification. The presence of a designated employee is required when public records are examined and inspected.
- I. Fees for duplication of public records shall be as established by the Commonwealth's Office of Open Records. The Township may at its discretion waive fees and, by resolution, set forth fees as not otherwise established by the Commonwealth's Office of Open Records.
- J. In the event the estimated cost of fulfilling a request submitted under this policy is expected to exceed \$100.00, the designated employee(s) shall obtain the expected cost in advance of fulfilling the request to avoid unwanted expense of Township resources.

- K. If the request is being reviewed, the notice provided by the Township shall be in writing and include the reason for the review and the expected response date, which shall be within thirty (30) days of the notice of review. If the Township does not respond within thirty (30) days thereof, the request is deemed denied. Review of the request is limited to situations where:
- (a) The record requested contains information which is subject to access as well as information which is not subject to access that must be redacted prior to a grant of access. The redacted information is considered a denial as to that information;
 - (b) The record requires retrieval from a remote location;
 - (c) A timely response cannot be accomplished due to staffing limitations;
 - (d) A legal review is necessary to determine whether the record requested is a public record;
 - (e) The requester has failed to comply with the Township's policy and procedure requirements; or
 - (f) The requester refuses to pay the applicable fees;
 - (g) The extent or nature of the request precludes a response within the required time period.

Upon a determination that one of the factors listed above applies, the Township shall send written notice to the requester within five (5) business days of receipt of the request for access. The notice shall include a statement notifying the requester that the request for access is being reviewed, the reason for the review, a reasonable date that a response is expected to be provided, and an estimate of applicable fees owed when the record becomes available. If the date that a response is expected to be provided is in excess of thirty (30) days, following the five (5) business days allowed for, the request for access shall be deemed denied unless the requester has agreed in writing to an extension to the date specified in the notice. If the requester agrees to the extension, the request shall be deemed denied on the day following the date specified in the notice if the Township has not provided a response by that date.

- L. If access to the record requested is denied, the notice provided by the Township shall be in writing as indicated on the form attached hereto entitled "Denial of Request to Review and/or Duplicate the Township of Salisbury Records".
- M. If the request is denied or deemed denied, the requester may file an appeal with the Commonwealth's Office of Open Records within fifteen (15) business days of the mailing date of the Township's notice of denial, or within fifteen (15) days of

a deemed denial. The appeal shall state the grounds upon which the requester asserts that the record is a public record and shall address any grounds stated by the Township for delaying or denying the request.

- N. Within thirty (30) days of the mailing date of the final determination of the appeals officer, the requester or Township may file a petition for review or other document as required by rule of court with the Court of Common Pleas of Lehigh County. The decision of the court shall contain findings of fact and conclusions of law based upon the evidence as a whole. The decision shall clearly and concisely explain the rationale for the decision. A petition for review under this Section shall stay the release of documents until a decision of the court is issued.
- O. This Policy shall be available for review at the Township office.

ENACTED AND ORDAINED this 26th day of July, 2018.

BOARD OF COMMISSIONERS
TOWNSHIP OF SALISBURY

By: _____
Robert Martucci, Jr. President

ATTEST:

Township Secretary

RESOLUTION NO. 07-2018-1613

BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, TO ADOPT THE SALISBURY TOWNSHIP POLLUTANT REDUCTION PLAN

WHEREAS, the Township of Salisbury Board of Commissioners recognizes the need to have a pollutant reduction plan which outlines methods to reduce sediment loading in streams by at least 10 percent over the next five years; and

WHEREAS, the Township of Salisbury Board of Commissioners commissioned a plan to be developed that was reviewed with input from the public.

NOW, THEREFORE, BE IT RESOLVED and it is hereby resolved that the Township of Salisbury Board of Commissioners adopts the Salisbury Township Pollutant Reduction Plan, as presented, to assist in guiding the Township of Salisbury.

APPROVED AND ADOPTED this 26th day of July, 2018 at a regular public meeting.

TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)

Robert Martucci, Jr.
President, Board of Commissioners

ATTESTED:

Cathy Bonaskiewich, Township Secretary

RESOLUTION NO. 07-2018-1612

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, AUTHORIZING THE TOWNSHIP'S SALE/TRADE OF VEHICLES AND OTHER EQUIPMENT IDENTIFIED HEREIN BY MEANS OF MUNICIBID OR TRADE-IN PURSUANT TO COSTARS PURCHASES FOR NEW VEHICLES, OR BY PUBLIC BID OR AUCTION CONSISTENT WITH THE REQUIREMENTS OF THE FIRST CLASS TOWNSHIP CODE AND THE TOWNSHIP CODE OF ORDINANCES

BE IT RESOLVED, by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, and it is hereby resolved by the same, and it is hereby ordained by the authority of the same as follows:

WHEREAS, the Township of Salisbury, a first-class Township located in Lehigh County, Pennsylvania (hereinafter the "Township"), is authorized to sell personal property by public bid or auction where the value of such personal property is estimated by the Township to be worth in excess of \$1,000.00 and the Township passes a resolution to sell same in this manner; and

WHEREAS, the Township possesses equipment which it cannot use, valued in excess of \$1,000.00, which property (identified hereinafter by Type of Property, Make/Model, year of construction, and hours or miles used) it desires to sell (or trade as permitted by Costars):

PROPERTY TO BE SOLD/TRADED

<u>Year Make/Model</u>	<u>Mileage</u>
2008 F550 dump truck	90,778 miles
2009 Dodge Charger	108,998 miles

and

WHEREAS, the Township desires to sell same and receive value by means of: 1) "Municibid — Online Government Auctions"; 2) a trade-in for some new vehicle or vehicles as is permitted by the State's "Co-Star Program"; or, 3) sale by public bid or auction in accordance with the First Class Township Code and the Township's Code of Ordinances; and

WHEREAS, the Township wishes to memorialize its actions so as to permit the Township Administration (Township Manager and Director of Finance) to use those

methods best suited to the Township's needs for the sale/trade of these items of Township personal property at such time as the circumstances dictate.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Township of Salisbury by Resolution confirms its authorization to permit the Township Administration (Township Manager and Director of Finance) to sell/trade the personal property as identified above in part or in whole in such manner and at such time as the Township Administration determines appropriate by means of: 1) "Municibid — Online Government Auctions"; 2) a trade-in for some new vehicle or vehicles as is permitted by the State's "Co-Star Program"; or, 3) sale by public bid or auction in accordance with the Third Class City Code and the City Charter.

IN WITNESS WHEREOF, the Board of Commissioners has adopted and enacted this Resolution this 26th day of July, 2018.

TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)

President, Board of Commissioners

ATTESTED:

Township Secretary

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Workshop Meeting
July 26, 2018
7:30 p.m.
(approximate time)

Topics of discussion:

- Discussion regarding the Rental/Resale Inspection Ordinance
- Review of 2019 Budget calendar