

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Meeting
Regular Meeting Agenda—November 8, 2018
7:00 PM

1. Call to Order

2. Pledge of Allegiance

3. Notifications:

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

4. Bills Payable – Period 10/20/18 – 11/2/18

5. Approval of the Minutes –October 25, 2018

6. New Business

A. ORDINANCES

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

B. RESOLUTIONS

1. Resolution to Accept the Lehigh Valley 2018 Hazard Mitigation Plan

C. MOTIONS

1. Motion to Approve Payment #1 to Insituform Technologies, LLC for the 2018 Sanitary Sewer System Rehabilitation Mainline Cured-In-Place Pipe Lining (CIPPL) Project in the amount of \$89,801.87
2. Motion to Approve Payment #3 (final) to Barrasso Excavation, Inc. for the Water Main Replacement Project in the amount of \$357,339.54
3. Motion to Approve Payment #3 to Kobalt Construction for Lindberg Park Phase 3 Contracted Work in the amount of \$114,109.56
4. Motion to Approve Payment #4 to Kobalt Construction for Lindberg Park Phase 4 Contracted Work in the amount of \$186,963.75
5. Motion to Approve Change Order #2 for Lindberg Park Phase 3 Contracted Work
6. Motion to Advertise the Public Inspection Period for the Proposed 2019 Budget

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

8. Adjournment

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

Report Criteria:

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

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
911 Rapid Response							
911 Rapid Response	I-46082	03-412.374	#31-11-Install Chevrons	06/01/18	1,610.00	1,610.00	10/23/18
Total 911 Rapid Response:					1,610.00	1,610.00	
American United Life Insurance Co							
American United Life Insur	10172018	01-487.158	2018-Nov-life/disability ins coverage	10/17/18	1,684.84	.00	
American United Life Insur	10172018	08-487.158	2018-Nov-life/disability ins coverage	10/17/18	219.41	.00	
American United Life Insur	10172018	06-487.158	2018-Nov-life/disability ins coverage	10/17/18	219.41	.00	
American United Life Insur	10172018	10-487.158	2018-Nov-life/disability ins coverage	10/17/18	43.00	.00	
Total American United Life Insurance Co:					2,166.66	.00	
Bank of America							
Bank of America	10092018	01-401.421	PAPPA Conference-Wilson	10/09/18	235.00	235.00	10/31/18
Bank of America	10092018	01-410.260	PA Crime Prevention Officer's Association Annual Conference-Stiles	10/09/18	547.07	547.07	10/31/18
Bank of America	10092018	01-409.240	Heavy Duty TransmissionVAC fan for A/C-Police bldg	10/09/18	240.61	240.61	10/31/18
Total Bank of America:					1,022.68	1,022.68	
Casey, Christopher							
Casey, Christopher	10182018	01-410.421	reimb-Meals for training classes	10/18/18	116.82	.00	
Total Casey, Christopher:					116.82	.00	
CodeMaster							
CodeMaster	CDM-014-159	01-413.308	2018-Sept-Plan Review	09/30/18	1,108.00	.00	
CodeMaster	CDM-014-159	01-413.308	2018-Sept-Comm Plan Review	09/30/18	2,620.00	.00	
Total CodeMaster:					3,728.00	.00	
Ecco Communications LLC							
Ecco Communications LLC	73135	03-412.374	#31-01-Radio repair	08/22/18	223.35	.00	
Ecco Communications LLC	73314	03-412.374	#31-12-Antenna repair	09/24/18	49.00	.00	
Total Ecco Communications LLC:					272.35	.00	
Emmaus, Borough of							
Emmaus, Borough of	3382	08-429.532	3Q2018 sewer	10/18/18	4,624.77	.00	
Total Emmaus, Borough of:					4,624.77	.00	
Fitzgerald & Assoc, T. M.							
Fitzgerald & Assoc, T. M.	16644	10-427.302	200 Recycle containers w/lids	10/17/18	2,570.00	.00	
Total Fitzgerald & Assoc, T. M.:					2,570.00	.00	
GFOA-PA East							
GFOA-PA East	10182018	01-402.421	Fraud Prevention & Detection Training -Ziegenfus	10/18/18	25.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total GFOA-PA East:					25.00	.00	
GreatAmerica Financial Svcs							
GreatAmerica Financial Sv	23569482	01-407.261	Datto Siris 3-PD document storage- Nov 2018	10/22/18	279.20	.00	
GreatAmerica Financial Sv	23569482	06-448.261	Datto Siris 3-PD document storage- Nov 2018	10/22/18	139.60	.00	
GreatAmerica Financial Sv	23569482	08-429.261	Datto Siris 3-PD document storage- Nov 2018	10/22/18	139.60	.00	
GreatAmerica Financial Sv	23569482	10-407.261	Datto Siris 3-PD document storage- Nov 2018	10/22/18	139.60	.00	
Total GreatAmerica Financial Svcs:					698.00	.00	
Groundhog Lawn & Landscape							
Groundhog Lawn & Landsc	10232018	01-413.317	1704 Cardinal Dr-Cut down trees & Hedges along fence	10/23/18	500.00	.00	
Groundhog Lawn & Landsc	10232018	01-413.317	2810 Windy Hill-Cleaned up trash in street	10/23/18	100.00	.00	
Groundhog Lawn & Landsc	10232018	01-413.317	2818 S Pike Ave-Cleaned up yard waste	10/23/18	100.00	.00	
Groundhog Lawn & Landsc	10232018	01-413.317	2818 S Pike Ave-Mow & Trim	10/23/18	100.00	.00	
Total Groundhog Lawn & Landscape:					800.00	.00	
Home Depot Credit Services							
Home Depot Credit Service	53122	01-436.240	Concrete-Storm Sewer MS4	10/10/18	395.42	395.42	10/22/18
Total Home Depot Credit Services:					395.42	395.42	
Inside the Tape LLC							
Inside the Tape LLC	08152018	01-410.421	Homicide Investigation Training Course-Sabo/Kress/Casey	08/15/18	590.00	.00	
Total Inside the Tape LLC:					590.00	.00	
Knox Company, The							
Knox Company, The	01520766	03-411.240	Knox box Decoders	10/22/18	684.00	.00	
Knox Company, The	01520766	01-411.240	Knox box Decoders	10/22/18	396.00	.00	
Total Knox Company, The:					1,080.00	.00	
Lehigh County Authority							
Lehigh County Authority	10222018	08-429.533	3Q18 Sewer	10/22/18	8,457.86	.00	
Total Lehigh County Authority:					8,457.86	.00	
LYNX Computer Technologies							
LYNX Computer Technolo	123791-IN	01-410.261	2 Desktop Computers	10/26/18	3,390.00	.00	
LYNX Computer Technolo	574116	01-407.319	Office 365 subscription	10/24/18	7.98	.00	
LYNX Computer Technolo	574116	06-448.319	Office 365 subscription	10/24/18	4.00	.00	
LYNX Computer Technolo	574116	08-429.319	Office 365 subscription	10/24/18	4.00	.00	
LYNX Computer Technolo	574116	10-407.319	Office 365 subscription	10/24/18	4.00	.00	
Total LYNX Computer Technologies:					3,409.98	.00	
Mid-Atlantic Fire & Air Corp.							
Mid-Atlantic Fire & Air Corp	62773	03-412.374	Air compressor system service	08/23/18	803.00	.00	
Mid-Atlantic Fire & Air Corp	62776	03-412.374	Air compressor upgrade	08/24/18	750.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Mid-Atlantic Fire & Air Corp.:					1,553.00	.00	
Moyer, Charlotte							
Moyer, Charlotte	10222018	01-322.850	Refund-Moving Permit	10/22/18	10.00	.00	
Total Moyer, Charlotte:					10.00	.00	
MP Outfitters							
MP Outfitters	29352-5	01-410.238	Pants/Jacket/Socks-Stiles	10/19/18	101.47	.00	
Total MP Outfitters:					101.47	.00	
NFPA							
NFPA	7341136Y	03-412.421	Fire Prevention materials	09/27/18	1,935.00	.00	
NFPA	7341136Y	03-411.421	Fire Prevention materials	09/27/18	687.81	.00	
Total NFPA:					2,622.81	.00	
Patten, Ronald C.							
Patten, Ronald C.	10232018	01-410.242	reimb-TLR Remote switch plug & Door/Switch assembly	10/23/18	115.47	.00	
Total Patten, Ronald C.:					115.47	.00	
PBL fire Apparatus Services LLC							
PBL fire Apparatus Service	5687	03-412.374	#31-31-Aerial repairs	09/06/18	406.09	.00	
PBL fire Apparatus Service	5692	03-412.374	#31-31-Heat Shrink tubing-Sensor for rung alignment	09/13/18	739.16	.00	
PBL fire Apparatus Service	5724	03-411.374	#20-11-LED Cabinet lighting/Deck gun/Pump panel pull handles	10/15/18	1,393.76	.00	
PBL fire Apparatus Service	5725	03-411.374	#20-61-water gauge	10/16/18	1,377.43	.00	
PBL fire Apparatus Service	5726	03-411.374	#20-62-Master switch-Lights	10/16/18	437.14	.00	
PBL fire Apparatus Service	5727	03-411.374	#20-62-Auto eject	10/17/18	1,585.79	.00	
PBL fire Apparatus Service	5732	03-411.374	#20-62-Master switch-Radio	10/22/18	1,040.09	.00	
PBL fire Apparatus Service	5733	03-411.374	#20-51-Auto eject & wire for thermal camera	10/23/18	1,511.09	.00	
Total PBL fire Apparatus Services LLC:					8,490.55	.00	
PenTeleData							
PenTeleData	B3377655	03-411.320	Cable-Oct 2018	10/24/18	59.95	.00	
PenTeleData	B3386327	01-401.320	Acct#3042745-Cable modem rental - Oct 2018	10/24/18	124.95	.00	
Total PenTeleData:					184.90	.00	
Petty Cash							
Petty Cash	10092018	01-401.315	mileage to meetings/refreshments for School District meeting	10/09/18	84.66	84.66	10/29/18
Petty Cash	10092018	01-401.325	postage due on utility invoices	10/09/18	.50	.50	10/29/18
Petty Cash	10092018	01-436.315	tolls-MS4 Report to DEP	10/09/18	10.80	10.80	10/29/18
Petty Cash	10092018	01-410.315	tolls-Palansky	10/09/18	17.50	17.50	10/29/18
Petty Cash	10092018	01-452.315	mileage to municipal Recreation Program & Facilities	10/09/18	24.30	24.30	10/29/18
Total Petty Cash:					137.76	137.76	
PPL Electric Utilities							
PPL Electric Utilities	10182018	03-411.320	82900-03000	10/18/18	489.30	.00	
PPL Electric Utilities	10182018	08-429.361	35530-02004	10/18/18	28.97	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
PPL Electric Utilities	10182018	01-451.361	63580-10005	10/18/18	39.50	.00	
PPL Electric Utilities	10182018	01-409.361	61089-84001	10/18/18	522.64	.00	
PPL Electric Utilities	10182018	01-409.361	92051-48008	10/18/18	960.73	.00	
PPL Electric Utilities	10182018	01-409.361	70730-17005	10/18/18	816.15	.00	
PPL Electric Utilities	10182018	35-433.362	49130-02001	10/18/18	44.66	.00	
PPL Electric Utilities	10222018	35-433.362	99940-01007	10/22/18	36.25	.00	
PPL Electric Utilities	10222018	35-433.362	05340-01002	10/22/18	36.18	.00	
PPL Electric Utilities	10222018	35-433.362	53875-61001	10/22/18	36.15	.00	
PPL Electric Utilities	10222018	01-451.361	10550-10002	10/22/18	35.76	.00	
PPL Electric Utilities	10222018	01-451.361	93760-01007	10/22/18	28.67	.00	
PPL Electric Utilities	10222018	08-429.361	82960-01000	10/22/18	30.10	.00	
PPL Electric Utilities	10222018	08-429.361	33760-14008	10/22/18	29.08	.00	
PPL Electric Utilities	10252018	08-429.361	64170-11008	10/25/18	31.59	.00	
PPL Electric Utilities	10252018	08-429.361	20380-10009	10/25/18	29.15	.00	
PPL Electric Utilities	10252018	35-433.362	89989-11003	10/25/18	35.76	.00	
PPL Electric Utilities	10252018	08-429.361	21780-10003	10/25/18	32.40	.00	
Total PPL Electric Utilities:					3,263.04	.00	
RCN							
RCN	10162018	01-410.315	2018-Nov-High Speed Internet	10/16/18	158.00	.00	
Total RCN:					158.00	.00	
Rehm Sr., Timothy J.							
Rehm Sr., Timothy J.	10242018	01-430.192	2018 Boot/clothing allowance	10/24/18	203.45	.00	
Total Rehm Sr., Timothy J.:					203.45	.00	
Republic Services #282							
Republic Services #282	3-0282-9282011	10-427.300	2018-Oct-service	10/15/18	89,703.92	.00	
Republic Services #282	3-0282-9282011	10-427.303	3-recycle rolloff @ drop off centers	10/15/18	675.00	.00	
Total Republic Services #282:					90,378.92	.00	
Sabo, Donald							
Sabo, Donald	10192018	01-410.238	Suits/shirts/ties	10/19/18	160.67	.00	
Total Sabo, Donald:					160.67	.00	
Singles, Darrell							
Singles, Darrell	10252018	01-430.192	2018-Uniform Allowance	10/25/18	69.99	.00	
Singles, Darrell	10302018	01-406.171	2018-Health Reimbursement	10/30/18	30.00	.00	
Total Singles, Darrell:					99.99	.00	
Sinko, Michael							
Sinko, Michael	10242018	01-409.192	2018-Boot/Clothing Allowance	10/24/18	250.00	.00	
Total Sinko, Michael:					250.00	.00	
Sodexo Inc & Affiliates							
Sodexo Inc & Affiliates	355460	01-410.315	Refreshments for Arsen Training Class	10/12/18	127.10	.00	
Total Sodexo Inc & Affiliates:					127.10	.00	
Sopka, Cynthia							
Sopka, Cynthia	10162018	01-414.315	mileage to various mtgs/parking	10/16/18	65.59	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Sopka, Cynthia	10162018	01-414.315	mileage to various mtgs/parking	10/16/18	35.79	.00	
Total Sopka, Cynthia:					101.38	.00	
Staples Advantage							
Staples Advantage	3393542917	01-409.240	Windex/Lysol all purpose cleaner	10/18/18	96.38	.00	
Total Staples Advantage:					96.38	.00	
Stotz/Fatzinger Office Supply							
Stotz/Fatzinger Office Sup	219976	01-402.240	Calendar planner	10/25/18	20.80	.00	
Stotz/Fatzinger Office Sup	220533	01-414.240	pocket file folders/file folders/packing tape	10/23/18	77.68	.00	
Stotz/Fatzinger Office Sup	220915	01-401.240	Copy paper/envelopes/filler paper/pens	10/29/18	197.51	.00	
Total Stotz/Fatzinger Office Supply:					295.99	.00	
Suburban Propane-2022							
Suburban Propane-2022	72375	01-401.231	diesel	10/12/18	27.37	.00	
Suburban Propane-2022	72375	01-410.231	diesel	10/12/18	795.77	.00	
Suburban Propane-2022	72375	01-430.231	diesel	10/12/18	823.13	.00	
Suburban Propane-2022	72375	06-448.231	diesel	10/12/18	145.26	.00	
Suburban Propane-2022	72375	08-429.231	diesel	10/12/18	145.26	.00	
Suburban Propane-2022	72375	03-413.231	diesel	10/12/18	168.42	.00	
Suburban Propane-2022	72412	01-401.231	diesel	10/23/18	28.50	.00	
Suburban Propane-2022	72412	01-410.231	diesel	10/23/18	828.83	.00	
Suburban Propane-2022	72412	01-430.231	diesel	10/23/18	857.36	.00	
Suburban Propane-2022	72412	06-448.231	diesel	10/23/18	151.29	.00	
Suburban Propane-2022	72412	08-429.231	diesel	10/23/18	151.29	.00	
Suburban Propane-2022	72412	03-413.231	diesel	10/23/18	175.41	.00	
Suburban Propane-2022	805206	01-401.231	unleaded	10/11/18	33.67	.00	
Suburban Propane-2022	805206	01-410.231	unleaded	10/11/18	978.94	.00	
Suburban Propane-2022	805206	01-430.231	unleaded	10/11/18	1,012.61	.00	
Suburban Propane-2022	805206	06-448.231	unleaded	10/11/18	178.70	.00	
Suburban Propane-2022	805206	08-429.231	unleaded	10/11/18	178.70	.00	
Suburban Propane-2022	805206	03-413.231	unleaded	10/11/18	207.18	.00	
Suburban Propane-2022	805253	01-401.231	unleaded	10/23/18	32.76	.00	
Suburban Propane-2022	805253	01-410.231	unleaded	10/23/18	952.59	.00	
Suburban Propane-2022	805253	01-430.231	unleaded	10/23/18	985.35	.00	
Suburban Propane-2022	805253	06-448.231	unleaded	10/23/18	173.89	.00	
Suburban Propane-2022	805253	08-429.231	unleaded	10/23/18	173.89	.00	
Suburban Propane-2022	805253	03-413.231	unleaded	10/23/18	201.61	.00	
Total Suburban Propane-2022:					9,407.78	.00	
Times News							
Times News	100446753-101020	01-401.341	Ad: Invitation to bid-Riverside Dr Sanitary Sewer System Pump Station	10/18/18	353.08	.00	
Times News	100447092-101720	01-401.341	Ad: 10/17/18-Amending Chapter 11 of Housing Ordinance	10/18/18	94.12	.00	
Total Times News:					447.20	.00	
U.S. BANK Phil							
U.S. BANK Phil	1296966	01-492.200	2016 G O Bond-Dec 2018 P&I pmt	10/25/18	153,460.18	.00	
U.S. BANK Phil	1296966	06-241203	2016 G O Bond-Dec 2018 P&I pmt	10/25/18	137,750.00	.00	
U.S. BANK Phil	1296966	06-472.203	2016 G O Bond-Dec 2018 P&I pmt	10/25/18	36,687.67	.00	
U.S. BANK Phil	1296966	08-241203	2016 G O Bond-Dec 2018 P&I pmt	10/25/18	44,400.00	.00	
U.S. BANK Phil	1296966	08-472.203	2016 G O Bond-Dec 2018 P&I pmt	10/25/18	12,578.40	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total U.S. BANK Phil:					384,876.25	.00	
UGI Utilities Inc.							
UGI Utilities Inc.	10182018	01-409.230	411001980555	10/18/18	105.45	105.45	10/29/18
UGI Utilities Inc.	10222018	01-409.230	411001979581	10/22/18	315.15	315.15	10/29/18
UGI Utilities Inc.	10222018	01-409.230	411001980316	10/22/18	89.13	89.13	10/29/18
UGI Utilities Inc.	10222018	01-409.230	411000866649	10/22/18	36.62	36.62	10/29/18
Total UGI Utilities Inc.:					546.35	546.35	
Verizon							
Verizon	1025201803	08-429.320	2018-Oct-868-8310-Cardinal Dr Pump Stn	10/25/18	36.48	.00	
Total Verizon:					36.48	.00	
Warehouse Battery Outlet Inc							
Warehouse Battery Outlet I	403729	01-410.241	AA NI-MH 2500 MAH Batteries	10/25/18	26.10	.00	
Total Warehouse Battery Outlet Inc:					26.10	.00	
Western Salisbury Fire Company							
Western Salisbury Fire Co	10082018	03-412.374	#31-12-Deisel exhaust fluid	10/08/18	24.94	.00	
Western Salisbury Fire Co	10242018	03-412.240	Smoke Alarm & batteries	10/24/18	187.35	.00	
Total Western Salisbury Fire Company:					212.29	.00	
Witmer Public Safety Group							
Witmer Public Safety Grou	1871583	03-412.374	Fuel cap	06/27/18	19.00	.00	
Total Witmer Public Safety Group:					19.00	.00	
ZOLL Medical Corporation							
ZOLL Medical Corporation	2762316	01-410.210	AED/AED pads/CPR-D Pads	10/16/18	5,611.35	.00	
Total ZOLL Medical Corporation:					5,611.35	.00	
Grand Totals:					541,101.22	3,712.21	

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:					184,270.06	2,102.21	
Fire Fund							
Total Fire Fund:					16,765.87	1,610.00	
Water Fund							
Total Water Fund:					175,449.82	.00	
Sewer Fund							
Total Sewer Fund:					71,290.95	.00	
Refuse & Recycling Fund							
Total Refuse & Recycling Fund:					93,135.52	.00	
Highway Aid Fund							
Total Highway Aid Fund:					189.00	.00	
Grand Totals:					541,101.22	3,712.21	

Date: _____

President: _____

Board of Commissioners

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
October 25, 2018
REGULAR MEETING – 7:00 PM**

The Public Meeting of the Salisbury Township Board of Commissioners was held on the above date in the Township Municipal Building located at 2900 South Pike Avenue, Allentown, Lehigh County, Pennsylvania.

PLEDGE OF ALLEGIANCE

Commissioner Martucci asked everyone to rise and recite the Pledge of Allegiance, followed by a short period of silence and reflection.

CALL TO ORDER

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

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

ROLL CALL

Board Members Present:

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

Staff Present:

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

NOTIFICATION

Ms. Bonaskiewich informed the attendees that all sessions of the Salisbury Township Board of Commissioners regular meetings are recorded electronically for the purpose of taking the Minutes.

All public comments on agenda items will be taken prior to the vote. All public commented related to non-agenda items will be taken after the agenda has been satisfied.

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

APPROVAL OF THE LIST OF FINANCIAL REPORT AND BILLS PAYABLE

Motion by Commissioner Conn, seconded by Commissioner Brinton, to approve the unaudited Financial Report for the period ending September 30, 2018 and list of Bills Payable for the period 10/6/2018-10/19/2018, broken down as follows:

\$360,480.23 = GENERAL
\$5,000.93 = FIRE
\$0 = LIBRARY
\$28,196.82 = WATER
\$23,853.45 = SEWER
\$10,623.18 = REFUSE & RECYCLING
\$11,306.82 = HIGHWAY AID
\$0.00 = SUBDIVISION & ESCROW
\$442,416.77 = 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

October 11, 2018

Commissioner Martucci declared the Minutes of October 11, 2018 accepted as presented.

NEW BUSINESS

ORDINANCES

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

Ms. Bonaskiewich reminded the Board that the First Reading took place at the October 11, 2018 meeting, so this is the Second Reading and it would adopt the Ordinance. She noted that the Ordinance implements the Rental Property Inspection Program with all applicable regulations and it amends the Moving Permit section of the Ordinance to coincide with what is laid out in the Rental Property Inspection Ordinance.

Mr. Sean LaSalle, resident and President of Greater Lehigh Valley Realtors, stated that he supports the Ordinance but expressed concern regarding a section which requires the property owner to live within a twenty-mile radius of the home or being required to appoint a property management company. He believes the section restricts someone from their private property rights and suggested is eliminating the language.

Mr. Nicolo noted that his experience with landlords who live outside of the community is that they are not responsive, specifically with maintaining the outside of the property.

Ms. Bonaskiewich commented that the Ordinance does not require a formal property management company, but someone the property owner can designate as a property manager in his/her absence. Mr. LaSalle stated that in his experience, the term “property manager” is someone who is licensed to manage a property. He suggested having someone on file at the Township as the homeowner’s emergency contact or authorized representative.

A discussion ensued about revising the language in the Ordinance.

It was the consensus of the Board to table the Ordinance.

RESOLUTIONS

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

Mr. Tettermer stated that by approving the Resolution, the Board is also approving three waivers listed in the Resolution:

- SALDO 302.1.C – A separate Preliminary and Final Plan submission is required for all Land Development
- SALDO 1010.2.B(5) – Detention basins shall be designed to drain completely after every storm. This basin is designed to have a four-foot deep permanent pool along with another 3.75 feet of spray storage that will potentially remain the basin for up to 6 days before it is dewatered, making it both detention and retention. A waiver has been recommended.
- SALDO 1010.2.B(8) – A low flow channel is required in basins with bottom slopes less than 2%. This basin is designed with a flat bottom therefore a waiver is required. A waiver has been recommended for approval.

Mr. Tettermer noted that the Plan was reviewed by the Planning Commission and is recommended for approval; however, hospital representatives are in attendance to address concerns raised by residents.

Mr. Tettermer stated that the first concern is in regards to a drainage swale that is flooding between properties. He commented that the issue was discussed with hospital engineers and while the Plan does not have any effect on this situation, they have a storm sewer in the vicinity and will include a storm sewer inlet in a place that if the Township would decide in the future to build a storm sewer system in the area, it can be tied into it.

Mr. Tettermer noted that the second item was brought up by Ms. Adele Clemmer and has to do with an overabundance of weeds in existing berm vegetation. Mr. James Rothdeutsch from Pidcock Engineering, engineer for LVHN, introduced the Landscape Architect who provided a background on the berm vegetation. He stated that the weeds have been surgically addressed and the clover groundcover is now prominent.

Ms. Adele Clemmer of 3619 Sunset Avenue provided pictures of the berm behind her property, refuted the claim that the weeds were surgically removed and stated that the area is covered with weeds and dead spots, not clover. Commissioner Martucci commented that it might be a maintenance issue and suggested contacting the hospital.

Mr. Rothdeutsch noted that the hospital landscaping crew has been educated on how to care for the berm, but it will take time to fix it with proper maintenance, which the hospital is willing to do. Mr. Bill Kempt, President of LVHN Cedar Crest campus, stated that the hospital outsources groundskeeping and housekeeping to a professional groundskeeping organization and they are dedicated to enabling the clover to take hold.

Mr. Tettermer stated that another item of concern was the steep side slopes of existing drainage swales and inlets along the berms and residences because they are difficult to maintain. Mr. Tettermer noted that it has been corrected in the new Plan so the same mistake is not made, but he inquired if there was anything the hospital can do with the existing slopes of the inlets to flatten them out. Mr. Rothdeutsch replied that they will send contractors out in the Spring to flatten the area and will work with the Clemmer's to reduce the slope.

Mr. Tettermer stated that an email was sent to the Township regarding the removal of existing hardwood trees in the construction area. He noted that the Township Ordinance allows the removal trees when necessary to do required construction. Mr. Tettermer commented that the Plan complies with all Township Ordinances and the hospital is providing trees in excess of what would be required by SALDO.

Mr. Tettermer noted that the last concern was not expressed by a resident, but it is on the Plan and motorists will notice work being done on the south side of Fish Hatchery Road. He stated that the hospital is proposing a top soil stock pile in that area. Mr. Rothdeutsch stated that from the berm construction heading east (but not in front of properties), they will allow the contractor to cross Fish Hatchery Road and stockpile topsoil and other material in the area. He noted that the pile could be 10-15 feet high and the area extends back about 200 feet from Fish Hatchery Road to a tree line. Mr. Rothdeutsch stated that all material will be removed and disposed of by the contractor at the end of job.

Motion by Commissioner Ackerman, seconded by Commissioner Brinton, to approve the Resolution for the Preliminary/Final Land Development Plan for the Lehigh Valley Health Network Emergency Department Expansion Project with requested waivers and the conditions listed in the Township Engineer's review letter.

Roll Call:

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

The Motion passed by 5-0.

MOTIONS

Consideration of Change Order #2 for Lindberg Park Final Rehab – Phase IV Project.

Ms. Bonaskiewich noted that the work will add more footage of the wooden guardrail at the rear parking lot as well as one additional tree in drop-off loop in the front parking lot. The total of the Change Order is \$7,600.

Motion by Commissioner Conn, seconded by Commissioner Ackerman, to approve Change Order #2 for Lindberg Park Final Rehab – Phase IV Project in the amount of \$7,600.00.

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 Appoint Member to the Environmental Advisory Council.

Commissioner Seagreaves appointed Ms. Sandra Engler to fill the unexpired term of the Ward 2 representative to the Environmental Advisory Council.

Motion by Commissioner Seagreaves, seconded by Commissioner Ackerman, to appoint Ms. Sandra Engler to the Environmental Advisory Council to fill the unexpired term ending 1/1/2020.

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, provided the Board with a synopsis of a truck fire and hazmat incident that took place on October 23, 2018. He thanked all agencies involved for their efforts and teamwork.

Chief Stiles stated that Trick or Treat Night will be held, rain or shine, on October 26, 2018 from 6:00 p.m. – 8:00 p.m. and the Police Department will be distributing glow sticks to the children to help make them more visible in the dark.

Chief Stiles announced that the Police Department was one of nine recipients of an award from the National Association of School Resource Officers as a model SRO program throughout the United States. He commented that Senator Boscola also presented them with a proclamation from the Senate. Chief Stiles stated that they will have a second SRO starting next school year.

Chief Stiles announced that Drug-Take-Back-Day will occur on Saturday October 27, 2018 from 10:00 a.m. – 2:00 p.m. at the South Mall.

Ms. Bonaskiewich stated that since the second Board meeting for November falls on Thanksgiving, the meeting will be held on Tuesday, November 20, 2018 at 7:00 p.m.

ADJOURNMENT

Commissioner Brinton made a motion to adjourn the meeting. Seconded by Commissioner Ackerman. The time was 7:59 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 25, 2018.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL

DRAFT

DRAFT ORDINANCE NO. 11-2018-619

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 **Individual/Agent to Manage Property**. 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 an individual to act as an agent on behalf of the owner** 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, **an individual/agent to manage such rental property** 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 an individual/agent who manages such rental property**.

2. If the owner is a partnership, **an individual/agent to manage such rental property** 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 an individual/agent who manages such rental property.

3. The individual/agent designated to manage such rental property 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 to manage such rental property hereunder and any changes thereof shall be provided in writing by either the rental property owner or the individual/agent managing such rental property 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

Lehigh Valley 2018 Hazard Mitigation Plan

Municipal Adoption Resolution

Resolution No. 11-2018-1615

Township of Salisbury, Lehigh County, Pennsylvania

WHEREAS, the Township of Salisbury, Lehigh County, Pennsylvania is most vulnerable to natural and man-made hazards which may result in loss of life and property, economic hardship, and threats to public health and safety; and

WHEREAS, Section 322 of the Disaster Mitigation Act of 2000 (DMA 2000) requires state and local governments to develop and submit for approval a mitigation plan that outlines processes for identifying their respective natural hazards, risks, and vulnerabilities; and

WHEREAS, the Township of Salisbury acknowledges the requirements of Section 322 of DMA 2000 to have an approved Hazard Mitigation Plan as a prerequisite to receiving post-disaster Hazard Mitigation Grant Program funds; and

WHEREAS, the Lehigh Valley 2018 Hazard Mitigation Plan has been developed by the Lehigh County Emergency Services and the Northampton County Emergency Management Services in cooperation with other county departments, and officials and citizens of Township of Salisbury; and

WHEREAS, a public involvement process consistent with the requirements of DMA 2000 was conducted to develop the Lehigh Valley 2018 Hazard Mitigation Plan; and

WHEREAS, the Lehigh Valley 2018 Hazard Mitigation Plan recommends mitigation activities that will reduce losses to life and property affected by both natural and man-made hazards that face the County and its municipal governments,

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of the Township of Salisbury:

- The Lehigh Valley 2018 Hazard Mitigation Plan is hereby adopted as the official Hazard Mitigation Plan of the Township of Salisbury, and
- The respective officials and agencies identified in the implementation strategy of the Lehigh Valley 2018 Hazard Mitigation Plan are hereby directed to implement the recommended activities assigned to them.

ADOPTED, this _____ day of _____, 2018.

ATTEST:

Secretary

Township of Salisbury

By _____

By _____

By _____

By _____

By _____

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Workshop Meeting
November 8, 2018
7:30 p.m.
(approximate time)

Topics of discussion:

- Continued discussion on 2019 Budget