

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Meeting
Regular Meeting Agenda—October 25, 2018
7:00 PM

1. Call to Order

2. Pledge of Allegiance

3. Notifications:

- All public sessions of the Salisbury Township Board of Commissioners regular meeting are electronically monitored (tape recorded) for the purpose of taking the Minutes. Public comment on agenda items will be entertained at the time the item is up for vote, non-agenda related public comments will be entertained after the agenda.
- Public Comment Period Policy—Three (3) Minutes Rule

4. Financial Report – Sept. 2018 and Bills Payable – Periods 10/6/18–10/19/18

5. Approval of the Minutes – October 11, 2018

6. New Business

A. ORDINANCES

1. Ordinance Amending Moving Permit Ordinance and Adopting Rental Property Inspection Regulations

B. RESOLUTIONS

1. Resolution – Lehigh Valley Health Network Emergency Dept. Expansion Preliminary/Final Land Development Plan

C. MOTIONS

1. Consideration of Change Order #2 for Lindberg Park Final Rehab – Phase IV Project
2. Motion to Appoint Member to the Environmental Advisory Council

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

8. Adjournment

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

GENERAL FUND SUMMARY

	2018 BOARD APPROVED BUDGET	1/1 - 9/30/18 ACTUAL	% OF BUDGET RECEIVED OR EXPENDED
REVENUES:			
OPERATING:			
TAXES	6,250,219	5,573,562	89.2%
PERMITS, FEES & INTEREST	772,116	640,940	83.0%
OTHER OPERATING REVENUE	174,308	143,269	82.2%
TRANSFERS FROM OTHER FUNDS	455,100	229	0.1%
FROM PRIOR-YEAR RESERVES	204,134	-	0.0%
TOTAL OPERATING REVENUE	7,855,877	6,358,000	80.9%
NON-OPERATING:			
(C) DEVELOPMENT GRANTS & CONTRIBUTIONS	827,535	175,813	21.2%
(F) PRIOR YEAR EXPENSE REFUNDS	60,000	88,609	147.7%
(G) PY RESERVES & BOND PROCEEDS	200,000	-	0.0%
TOTAL NON-OPERATING REVENUE	1,087,535	264,422	24.3%
TOTAL REVENUES	8,943,412	6,622,422	74.0%
EXPENDITURES:			
OPERATING:			
(A) GENERAL GOVERNMENT	861,630	645,641	74.9%
(B) PUBLIC SAFETY	2,715,960	1,917,073	70.6%
(D) PUBLIC WORKS	1,546,630	1,053,459	68.1%
(E) RECREATION	122,900	130,342	106.1%
(F) COMMUNITY DEVELOPMENT	1,500	706	47.1%
(G) CONTRIBUTIONS & MISCELLANEOUS	57,690	39,035	67.7%
(H) INSURANCE & BENEFITS	2,199,697	1,536,133	69.8%
(I) TRANSFERS TO OTHER FUNDS	71,600	50,750	70.9%
TOTAL OPERATING EXPENDITURES	7,577,607	5,373,139	70.9%
NON-OPERATING:			
(J) DEBT SERVICE	178,650	26,257	14.7%
(K) CAPITAL	1,187,155	182,413	15.4%
TOTAL NON-OPERATING EXPENDITURES	1,365,805	208,670	15.3%
TOTAL EXPENDITURES	8,943,412	5,581,809	62.4%
SURPLUS (DEFICIT)	-	1,040,613	
SUMMARY:			
Operating Revenues	7,855,877	6,358,000	80.9%
Operating Expenses	7,577,607	5,373,139	70.9%
Operating Surplus/(Deficit)	278,270	984,861	353.9%
Non-Operating Revenues	1,087,535	264,422	24.3%
Non-Operating Expenses	1,365,805	208,670	15.3%
Non-Operating Surplus (Deficit)	(278,270)	55,752	-20.0%

Account Number	Account Title	2018-18 Current Year Budget	09/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	09/17 Prior YTD Actual	% of Budget
General Fund							
Property Taxes							
01-301.100	Real Estate Tax - Current	2,470,000	2,391,861	96.84%	2,200,000	2,136,512	97.11%
01-301.400	Real Estate Tax - Claims	30,000	43,017	143.39%	30,000	21,714	72.38%
01-301.600	Real Estate Tax - Exceptions	3,000	5,679	189.29%	3,000	1,808	60.25%
Total Property Taxes:		2,503,000	2,440,556	97.51%	2,233,000	2,160,034	96.73%
Local Enabling Taxes							
01-310.100	Realty Transfer Tax	480,000	531,112	110.65%	420,000	498,233	118.63%
01-310.200	Earned Income Tax	2,300,000	1,794,208	78.01%	2,250,000	1,714,779	76.21%
01-310.400	Local Services Tax	520,000	374,319	71.98%	500,000	386,183	77.24%
Total Local Enabling Taxes:		3,300,000	2,699,639	81.81%	3,170,000	2,599,195	81.99%
Business Licenses & Permits							
01-321.600	Sign Permits	1,500	3,934	262.27%	1,000	942	94.20%
01-321.800	Cable Franchise Fees	255,000	181,001	70.98%	249,000	189,844	76.24%
Total Business Licenses & Permits:		256,500	184,935	72.10%	250,000	190,786	76.31%
Non-Business Licenses & Permit							
01-322.810	Pole Permits	.00	25	.00	.00	50	.00
01-322.820	Street-Opening Permits	2,000	4,003	200.13%	2,000	7,868	393.38%
01-322.830	Curbing Permits	100	15	15.00%	100	90	90.00%
01-322.840	Moving Permits	2,000	1,790	89.50%	200	873	436.50%
01-322.850	Solicitation Permit	100	250	250.00%	100	150	150.00%
Total Non-Business Licenses & Permit:		4,200	6,083	144.82%	2,400	9,031	376.27%
Fines							
01-331.110	Vehicle Code Violations	78,000	30,004	38.47%	70,000	65,496	93.57%
01-331.120	Violation of Ordinances	25,000	13,317	53.27%	25,000	12,755	51.02%
01-331.130	State Police Fines	7,500	4,372	58.30%	6,000	4,318	71.96%
Total Fines:		110,500	47,693	43.16%	101,000	82,569	81.75%
Interest							
01-341.000	Interest Income	9,000	17,023	189.14%	5,000	5,754	115.08%
01-341.100	Lien Interest Income	9,000	13,942	154.91%	8,000	7,645	95.56%
Total Interest:		18,000	30,965	172.03%	13,000	13,399	103.07%
Rents & Royalties							
01-342.100	Verizon Lease Payments	29,479	24,145	81.90%	28,800	23,989	83.30%
01-342.200	Magistrate Office Rent	31,137	25,896	83.17%	30,500	25,428	83.37%
01-342.300	Franko Lease Payments	8,400	7,000	83.33%	.00	.00	.00
Total Rents & Royalties:		69,016	57,041	82.65%	59,300	49,417	83.33%
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	09/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	09/17 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	10,291	.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	3,398	169.90%
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	4,680	117.01%
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	50,813	42.94%	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	176,003	58.28%
01-354.150	PA DEP Grant(s)	.00	.00	.00	.00	.00	.00
Total State Grants:		797,543	122,580	15.37%	394,300	230,925	58.57%
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	3,404	68.08%	5,000	4,329	86.58%
01-355.050	Foreign Casualty Insurance Tax	344,119	346,645	100.73%	288,700	321,178	111.25%
01-355.070	Foreign Fire Insurance Tax	92,000	83,320	90.56%	102,000	91,684	89.89%
Total State-Shared Revenue:		447,219	433,368	96.90%	401,600	417,191	103.88%
In Lieu Of Taxes							
01-359.100	Payments in Lieu of Taxes	67,000	67,000	100.00%	35,000	28,200	80.57%
Total In Lieu Of Taxes:		67,000	67,000	100.00%	35,000	28,200	80.57%
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	48,403	322.68%	12,000	9,235	76.96%
01-360.250	Fees for Svcs--Police SRO	54,000	40,500	75.00%	52,200	.00	.00
01-360.300	Fees for Svcs--Finance	15,000	3,065	20.44%	1,500	1,426	95.08%
Total Service Fees:		84,000	91,968	109.49%	65,700	10,661	16.23%
Review Fees							
01-361.310	Planning & SALDO Fees	3,000	5,115	170.50%	3,000	2,210	73.67%
01-361.330	Zoning Appeals & Fees	12,000	8,202	68.35%	10,000	12,010	120.10%
01-361.340	Building Code Appeal	1,500	.00	.00	1,500	1,500	100.00%
01-361.350	Legal Review Fees	10,000	10,477	104.77%	10,000	8,469	84.69%
01-361.360	Engineering Review Fees	30,000	55,158	183.86%	40,000	23,827	59.57%
01-361.500	Sale - Maps/Copies/Publication	500	293	58.65%	1,000	498	49.77%
Total Review Fees:		57,000	79,245	139.03%	65,500	48,514	74.07%
Public Safety Fees							
01-362.130	Security Alarm Monitoring	500	475	95.00%	1,000	425	42.50%
01-362.410	Building Permits	60,000	50,385	83.97%	60,000	47,543	79.24%
01-362.415	Mechanical Permits	15,000	8,063	53.75%	20,000	12,960	64.80%
01-362.420	Electrical Permits	30,000	15,771	52.57%	30,000	23,649	78.83%

Period: 09/18

Account Number	Account Title	2018-18 Current Year Budget	09/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	09/17 Prior YTD Actual	% of Budget
01-362.430	Plumbing Permits	20,000	9,527	47.63%	20,000	11,069	55.35%
01-362.440	On-Site Sewage Permits	5,000	8,170	163.40%	5,000	700	14.00%
01-362.450	Re-Inspection Fee	5,000	995	19.90%	10,000	2,095	20.95%
01-362.460	PA State Fee - Permits	.00	.00	.00	.00	.00	.00
01-362.470	Fire Inspection Fee	35,000	47,500	135.71%	35,000	24,715	70.61%
Total Public Safety Fees:		170,500	140,885	82.63%	181,000	123,156	68.04%
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	.00	.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	1,990	110.53%	500	2,226	445.14%
Total Sanitation Fees:		1,800	1,990	110.53%	500	2,226	445.14%
Membership Fees							
01-365.600	Ambulance Subscriptions	24,000	7,285	30.35%	24,000	2,173	9.05%
Total Membership Fees:		24,000	7,285	30.35%	24,000	2,173	9.05%
Recreational User Fees							
01-367.200	Fundraising Proceeds	.00	.00	.00	3,000	2,310	77.00%
01-367.500	Park/Pavilion Usage Fee	2,400	2,125	88.54%	2,400	2,225	92.71%
Total Recreational User Fees:		2,400	2,125	88.54%	5,400	4,535	83.98%
Miscellaneous							
01-380.000	Miscellaneous Revenue	400	434	108.53%	400	383	95.71%
01-380.001	Misc Utility Revenue	12,000	13,035	108.63%	10,000	6,856	68.56%
01-380.002	Utility Lien Fees	.00	8,787	.00	.00	.00	.00
01-380.003	Utility Legal Fees	.00	1,728	.00	.00	.00	.00
01-380.004	Utility Certification Fees	.00	2,288	.00	.00	.00	.00
01-380.100	Forfeited/Returned Deposits	.00	95	.00	.00	500	.00
Total Miscellaneous:		12,400	26,367	212.64%	10,400	7,739	74.42%
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	89,800	100.00%
01-387.215	Contributions--Police/K-9 Prog	1,800	.00	.00	2,000	1,588	79.40%
Total Contributions:		91,600	65,000	70.96%	91,800	91,388	99.55%

Account Number	Account Title	2018-18 Current Year Budget	09/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	09/17 Prior YTD Actual	% of Budget
Asset Disposal							
01-391.100	Sale of Fixed Assets	4,000	28,860	721.50%	.00	3,660	.00
01-391.200	Loss of Fixed Assets	.00	.00	.00	.00	.00	.00
Total Asset Disposal:		4,000	28,860	721.50%	.00	3,660	.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	1,554	.00	.00	1,437	.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	88,609	147.68%	50,000	109,543	219.09%
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	10,000	76.92%	13,000	10,000	76.92%
01-400.200	Volunteer & Public Events	1,500	651	43.42%	2,000	1,513	75.64%
01-400.240	Supplies	300	125	41.71%	100	351	350.83%
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	14,046	77.18%	18,400	15,126	82.21%
Executive							
01-401.121	Manager	44,200	32,606	73.77%	42,800	31,657	73.96%
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	79,515	72.62%	79,100	77,705	98.24%
01-401.149	Clerical--Part Time	30,000	13,905	46.35%	23,800	18,309	76.93%
01-401.212	Newsletter	5,000	5,617	112.34%	5,000	5,616	112.32%
01-401.231	Vehicle Fuel	1,200	1,222	101.82%	1,800	928	51.55%
01-401.240	Office Supplies	4,000	3,272	81.81%	3,000	3,704	123.48%
01-401.251	Vehicle Maintenance	500	170	34.00%	1,500	48	3.20%
01-401.260	Minor Equipment & Small Tools	1,000	90	9.00%	600	4,644	773.95%
01-401.312	Consulting Services	20,000	2,360	11.80%	3,000	2,320	77.33%
01-401.315	General Services	8,000	8,683	108.54%	5,000	11,871	237.42%
01-401.320	Telephone	16,800	12,134	72.22%	17,000	12,460	73.29%

Account Number	Account Title	2018-18 Current Year Budget	09/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	09/17 Prior YTD Actual	% of Budget
01-401.325	Postage	8,000	5,279	65.98%	7,000	6,916	98.80%
01-401.341	Advertising	4,000	1,707	42.67%	4,000	2,274	56.85%
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	75	74.61%
01-401.375	Equip Maint & Lease Agreements	10,000	8,940	89.40%	10,000	8,714	87.14%
01-401.420	Dues/Subscriptions/Memberships	3,800	2,313	60.87%	2,300	3,571	155.26%
01-401.421	Training	1,000	944	94.42%	1,000	239	23.90%
01-401.460	Conferences	.00	265	.00	.00	.00	.00
01-401.700	Capital Equipment	.00	.00	.00	.00	.00	.00
Total Executive:		268,000	179,395	66.94%	260,000	202,793	78.00%
Finance							
01-402.122	Finance Director	85,000	61,631	72.51%	75,000	7,598	10.13%
01-402.123	Accounting Supervisor	70,600	50,024	70.86%	63,400	46,498	73.34%
01-402.240	Supplies	1,000	1,826	182.57%	1,000	834	83.36%
01-402.260	Minor Equipment & Small Tools	500	.00	.00	500	207	41.39%
01-402.311	Auditing & Accounting Services	12,000	12,000	100.00%	10,000	9,600	96.00%
01-402.320	Telephone	660	494	74.86%	500	.00	.00
01-402.420	Dues/Subscriptions/Memberships	750	569	75.89%	1,000	537	53.70%
01-402.421	Training	1,000	381	38.14%	500	374	74.80%
01-402.460	Conferences	.00	.00	.00	.00	.00	.00
Total Finance:		171,510	126,926	74.00%	151,900	65,647	43.22%
Tax Collection							
01-403.114	Tax Collector	10,000	7,692	76.92%	10,000	7,692	76.92%
01-403.240	Supplies	500	275	54.96%	400	422	105.58%
01-403.260	Minor Equipment & Small Tools	.00	.00	.00	.00	.00	.00
01-403.325	Postage	4,200	3,282	78.14%	4,300	3,652	84.93%
01-403.353	Tax Collector's Bond	550	566	102.82%	550	536	97.36%
01-403.420	Dues/Subscriptions/Memberships	100	70	70.00%	300	10	3.33%
01-403.452	EIT Collection Fee	29,900	21,062	70.44%	30,000	22,833	76.11%
01-403.453	LST Collection Fee	11,700	8,412	71.90%	10,600	8,666	81.76%
01-403.454	Real Estate Tax Collections	3,100	3,074	99.15%	3,100	3,090	99.69%
Total Tax Collection:		60,050	44,433	73.99%	59,250	46,902	79.16%
Legal							
01-404.310	Township Solicitor	50,000	44,459	88.92%	60,000	34,485	57.48%
01-404.314	Special Legal & Consulting Svc	3,000	272	9.07%	3,000	1,082	36.05%
01-404.318	Reimbursable Legal Services	10,000	9,705	97.05%	10,000	5,951	59.51%
01-404.410	Judgements & Settlements	.00	.00	.00	.00	.00	.00
Total Legal:		63,000	54,436	86.41%	73,000	41,518	56.87%
Personnel Admin							
01-406.150	Compensated Absences Expense	.00	.00	.00	.00	.00	.00
01-406.171	HRA Employee Reimbs	9,000	3,174	35.26%	6,300	4,257	67.57%
01-406.172	Retirement Incentive Pmts	30,720	20,480	66.67%	21,600	20,310	94.03%
01-406.240	Supplies & Minor Equipment	500	149	29.81%	500	221	44.23%
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	11,248	224.96%	5,000	2,772	55.43%
01-406.341	Advertising	2,000	2,317	115.83%	2,000	1,700	85.00%

Account Number	Account Title	2018-18 Current Year Budget	09/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	09/17 Prior YTD Actual	% of Budget
Total Personnel Admin:		52,220	38,213	73.18%	40,400	30,120	74.55%
Data Processing							
01-407.261	Computer Equip & Software	10,500	8,632	82.21%	21,200	19,657	92.72%
01-407.319	Computer Maint & Support	19,000	24,506	128.98%	17,500	9,963	56.93%
Total Data Processing:		29,500	33,138	112.33%	38,700	29,620	76.54%
Engineering							
01-408.313	Township Engineer	20,000	6,043	30.22%	50,000	10,594	21.19%
01-408.314	Special Engineering Services	500	.00	.00	500	.00	.00
01-408.318	Reimbursable Engineering Svcs	30,000	37,740	125.80%	40,000	14,497	36.24%
Total Engineering:		50,500	43,783	86.70%	90,500	25,091	27.72%
Buildings & Plant							
01-409.144	Maintenance Custodian	47,200	37,574	79.61%	46,100	33,148	71.91%
01-409.192	Work Boot & Clothing Allowance	250	.00	.00	.00	250	.00
01-409.230	Heating Fuel	33,000	33,329	101.00%	30,000	22,092	73.64%
01-409.232	Generator Fuel	600	285	47.48%	500	591	118.21%
01-409.240	Supplies	3,500	3,194	91.25%	4,000	2,825	70.63%
01-409.260	Minor Equipment & Small Tools	2,000	.00	.00	2,000	1,089	54.47%
01-409.361	Electric	30,000	22,754	75.85%	33,500	19,362	57.80%
01-409.366	Water	2,100	1,620	77.12%	1,300	1,374	105.67%
01-409.373	Facilities Maintenance	30,000	12,515	41.72%	35,000	31,707	90.59%
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	111,271	60.26%	182,400	121,328	66.52%
Police							
01-410.122	Police Chief	103,700	75,757	73.05%	99,400	73,551	74.00%
01-410.130	Sergeants	267,000	190,179	71.23%	258,800	186,660	72.13%
01-410.131	Detective & Corporals	419,000	179,291	42.79%	406,800	58,524	14.39%
01-410.132	Police Officers	780,000	592,461	75.96%	705,700	710,846	100.73%
01-410.139	Police Officers - Part Time	45,000	25,313	56.25%	44,800	31,941	71.30%
01-410.140	Animal Control Officer	10,000	7,315	73.15%	.00	3,465	.00
01-410.141	Clerical--Full Time	107,400	57,939	53.95%	104,000	76,184	73.25%
01-410.148	Crossing Guards	24,000	14,637	60.99%	23,500	14,450	61.49%
01-410.181	Double Time	2,000	2,695	134.76%	.00	2,150	.00
01-410.182	Longevity	17,500	16,880	96.46%	16,000	16,000	100.00%
01-410.183	Overtime	70,000	105,752	151.07%	70,000	105,949	151.36%
01-410.184	Reimbursable Overtime	30,000	.00	.00	30,000	.00	.00
01-410.185	Holiday Pay	35,000	28,870	82.49%	35,100	22,474	64.03%
01-410.186	Shift Differential	10,000	1,001	10.01%	12,400	263	2.12%
01-410.187	College Credit Compensation	2,500	2,734	109.34%	2,500	2,270	90.80%
01-410.188	Court Time	10,000	9,326	93.26%	6,500	11,689	179.84%
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	1,633	46.65%	3,500	2,555	73.00%
01-410.205	Bike Patrol	.00	.00	.00	.00	.00	.00
01-410.210	QRS Supplies	15,700	2,579	16.42%	15,700	6,980	44.46%
01-410.215	K-9 Program	7,600	2,099	27.62%	7,600	5,127	67.47%
01-410.220	MERT Program	2,000	.00	.00	7,000	.00	.00

Account Number	Account Title	2018-18 Current Year Budget	09/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	09/17 Prior YTD Actual	% of Budget
01-410.231	Vehicle Fuel	38,000	35,528	93.49%	40,000	27,129	67.82%
01-410.238	Uniforms	10,500	6,131	58.39%	18,975	13,935	73.44%
01-410.240	Office Supplies	3,500	2,466	70.45%	3,500	3,061	87.46%
01-410.241	Patrol Supplies	3,100	1,624	52.38%	3,100	737	23.78%
01-410.242	Firearms Supplies	10,850	5,217	48.08%	10,850	6,421	59.18%
01-410.243	Animal Control Supplies	1,000	265	26.50%	500	712	142.48%
01-410.250	Police Vehicles	40,000	39,024	97.56%	40,000	79,926	199.81%
01-410.251	Vehicle Maintenance	27,000	26,385	97.72%	27,000	35,444	131.28%
01-410.260	Minor Equipment & Small Tools	25,000	20,294	81.17%	25,000	14,217	56.87%
01-410.261	Comp Equip & SW--PD	16,000	24,207	151.29%	4,000	1,499	37.47%
01-410.315	General Services	5,600	4,908	87.64%	3,500	4,550	130.01%
01-410.317	Contracted Svcs--Animal Contrl	10,000	5,000	50.00%	13,000	3,125	24.04%
01-410.319	Comp Maint & Support--PD	48,000	36,153	75.32%	14,900	12,602	84.58%
01-410.320	Telephone	9,000	6,838	75.97%	10,000	6,069	60.69%
01-410.342	Printing	2,250	780	34.66%	2,250	1,710	75.98%
01-410.375	Equipment Maintenance	5,000	4,815	96.29%	5,000	3,560	71.19%
01-410.420	Dues/Subscriptions/Memberships	2,500	1,680	67.19%	2,500	1,293	51.70%
01-410.421	Training	15,000	10,155	67.70%	15,000	11,759	78.39%
01-410.460	Conferences	1,800	19	1.06%	1,800	.00	.00
01-410.700	Capital Equipment	269,155	42,109	15.64%	52,500	51,201	97.53%
Total Police:		2,512,755	1,595,874	63.51%	2,150,275	1,615,608	75.13%
Fire							
01-411.139	Fire Inspector--Part Time	59,000	50,878	86.23%	39,000	42,761	109.64%
01-411.238	Fire Inspector Uniforms	6,000	5,392	89.87%	6,000	1,340	22.33%
01-411.240	Supplies & Minor Equipment	7,000	3,738	53.41%	7,000	4,791	68.45%
01-411.320	Telephone	750	274	36.59%	1,000	430	43.00%
01-411.421	Fire Inspector Training	1,250	1,420	113.61%	1,000	1,000	100.00%
01-411.540	Firemen's Relief Contribution	92,000	83,320	90.56%	102,000	.00	.00
Total Fire:		166,000	145,022	87.36%	156,000	50,322	32.26%
Code Enforcement							
01-413.131	Code Enforcement Officer/BCO	66,300	48,419	73.03%	64,800	47,009	72.54%
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	965	19.31%	10,000	1,233	12.33%
01-413.307	Residential Inspection Service	10,000	5,210	52.10%	20,000	6,775	33.88%
01-413.308	Plan & Drawing Review	40,000	44,356	110.89%	60,000	43,444	72.41%
01-413.317	C/S--Weed & Code Violations	.00	175-	.00	100	400	400.00%
01-413.320	Telephone	600	384	64.05%	600	438	73.00%
01-413.420	Dues/Subscriptions/Memberships	200	210	105.00%	200	210	105.00%
01-413.421	Training	1,000	1,137	113.71%	1,000	536	53.62%
01-413.460	Conferences	.00	.00	.00	.00	.00	.00
Total Code Enforcement:		133,100	100,507	75.51%	221,700	100,045	45.13%
Planning & Zoning							
01-414.113	Zoning Hearing Board	2,000	350	17.50%	2,000	850	42.50%
01-414.122	Planning & Zoning Officer	87,000	63,516	73.01%	83,400	61,666	73.94%
01-414.141	Clerical--Full Time	51,000	36,962	72.48%	49,800	36,098	72.49%
01-414.220	Planning Commission	1,500	850	56.67%	2,300	970	42.17%
01-414.240	Supplies	3,000	548	18.25%	1,500	1,533	102.23%
01-414.260	Minor Equipment & Small Tools	1,500	.00	.00	1,500	.00	.00
01-414.310	Planning Solicitor	5,000	1,287	25.74%	5,000	2,686	53.72%

Account Number	Account Title	2018-18 Current Year Budget	09/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	09/17 Prior YTD Actual	% of Budget
01-414.314	Zoning Solicitor	5,000	4,001	80.03%	5,000	6,638	132.77%
01-414.315	General Services	200	140	69.93%	200	136	68.19%
01-414.316	Stenograhper	2,500	1,272	50.87%	1,500	2,296	153.06%
01-414.317	Contracted Services	.00	.00	.00	.00	.00	.00
01-414.318	DCED/UCC Fees	1,800	621	34.50%	1,800	816	45.33%
01-414.320	Telephone	660	468	70.93%	600	438	72.95%
01-414.341	Advertising	1,500	591	39.43%	1,500	1,425	94.98%
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	111,214	67.54%	158,600	115,655	72.92%
Emergency Management							
01-415.139	Emergency Mgmt Coordinator	3,000	2,667	88.89%	3,000	2,250	75.00%
01-415.149	Emergency Mgmt Deputy	1,000	.00	.00	1,000	750	75.00%
01-415.240	Supplies	500	.00	.00	500	.00	.00
01-415.260	Minor Equipment & Small Tools	1,000	2,353	235.33%	6,000	3,417	56.95%
01-415.320	Telephone	2,100	1,545	73.55%	2,100	1,507	71.76%
01-415.421	Training	1,000	.00	.00	1,000	550	55.00%
01-415.700	Cap Equip--Emergency Mgmt	.00	.00	.00	7,500	5,149	68.65%
Total Emergency Management:		8,600	6,565	76.33%	21,100	13,623	64.56%
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	28,993	73.07%	38,000	28,149	74.08%
01-430.130	DPW--Highway Supervisor	77,100	53,913	69.93%	69,900	50,088	71.66%
01-430.141	Clerical--Full Time	54,200	39,094	72.13%	26,000	38,461	147.93%
01-430.143	DPW - Full Time	942,000	642,487	68.20%	897,900	619,147	68.96%
01-430.149	DPW - Part Time	.00	.00	.00	15,000	.00	.00
01-430.181	Double Time	6,000	3,690	61.50%	6,000	.00	.00
01-430.183	Overtime	27,000	23,796	88.13%	25,700	11,427	44.46%
01-430.189	On-Call	12,400	7,672	61.87%	11,300	6,891	60.98%
01-430.192	Work Boot & Clothing Allowance	5,500	1,764	32.07%	5,500	1,796	32.65%
01-430.231	Vehicle Fuel	41,000	36,750	89.63%	41,000	27,942	68.15%
01-430.240	Supplies	8,000	9,754	121.93%	10,000	7,590	75.90%
01-430.260	Minor Equipment & Small Tools	6,800	6,408	94.23%	2,500	1,068	42.72%
01-430.315	General Services	2,500	1,530	61.22%	2,500	355	14.20%
01-430.320	Telephone	1,860	1,279	68.76%	2,000	1,258	62.90%
01-430.420	Dues/Subscriptions/Memberships	500	417	83.40%	500	399	79.80%
01-430.421	Training	500	160	32.00%	500	55	11.00%
01-430.460	Conferences	.00	.00	.00	.00	.00	.00
Total DPW - Wages:		1,225,040	857,707	70.01%	1,154,300	794,624	68.84%

Period: 09/18

Account Number	Account Title	2018-18 Current Year Budget	09/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	09/17 Prior YTD Actual	% of Budget
Composting							
01-431.303	Composting Costs	.00	.00	.00	12,000	8,533	71.11%
Total Composting:		.00	.00	.00	12,000	8,533	71.11%
Traffic Control							
01-433.246	Signs & Street Markings	5,000	3,867	77.34%	5,000	1,583	31.67%
01-433.317	Contracted Services	.00	.00	.00	.00	.00	.00
01-433.362	Traffic Signals	7,090	4,633	65.34%	7,090	3,848	54.27%
01-433.450	Street Line Painting	5,000	.00	.00	5,000	.00	.00
Total Traffic Control:		17,090	8,500	49.74%	17,090	5,431	31.78%
Storm Sewers							
01-436.131	MS4 Coordinator	15,000	10,963	73.09%	15,000	10,963	73.09%
01-436.139	MS4 Inspector--Part Time	.00	.00	.00	13,000	.00	.00
01-436.240	MS4 Supplies	3,000	1,698	56.60%	3,100	475	15.33%
01-436.312	Consulting Svcs	.00	.00	.00	10,000	.00	.00
01-436.313	Engineering Svcs	70,000	30,643	43.78%	10,000	47,109	471.09%
01-436.315	MS4 General Services	5,000	3,312	66.24%	5,000	6,093	121.86%
01-436.370	Repairs & Maint - Storm Sewers	14,000	1,379	9.85%	14,000	11,006	78.61%
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	47,995	44.86%	137,000	86,892	63.42%
Tools & Machinery							
01-437.251	Vehicle Maintenance	22,500	23,893	106.19%	27,500	15,795	57.44%
01-437.375	Equipment Maintenance	15,000	16,594	110.63%	13,000	17,020	130.93%
Total Tools & Machinery:		37,500	40,487	107.96%	40,500	32,815	81.03%
Streets & Bridges							
01-438.245	Road Materials	160,000	98,770	61.73%	130,000	20,131	15.49%
01-438.450	Road Program	.00	.00	.00	.00	.00	.00
Total Streets & Bridges:		160,000	98,770	61.73%	130,000	20,131	15.49%
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	23,082	177.55%	70,000	64,518	92.17%
Total Capital:		13,000	23,082	177.55%	70,000	64,518	92.17%
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

Account Number	Account Title	2018-18 Current Year Budget	09/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	09/17 Prior YTD Actual	% of Budget
Recreation Admin							
01-451.240	Supplies	3,000	1,579	52.65%	3,000	973	32.42%
01-451.260	Minor Equipment & Small Tools	9,600	7,330	76.35%	6,300	5,983	94.96%
01-451.312	Consulting Svcs--Lindberg MSP	48,000	60,682	126.42%	80,000	67,773	84.72%
01-451.313	Consulting Svcs--Laubach MSP	.00	6,973	.00	20,000	26,025	130.13%
01-451.315	General Services	3,500	2,223	63.52%	2,000	1,867	93.36%
01-451.361	Electric	3,100	1,377	44.42%	3,000	2,015	67.15%
01-451.371	Property Maint (Grounds)	7,000	7,149	102.13%	7,500	5,878	78.37%
01-451.373	Facilities Maint (Structures)	2,000	326	16.32%	5,000	1,615	32.30%
01-451.375	Equipment Maintenance	3,000	5,845	194.84%	3,000	3,249	108.31%
01-451.600	Capital Construction-Parks	.00	.00	.00	.00	.00	.00
01-451.601	Lindberg Pk MSP: Park Improvmt	869,000	117,222	13.49%	512,440	10,005	1.95%
01-451.602	Lindberg Pk MSP: Bike Ln Proj	.00	.00	.00	.00	166,136	.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	210,708	22.22%	642,240	291,519	45.39%
Participant Recreation							
01-452.129	Recreation Director	15,600	12,000	76.92%	15,600	12,000	76.92%
01-452.149	Seasonal Employees	21,500	19,826	92.21%	19,100	21,352	111.79%
01-452.200	Community Events	1,000	1,061	106.15%	1,000	443	44.28%
01-452.240	Supplies & Minor Equipment	5,000	3,529	70.59%	5,000	4,155	83.11%
01-452.315	Fundraising Services	.00	.00	.00	3,000	2,255	75.17%
01-452.320	Telephone	600	439	73.20%	500	438	87.54%
Total Participant Recreation:		43,700	36,856	84.34%	44,200	40,643	91.95%
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	266	66.43%	400	164	40.88%
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	706	47.05%	2,500	164	6.54%
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	18,000	50.00%	30,000	15,000	50.00%
01-465.540	Contributions	11,300	9,350	82.74%	13,300	11,350	85.34%
Total Contributions:		57,300	37,600	65.62%	58,300	34,148	58.57%
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	09/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	09/17 Prior YTD Actual	% of Budget
Other Expenditures							
01-474.430	Real Estate Taxes	.00	1,313	.00	200	.00	.00
Total Other Expenditures:		.00	1,313	.00	200	.00	.00
Fees & Miscellaneous							
01-480.000	Miscellaneous Expense	300	122	40.68%	300	169	56.25%
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	122	31.29%	500	195	39.07%
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	742,205	79.81%	920,000	753,949	81.95%
01-487.158	Insurance - Life & Disability	26,000	15,189	58.42%	24,000	16,703	69.60%
01-487.160	Pension	795,197	351,020	44.14%	731,100	731,146	100.01%
01-487.161	Social Security Tax	180,000	128,639	71.47%	179,200	121,655	67.89%
01-487.162	Unemployment Compensation	.00	.00	.00	100	.00	.00
Total Employee Benefits:		1,931,197	1,237,052	64.06%	1,854,400	1,623,453	87.55%
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	50,750	80.30%	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	77,007	31.84%	365,700	28,147	7.70%
General Fund Revenue Total:		8,943,412	6,622,422	74.05%	8,405,555	6,234,082	74.17%
General Fund Expenditure Total:		8,943,412	5,581,809	62.41%	8,405,555	5,769,055	68.63%
Net Total General Fund:		.00	1,040,613	.00	.00	465,026	.00

Account Number	Account Title	2018-18 Current Year Budget	09/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	09/17 Prior YTD Actual	% of Budget
----------------	---------------	-----------------------------------	--------------------------------	----------------	---------------------------------	------------------------------	----------------

Account Number	Account Title	2018-18 Current Year Budget	09/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	09/17 Prior YTD Actual	% of Budget
Fire Fund							
Property Taxes							
03-301.100	Real Estate Tax - Current	271,000	259,015	95.58%	265,000	261,312	98.61%
03-301.400	Real Estate Tax - Claims	4,000	5,256	131.40%	4,000	2,857	71.43%
03-301.600	Real Estate Tax - Exceptions	360	615	170.83%	500	221	44.21%
	Total Property Taxes:	275,360	264,886	96.20%	269,500	264,390	98.10%
Interest							
03-341.000	Interest Income	480	1,537	320.26%	500	250	50.08%
	Total Interest:	480	1,537	320.26%	500	250	50.08%
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	9,000	100.00%
	Total Contributions:	.00	.00	.00	9,000	9,000	100.00%
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	50,750	80.30%	231,300	.00	.00
	Total Interfund Transfers:	63,200	50,750	80.30%	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	10,091	54.99%	10,190	7,024	68.93%
03-411.260	Minor Equip & Small Tools	7,400	3,230	43.65%	9,900	4,709	47.57%
03-411.320	Utilities	15,000	6,467	43.11%	17,000	10,885	64.03%
03-411.350	Insurances	12,000	12,567	104.73%	12,000	11,799	98.33%
03-411.374	Repairs--Machinery/Equip	27,400	4,847	17.69%	24,700	15,925	64.47%
03-411.421	Training	3,900	1,948	49.95%	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	39,150	46.58%	79,090	52,521	66.41%

Account Number	Account Title	2018-18 Current Year Budget	09/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	09/17 Prior YTD Actual	% of Budget
Western Salisbury Fire							
03-412.240	Operating Supplies	7,300	5,015	68.70%	5,500	4,353	79.15%
03-412.260	Minor Equip & Small Tools	13,900	13,604	97.87%	5,232	2,458	46.98%
03-412.320	Telephone/Tablet Chgs	3,000	1,372	45.74%	2,400	1,781	74.23%
03-412.350	Insurances	24,000	17,486	72.86%	23,930	16,236	67.85%
03-412.374	Repairs--Machinery/Equip	28,500	13,516	47.42%	36,000	13,725	38.12%
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	416,398	67.85%
Total Western Salisbury Fire:		82,240	52,843	64.25%	691,262	457,452	66.18%
Fuel							
03-413.231	Vehicle Fuel	9,000	7,519	83.55%	10,000	5,711	57.11%
Total Fuel:		9,000	7,519	83.55%	10,000	5,711	57.11%
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	1,358	15.09%
Total Debt Service - Principal:		42,835	42,834	100.00%	42,910	35,264	82.18%
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	788	26.26%
Total Debt Service - Interest:		5,377	7,918	147.25%	7,710	5,492	71.23%
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	09/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	09/17 Prior YTD Actual	% of Budget
	Total Interfund Transfers:	.00	.00	.00	.00	49,375	.00
	Fire Fund Revenue Total:	339,040	317,173	93.55%	831,572	323,016	38.84%
	Fire Fund Expenditure Total:	339,040	151,887	44.80%	831,572	606,264	72.91%
	Net Total Fire Fund:	.00	165,286	.00	.00	283,248-	.00

Account Number	Account Title	2018-18 Current Year Budget	09/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	09/17 Prior YTD Actual	% of Budget
Library Fund							
Property Taxes							
04-301.100	Real Estate Tax - Current	78,000	75,597	96.92%	77,000	76,251	99.03%
04-301.400	Real Estate Tax - Claims	1,400	1,534	109.55%	1,300	834	64.13%
04-301.600	Real Estate Tax - Exceptions	100	179	179.48%	200	65	32.26%
Total Property Taxes:		79,500	77,310	97.25%	78,500	77,149	98.28%
Interest							
04-341.000	Interest Income	300	683	227.54%	200	149	74.49%
Total Interest:		300	683	227.54%	200	149	74.49%
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	40,780	49.97%	81,600	40,780	49.97%
Total Library Services:		81,600	40,780	49.97%	81,600	40,780	49.97%
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	77,993	95.37%	81,800	77,298	94.50%
Library Fund Expenditure Total:		81,780	40,877	49.98%	81,800	40,911	50.01%
Net Total Library Fund:		.00	37,116	.00	.00	36,388	.00

Account Number	Account Title	2018-18 Current Year Budget	09/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	09/17 Prior YTD Actual	% of Budget
Water Fund							
Interest							
06-341.000	Interest Income	16,800	9,060	53.93%	2,000	11,748	587.41%
	Total Interest:	16,800	9,060	53.93%	2,000	11,748	587.41%
System Revenue							
06-378.100	Metered Sales	1,708,000	1,303,014	76.29%	1,740,000	1,181,993	67.93%
06-378.910	Tapping Fees	1,000	2,298	229.80%	1,000	704	70.40%
	Total System Revenue:	1,709,000	1,305,312	76.38%	1,741,000	1,182,697	67.93%
Miscellaneous							
06-380.000	Miscellaneous Revenue	.00	449	.00	.00	140	.00
	Total Miscellaneous:	.00	449	.00	.00	140	.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	16,303	73.11%	21,400	15,829	73.97%
06-401.122	Assistant Manager	.00	.00	.00	19,300	5,535	28.68%
	Total Admin Salaries - Executive:	22,300	16,303	73.11%	40,700	21,364	52.49%
Admin Salaries - DPW							
06-430.122	Public Works Director	29,760	21,745	73.07%	28,500	21,111	74.08%
	Total Admin Salaries - DPW:	29,760	21,745	73.07%	28,500	21,111	74.08%
Water System Operations							
06-448.130	DPW--Utility Supervisor	42,100	30,761	73.07%	40,400	29,866	73.92%
06-448.141	Clerical--Full Time	18,050	13,073	72.43%	17,200	12,692	73.79%
06-448.142	Aide to Public Works Director	31,710	23,168	73.06%	31,000	22,493	72.56%
06-448.143	DPW - Full Time	142,500	106,334	74.62%	136,400	102,257	74.97%

Account Number	Account Title	2018-18 Current Year Budget	09/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	09/17 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	196	12.28%
06-448.183	Overtime	5,000	4,216	84.33%	5,200	2,745	52.78%
06-448.189	On - Call	15,000	11,310	75.40%	13,300	11,030	82.93%
06-448.231	Vehicle Fuel	8,000	6,485	81.07%	8,000	4,925	61.57%
06-448.232	Generator Fuel	.00	.00	.00	100	.00	.00
06-448.240	Supplies	19,000	5,527	29.09%	19,000	4,753	25.02%
06-448.251	Vehicle Maintenance	5,000	2,765	55.30%	5,000	1,728	34.56%
06-448.260	Minor Equipment & Small Tools	7,200	6,488	90.11%	8,000	1,743	21.79%
06-448.261	Computer Equip & Software	4,000	4,271	106.78%	4,900	1,839	37.52%
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	8,050	80.50%	10,000	2,289	22.89%
06-448.315	General Services	600	635	105.82%	600	504	83.95%
06-448.316	Testing & Calibration Services	5,000	3,890	77.80%	5,000	4,690	93.80%
06-448.317	Contracted Services	3,000	2,933	97.75%	3,000	2,315	77.17%
06-448.319	Computer Maint & Support	9,500	8,993	94.67%	10,400	4,481	43.09%
06-448.320	Telephone	1,500	1,023	68.22%	1,700	1,078	63.42%
06-448.325	Postage	3,500	2,085	59.58%	3,900	2,923	74.96%
06-448.342	Printing	2,300	1,104	48.00%	1,800	1,301	72.25%
06-448.361	Electric	7,200	4,573	63.51%	7,000	4,319	61.69%
06-448.363	Hydrant Rental	14,000	8,909	63.63%	14,200	9,203	64.81%
06-448.367	Water Purchases - LCA/Altn	854,000	594,410	69.60%	867,000	479,154	55.27%
06-448.368	Water Purchases - Bethlehem	4,500	2,743	60.96%	4,500	2,395	53.21%
06-448.369	Water Purchase-South Whitehall	7,500	4,760	63.47%	8,300	3,330	40.12%
06-448.373	Facilities Maintenance	4,000	671	16.77%	4,000	570	14.25%
06-448.375	Equipment Maintenance	3,500	624	17.82%	3,500	1,314	37.53%
06-448.421	Training	1,000	203	20.30%	1,000	290	29.00%
06-448.600	Capital Construction	12,000	15,617	130.15%	10,000	6,019	60.19%
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	12,752	5.10%
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	63,998	117.43%
06-448.611	Water Meter Replacement Proj	.00	87,861	.00	500,000	522,169	104.43%
06-448.612	Edgemont, Meadowbrook, Bellair	.00	708	.00	135,000	14,443	10.70%
06-448.613	Meadowbrook SOUTH Waterline	.00	464	.00	100,000	6,321	6.32%
06-448.614	Bellair Dr Loop Waterline Proj	.00	755	.00	225,000	14,138	6.28%
06-448.615	Paxford Rd Waterline Project	225,000	174,176	77.41%	.00	6,562	.00
06-448.616	Maumee Ave Waterline Project	250,000	138,589	55.44%	.00	8,034	.00
06-448.617	Montgomery St Waterline Projec	100,000	70,495	70.49%	.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	1,351,346	73.21%	2,511,700	1,372,058	54.63%
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

Period: 09/18

Account Number	Account Title	2018-18 Current Year Budget	09/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	09/17 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	4,511	75.19%	5,200	4,093	78.71%
Total Fees & Miscellaneous:		6,300	4,511	71.61%	5,800	4,144	71.44%
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	71,619	77.43%	90,000	75,060	83.40%
06-487.158	Insurance - Life & Disability	2,100	1,987	94.64%	1,900	1,360	71.56%
06-487.160	Pension	45,667	68,469	149.93%	43,900	43,882	99.96%
06-487.161	Social Security Tax	23,556	17,515	74.36%	24,100	17,230	71.49%
Total Employee Benefits:		163,823	159,591	97.42%	159,900	137,532	86.01%
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	1,314,820	54.16%	3,104,800	1,194,585	38.48%
Water Fund Expenditure Total:		2,427,868	1,611,194	66.36%	3,104,800	1,611,988	51.92%
Net Total Water Fund:		.00	296,373-	.00	.00	417,404-	.00

Account Number	Account Title	2018-18 Current Year Budget	09/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	09/17 Prior YTD Actual	% of Budget
Sewer Fund							
Interest							
08-341.000	Interest Income	7,200	10,523	146.15%	1,800	5,093	282.95%
	Total Interest:	7,200	10,523	146.15%	1,800	5,093	282.95%
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	1,709	56.97%	3,000	.00	.00
08-364.120	Sewer Rent	1,800,000	1,362,476	75.69%	1,800,000	1,323,466	73.53%
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	1,364,185	75.66%	1,803,000	1,323,466	73.40%
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	16,303	73.11%	21,400	15,829	73.97%
08-401.122	Assistant Manager	.00	.00	.00	19,300	5,535	28.68%
	Total Admin Salaries - Executive:	22,300	16,303	73.11%	40,700	21,364	52.49%
Sewer System Operations							
08-429.130	DPW--Utility Supervisor	42,100	30,761	73.07%	40,400	29,865	73.92%
08-429.141	Clerical--Full Time	18,050	13,073	72.43%	17,200	12,692	73.79%

Account Number	Account Title	2018-18 Current Year Budget	09/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	09/17 Prior YTD Actual	% of Budget
08-429.142	Aide to Public Works Director	31,710	23,167	73.06%	31,000	22,493	72.56%
08-429.143	DPW - Full Time	142,500	106,334	74.62%	136,400	102,257	74.97%
08-429.149	DPW--Part Time	.00	.00	.00	.00	.00	.00
08-429.181	Double Time	1,500	547	36.45%	1,600	196	12.28%
08-429.183	Overtime	5,200	4,216	81.08%	5,200	2,744	52.78%
08-429.189	On - Call	15,000	11,310	75.40%	13,300	11,030	82.93%
08-429.231	Vehicle Fuel	8,400	6,485	77.21%	9,000	4,925	54.73%
08-429.232	Generator Fuel	.00	392	.00	200	.00	.00
08-429.240	Supplies	10,000	3,101	31.01%	10,000	2,390	23.90%
08-429.251	Vehicle Maintenance	5,000	2,765	55.30%	5,000	1,836	36.73%
08-429.260	Minor Equipment & Small Tools	5,000	8,600	172.01%	5,000	2,312	46.24%
08-429.261	Computer Equip & Software	4,000	4,307	107.68%	4,900	1,839	37.52%
08-429.310	Legal Services	10,000	10,225	102.25%	1,000	18,496	1,849.56%
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	12,547	62.74%	20,000	8,289	41.45%
08-429.315	General Services	600	795	132.48%	600	65	10.83%
08-429.317	Contracted Services	20,000	15,099	75.50%	20,000	15,727	78.64%
08-429.319	Computer Maint & Support	9,500	8,993	94.67%	8,800	4,481	50.92%
08-429.320	Telephone	400	294	73.52%	500	278	55.57%
08-429.325	Postage	2,500	2,328	93.10%	3,000	2,220	73.99%
08-429.342	Printing	2,000	487	24.36%	1,000	.00	.00
08-429.361	Electric	10,000	7,376	73.76%	10,000	7,126	71.26%
08-429.367	Disposal Cost - LCA/Altn	680,000	194,979	28.67%	680,000	261,353	38.43%
08-429.368	Disposal Cost - Bethlehem	180,000	107,900	59.94%	200,000	84,418	42.21%
08-429.372	I&I--Repairs & Maintenance	150,000	30,386	20.26%	150,000	54,989	36.66%
08-429.373	Facilities Maintenance	6,000	3,672	61.20%	6,000	2,848	47.47%
08-429.375	Equipment Maintenance	2,500	624	24.95%	2,500	924	36.94%
08-429.421	Training	300	.00	.00	300	.00	.00
08-429.530	Transmission - LCA/Altn	5,400	3,057	56.61%	6,200	2,641	42.59%
08-429.531	Transmission - Fountain Hill	1,000	622	62.20%	1,400	472	33.68%
08-429.532	Transmission - Emmaus	11,000	7,266	66.05%	13,000	5,051	38.85%
08-429.533	Transmission - LCA	15,000	11,304	75.36%	15,000	3,162	21.08%
08-429.534	Debt Service - LCA/Altn	70,000	35,109	50.16%	72,200	32,975	45.67%
08-429.535	Debt Service - Bethlehem	21,855	21,855	100.00%	21,100	21,116	100.08%
08-429.536	Debt Service - Fountain Hill	2,400	1,200	50.00%	2,400	1,200	50.00%
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	13,438	4.48%
08-429.604	Riverside Dr Pump Stn Rehab	100,000	3,569	3.57%	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	21,173	123.82%
08-429.607	CuredInPlace Pipe Lining Projs	125,000	24,032	19.23%	12,200	136,859	1,121.79%
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	720,848	40.62%	1,954,700	897,218	45.90%
Admin Salaries - DPW							
08-430.122	Public Works Director	29,760	21,745	73.07%	28,500	21,111	74.08%
Total Admin Salaries - DPW:		29,760	21,745	73.07%	28,500	21,111	74.08%
Debt Service - Principal							
08-471.202	Principal - 2010 Bonds	.00	.00	.00	.00	.00	.00

Account Number	Account Title	2018-18 Current Year Budget	09/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	09/17 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	4,511	75.19%	5,200	4,093	78.71%
Total Fees & Miscellaneous:		6,200	4,511	72.76%	5,900	4,154	70.41%
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	70,426	76.14%	90,000	75,060	83.40%
08-487.158	Insurance - Life & Disability	2,100	1,987	94.64%	1,900	1,360	71.56%
08-487.160	Pension	45,667	68,469	149.93%	43,900	43,882	99.96%
08-487.161	Social Security Tax	23,571	17,515	74.31%	24,100	17,230	71.49%
Total Employee Benefits:		163,838	158,397	96.68%	159,900	137,532	86.01%
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	1,374,708	62.06%	2,394,500	1,328,559	55.48%
Sewer Fund Expenditure Total:		2,214,973	955,393	43.13%	2,394,500	1,111,706	46.43%
Net Total Sewer Fund:		.00	419,315	.00	.00	216,853	.00

Account Number	Account Title	2018-18 Current Year Budget	09/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	09/17 Prior YTD Actual	% of Budget
Refuse & Recycling Fund							
Interest							
10-341.000	Interest Income	1,800	2,140	118.91%	500	649	129.70%
	Total Interest:	1,800	2,140	118.91%	500	649	129.70%
Sanitation Fees							
10-364.300	Solid Waste Collection	1,398,000	1,381,723	98.84%	1,357,000	1,338,022	98.60%
10-364.400	Freon Decal Sales	1,500	1,060	70.67%	1,000	1,220	122.00%
10-364.500	Recycling Container Sales	1,500	1,120	74.67%	1,100	1,131	102.82%
10-364.600	Recycling Proceeds	.00	.00	.00	.00	.00	.00
10-364.700	PA Refuse Surcharge	.00	8	.00	.00	.00	.00
	Total Sanitation Fees:	1,401,000	1,383,911	98.78%	1,359,100	1,340,373	98.62%
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	2,449	97.95%	3,000	2,220	73.99%
10-401.342	Printing	2,000	557	27.84%	1,000	.00	.00
	Total Administration:	4,500	3,006	66.79%	4,000	2,220	55.49%
Data Processing							
10-407.261	Computer Equip & Software	4,000	4,271	106.78%	4,900	1,839	37.52%
10-407.319	Computer Maint & Support	9,500	7,497	78.92%	8,800	4,481	50.92%
	Total Data Processing:	13,500	11,768	87.17%	13,700	6,320	46.13%
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	16,303	73.11%	21,400	15,829	73.97%
10-426.122	Assistant Manager	.00	.00	.00	19,300	5,535	28.68%
10-426.141	Clerical--Full Time	18,100	13,469	74.42%	17,700	13,077	73.88%
10-426.147	Recycling Center - Part Time	9,500	7,447	78.39%	9,100	4,917	54.03%
	Total Wages:	49,900	37,220	74.59%	67,500	39,358	58.31%
Sanitation							
10-427.300	Refuse Collection Services	1,075,000	802,166	74.62%	1,033,900	696,953	67.41%
10-427.301	PA Refuse Collection Surcharge	.00	.00	.00	.00	.00	.00
10-427.302	Recycling Costs	12,000	48,939	407.83%	15,500	4,263	27.50%
10-427.303	Grass Collection Services	9,000	6,075	67.50%	13,500	4,521	33.49%
	Total Sanitation:	1,096,000	857,180	78.21%	1,062,900	705,737	66.40%
Department: 431							
10-431.303	Composting Costs	12,000	6,055	50.46%	.00	.00	.00

Account Number	Account Title	2018-18 Current Year Budget	09/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	09/17 Prior YTD Actual	% of Budget
Total Department: 431:		12,000	6,055	50.46%	.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	4,511	80.56%	5,200	4,093	78.71%
Total Fees & Miscellaneous:		5,700	4,511	79.14%	5,700	4,137	72.57%
Employee Benefits							
10-487.156	Insurance - Health	.00	19,405	.00	.00	.00	.00
10-487.158	Insurance - Life & Disability	.00	462	.00	.00	.00	.00
10-487.160	Pension	.00	19,449	.00	.00	.00	.00
10-487.161	Social Security Tax	3,817	2,847	74.59%	5,200	3,011	57.90%
Total Employee Benefits:		3,817	42,163	1,104.61%	5,200	3,011	57.90%
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	1,386,051	98.81%	1,359,600	1,341,022	98.63%
Refuse & Recycling Fund Expenditure Total:		1,402,800	961,903	68.57%	1,359,600	760,781	55.96%
Net Total Refuse & Recycling Fund:		.00	424,148	.00	.00	580,241	.00

Account Number	Account Title	2018-18 Current Year Budget	09/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	09/17 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	09/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	09/17 Prior YTD Actual	% of Budget
Highway Aid Fund							
Interest							
35-341.000	Interest Income	1,800	2,051	113.97%	400	667	166.87%
	Total Interest:	1,800	2,051	113.97%	400	667	166.87%
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	38,273	58.88%	65,000	26,326	40.50%
	Total Snow Removal:	65,000	38,273	58.88%	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	7,215	163.98%	4,400	3,366	76.50%
	Total Traffic Control:	4,400	7,215	163.98%	4,400	3,366	76.50%
Street Lighting							
35-434.361	Electric	168,000	103,946	61.87%	156,000	125,713	80.59%
	Total Street Lighting:	168,000	103,946	61.87%	156,000	125,713	80.59%
Streets & Bridges							
35-438.450	Road Program	.00	.00	.00	.00	.00	.00
35-438.700	Capital Equipment	70,000	70,000	100.00%	80,000	80,000	100.00%
35-438.740	Equipment Reserve	.00	.00	.00	141,600	.00	.00
	Total Streets & Bridges:	70,000	70,000	100.00%	221,600	80,000	36.10%
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	09/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	09/17 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	480,226	101.76%	447,000	456,799	102.19%
Highway Aid Fund Expenditure Total:		471,900	219,434	46.50%	447,000	235,405	52.66%
Net Total Highway Aid Fund:		.00	260,792	.00	.00	221,394	.00

Account Number	Account Title	2018-18 Current Year Budget	09/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	09/17 Prior YTD Actual	% of Budget
Payroll Fund							
Interest Income							
90-341.000	Interest Income	.00	178	.00	.00	81	.00
	Total Interest Income:	.00	178	.00	.00	81	.00
	Payroll Fund Revenue Total:	.00	178	.00	.00	81	.00
	Payroll Fund Expenditure Total:	.00	.00	.00	.00	.00	.00
	Net Total Payroll Fund:	.00	178	.00	.00	81	.00

Account Number	Account Title	2018-18 Current Year Budget	09/18 Current YTD Actual	% of Budget	2017-17 Prior Year Budget	09/17 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	11,599,182	72.22%	16,809,227	10,955,441	65.18%
	Total Expenditure:	16,060,423	9,548,108	59.45%	16,809,227	10,136,110	60.30%
	Net Grand Totals:	.00	2,051,074	.00	.00	819,331	.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	10032018	06-448.316	2018-Sept water analysis	10/03/18	280.00	.00	
Total A-B-E Laboratory:					280.00	.00	
All About Fun							
All About Fun	18-0807ST1	01-452.200	Bounce house/Dunk Tank/Bingo machine/Obstacle course for National Night Out	08/07/18	100.00	.00	
Total All About Fun:					100.00	.00	
Alloy5 LLC							
Alloy5 LLC	18092020	01-451.312	Architectural services for Lindberg Park Pavillion & Bath-Phase 3 & 4	09/20/18	1,391.03	.00	
Total Alloy5 LLC:					1,391.03	.00	
AT&T Mobility							
AT&T Mobility	87252716350X101	01-415.320	2018-Oct wireless charges for 5 tablet	10/04/18	104.55	.00	
Total AT&T Mobility:					104.55	.00	
Atlantic Tactical							
Atlantic Tactical	SI-80634275	01-410.242	blank kit	07/26/18	5,182.00	.00	
Total Atlantic Tactical:					5,182.00	.00	
Berkheimer Associates							
Berkheimer Associates	09282018	01-403.453	2018-Sept-LST Comm	09/28/18	10.00	.00	
Total Berkheimer Associates:					10.00	.00	
Bethlehem, City of							
Bethlehem, City of	10112018	06-448.368	2018-Sept-4 resale customers	10/11/18	330.48	.00	
Bethlehem, City of	10112018	06-448.363	2018-Sept-Hydrant rental	10/11/18	880.00	.00	
Total Bethlehem, City of:					1,210.48	.00	
Coopersburg Materials							
Coopersburg Materials	17669	01-438.245	9.5MM	09/30/18	12,817.20	.00	
Coopersburg Materials	17699	01-438.245	9.5MM	10/05/18	21,584.75	.00	
Total Coopersburg Materials:					34,401.95	.00	
County of Northampton							
County of Northampton	10082018	01-409.240	Pallet of Ice Melt	10/08/18	320.00	320.00	10/09/18
Total County of Northampton:					320.00	320.00	
Davison & McCarthy							
Davison & McCarthy	22471	01-404.318	2018-Aug-Children's Hospital Addition	10/10/18	13.00	.00	
Davison & McCarthy	22476	01-404.318	2018-Aug-LVHN-Emergency Dept Expansion	10/10/18	247.00	.00	
Davison & McCarthy	22572	01-404.310	2018-Sept-General Matters	10/04/18	1,220.99	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Davison & McCarthy	22573	01-414.310	2018-Sept-Amendment to SALDO	10/04/18	39.00	.00	
Davison & McCarthy	22574	01-404.310	2018-Sept-Bankruptcy of Residents	10/04/18	65.00	.00	
Davison & McCarthy	22575	01-414.310	2018-Sept-Planning Commission	10/04/18	273.00	.00	
Davison & McCarthy	22576	01-404.310	2018-Sept-Septic Permits-Well Isolations-Waivers	10/04/18	39.00	.00	
Davison & McCarthy	22577	01-404.310	2018-Sept-Board of Commissioners	10/04/18	858.00	.00	
Davison & McCarthy	22578	01-404.310	2018-Sept-Lindberg Park Trail	10/04/18	65.00	.00	
Davison & McCarthy	22579	01-404.310	2018-Sept-Emergency Services-Consultant & Review	10/04/18	13.00	.00	
Davison & McCarthy	22580	01-404.310	2018-Sept-Hindley v. R&K Custom Homes Inc & Litzenberger, et. al.	10/04/18	65.00	.00	
Davison & McCarthy	22581	01-404.310	2018-Sept-Liens-2018	10/04/18	1,742.00	.00	
Davison & McCarthy	22582	01-404.310	2018-Sept-Satisfactions for 2018	10/04/18	390.00	.00	
Davison & McCarthy	22584	01-404.310	2018-Sept-Frankenfield-Challenge to removal from rank of Corporal	10/04/18	364.00	.00	
Davison & McCarthy	22587	08-429.310	2018-Sept-Sewer Agreement with Fountain Hill	10/04/18	247.00	.00	
Davison & McCarthy	22588	01-404.310	2018-Aug-Enforcement v. Jared & Lisa Kipp	10/04/18	195.00	.00	
Total Davison & McCarthy:					5,835.99	.00	
DCED							
DCED	10152018	01-414.318	3Q2018 Permit Fees	10/15/18	270.00	.00	
Total DCED:					270.00	.00	
Eastern Auto Parts Warehouse							
Eastern Auto Parts Wareho	3IV365751	06-448.251	#31-brakes & rotors/truck & tow	10/09/18	148.86	.00	
Eastern Auto Parts Wareho	3IV365751	08-429.251	#31-brakes & rotors/truck & tow	10/09/18	148.86	.00	
Eastern Auto Parts Wareho	3IV366022	01-410.251	#219-wipers	10/10/18	30.97	.00	
Eastern Auto Parts Wareho	3IV366592	01-452.240	Rv plumbing anti-freeze	10/11/18	17.97	.00	
Eastern Auto Parts Wareho	3IV367840	01-437.251	#15-shocks	10/15/18	111.58	.00	
Total Eastern Auto Parts Warehouse:					458.24	.00	
Ecco Communications LLC							
Ecco Communications LLC	73464	01-410.375	#210-Antenna	10/12/18	14.00	.00	
Total Ecco Communications LLC:					14.00	.00	
First Regional Compost Authority							
First Regional Compost Au	2018-344	10-427.303	Grass collection-60 yds-9/5/18-9/18/18	10/01/18	300.00	.00	
Total First Regional Compost Authority:					300.00	.00	
Five Star International							
Five Star International	05P171197	01-437.251	#5-mirror	10/10/18	260.62	.00	
Total Five Star International:					260.62	.00	
Florez, Martin							
Florez, Martin	09042018	01-380.000	Refund-Dumpster Dep-601 Crestline Ave	09/04/18	100.00	.00	
Total Florez, Martin:					100.00	.00	
Foremost Promotions							
Foremost Promotions	450006	01-410.200	Blue glow sticks	10/09/18	558.57	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Foremost Promotions:					558.57	.00	
Fountain Hill, Borough of							
Fountain Hill, Borough of	10032018	08-429.536	3Q2018 capital payment	10/03/18	600.00	.00	
Fountain Hill, Borough of	10032018	08-429.531	3Q2018 sewer	10/03/18	298.37	.00	
Total Fountain Hill, Borough of:					898.37	.00	
G & S Fastening Systems Inc.							
G & S Fastening Systems I	1076465-1	01-437.375	Rods & nuts for paver	10/05/18	81.57	.00	
Total G & S Fastening Systems Inc.:					81.57	.00	
Groundhog Lawn & Landscape							
Groundhog Lawn & Landsc	10102018	01-413.317	2360 Lehigh Parkway N-mow & trim	10/10/18	125.00	.00	
Total Groundhog Lawn & Landscape:					125.00	.00	
Keystone Consulting Engineers							
Keystone Consulting Engin	160768	01-408.318	2018-Aug-LVHN ED Expansion	09/12/18	12,711.26	.00	
Keystone Consulting Engin	161182	06-448.615	2018-Sept-Paxford Rd Water Main Replacement Project	10/11/18	3,564.28	.00	
Keystone Consulting Engin	161183	06-448.616	2018-Sept-Maumee Ave Water Main Replacement project	10/11/18	9,893.28	.00	
Keystone Consulting Engin	161183	08-429.604	2018-Sept-Riverside Dr & Pump Station Generator Replacement	10/11/18	4,598.80	.00	
Keystone Consulting Engin	161186	06-448.600	2018-Sept-Montgomery St Water Main Replacement-Patomic to Tweed St	10/11/18	1,463.26	.00	
Keystone Consulting Engin	161188	08-429.313	2018-Sept-General Engineering-Sewer Matters	10/11/18	1,852.89	.00	
Keystone Consulting Engin	161189	06-448.313	2018-Sept-General Engineering-Water Matters	10/11/18	711.13	.00	
Keystone Consulting Engin	161190	08-429.372	2018-Sept-I&I Removal Program	10/11/18	3,193.64	.00	
Keystone Consulting Engin	161191	08-429.607	2018-Sept-Sanitary Sewer CIPP Lining Project 2018	10/11/18	4,129.88	.00	
Total Keystone Consulting Engineers:					42,118.42	.00	
Kobalt Construction							
Kobalt Construction	09302018	01-451.601	Lindberg Ph4 Proj-Final Rehabilitation -Thru 9/30/18-Pmt #2	09/30/18	65,745.00	65,745.00	10/12/18
Kobalt Construction	09302018	01-451.601	Lindberg Ph4 Proj-Final Rehabilitation -Thru 9/30/18-Pmt #3	09/30/18	132,064.65	132,064.65	10/12/18
Total Kobalt Construction:					197,809.65	197,809.65	
Kress, Kevin J.							
Kress, Kevin J.	10052018	01-410.421	Reimb-Meals @ Child Abuse Training class	10/05/18	33.55	.00	
Total Kress, Kevin J.:					33.55	.00	
Lehigh County Humane Society							
Lehigh County Humane So	3RDQ2018	01-410.317	3Q2018 Animal Control Services	10/04/18	2,500.00	.00	
Lehigh County Humane So	4THQ2018	01-410.317	4Q2018 Animal Control Services	10/04/18	2,500.00	.00	
Total Lehigh County Humane Society:					5,000.00	.00	
Lehigh County Law Department							
Lehigh County Law Depart	10102018	01-401.341	File Ord: Amend Moving permit & Rental property inspection regulations	10/10/18	20.00	20.00	10/11/18

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Lehigh County Law Department:					20.00	20.00	
LYNX Computer Technologies							
LYNX Computer Technolo	572852	01-407.319	LYNXcare Platinum-Oct 2018	10/05/18	1,678.00	.00	
LYNX Computer Technolo	572852	01-410.319	LYNXcare Platinum-Oct 2018	10/05/18	2,310.00	.00	
LYNX Computer Technolo	572852	06-448.319	LYNXcare Platinum-Oct 2018	10/05/18	361.00	.00	
LYNX Computer Technolo	572852	08-429.319	LYNXcare Platinum-Oct 2018	10/05/18	361.00	.00	
LYNX Computer Technolo	572852	10-407.319	LYNXcare Platinum-Oct 2018	10/05/18	130.00	.00	
Total LYNX Computer Technologies:					4,840.00	.00	
Monarch Precast Concrete Corp							
Monarch Precast Concrete	0379581-IN	01-436.370	Inlet tops for Church Rd	10/10/18	300.00	.00	
Total Monarch Precast Concrete Corp:					300.00	.00	
Motors Plus Inc.							
Motors Plus Inc.	34750	01-410.251	#205-oil change/top off fluids	10/01/18	106.81	.00	
Motors Plus Inc.	34752	01-410.251	#207-Oil Change/Top off fluids/tow/battery	10/01/18	387.04	.00	
Total Motors Plus Inc.:					493.85	.00	
MP Outfitters							
MP Outfitters	29040-5	01-410.238	Alterations-Rehatchek	10/02/18	4.00	.00	
MP Outfitters	29100-5	01-410.238	Alterations/name tag-Rehatchek	10/05/18	56.95	.00	
MP Outfitters	29154-5	01-410.238	Corporal Badges-Rehatchek	10/08/18	198.00	.00	
MP Outfitters	29267-5	01-410.238	Jacket/gloves/socks-Sabo	10/15/18	98.97	.00	
Total MP Outfitters:					357.92	.00	
Mr. John Inc.							
Mr. John Inc.	0005470543	01-451.315	1 unit:Franko farm-9/12/18-10/09/18	10/10/18	125.00	.00	
Mr. John Inc.	0005471542	01-451.315	Lindberg Park-9/12/18-10/09/2018	10/10/18	132.50	.00	
Total Mr. John Inc.:					257.50	.00	
National Assoc of School Resrc Offc							
National Assoc of School R	23460PA	01-410.421	Basic SRO Course-Laky	09/06/18	495.00	.00	
Total National Assoc of School Resrc Offc:					495.00	.00	
New Enterprise Stone & Lime Co Inc							
New Enterprise Stone & Li	6940385	01-438.245	9.5MM	10/04/18	232.19	.00	
Total New Enterprise Stone & Lime Co Inc:					232.19	.00	
Overhead Door Company, The							
Overhead Door Company,	C18.1043	03-411.240	Annual service of Garage doors & openers	10/04/18	1,973.00	.00	
Total Overhead Door Company, The:					1,973.00	.00	
PA Municipal Health Ins Coop							
PA Municipal Health Ins Co	10012018	01-487.156	2018 Nov coverage	10/01/18	79,107.11	.00	
PA Municipal Health Ins Co	10012018	06-487.156	2018 Nov coverage	10/01/18	6,940.24	.00	
PA Municipal Health Ins Co	10012018	08-487.156	2018 Nov coverage	10/01/18	6,940.24	.00	
PA Municipal Health Ins Co	10012018	10-487.156	2018 Nov coverage	10/01/18	1,555.55	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total PA Municipal Health Ins Coop:					94,543.14	.00	
PA One Call System Inc.							
PA One Call System Inc.	0000787843	01-401.320	2018-Oct-Voice/Fax messages	09/30/18	298.58	.00	
Total PA One Call System Inc.:					298.58	.00	
PA State Assoc of Boroughs							
PA State Assoc of Borough	10152018	01-401.420	2019 Dues-member ID#22764-Nicolo	10/15/18	225.00	.00	
Total PA State Assoc of Boroughs:					225.00	.00	
Patten, Ronald C.							
Patten, Ronald C.	100220182	01-410.242	reimb-earmuffs & belt clip	10/02/18	96.36	.00	
Total Patten, Ronald C.:					96.36	.00	
PBL fire Apparatus Services LLC							
PBL fire Apparatus Service	5711	03-411.374	#20-21-Water gauge/pegged gauges	10/01/18	331.25	.00	
PBL fire Apparatus Service	5712	03-411.374	#20-12-foot pedals/strobe light/switch pump panel lights	10/01/18	609.19	.00	
PBL fire Apparatus Service	5713	03-411.374	#20-11-LED lighting/deck gun/pump panel pull handles	10/01/18	57.50	.00	
PBL fire Apparatus Service	5714	03-411.374	#20-62-Auto eject/master switch	10/01/18	115.00	.00	
PBL fire Apparatus Service	5715	03-411.374	#20-61-water gauge	10/01/18	86.25	.00	
PBL fire Apparatus Service	5718	03-411.374	#20-51-Auto eject/wire for thermal camera	10/03/18	57.50	.00	
Total PBL fire Apparatus Services LLC:					1,256.69	.00	
PPL Electric Utilities							
PPL Electric Utilities	10022018	35-433.362	97159-57000	10/02/18	42.07	.00	
PPL Electric Utilities	10022018	35-433.362	96549-22003	10/02/18	37.21	.00	
PPL Electric Utilities	10022018	08-429.361	98810-20005	10/02/18	95.18	.00	
PPL Electric Utilities	10022018	08-429.361	95425-66011	10/02/18	28.25	.00	
PPL Electric Utilities	10022018	01-451.361	63580-10005	10/02/18	27.34	.00	
PPL Electric Utilities	10022018	35-433.362	59610-04003	10/02/18	40.09	.00	
PPL Electric Utilities	10022018	06-448.361	59410-04007	10/02/18	30.79	.00	
PPL Electric Utilities	10022018	35-433.362	58010-04003	10/02/18	38.87	.00	
PPL Electric Utilities	10022018	08-429.361	49200-35001	10/02/18	28.94	.00	
PPL Electric Utilities	10022018	35-433.362	32810-04003	10/02/18	36.99	.00	
PPL Electric Utilities	10022018	01-451.361	62400-52006	10/02/18	13.01	.00	
PPL Electric Utilities	10032018	35-434.361	79200-43006	10/02/18	10,599.69	.00	
PPL Electric Utilities	10032018	35-434.361	79000-43000	10/02/18	511.90	.00	
PPL Electric Utilities	10042018	08-429.361	47020-14000	10/04/18	29.14	.00	
PPL Electric Utilities	10092018	06-448.361	30460-06001	10/09/18	443.45	.00	
PPL Electric Utilities	10092018	08-429.361	32650-08001	10/09/18	29.97	.00	
PPL Electric Utilities	10092018	08-429.361	42850-08008	10/09/18	28.62	.00	
PPL Electric Utilities	10092018	01-451.361	54060-05002	10/09/18	33.09	.00	
PPL Electric Utilities	10092018	08-429.361	08450-07007	10/09/18	28.67	.00	
PPL Electric Utilities	10092018	08-429.361	15450-07002	10/09/18	28.60	.00	
PPL Electric Utilities	10092018	08-429.361	56060-06003	10/09/18	28.61	.00	
Total PPL Electric Utilities:					12,180.48	.00	
Project Lifesaver International							
Project Lifesaver Internatio	18-15079-78	01-410.260	Transmitters-Act 44 Grant	10/09/18	1,962.92	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Project Lifesaver International:					1,962.92	.00	
Qualification Targets Inc							
Qualification Targets Inc	21803240	01-410.242	training rounds	10/02/18	118.42	.00	
Total Qualification Targets Inc:					118.42	.00	
ReadyRefresh by Nestle							
ReadyRefresh by Nestle	08J0436481527	01-409.366	2018-Sept-Acct#0436481527-Admin	10/06/18	59.86	.00	
ReadyRefresh by Nestle	08J0436481543	01-409.366	2018-Sept-Acct#0436481543-Police	10/06/18	48.69	.00	
ReadyRefresh by Nestle	08J0436481576	01-409.366	2018-Sept-Acct#0436481576-DPW	10/04/18	42.10	.00	
ReadyRefresh by Nestle	08J0441704392	01-409.366	2018-Sept-Acct#0441704392-Franko	10/04/18	4.23	.00	
Total ReadyRefresh by Nestle:					154.88	.00	
Salisbury Township							
Salisbury Township	10102018	03-411.320	3Q2018 ESFCo Utility Invoice	10/10/18	123.00	.00	
Total Salisbury Township:					123.00	.00	
Sander Power Equipment Company							
Sander Power Equipment	00584579	01-437.375	Blade for demo saw/shaft sleeves	10/09/18	177.98	.00	
Total Sander Power Equipment Company:					177.98	.00	
Scott Volvo							
Scott Volvo	10152018	99-107000	Refund-Overpaid utility account	10/15/18	2,955.34	.00	
Total Scott Volvo:					2,955.34	.00	
Service Electric Cable TV							
Service Electric Cable TV	10012018	01-410.315	Prolog Express -Sept & Oct 2018	10/01/18	156.88	.00	
Total Service Electric Cable TV:					156.88	.00	
Service Electric Telephone Co							
Service Electric Telephone	10152018	03-411.320	Acct#-0000050426-ESFC-10/2018	10/15/18	85.12	.00	
Service Electric Telephone	10152018	01-403.240	Acct#-0000044158-Minger phone line-10/2018	10/15/18	21.39	.00	
Service Electric Telephone	10152018	01-401.320	Acct#-0000044158-Township phone line-10/2018	10/15/18	546.15	.00	
Total Service Electric Telephone Co:					652.66	.00	
Service Tire Truck Centers							
Service Tire Truck Centers	086158-01	06-448.251	#33-tires	10/01/18	189.31	.00	
Service Tire Truck Centers	086158-01	08-429.251	#33-tires	10/01/18	189.31	.00	
Service Tire Truck Centers	093189-01	06-448.251	#31-Tires	10/05/18	621.96	.00	
Service Tire Truck Centers	093189-01	08-429.251	#31-Tires	10/05/18	621.96	.00	
Total Service Tire Truck Centers:					1,622.54	.00	
Shammy Shine Car Washes							
Shammy Shine Car Washes	090118	01-410.315	Police Car Washes-9/1-9/30/18	09/30/18	70.00	.00	
Total Shammy Shine Car Washes:					70.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
South Whitehall Township							
South Whitehall Township	13545	06-448.369	3Q2018 water/Acct#289	10/05/18	1,885.00	.00	
Total South Whitehall Township:					1,885.00	.00	
Staples Advantage							
Staples Advantage	3392170495	01-409.240	Hardwound roll towels/trash liners/C-fold towels	10/05/18	260.76	.00	
Total Staples Advantage:					260.76	.00	
Staver Hydraulics Co Inc							
Staver Hydraulics Co Inc	63665	01-410.251	#212-Fittings	10/11/18	5.63	.00	
Total Staver Hydraulics Co Inc:					5.63	.00	
Stengel Brothers Inc.							
Stengel Brothers Inc.	409916	06-448.251	#31-Alignment	10/09/18	39.97	.00	
Stengel Brothers Inc.	409916	08-429.251	#31-Alignment	10/09/18	39.98	.00	
Total Stengel Brothers Inc.:					79.95	.00	
Stotz/Fatzinger Office Supply							
Stotz/Fatzinger Office Sup	219581	01-410.240	binder clips/envelopes/dividers/calendars/plastic forks/file folders/notebooks/binders/pencils/tape/post-it notes/	10/05/18	341.05	.00	
Total Stotz/Fatzinger Office Supply:					341.05	.00	
Suburban Propane-2022							
Suburban Propane-2022	72344	01-401.231	diesel	09/28/18	19.33	.00	
Suburban Propane-2022	72344	01-410.231	diesel	09/28/18	562.08	.00	
Suburban Propane-2022	72344	01-430.231	diesel	09/28/18	581.41	.00	
Suburban Propane-2022	72344	06-448.231	diesel	09/28/18	102.60	.00	
Suburban Propane-2022	72344	08-429.231	diesel	09/28/18	102.60	.00	
Suburban Propane-2022	72344	03-413.231	diesel	09/28/18	118.96	.00	
Suburban Propane-2022	805159	01-401.231	unleaded	09/27/18	38.23	.00	
Suburban Propane-2022	805159	01-410.231	unleaded	09/27/18	1,111.73	.00	
Suburban Propane-2022	805159	01-430.231	unleaded	09/27/18	1,149.96	.00	
Suburban Propane-2022	805159	06-448.231	unleaded	09/27/18	202.94	.00	
Suburban Propane-2022	805159	08-429.231	unleaded	09/27/18	202.94	.00	
Suburban Propane-2022	805159	03-413.231	unleaded	09/27/18	235.29	.00	
Total Suburban Propane-2022:					4,428.07	.00	
U.S. Department of Agriculture							
U.S. Department of Agricult	3002898425	01-451.371	2018-Goose Mgmnt-thru 8/31/2018	10/01/18	81.78	.00	
Total U.S. Department of Agriculture:					81.78	.00	
U.S. Postal Service							
U.S. Postal Service	10092018	01-401.325	Refill Postage Meter	10/09/18	1,000.00	.00	
Total U.S. Postal Service:					1,000.00	.00	
Verizon							
Verizon	10032018	01-410.320	610-433-0563-monitor traffic signals CCB-10/2018	10/03/18	41.52	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Verizon	10062018	06-448.320	610-435-4231-Flxr Ave wtr pump stn-10/2018	10/06/18	42.30	.00	
Verizon	10252018	01-401.320	2018-Sept-Mgr	10/25/18	109.58	.00	
Verizon	10252018	01-402.320	2018-Sept-Finance Director	10/25/18	54.79	.00	
Verizon	10252018	01-410.320	2018-Sept-Police	10/25/18	480.83	.00	
Verizon	10252018	01-413.320	2018-Sept-Code Enf Ofcr	10/25/18	54.79	.00	
Verizon	10252018	01-414.320	2018-Sept-P/Z Officer	10/25/18	54.79	.00	
Verizon	10252018	01-415.320	2018-Sept-Tapler	10/25/18	78.03	.00	
Verizon	10252018	01-430.320	2018-Sept-DPW	10/25/18	140.21	.00	
Verizon	10252018	01-452.320	2018-Sept-Rec Dir	10/25/18	54.79	.00	
Verizon	10252018	06-448.320	2018-Sept-Water Dept	10/25/18	65.97	.00	
Verizon	1025201801	01-401.320	2018-Sept-Mgr/Tablet	10/25/18	10.02	.00	
Verizon	1025201801	01-410.320	2018-Sept-Police tablet/air card charges	10/25/18	331.85	.00	
Verizon	1025201801	01-411.320	2018-Sept-Fire Inspectors/Tablet	10/25/18	34.31	.00	
Verizon	1025201801	03-411.320	2018-Sept-ESFC/Tablet	10/25/18	98.67	.00	
Verizon	1025201801	03-412.320	2018-Sept-WSFC/Tablet	10/25/18	171.53	.00	
Total Verizon:					1,823.98	.00	
Veterans Fire Protection							
Veterans Fire Protection	082720181	03-411.240	Extinguisher repairs	08/27/18	913.73	.00	
Total Veterans Fire Protection:					913.73	.00	
Waste Management Inc							
Waste Management Inc	M156576	10-427.302	Sept 2018 Recycling Costs	10/15/18	8,637.63	.00	
Total Waste Management Inc:					8,637.63	.00	
Western Salisbury Fire Company							
Western Salisbury Fire Co	10072018	03-412.374	31-12-Diesel Exhaust Fluid	10/07/18	24.94	.00	
Total Western Salisbury Fire Company:					24.94	.00	
Witmer Public Safety Group							
Witmer Public Safety Grou	1890300	01-410.241	Handcuffs	10/10/18	295.92	.00	
Total Witmer Public Safety Group:					295.92	.00	
Zimmerman, Donald C.							
Zimmerman, Donald C.	1005201801	01-430.192	2018-Boot/Clothing	10/05/18	210.01	.00	
Total Zimmerman, Donald C.:					210.01	.00	
Grand Totals:					442,416.77	198,149.65	

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:					360,480.23	198,149.65	
Fire Fund							
Total Fire Fund:					5,000.93	.00	
Water Fund							
Total Water Fund:					28,196.82	.00	
Sewer Fund							
Total Sewer Fund:					23,853.45	.00	
Refuse & Recycling Fund							
Total Refuse & Recycling Fund:					10,623.18	.00	
Highway Aid Fund							
Total Highway Aid Fund:					11,306.82	.00	
Total :					2,955.34	.00	
Grand Totals:					442,416.77	198,149.65	

Date: _____

President: _____

Board of Commissioners

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
October 11, 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 announced that an Executive Session will take place after the Workshop.

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

ROLL CALL

Board Members Present:

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

Staff Present:

Cathy Bonaskiewich, Township Manager
Paul Ziegenfus, Finance Director
John Andreas, Director of Public Works
Allen Stiles, Chief of Police
Don Sabo, Police Sergeant
Cynthia Sopka, Director of Planning & Zoning
Sandy Nicolo, Code Enforcement Officer, MS4 Coordinator – EXCUSED
John Ashley, Esquire, rep of Davison & McCarthy, Township Solicitor
David Tetterer, rep of Keystone Consulting Engineers, Township Engineer

NOTIFICATION

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

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

Chief Stiles announced that Officer Kyle Rehatchek was recently promoted to the rank of Corporal and officially sworn in by District Judge Michael Pochron on October 2, 2018. He thanked the Board and for their support.

APPROVAL OF THE LIST OF BILLS PAYABLE

Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to approve the list of Bills Payable for the period 9/22/2018-10/5/2018, broken down as follows:

\$83,797.27 = GENERAL
\$1,546.84 = FIRE
\$0 = LIBRARY
\$65,426.81 = WATER
\$1,100.78 = SEWER
\$92,282.56 = REFUSE & RECYCLING
\$247.13 = HIGHWAY AID
\$0.00 = SUBDIVISION & ESCROW
\$244,401.39 = 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

September 27, 2018

Commissioner Martucci declared the Minutes of September 27, 2018 accepted as presented.

NEW BUSINESS

ORDINANCES

First Reading – Ordinance Amending the Moving Permit Ordinance and Adopting Regulations for a Rental Inspection Program in Salisbury Township.

Ms. Bonaskiewich noted that there is no action required by the Board at this time as the First Reading is simply an effort to provide sufficient opportunity for public comment. She commented that the adoption of the Ordinance should take place at the next meeting on October 25, 2018.

Commissioner Ackerman inquired about who will be responsible for animals in a rental. Ms. Bonaskiewich replied that the number of animals is governed by zoning and the requirements are in the Zoning Ordinance, regardless if the property is a rental or owner-occupied. Ms. Bonaskiewich stated that if there is an animal control issue, the owner of the animal would be responsible.

No other comments were heard.

RESOLUTIONS

None.

MOTIONS

Motion to Approve Payment #3 to Kobalt Construction for Lindberg Park Phase 4 Contracted Work in the amount of \$132,064.65.

Ms. Bonaskiewich stated the payment is for work associated with the Quiet Garden and the Pickleball Court.

Motion by Commissioner Conn, seconded by Commissioner Ackerman, to approve Payment #3 to Kobalt Construction for Lindberg Park Phase 4 Contracted Work in the amount of \$132,064.65.

Roll Call:

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

The Motion passed by 5-0.

Motion to Approve Payment #2 to Kobalt Construction for Lindberg Park Phase 3 Contracted Work in the amount of \$65,745.00.

Ms. Bonaskiewich commented that the payment represents work primarily for the demolition and removal of the existing pavilion and restroom structure as well as the prep work for the playground area.

Motion by Commissioner Conn, seconded by Commissioner Ackerman, to approve Payment #2 to Kobalt Construction for Lindberg Park Phase 3 Contracted Work in the amount of \$64,745.00.

Roll Call:

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

The Motion passed by 5-0.

Motion to Accept the Proposal received for the design and construction of a Pole Building at Franko Park.

Ms. Bonaskiewich stated that bids were opened on Friday, October 5, 2018 and the apparent lowest responsible bidder is Dutchman Contracting, LLC for \$147,746.00. She noted that Attorney Ashley has reviewed the documents and she contacted their references who provided “outstanding” reviews.

Commissioner Seagreaves questioned how much money was budgeted for the project. Mr. Ziegenfus replied that \$200,000 was budgeted and the project will be funded by Bond proceeds.

Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to accept the Proposal received by Dutchman Contracting, LLC in the amount of \$147,746.00 for the design and construction of a Pole Building at Franko Park.

Roll Call:

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

The Motion passed by 5-0.

PRIVILEGE OF THE FLOOR

Mr. Joshua Wells, Chief of Western Salisbury Fire Department, commented that the Fire Department has been making presentations in the schools for Fire Prevention Week, and provided the Board with the packets of information they distributed to the children.

Commissioner Brinton noted that she received a complaint from a resident about recycling not being picked up, and she commented that the list of refuse complaints the Board receives on a monthly basis has increased. Ms. Bonaskiewich stated that she is following up with Republic Services about the issue.

Commissioner Ackerman requested a list of streets that have been worked on this year as well as a list of streets that will be worked on next year. Mr. Andreas stated that there is a proposed list in the Budget and they are hoping to set aside more money for road materials next year.

A discussion ensued about how the roads are maintained.

Chief Stiles reminded the Board that the Homecoming Parade is Friday, October 12, 2018 from 5:30 p.m. – 6:30 p.m.

Chief Stiles noted that Trick-or-Treat night will be held on Friday, October 26, 2018 from 6:00 p.m. – 8:00 p.m.

ADJOURNMENT

Commissioner Brinton made a motion to adjourn the meeting. Seconded by Commissioner Ackerman. The time was 7:32 p.m.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on October 11, 2018.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL

DRAFT

ORDINANCE NO. 10-2018-619

AN ORDINANCE BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, AMENDING CHAPTER 11 OF THE SALISBURY TOWNSHIP CODE OF ORDINANCES TITLED "HOUSING" TO AMEND PART 1 ENTITLED MOVING PERMITS IN ITS ENTIRETY AND TO PROMULGATE REGULATIONS REGARDING RENTAL PROPERTY INSPECTIONS BY ADDING PART 2 TITLED "RENTAL PROPERTY INSPECTIONS".

**deletions are strikethrough
insertions are highlighted, bolded and double-underlined

BE IT ORDAINED AND ENACTED by the Salisbury Township Board of Commissioners, Lehigh County, Pennsylvania, and it is hereby ordained and enacted by the same that Chapter 11 of the Township of Salisbury Code of Ordinances, as amended, shall be amended and the same hereby is amended to include revisions to Part 1 entitled Moving Permits and Part 2 shall be added entitled Rental Property Inspections as follows:

ARTICLE I.

Part 1 entitled "Moving Permits" shall be amended in its entirety to read as follows:

**Chapter 11
Housing
Part 1
MOVING PERMITS**

§ 11-101 Unlawful to Move Without Notice.

It shall be unlawful for any person 18 years of age or older to move into the Township of Salisbury (the "Township"), to move out of the Township, or to move from one place to another within the Township, without notice to the Township Secretary of such moving. Said notice shall be given in the case of persons moving into the Township within one week **prior to** moving into the Township and in the case of persons moving out of the Township or from one place within the Township to another place within the Township at least 24 hours before said move is made. Included in each notice as given shall be the

name of the moving person, the address from which the person is moving, the address to which said person is moving, and the name and address of the moving person's employer.

§ 11-102 Obligation of Landlords.

~~Any person, firm, or corporation who owns real estate in the Township which it leases or rents out as either a business, dwelling or mobile home site shall furnish to the Township Secretary the address of the real estate and the names of the person to whom said real estate, or any part thereon, is rented and the names of any tenants who move from said real estate. In the case of tenants moving into such real estate, said information shall be furnished within one week after the tenant moves into the real estate and in the case of tenants moving out of said real estate, said information shall be furnished within 48 hours of receipt of notice by the owner of the real estate that the tenant is terminating such lease or, in the absence of such notice, within 24 hours of the time when the tenant actually moves out of said property.~~

§ 11-102 Moving Permit Required.

No person, firm, or corporation shall transport or move, or cause to be transported or moved, any household goods or personal property in bulk into the Township, out of the Township, or from place to place within the Township, without first securing from the Township a permit for such transportation or moving. **A moving permit shall be required to be in possession of the person, agent or representative of a household or business in attendance during the course of the move and such permit shall be presented when requested by an official or agent of the Township.**

§ 11-103 Application.

1. Application for moving permit shall be made to the Township Secretary, or his designee, on forms supplied by the Township Secretary. In applying for such permit, the applicant shall state the names of the owners of the goods being moved, the address from which said goods are being moved, and the address to which said goods are to be moved, whereupon a permit for such moving shall be issued upon payment of a permit fee.
2. Applicant shall also state the following information if moving into an apartment:
 - A. Whether the apartment is located within an apartment complex or a single-family dwelling;
 - B. Whether the apartment has a private entrance with or without separation from the main dwelling;
 - C. Whether the apartment has a private kitchen; and
 - D. Whether the apartment is in a basement level of a building structure.
3. All information provided shall be true and correct.

§ 11-104 Fees.

The Township shall issue a moving permit to all qualified applicants upon payment of a permit fee in the amount of \$10 or an amount as established from time to time by the Board of Commissioners by resolution.

§ 11-105 Obligation of Moving Companies.

Any person who is in the business of transporting or moving personal property in bulk from one location to another as herein before described shall be obligated to verify that the proper moving permit has been issued prior to the moving or transporting of any personal property, either within the Township or to a point outside of the Township.

§ 11-106 Penalties.

Any person violating any term or provision of this Part 1 shall, upon conviction thereof, be sentenced to pay a fine of not more than \$300 or to undergo imprisonment for a period of not more than ~~90~~ **30** days, or both.

ARTICLE 2.

A new Part 2 shall be added to Chapter 11 and entitled “**Rental Property Inspections**” to read as follows:

**Part 2
Rental Property Inspections**

§201. Definitions

- A. “Rental” property, also referred to as “leased” property, shall be defined as any property from which the owner receives payment from the occupant(s), known as tenants, in return for occupying or using the property. Rental properties may be either commercial, storage, industrial, residential or vacation property and may also include properties under lease purchase agreements as well as residential assisted living facilities with permanent live-in quarters as licensed as such by the Commonwealth of Pennsylvania; including providing meals, supervision and services for four or more elderly persons, or other persons needing such care.
- B. Rental Property Registration Certificate: A certificate of operation issued by the Township that must be obtained prior to a rental property being operable and rented out to tenants.

§202. Registration of Rental Property.

- A. All owners of any rental property located within Salisbury Township must register all units with the Township on an annual basis and must obtain a Rental

Registration Certificate issued by the Township. The rental property registration application and fee will be due by September 30th for the time period January 1 to December 31st of the following year.

- B. The rental property registration application shall list the name(s), address and telephone number(s) of the residential property owner(s), the location of the property and the number of units within the rental property, and the names of the current tenants. If the property owner does not live within the designated radius of the rental property, the owner must provide the name of the property manager as required in Section 204(C) of the Ordinance.
- C. The rental property registration certificate shall be issued annually by the Township upon submission of an application/renewal. The certificate is the proof of validity the rental property meets the minimum requirements of this ordinance. The certificate can be revoked if the property is unable to meet the minimum standards of a rental inspection conducted prior to the space becoming re-occupied or following the investigation of a complaint. In such instance, if the violations are found to be significant, the rental property registration certificate will be revoked and it shall be illegal to operate the rental property without such certificate. Additionally, the property owner shall be liable or responsible to repair all violations and pay all fines and penalties before any tenant is allowed to re-occupy the rental property and/or unit.
- D. Failure to register the units with the Office of Code Enforcement and Office of Fire Safety within 90 days from the date of the passage of the ordinance or within 30 days following the purchase or conversion of a structure to a residential rental property shall constitute a violation of this Ordinance.

§203. Inspection of Rental Properties and Certificate of Occupancy Required.

- A. All rental properties shall be inspected to assure compliance with the minimum maintenance requirements and standards for such properties as set forth in this Ordinance. Such inspection shall occur each time the property is vacated following a change of tenancy and prior to a new tenant taking possession of or occupying the premises. Subsequent to a favorable passing inspection, rental property owners will receive a certificate of occupancy issued by the Township. Such owner shall make arrangement for an inspection of the premises with the Township and secure from the Township a certificate of occupancy. A certificate shall not be issued unless the inspection required by this Ordinance has been completed and all violations are abated. Where a rental property is to be demolished and a valid demolition permit conforming to the Building Code of the Township of Salisbury has been obtained, the provisions set forth in this Ordinance shall not be applicable, and a certificate of occupancy shall not be required provided such rental property is demolished.

- B. The designated Township rental property inspector shall be authorized to inspect any rental property resulting from a complaint or incident pertaining to conditions and/or activities on the premises of a rental property. If necessary, the designated Township rental property inspector may file for the appropriate search warrant(s) for rental properties in which owners refuse to grant access.

§204. Additional Rental Property Owners' Duties and Responsibilities.

A. Tenant List Responsibility of Landlord. Every owner of any rental property or unit within the Township of Salisbury shall certify in writing to the Township of Salisbury a list including the address and unit/apartment number of all tenants (current and new) who reside in such rental unit and/or property within two (2) weeks prior to the commencement of such rental/lease agreement.

B. General. It shall be the duty of every owner of any property or unit that is rented or leased within the Township of Salisbury to keep and maintain all rental units in compliance with all applicable State laws and regulations and local ordinances and to keep such property in good and safe condition. Every owner/ landlord shall be responsible for regulating the proper and lawful use and maintenance of such rental property. This Section shall not be construed, in any way, as diminishing or relieving the occupants or their guests of their responsibility for their conduct or activity, nor shall it be construed as an assignment, transfer or projection over or onto any owner any responsibility or liability which occupants or their guests may have as a result of their conduct or activity under any private cause of action or civil or criminal enforcement proceeding; nor shall this Section be construed to require an owner to indemnify or defend occupants or their guests when any such action or proceeding is brought against the occupant or its guests based upon the occupant's conduct or activity. This Ordinance is not intended to, nor shall its effect be, to limit any other enforcement remedies which may be available to the Township against an owner, occupant or guest thereof.

C. Designation of Property Manager. Every rental property owner who is not a full-time resident of the Township, and/or who does not live within twenty (20) miles of the boundaries of Township, shall designate a property manager who shall reside within the Township borders or in an area that is no more than twenty (20) miles from the Township boundary line.

1. If the owner is a corporation, a property manager shall be required if an officer of the corporation does not reside within the aforementioned area. In the event an officer of a corporation lives within the aforementioned area requirement, then he/she shall perform the same function as a property manager.
2. If the owner is a partnership, a property manager shall be required if either partner does not reside within the aforementioned area. In the event that one or

more partners live within the aforementioned area requirement, he/she shall perform the same function as a property manager.

3. The property manager shall be the agent of the owner for service of process and receiving of notices and demands, as well as for performing the obligations of the owner under this Ordinance and under rental agreements with occupants.

4. The identity, address and telephone number(s) of a person who is designated as a property manager hereunder and any changes thereof shall be provided in writing by either the rental property owner or the property manager to the Township and such information shall be kept current and updated as it changes in accordance with this Ordinance.

D. Minimum Rental Property Maintenance Standards. The minimum maintenance requirements and standards for rental properties shall include the following, but not be limited to:

1. Exterior Property Areas. All exterior property and premises shall be maintained in a clean and sanitary condition and all walkways shall be maintained free from hazardous conditions.

2. Exterior Structure. Shall be maintained in good repair, structurally sound and watertight.

3. Interior Structure. Shall be maintained in good repair, structurally sound and in sanitary condition.

4. Handrails. Shall be required at:

a.) All exterior and interior stairways three risers high or more.

b.) All porches, decks, landings, etc., over 30 inches high shall have handrails and guardrails spaced to prevent a four-inch sphere from passing through.

5. Windows. All glazing materials shall be maintained free from cracks and holes. Every operable window shall be capable of being held up by its own hardware.

6. Smoke Detectors. Shall be required on every floor, including basement and every bedroom.

7. Carbon Monoxide Detectors. Shall be required as per PA Act 607 required carbon monoxide detection and alarms in all multifamily dwellings and apartment buildings.

8. Fire Protection Systems. All systems, devices and equipment to detect a fire, actuate an alarm or suppress a fire shall be maintained in an operable condition at all times. There shall be a working fire extinguisher on each floor.

9. Electrical-GFIC Receptacles. Shall be required in all bathrooms, powder rooms, garages, unfinished basements and all outside receptacles.

a.) All receptacles will be checked for polarity and correct wiring.

b.) Every tenant shall be served by a main service of not less than 60 amps, three wire which shall be accessible to the tenant.

- c.) All electric wiring must be secured. Conductors must terminate and/or connect to an enclosed junction box.
- d.) Extension cords over six feet long are not allowed.
- e.) Exit signs shall be illuminated at all times, and emergency lighting shall be adequate and operational where required.

10. With respect to a residential rental property, the number of persons occupying a dwelling unit shall not create conditions that, in the opinion of the code official, endanger the life, health, safety or welfare of the occupants.

E. Exemptions. The provisions of this Ordinance shall not apply to health care facilities, wherein all operations of such facilities are subject to county, State or Federal licensing or regulation concerning the health and safety of users, patients or tenants.

F. Failure and/or refusal by the residential rental property owner and his/her designated agent to secure the necessary certificate of occupancy, or failure and/or refusal to provide access for inspection upon reasonable notice shall be deemed a violation of this Ordinance.

§205. Fees.

A. The owner of the rental property is responsible for the registration, inspection, repair, and associated fees for the rental property. The fees shall be established by the Board of Commissioners and shall be set forth in the Salisbury Township Schedule of Fees. The fees shall be paid during the registration period and prior to an inspection. The fees shall be the sole responsibility of the current owner of the property. Fees may be amended by Resolution of the Board of Commissioners of Salisbury Township.

1. Registration Fee: A pre-set fee that must be paid annually to the Township of Salisbury prior to September 30th for the cycle of January 1 through December 31 of the following year which covers the certificate issued by the Township enabling a rental property owner to rent the space or property during this time. Fees are established as follows:
 - a.) For properties with 1 – 20 units = \$20 per unit
 - b.) For properties with 21 – 50 units = \$500 flat fee
 - c.) For properties with 51 or more units = \$750 flat fee
2. Fee for inspection: The inspection fee is a \$50 flat fee which shall cover an initial rental inspection and inspection(s) prior to space becoming (re)occupied. This is NOT the registration fee.
3. Fee for re-inspection or non-compliance: Any additional re-inspections may be subject to an additional fee of \$25 per re-inspection until code compliance is achieved.

§206. Penalty.

Any person, firm or corporation which violates the provisions of this Ordinance shall be subject to the following penalties:

- A. First Violation. A fine up to \$300, or 30 days imprisonment, or both.
- B. Second Violation. A fine up to \$500, or 60 days imprisonment, or both.
- C. Third and Each Subsequent Violation. A fine up to \$1,000, or 90 days imprisonment, or both.

§207. Miscellaneous.

A. By conducting the inspections pursuant to this Ordinance, the Township does not warrant or guarantee the complete safety or suitability of any rental property.

B. For all inspections conducted pursuant to this Ordinance, the Office of Code Enforcement shall not be responsible for violations that occur between the inspection and settlement date and/or rental period.

C. The Township of Salisbury may establish policies and procedures to be implemented with respect to this Ordinance which shall become effective upon approval by resolution of the Salisbury Township Board of Commissioners.

ARTICLE III. APPEALS AND SEVERABILITY

§301. Appeals.

Any person, partnership, corporation, trust or other entity aggrieved or affected by any provision of this Ordinance or any code issued thereunder may appeal the same to the Salisbury Township Building Code Board of Appeals.

§302. Severability.

The provisions of this Ordinance are severable. If any sentence, clause or section of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such decision shall not affect the validity of any of the remaining provisions of this Ordinance. It is hereby declared as a legislative intent that this Ordinance would have been adopted had such unconstitutional, illegal or invalid provision been included herein.

§303. Effective Date.

This Ordinance shall take effect Sixty (60) days after the adoption thereof.

§304. Repealer.

All Ordinances or Resolutions or parts of Ordinances or Resolutions, in so far as they are inconsistent herewith, shall be and the same are hereby repealed.

Duly adopted and enacted at a session of the Board of Commissioners held on the _____ day of _____, 2018.

TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)

By: _____
Robert Martucci, Jr., President
Board of Commissioners

ATTEST:

Cathy Bonaskiewich, Secretary

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Workshop Meeting
October 25, 2018
7:30 p.m.
(approximate time)

Topics of discussion:

- Review of Draft 2018 Hazard Mitigation Plan
- Discussion regarding 2019 Budget