

**SALISBURY TOWNSHIP**  
**Lehigh County, Pennsylvania**  
**Board of Commissioners Meeting**  
**Regular Meeting Agenda—February 28, 2019**  
**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 2/9/19 – 2/22/19**

**5. Approval of the Minutes –February 14, 2019**

**6. New Business**

**A. ORDINANCES - none**

**B. RESOLUTIONS**

1. Resolution to Update Township's Fee Schedule for 2019

**C. MOTIONS**

1. Motion to Accept the Audited Financials for the Fiscal Years-Ending 12/31/16 and 12/31/17
2. Motion to Approve Payment #3 to MJF Electrical Construction for Lindberg Park Phase 3 Contracted Work

**D. PROCLAMATIONS**

1. Proclaiming April 2019 Volunteer Month

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

**8. Adjournment**

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
<b>A-B-E Laboratory</b>							
A-B-E Laboratory	02012019	06-448.316	2019-Jan water analysis	02/01/19	280.00	.00	
Total A-B-E Laboratory:					280.00	.00	
<b>Allied 100 LLC</b>							
Allied 100 LLC	1013657	03-412.260	Physio-Control Lifepack CR Plus AED	02/06/19	1,695.00	.00	
Total Allied 100 LLC:					1,695.00	.00	
<b>Asphalt Maintenance Solutions</b>							
Asphalt Maintenance Soluti	3850	01-438.245	Chip Seal Placement T&M	09/14/18	10,310.00	.00	
Total Asphalt Maintenance Solutions:					10,310.00	.00	
<b>AT&amp;T Mobility</b>							
AT&T Mobility	87252716350X021	01-415.320	2019-Feb wireless charges for 5 tablets	02/04/19	104.55	104.55	02/19/19
Total AT&T Mobility:					104.55	104.55	
<b>Ballek, Clinton</b>							
Ballek, Clinton	02152019	01-406.171	2018 Health Reimbursement	02/15/19	146.01	.00	
Total Ballek, Clinton:					146.01	.00	
<b>Bank of America</b>							
Bank of America	01282019	01-437.375	LED Work Lights for trucks	01/28/19	175.96	.00	
Bank of America	01282019	01-430.240	LED Work Lights	01/28/19	102.00	.00	
Bank of America	01282019	03-411.374	Thermal Expansion Tank	01/28/19	48.00	.00	
Bank of America	01282019	01-401.421	PSATS-Code Enforcement Webinar for Municipal Officials-Mgr	01/28/19	40.00	.00	
Bank of America	02092019	01-410.342	Business cards	02/09/19	276.67	.00	
Total Bank of America:					642.63	.00	
<b>Berkheimer Associates</b>							
Berkheimer Associates	01312019	01-403.453	2019-Jan-LST Comm	01/31/19	231.21	.00	
Total Berkheimer Associates:					231.21	.00	
<b>Bethlehem, City of</b>							
Bethlehem, City of	02082019	06-448.368	2019-Feb-4 resale customers	02/08/19	314.92	.00	
Bethlehem, City of	02082019	06-448.363	2019-Feb-Hydrant rental	02/08/19	880.00	.00	
Bethlehem, City of	02152019	08-429.368	4Q2018 Sewer	02/15/19	81,229.08	.00	
Total Bethlehem, City of:					82,424.00	.00	
<b>Casey, Christopher</b>							
Casey, Christopher	2202019	01-406.171	2019-health reimbursement	02/20/19	150.00	.00	
Total Casey, Christopher:					150.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Cedarbrook Sportsmen							
Cedarbrook Sportsmen	02082019	01-465.540	2019 donation	02/08/19	250.00	.00	
Total Cedarbrook Sportsmen:					250.00	.00	
<b>CodeMaster</b>							
CodeMaster	CDM-014-163	01-413.307	2019-Jan-Residential inspections	01/31/19	360.00	.00	
CodeMaster	CDM-014-163	01-413.308	2019-Jan-Plan Review	01/31/19	514.00	.00	
CodeMaster	CDM-014-163	01-413.308	2019-Jan-Comm Plan Review	01/31/19	1,960.00	.00	
Total CodeMaster:					2,834.00	.00	
<b>Davison &amp; McCarthy</b>							
Davison & McCarthy	22910	01-404.318	2018-Nov-Emmaus Overlook Reservoir Demolition	12/07/18	273.00	.00	
Davison & McCarthy	22917	01-404.318	2018-Nov-3141 Lincoln Ave Minor Subdivision	12/07/18	494.00	.00	
Davison & McCarthy	23277	01-404.310	2019-Jan-General Matters	02/06/19	325.00	.00	
Davison & McCarthy	23278	01-404.310	2019-Jan-Amendment to SALDO	02/06/19	39.00	.00	
Davison & McCarthy	23279	01-404.310	2019-Jan-Bankruptcy of Residents	02/06/19	429.00	.00	
Davison & McCarthy	23280	01-404.310	2019-Jan-Sheriff's Sales	02/06/19	117.00	.00	
Davison & McCarthy	23281	01-404.310	2019-Jan-Cornerstone Consultant Co-Conditional Use Application	02/06/19	39.00	.00	
Davison & McCarthy	23282	01-404.310	2019-Jan-Traffic Enforcement Agreement-LVHN	02/06/19	39.00	.00	
Davison & McCarthy	23283	01-404.310	2019-Jan-Board of Commissioners	02/06/19	429.00	.00	
Davison & McCarthy	23284	08-429.310	2019-Jan-Sewer Overpayments to Allentown	02/06/19	234.00	.00	
Davison & McCarthy	23285	01-404.310	2019-Jan-LWCF Grant Agreement	02/06/19	91.00	.00	
Davison & McCarthy	23287	01-404.310	2019-Jan-WSFC-2017 Loan Docs	02/06/19	65.00	.00	
Davison & McCarthy	23288	01-404.310	2019-Jan-Motor Vehicle Accident 10/22/17	02/06/19	52.00	.00	
Davison & McCarthy	23290	01-404.310	2019-Jan-Lindberg Park-Final Rehabilitation Project	02/06/19	39.00	.00	
Davison & McCarthy	23292	01-404.310	2019-Jan-Frankenfield-Challenge to removal from rank of Corporal	02/06/19	208.00	.00	
Davison & McCarthy	23294	08-429.310	2019-Jan-Sewer Agreement with Fountain Hill	02/06/19	143.00	.00	
Davison & McCarthy	23295	01-404.310	2019-Jan-Police & Public Works Storage Facility	02/06/19	104.00	.00	
Davison & McCarthy	23296	01-404.310	2019-Jan-Vanessa Holding Company (Second Appeal)	02/06/19	312.00	.00	
Davison & McCarthy	23297	01-404.310	2019-Jan-3115 W Emmaus Ave	02/06/19	845.00	.00	
Davison & McCarthy	23298	01-404.310	2019-Jan-WSFC-Investment in Land & Building	02/06/19	273.00	.00	
Davison & McCarthy	23299	01-404.310	2019-Jan-Conditional Use Hearing-Jehovah's Witness	02/06/19	65.00	.00	
Davison & McCarthy	23300	01-404.310	2019-Jan-321 E Emmaus Ave	02/06/19	143.00	.00	
Davison & McCarthy	23301	01-404.310	2019-Jan-Contract with LANTA-Bus Shelter License	02/06/19	26.00	.00	
Davison & McCarthy	23303	01-404.310	2019-Jan-LC Chief of Police Association-Entry Level Consortium Test	02/06/19	507.00	.00	
Davison & McCarthy	23304	01-404.310	2019-Jan-Liens-2019	02/06/19	694.95	.00	
Davison & McCarthy	23305	01-404.310	2019-Jan-Satisfactions for 2019	02/06/19	468.00	.00	
Total Davison & McCarthy:					6,453.95	.00	
<b>DeFiore Jr, Richard</b>							
DeFiore Jr, Richard	02212019	01-406.171	2018 Health Reimbursement	02/21/19	150.00	.00	
Total DeFiore Jr, Richard:					150.00	.00	
<b>Diefenderfer, Orlando</b>							
Diefenderfer, Orlando	59687	01-401.315	updated 2019 holiday schedule	02/14/19	62.74	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Diefenderfer, Orlando:					62.74	.00	
<b>Dispatch Answering Service</b>							
Dispatch Answering Servic	000204B135	06-448.320	610-782-5025-Feb 2019	01/31/19	19.95	.00	
Dispatch Answering Servic	000204B135	01-430.320	610-782-5572-Feb 2019	01/31/19	15.00	.00	
Dispatch Answering Servic	000204B135	01-401.320	Answr Service/Pump Strn Alrm-Feb 2019	01/31/19	266.75	.00	
Total Dispatch Answering Service:					301.70	.00	
<b>District Court 31-1-08</b>							
District Court 31-1-08	02142019	01-404.314	Civil UCC Violation-Railroad Resources & Recovery	02/14/19	183.75	183.75	02/19/19
Total District Court 31-1-08:					183.75	183.75	
<b>Eastern Auto Parts Warehouse</b>							
Eastern Auto Parts Wareho	3CN062950	01-437.251	Returned Core	12/17/18	18.00-	.00	
Eastern Auto Parts Wareho	3CN064926	01-437.251	#10-Returned Core	01/21/19	18.00-	.00	
Eastern Auto Parts Wareho	3IV403151	01-437.251	#10-Battery & Core	01/21/19	125.95	.00	
Eastern Auto Parts Wareho	3IV409870	01-437.251	#5-Oil Filter	02/07/19	51.60	.00	
Eastern Auto Parts Wareho	3IV410314	06-448.251	#31-battery & Core	02/08/19	159.95	.00	
Eastern Auto Parts Wareho	3IV410314	08-429.251	#31-battery & Core	02/08/19	159.95	.00	
Eastern Auto Parts Wareho	3IV411470	01-430.240	Wiper blades	02/12/19	77.90	.00	
Eastern Auto Parts Wareho	3IV412668	01-437.251	#4 & #2-Oil Filter	02/15/19	103.20	.00	
Total Eastern Auto Parts Warehouse:					642.55	.00	
<b>Eastern Salisbury Fire Co.</b>							
Eastern Salisbury Fire Co.	01222019	03-411.240	Reimb-Printing of Fire Reports	01/22/19	43.75	.00	
Eastern Salisbury Fire Co.	02042019	03-411.421	Reimb.-FF1 training	02/04/19	165.00	.00	
Total Eastern Salisbury Fire Co.:					208.75	.00	
<b>Ecco Communications LLC</b>							
Ecco Communications LLC	74074	01-437.251	#2-Bulb & Head assembly	01/30/19	20.00	.00	
Ecco Communications LLC	74074	01-437.251	#14-Maplight	01/30/19	29.00	.00	
Total Ecco Communications LLC:					49.00	.00	
<b>ESI Equipment Inc.</b>							
ESI Equipment Inc.	19-8	03-412.374	Rescue Tool Service Contract	01/02/19	1,222.00	.00	
Total ESI Equipment Inc.:					1,222.00	.00	
<b>Facchiano Iron Works Inc.</b>							
Facchiano Iron Works Inc.	25433	08-429.240	square tube pieces	12/03/18	26.68	.00	
Total Facchiano Iron Works Inc.:					26.68	.00	
<b>Forthman, Letitia</b>							
Forthman, Letitia	02192019	01-406.171	2019 Health Reimbursement	02/19/19	80.00	.00	
Total Forthman, Letitia:					80.00	.00	
<b>Gross McGinley LLP</b>							
Gross McGinley LLP	02012019	01-414.314	2019-Jan-Hearings/decisions/misc	02/01/19	343.75	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Gross McGinley LLP:					343.75	.00	
<b>Home Depot Credit Services</b>							
Home Depot Credit Service	48575	01-430.240	Concrete & Mason Mix	02/15/19	148.09	.00	
Home Depot Credit Service	48575	06-448.240	Concrete & Mason Mix	02/15/19	148.09	.00	
Home Depot Credit Service	48575	08-429.240	Concrete & Mason Mix	02/15/19	148.09	.00	
Total Home Depot Credit Services:					444.27	.00	
<b>Hunter Keystone Peterbilt LP</b>							
Hunter Keystone Peterbilt	R202005436:01	03-412.374	#31-11-Leak Repair	02/11/19	641.60	.00	
Total Hunter Keystone Peterbilt LP:					641.60	.00	
<b>Insituform Technologies LLC</b>							
Insituform Technologies LL	01312019	08-429.601	2018 Sanitary Sewer System Rehabilitation Project Main CIPP lining thru 1/31/19-Pmt #2	01/31/19	206,208.64	206,208.64	02/15/19
Total Insituform Technologies LLC:					206,208.64	206,208.64	
<b>Joao &amp; Bradley Construction Co Inc</b>							
Joao & Bradley Constructio	02062019	06-448.315	Replace Fire Hydrant-Emmaus Ave-Btnw Filbert & Ellsworth -Hit in accident	02/06/19	3,509.58	.00	
Total Joao & Bradley Construction Co Inc:					3,509.58	.00	
<b>Johnson, Kevin</b>							
Johnson, Kevin	2112019	01-410.242	Reimb-Firearm Supplies	02/11/19	169.37	.00	
Total Johnson, Kevin:					169.37	.00	
<b>Keystone Consulting Engineers</b>							
Keystone Consulting Engin	162120	01-408.318	2018-Dec-3141 Lincoln Ave Lot Line Adj	12/13/18	343.25	.00	
Total Keystone Consulting Engineers:					343.25	.00	
<b>Kobalt Construction</b>							
Kobalt Construction	01312019	01-451.601	Lindberg Ph3 Proj-Final Rehabilitation -Thru 1/31/19-Pmt #6	01/31/19	61,878.60	61,878.60	02/15/19
Kobalt Construction	01312019	01-451.601	Lindberg Ph4 Proj-Final Rehabilitation -Thru 1/31/19-Pmt #6	01/31/19	3,510.00	3,510.00	02/15/19
Total Kobalt Construction:					65,388.60	65,388.60	
<b>Kutz Inc., E. M.</b>							
Kutz Inc., E. M.	26162	01-437.375	Caster adj. screws & retainer nuts/Lever Collar	01/03/19	271.26	.00	
Kutz Inc., E. M.	26576	01-437.375	#22-Lifting RAM as plow	01/18/19	390.15	.00	
Kutz Inc., E. M.	26577	01-437.375	Plow marker set/cutting edge/pin hinge for Salt Spreader	01/18/19	256.94	.00	
Kutz Inc., E. M.	26910	01-437.375	#6 & #14-Nut & Spreader Controller	01/31/19	767.75	.00	
Kutz Inc., E. M.	26911	01-437.375	#2-Gear box for salt spreader	01/31/19	925.16	.00	
Total Kutz Inc., E. M.:					2,611.26	.00	
<b>Lancaster Cnty Firemen's Assoc</b>							
Lancaster Cnty Firemen's	11017	03-412.421	training material-WSFC	01/23/19	761.27	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Lancaster Cnty Firemen's Assoc:					761.27	.00	
<b>Lehigh County Authority</b>							
Lehigh County Authority	5497	08-429.310	4th Qtr 2018-Legal Expenses for signatory overcharge case	02/06/19	4,187.22	.00	
Total Lehigh County Authority:					4,187.22	.00	
<b>Lowe and Moyer Garage Inc.</b>							
Lowe and Moyer Garage In	1239634	01-437.251	#4-Transmission check	01/03/19	169.40	.00	
Total Lowe and Moyer Garage Inc.:					169.40	.00	
<b>LUPD</b>							
LUPD	02192019	01-410.420	IPMBA Membership & Certification-Laky	02/19/19	120.00	.00	
Total LUPD:					120.00	.00	
<b>LYNX Computer Technologies</b>							
LYNX Computer Technolo	124531	01-407.261	Computer Adapter	02/11/19	11.60	.00	
LYNX Computer Technolo	124531	06-448.261	Computer Adapter	02/11/19	5.80	.00	
LYNX Computer Technolo	124531	08-429.261	Computer Adapter	02/11/19	5.80	.00	
LYNX Computer Technolo	124531	10-407.261	Computer Adapter	02/11/19	5.80	.00	
LYNX Computer Technolo	580162	01-407.319	LYNXcare Platinum-Feb 2019	02/07/19	1,677.50	.00	
LYNX Computer Technolo	580162	01-410.319	LYNXcare Platinum-Feb 2019	02/07/19	2,310.00	.00	
LYNX Computer Technolo	580162	06-448.319	LYNXcare Platinum-Feb 2019	02/07/19	361.17	.00	
LYNX Computer Technolo	580162	08-429.319	LYNXcare Platinum-Feb 2019	02/07/19	361.17	.00	
LYNX Computer Technolo	580162	10-407.319	LYNXcare Platinum-Feb 2019	02/07/19	130.16	.00	
Total LYNX Computer Technologies:					4,869.00	.00	
<b>Madle's Hardware</b>							
Madle's Hardware	191031	01-430.240	Screw Eye	01/21/19	11.96	.00	
Madle's Hardware	191032	01-430.240	Hooks	01/21/19	19.90	.00	
Total Madle's Hardware:					31.86	.00	
<b>Manderbach Ford Inc.</b>							
Manderbach Ford Inc.	64133	06-200202	Water & Sewer Chassis GSA Co-Stars 25-018	02/08/19	15,807.50	15,807.50	02/15/19
Manderbach Ford Inc.	64133	08-200202	Water & Sewer Chassis GSA Co-Stars 25-018	02/08/19	15,807.50	15,807.50	02/15/19
Total Manderbach Ford Inc.:					31,615.00	31,615.00	
<b>Martin Stone Quarries Inc.</b>							
Martin Stone Quarries Inc.	202262	01-451.371	#2A-Stone	01/28/19	238.28	.00	
Total Martin Stone Quarries Inc.:					238.28	.00	
<b>Martucci, Kathryn</b>							
Martucci, Kathryn	2212019	01-406.171	2019 health reimb	02/21/19	150.00	.00	
Total Martucci, Kathryn:					150.00	.00	
<b>McNeil &amp; Company Inc.</b>							
McNeil & Company Inc.	25263124	03-412.350	WSFCO-Commercial Pkg-2019	01/15/19	9,268.00	.00	
McNeil & Company Inc.	25263124	03-412.350	WSFCO-Inland marine-2019	01/15/19	8,069.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total McNeil & Company Inc.:					17,337.00	.00	
<b>Morton Salt Inc</b>							
Morton Salt Inc	5401771492	35-432.245	Bulk ice control	02/05/19	4,233.55	.00	
Morton Salt Inc	5401773038	35-432.245	Bulk ice control	02/06/19	1,306.28	.00	
Total Morton Salt Inc:					5,539.83	.00	
<b>Mr. John Inc.</b>							
Mr. John Inc.	0005524535	01-451.315	Laubach Park-1/02/19-1/29/2019	01/30/19	125.00	.00	
Mr. John Inc.	0005524536	01-451.315	Lindberg Park-1/02/19-1/29/2019	01/30/19	133.13	.00	
Total Mr. John Inc.:					258.13	.00	
<b>New Enterprise Stone &amp; Lime Co Inc</b>							
New Enterprise Stone & Li	7008008	01-438.245	coldpatch	02/05/19	238.42	.00	
Total New Enterprise Stone & Lime Co Inc:					238.42	.00	
<b>PA Municipal Health Ins Coop</b>							
PA Municipal Health Ins Co	03012019	01-487.156	2019 Mar coverage	02/19/19	84,374.89	.00	
PA Municipal Health Ins Co	03012019	06-487.156	2019 Mar coverage	02/19/19	8,515.59	.00	
PA Municipal Health Ins Co	03012019	08-487.156	2019 Mar coverage	02/19/19	8,515.59	.00	
PA Municipal Health Ins Co	03012019	10-487.156	2019 Mar coverage	02/19/19	1,880.53	.00	
Total PA Municipal Health Ins Coop:					103,286.60	.00	
<b>PA One Call System Inc.</b>							
PA One Call System Inc.	0000802415	01-401.320	2019-Feb-Voice/Fax messages	01/31/19	168.51	.00	
Total PA One Call System Inc.:					168.51	.00	
<b>Petty Cash</b>							
Petty Cash	2132019	01-401.315	mileage/meals-Mgr/Admin Sec/	02/13/19	62.64	62.64	02/13/19
Petty Cash	2132019	01-403.420	LCTCA Dues-Minger	02/13/19	20.00	20.00	02/13/19
Petty Cash	2132019	01-410.315	Parking/Refreshments for Mtgs	02/13/19	87.89	87.89	02/13/19
Petty Cash	2132019	01-430.315	tolls	02/13/19	22.60	22.60	02/13/19
Total Petty Cash:					193.13	193.13	
<b>Plasterer Equipment Co Inc.</b>							
Plasterer Equipment Co In	P79792	01-437.375	core for skid steer	01/22/19	442.08	.00	
Plasterer Equipment Co In	P79792	06-448.375	Gas operated cylinder for backhoe	01/22/19	65.58	.00	
Plasterer Equipment Co In	P79792	08-429.375	Gas operated cylinder for backhoe	01/22/19	65.58	.00	
Plasterer Equipment Co In	P79792	01-437.375	Return core	01/22/19	373.36-	.00	
Total Plasterer Equipment Co Inc.:					199.88	.00	
<b>PPL Electric Utilities</b>							
PPL Electric Utilities	02152019	03-411.320	82900-03000	02/15/19	595.59	.00	
PPL Electric Utilities	02152019	08-429.361	56060-06003	02/15/19	35.09	.00	
PPL Electric Utilities	02152019	01-451.361	54060-05002	02/15/19	27.44	.00	
PPL Electric Utilities	02152019	06-448.361	30460-06001	02/15/19	624.59	.00	
PPL Electric Utilities	02152019	08-429.361	42850-08008	02/15/19	33.38	.00	
PPL Electric Utilities	02152019	08-429.361	32650-08001	02/15/19	36.48	.00	
PPL Electric Utilities	02152019	08-429.361	15450-07002	02/15/19	32.31	.00	
PPL Electric Utilities	02152019	08-429.361	08450-07007	02/15/19	32.81	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total PPL Electric Utilities:					1,417.69	.00	
<b>Public Agency Training Council</b>							
Public Agency Training Co	237641	01-410.421	Registration-"Managing Property & Evidence Room"-Kress	02/05/19	295.00	.00	
Total Public Agency Training Council:					295.00	.00	
<b>RCN</b>							
RCN	072673601-00113	01-410.315	2019-Mar-High Speed Internet	02/15/19	158.00	.00	
Total RCN:					158.00	.00	
<b>ReadyRefresh by Nestle</b>							
ReadyRefresh by Nestle	09B0436481527	01-409.366	2019-Jan-Acct#0436481527-Admin	02/04/19	55.27	.00	
ReadyRefresh by Nestle	09B0436481543	01-409.366	2019-Jan-Acct#0436481543-Police	02/04/19	73.03	.00	
ReadyRefresh by Nestle	09B0436481576	01-409.366	2019-Jan-Acct#0436481576-DPW	02/04/19	37.51	.00	
ReadyRefresh by Nestle	09B0441704392	01-409.366	2019-Jan-Acct#0441704392-Franko	02/04/19	4.23	.00	
Total ReadyRefresh by Nestle:					170.04	.00	
<b>Reliable Sign and Striping</b>							
Reliable Sign and Striping	800	01-433.246	Camp St sign & hardware	01/09/19	308.25	.00	
Reliable Sign and Striping	828	01-433.246	Street sign-Chestnut Rd & Stoneridge Rd-Accident	01/09/19	208.35	.00	
Reliable Sign and Striping	90619	01-433.246	Brackets	01/17/19	395.00	.00	
Total Reliable Sign and Striping:					911.60	.00	
<b>Sands Auto Group</b>							
Sands Auto Group	51419	01-437.251	#9-Shaft Steer	01/22/19	449.00	.00	
Total Sands Auto Group:					449.00	.00	
<b>Service Electric Cable TV</b>							
Service Electric Cable TV	02192019	01-410.315	Prolog Express -Feb 2019	02/19/19	80.56	.00	
Total Service Electric Cable TV:					80.56	.00	
<b>Service Electric Telephone Co</b>							
Service Electric Telephone	02152019	01-401.320	Acct#-0000044158-Township phone line-2/2019	02/15/19	543.14	.00	
Service Electric Telephone	02152019	01-403.240	Acct#-0000044158-Minger phone line-2/2019	02/15/19	21.25	.00	
Service Electric Telephone	02152019	03-411.320	Acct#-0000050426-ESFC-2/2019	02/15/19	85.21	.00	
Total Service Electric Telephone Co:					649.60	.00	
<b>Shammy Shine Car Washes</b>							
Shammy Shine Car Washes	01312019	01-410.315	Police Car Washes-1/1-1/31/19	01/31/19	135.00	.00	
Total Shammy Shine Car Washes:					135.00	.00	
<b>Soberick, Kevin J.</b>							
Soberick, Kevin J.	02072019	01-410.421	Reimb-Meals/Fuel for School Safety Training Course	02/07/19	59.65	.00	
Total Soberick, Kevin J.:					59.65	.00	



Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>Staples Advantage</b>							
Staples Advantage	340642863	01-409.240	paper plates/c-fold towels/trash liners/hand soap	02/08/19	246.35	.00	
Staples Advantage	340642863	01-414.240	Storage cabinet	02/08/19	254.64	.00	
Total Staples Advantage:					500.99	.00	
<b>Stotz/Fatzinger Office Supply</b>							
Stotz/Fatzinger Office Sup	226648	01-401.240	binder clips/tape/copy paper/staples/batteries	02/04/19	90.06	.00	
Stotz/Fatzinger Office Sup	227660	01-409.240	Hardwound Towels	02/21/19	37.50	.00	
Total Stotz/Fatzinger Office Supply:					127.56	.00	
<b>Stratix Systems Inc</b>							
Stratix Systems Inc	372829	01-414.240	Black & Color Toner for P/Z printer	01/03/19	470.00	.00	
Total Stratix Systems Inc:					470.00	.00	
<b>Suburban Propane-2022</b>							
Suburban Propane-2022	72875	01-401.231	diesel	02/04/19	22.81	.00	
Suburban Propane-2022	72875	01-410.231	diesel	02/04/19	663.18	.00	
Suburban Propane-2022	72875	01-430.231	diesel	02/04/19	685.97	.00	
Suburban Propane-2022	72875	06-448.231	diesel	02/04/19	121.06	.00	
Suburban Propane-2022	72875	08-429.231	diesel	02/04/19	121.06	.00	
Suburban Propane-2022	72875	03-413.231	diesel	02/04/19	140.36	.00	
Suburban Propane-2022	805573	01-401.231	unleaded	02/04/19	23.56	.00	
Suburban Propane-2022	805573	01-410.231	unleaded	02/04/19	685.04	.00	
Suburban Propane-2022	805573	01-430.231	unleaded	02/04/19	708.60	.00	
Suburban Propane-2022	805573	06-448.231	unleaded	02/04/19	125.05	.00	
Suburban Propane-2022	805573	08-429.231	unleaded	02/04/19	125.05	.00	
Suburban Propane-2022	805573	03-413.231	unleaded	02/04/19	144.98	.00	
Total Suburban Propane-2022:					3,566.72	.00	
<b>Times News</b>							
Times News	100454329-020620	01-401.341	Ad: 2/19/19-CSC Meeting	02/07/19	35.50	.00	
Total Times News:					35.50	.00	
<b>Totally Absorbent</b>							
Totally Absorbent	3666	03-412.240	3"x4' OS Socks	01/24/19	99.00	.00	
Totally Absorbent:					99.00	.00	
<b>Tractor Supply Credit Plan</b>							
Tractor Supply Credit Plan	865988	01-430.240	Metal cut off wheels/galv. bushings	02/11/19	34.45	.00	
Total Tractor Supply Credit Plan:					34.45	.00	
<b>TruckPro Holding Corporation</b>							
TruckPro Holding Corporati	2042019	03-411.374	DEF/washer fluid	02/04/19	414.34	.00	
Total TruckPro Holding Corporation:					414.34	.00	
<b>U.S. Department of Agriculture</b>							
U.S. Department of Agricult	3002989441	01-451.371	2018-Goose Mgmnt-thru 12/31/2018	02/04/19	109.08	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total U.S. Department of Agriculture:					109.08	.00	
<b>Veritext Mid-Atlantic</b>							
Veritext Mid-Atlantic	PA3609923	01-414.316	ZHB-12/13/18	01/07/19	150.00	.00	
Total Veritext Mid-Atlantic:					150.00	.00	
<b>Verizon</b>							
Verizon	02022019	01-410.320	610-433-0563-monitor traffic signals CCB-2/2019	02/02/19	42.60	.00	
Verizon	02052019	06-448.320	610-435-4231-Flxr Ave wtr pump strn- 2/2019	02/05/19	42.74	.00	
Total Verizon:					85.34	.00	
<b>Waste Management Inc</b>							
Waste Management Inc	M162880	10-427.302	Jan 2019 Recycling Costs	02/15/19	7,953.63	.00	
Total Waste Management Inc:					7,953.63	.00	
<b>Western Salisbury Fire Company</b>							
Western Salisbury Fire Co	01072019	03-412.320	Emergency Reporting Conference Registration Fee	01/07/19	1,691.20	.00	
Western Salisbury Fire Co	2212019	03-412.374	Enzyme Fuel Treatment	02/21/19	6.99	.00	
Western Salisbury Fire Co	2212019	03-412.374	#31-11 & 31-01-Bulbs	02/21/19	12.38	.00	
Western Salisbury Fire Co	2212019	03-412.374	#31-12-DEF & Wiper blades	02/21/19	52.88	.00	
Western Salisbury Fire Co	2212019	03-412.240	LC Fire Chief's Assoc. Annual Fee	02/21/19	10.00	.00	
Western Salisbury Fire Co	2212019	03-412.421	CPR/AED w/basic first aid training 1	02/21/19	425.00	.00	
Total Western Salisbury Fire Company:					2,198.45	.00	
<b>Whitehall Turf Equipment</b>							
Whitehall Turf Equipment	398723	01-451.375	Chainsaw Parts	02/01/19	238.81	.00	
Total Whitehall Turf Equipment:					238.81	.00	
<b>YIS/Cowden Group Inc</b>							
YIS/Cowden Group Inc	222409	01-410.375	Calibration of 12 cars	02/11/19	513.00	.00	
Total YIS/Cowden Group Inc:					513.00	.00	
Grand Totals:					578,295.38	303,693.67	

## 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
<b>General Fund</b>							
Total General Fund:					188,703.83	65,870.03	
<b>Fire Fund</b>							
Total Fire Fund:					25,591.55	.00	
<b>Water Fund</b>							
Total Water Fund:					30,981.57	15,807.50	
<b>Sewer Fund</b>							
Total Sewer Fund:					317,508.48	222,016.14	
<b>Refuse &amp; Recycling Fund</b>							
Total Refuse & Recycling Fund:					9,970.12	.00	
<b>Highway Aid Fund</b>							
Total Highway Aid Fund:					5,539.83	.00	
Grand Totals:					578,295.38	303,693.67	

Date: \_\_\_\_\_

President: \_\_\_\_\_

Board of Commissioners

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
February 14, 2019  
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 – EXCUSED  
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  
Kevin Soberick, Police Sergeant  
Cynthia Sopka, Director of Planning & Zoning  
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 FINANCIAL REPORT AND LIST OF BILLS PAYABLE**

**Motion by Commissioner, seconded by Commissioner, to approve the unaudited Financial Report for the period ending December 31, 2018 and the list of Bills Payable for the period 1/19/2019-2/8/2019, broken down as follows:**

\$106,881.41 = GENERAL  
\$3,087.42 = FIRE  
\$0 = LIBRARY  
\$13,830.85 = WATER  
\$199,811.31 = SEWER  
\$99,981.43 = REFUSE & RECYCLING  
\$22,912.66 = HIGHWAY AID  
\$6,000.00 = SUBDIVISION & ESCROW  
**\$452,505.08** = GRAND TOTAL ALL FUNDS

#### **Roll Call:**

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

**The Motion passed by 4-0.**

### **MINUTES**

#### **January 24, 2019**

Commissioner Martucci declared the Minutes of January 24, 2019 accepted as presented.

### **NEW BUSINESS**

### **ORDINANCES**

**None.**

## **RESOLUTIONS**

None.

## **MOTIONS**

### **Motion to approve Payment #6 to Kobalt Construction for Lindberg Park Phase 3 Contracted Work in the amount of \$61, 878.60.**

Ms. Bonaskiewich stated that the payment represents work done at the new restroom/pavilion building.

**Motion by Commissioner Conn, seconded by Commissioner Ackerman, to approve Payment #6 to Kobalt Construction for Lindberg Park Phase 3 Contracted Work in the amount of \$61,878.60.**

#### **Roll Call:**

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

**The Motion passed by 4-0.**

### **Motion to approve Payment #6 to Kobalt Construction for Lindberg Park Phase 4 Contracted Work in the amount of \$3,510.00.**

Ms. Bonaskiewich commented that the payment is primarily for wrapping up the work in the front parking lot area with signage, striping, etc.

**Motion by Commissioner Ackerman, seconded by Commissioner Seagreaves, to approve Payment \$6 to Kobalt Construction for Lindberg Park Phase 4 Contracted Work in the amount of \$3,510.00.**

#### **Roll Call:**

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

**The Motion passed by 4-0.**

**Motion to approve Payment #2 to Insituform Technologies, LLC for the 2018 Sanitary Sewer System Rehabilitation Mainline Cured-In-Place Pipe Lining (CIPPL) Project in the amount of \$206,208.64.**

**Motion by Commissioner Ackerman, seconded by Commissioner Conn, to approve Payment #2 to Insituform Technologies, LLC for the 2018 Sanitary Sewer System Rehabilitation Mainline Cured-In-Place Pipe Lining (CIPPL) Project in the amount of \$206,208.64.**

**Roll Call:**

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

**The Motion passed by 4-0.**

**PRIVILEGE OF THE FLOOR**

Mr. Phillip Bernard of 1148 Flexer Avenue expressed concerns regarding the speed of traffic of Flexer Avenue. Chief Stiles stated that the local Police Departments are not allowed to use radar in the state of PA and the area is not conducive to the Department's ENRADD speed detection system, but offered to again erect a sign with radar in it. He noted that when the radar sign was in the area a few months ago, most cars were not speeding.

Mr. Bernard requested to erect a "School Crossing" sign or "Children at Play" sign or a flashing 25 mph sign. Mr. Nicolo commented that the City of Allentown installed a speed bump in the road on South Albert Street. Mr. Andreas stated that Flexer Avenue is an arterial street and a speed bump of that nature is not favorable in that area. Commissioner Martucci asked Mr. Bernard to follow-up with the Board after the police erect their radar sign.

Commissioner Martucci announced that he will not seek reelection at the end of his term, which expires January 1, 2020.

Chief Stiles commented that their active shooter training had a positive turnout and expects to hold another class at the Middle School in the future.

**ADJOURNMENT**

Commissioner Ackerman made a motion to adjourn the meeting. Seconded by Commissioner Conn. The time was 9:19 p.m.

Respectfully submitted,

Cathy Bonaskiewich  
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on February 14, 2019.

Approved and certified on this date:

\_\_\_\_\_  
Cathy Bonaskiewich

Date: \_\_\_\_\_

SEAL

DRAFT



**RESOLUTION NO. 01-2019-1620**

**BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, SETTING AND FIXING FEES FOR THE TOWNSHIP FOR 2019**

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Township that all fees are hereby fixed for 2019 as follows:

**CHAPTER 1**

Administration and Government

Part 12

**SCHEDULE OF FEES**

§ 1-1201 Schedule of Fees.

**ALARMS, FALSE (§ 13-306)**

Fourth and each subsequent false alarm per calendar year      \$25

**FIRE SAFETY INSPECTION FEE SCHEDULE**

The fee for a fire safety inspection is based upon a fee schedule that takes into consideration the type of occupancy, the usage, and the square footage of the facility.

Commercial Properties/Multi-Residential Buildings:

0 to 2,999 square feet	\$60
3,000 to 5,999 square feet	\$80
6,000 to 9,999 square feet	\$120
10,000 to 24,999 square feet	\$200
25,000 to 49,999 square feet	\$300
50,000 to 99,999 square feet	\$400
100,000 to 499,999 square feet	\$500
>500,000 square feet	\$600

Based on the square footage for the occupancy, multiple buildings in the same complex constitute a separate fire

inspection.

Educational/Assembly Properties:

0 to 500,000 square feet	\$75
>500,000 square feet	\$125
Reinspection Fee (2 or more reinspections):	\$50 per reinspection
Failure to Comply Fee	\$50
Certificate of Operation/Initial Inspection Fee (New Business)	\$50
Fire Code Inspection Fee	

**GREASE TRAPS**

Industrial Waste Permit Fee \$300

Industrial Waste Permit Transfer Fee \$300

**HOUSING (§ 11-105)**

Moving permit \$10

Rental property registration fee

- 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

Rental Inspection Fee \$50 flat fee

Rental Reinspection or non-compliance fee \$25 per reinspection

**JUNKYARDS (§ 13-103)**

Permit for establishment \$5

**MOTOR VEHICLES (§ 15-506)**

Pushcart fees

1 year \$100

6 months \$50

3 months \$25

Reclamation cost \$25

## ON-LOT SEWER SYSTEMS

### A. Soil Testing Fees

Evaluate soil probes, maximum 3 per lot	\$250
Additional soil probes beyond 3	<del>\$80 per hour</del> \$30 per probe
Perform 6-hole percolation test	<del>\$450</del> \$550
Percolation testing observed by Sewage Enforcement Officer (maximum four simultaneous tests)	\$200

### B. Permit and Inspection Fees

Permit application and close out, <del>new</del> complete system*	\$200
Permit application and close out, new tank or tank repair*	<del>\$150</del> \$100
Design review, issue permit, <del>gravity</del> complete system	<del>\$100</del> \$150
<del>Design review, issue permit, pressure system</del>	<del>\$150</del>
Design review, issue permit, new tanks or tank repairs	\$50
Design review spray and drip systems	<del>\$250</del> \$200
1 inspection, in-ground systems <del>and tanks</del>	<del>\$100</del> \$150
<del>1 inspection, new tank or tank repair</del>	<del>\$100</del>
2 inspections, mound <del>or subsurface</del> systems	<del>\$200</del> \$300
Each additional inspection required	<del>\$100</del> \$150

### C. Other Fees

Site consultation (responsibility of applicant)	\$80 per hour
Verify prior soil testing (responsibility of applicant)	<del>\$120</del> \$150 per test
Other duties including meetings and planning module review	\$80 per hour
Well isolation <del>distance exemption request review</del> waiver (responsibility of applicant)	\$80 per hour
Complaint investigation and enforcement actions (responsibility of Township)	\$80 per hour

- D. \*Administration fee of \$50 applied when applicable
1. The Sewage Enforcement Officer is authorized to perform soil testing for sewage planning modules and to sign the false swearing statement in the module.
  2. The Sewage Enforcement Officer shall provide the Township with a project summary upon completion.
  3. The fee schedule applies to new and repaired septic systems.
  4. All fees incurred which involve land development, require the assistance of the Township Engineer, or require additional services from the Sewage Enforcement Officer related to all on-lot sewage disposal system activities shall be reimbursed 100% by the applicant or owner of the property.

**PEDAL CYCLES (§ 15-703)**

License \$1

**PEDDLERS (§ 13-402)**

\_\_\_\_\_ One day license fee

\_\_\_\_\_ One week

\_\_\_\_\_ One month

\_\_\_\_\_ One year

**POLE PERMIT** \$15 plus \$10 per pole

**POLICE DEPARTMENT**

~~\$25 processing application fee, nonrefundable, for all persons obtaining an application packet for employment with the Salisbury Township Police Department~~

**Accident report** \$15

**Police report** \$0.25 per page

~~Criminal history check (per name)~~ \$10

~~Fingerprints (noncriminal)~~ \$10

Photos \$1

## SEWER

Sewer services - Residential	\$288 per annum (\$72 per quarter)
Sewer services – Non-residential	\$316.80 per annum (\$79.20 per quarter)
Certifications (Water/Sewer/Trash/Municipal Liens/Fines/Assessments)	\$20 per property

## SOLID WASTE

Recycling bin	\$13
Refuse collector's license (§ 20-104)	\$10
MSW services (§ 20-302)	\$272 per annum (\$68 per quarter)

## STREETS AND SIDEWALKS

Curbing (§ 21-105)	
Permit – New Installation	\$50 + inspection costs
Replacement of existing curbing	\$35 + inspection costs
Setting line and grade	\$15 per linear foot, with a minimum of \$60
Opening and excavation permit fee (§ 21-102)	\$75 + inspection costs
Overhead apparatus, installation of (§ 21-104)	
Occupancy fee	\$30 per item
Permit fee	\$50 + inspection costs
Restoration rates (§ 21-105)	
Earth surface roads	
First 30 square yards	\$20 per square yard + inspection costs
Over 30 square yards	\$17.50 per square yard + inspection costs
Exceeding 1,760 square yards	\$12 per square yard + inspection costs

## Improved hardtop roads

First 30 square yards	\$40 per square yard + inspection costs
Over 30 square yards	\$35 per square yard + inspection costs
Street vacations	\$250
Underground apparatus, installation of (§ 21-104)	
Occupancy fee, per facility	\$30
Permit fee	\$50 + inspection costs

## SUBDIVISION AND LAND DEVELOPMENT

### Minor subdivisions (§ 22-804)

Filing fee	\$125
Escrow fee	\$1,000

### Major subdivision, land development and site plans (§ 22-804)

Filing fee	
Sketch plan	\$100
Major subdivisions	\$500 plus \$40 per lot
Land development or site plan	\$500 plus \$40 per acre

\* Escrow fee for sketch, preliminary, final and preliminary/final plans (§ 22-804): \$2,500 plus \$100 per acre or part thereof or \$100 per lot, whichever is greater

\* Money in escrow is for reimbursement at the Township's discretion for any and all engineering, legal or other expenses incurred by the Township, exclusive of work performed by full-time Township staff members, in processing the sketch, preliminary and final plans. As soon as this escrow account decreases by 50%, the developer shall make payment in an amount necessary to fully fund the account. Upon the recording of the subdivision and land development plan with the Recorder of Deeds and the payment of all Township engineering, legal and other expenses incurred by the Township, exclusive of work performed by full-time Township staff members, the balance of the escrow will be returned. The escrow will not be returned until all invoices from the Township Engineer and Solicitor have been received by the Township and paid by the developer. The Solicitor and Engineer's invoices are submitted to the Township every 30 days.

Legal and engineering fees:

Township Solicitor \$75 per hour plus expenses

**Personnel Category** **Hourly Rates**

Office services

Principal of firm \$80

Senior Engineer II/Senior Architect II \$78

**Personnel Category** **Hourly Rates**

Senior Engineer I/Senior Architect I \$59

Engineer II/Architect II \$52

Engineer I/Architect I \$38

Draftsman II \$38

Draftsman I \$24

Clerk/Typist \$24

Computer-aided design equipment \$15

Construction observation services

Senior Field Engineer \$76

Field Engineer \$59

Observer II \$38

Observer I \$24

Survey services

Survey Coordinator \$52

Assistant Survey Coordinator \$43

Field Survey Assistant \$43

2-Man Survey Corps \$65

Electronic survey equipment \$15

Transportation for design and construction observation personnel will be charged at the rate of \$0.32 per mile. Out-of-pocket expenses, such as blueprints, toll calls, etc., will be billed at

actual cost. The survey rates include standard equipment, stakes and transportation.

On those occasions when the demands of the contractor's schedule require the scheduling of time beyond standard hours (standard hours are Monday through Friday, 8:00 a.m. to 12:00 noon, 1:00 p.m. to 5:00 p.m.) such additional time (i.e., overtime) shall be invoiced at a rate of 1.5 times the standard hourly rates indicated on the schedule above.

Professional services will be invoiced on the basis of time worked by the staff in increments of 1/4 hour.

Recreation fee: \$1,500 per dwelling unit, and shall include single-family dwellings, single-family semidetached (twin) dwellings, two-family detached dwellings, townhouses (single-family attached), and apartments/condominiums (low-rise).

The \$1,500 amount shall be considered the base fee amount.

The consumer price index (CPI) inflation factor shall be added to the \$1,500 base fee amount commencing from the date of this resolution to the date of preliminary/final plan approval from the Salisbury Township Planning Commission or the Board of Commissioners.

## **WATER**

Stormwater management or drainage plan review. For building permits or other projects where a stormwater management plan or a drainage plan is required but will not be part of a subdivision or land development or a site plan, then a \$500 fee is required for review to ensure Act 167 compliance.

Water metered rates	\$6.60 for each 1,000 gallons of water
Water Use for building construction purposes	Flat rate of \$50 per residential unit and \$150 for every nonresidential permit
Cut-off charge	\$10
Turn-on charge	\$10
Temporary flat rate	\$6.25 per quarter for the 1st faucet or opening; \$2 per quarter for each additional faucet or opening
Fire hydrant standby charge	\$400 per year
Tapping fee	\$500 plus meter(s) and all costs and expenses

## **ZONING AND BUILDING**

Residential Permit Fees



\*A Pennsylvania State surcharge of \$4 is added to all building permits. Zoning applications are excluded.

The zoning application fee is payable upon application.

The administration fee is payable upon building permit application. Please submit all permit applications together for the proposed project. Individual permit submission will be subject to an additional administrative fee.

A \$50 deposit fee will be required with each permit at the time of submission. (Optional to put on the permit application).

## Residential

### New home construction

Zoning application-payable upon application	\$35
Building-up to 2,500 square feet (application fee included)	\$500
Zoning plan revision resubmission	\$30
Over 2,500 square feet and \$26 for each additional 100 square feet or portion thereof*	\$26/100 square feet
Electrical permit (application fee included)	\$150
Mechanical permit (application fee included)	\$150
Plumbing permit (application fee included)	\$150
On-lot grading permit-required for areas of 2,000 square feet or more of impervious surface and 5,000 square feet or more of earth disturbance-payable upon application	\$150
Escrow required for on-lot grading permit-payable upon application	\$1,000
Zoning application for on-lot grading-payable upon application	\$35

### Manufactured housing

Zoning application-payable upon application	\$35
Mobile or with axle capabilities per unit on piers* (application fee)	\$250
Electrical permit (application fee included)	\$150

Mobile or with axle capabilities per unit-with basement* (application fee)	\$350
Electrical permit (application fee included)	\$150
On-lot grading permit-required for areas of 2,000 square feet or more of impervious surface and 5,000 square feet or more of earth disturbance-payable upon application	\$150
Escrow required for on-lot grading permit-payable upon application	\$1,000
Zoning application for on-lot grading-payable upon application	\$35

#### Modular housing

Zoning application-payable upon application	\$35
Base fee-up to 3,500 square feet* (application fee included)	\$250
Over 3,500 square feet add \$16 for each additional 100 square feet or portion thereof*	\$16/100sf
Electrical permit (application fee included)	\$150
Mechanical permit (application fee included)	\$150
Plumbing permit (application fee included)	\$150
On-lot grading permit-required for areas of 2,000 square feet or more of impervious surface and 5,000 square feet or more of earth disturbance-payable upon application	\$150
Escrow required for on-lot grading permit-payable upon application	\$1,000
Zoning application for on-lot grading-payable upon application	\$35

#### Additions includes attached garages and patio enclosures

Zoning application-payable upon application	\$35
Base fee-up to 500 square feet	\$450
Over 500 square feet add \$21 for each additional 100 square feet or portion thereof*	\$21/100 square feet

Electrical permit (application fee included)	\$150
Mechanical permit (application fee included)	\$150
Plumbing (application fee included)	\$150
Zoning plan revision resubmission	\$30

#### Alterations, renovations and repairs

Zoning application fee-payable upon application (exterior alterations only)	\$35
Base fee-up to 500 square feet (application fee included)	\$450
Over 500 square feet add \$21 for each additional 100 square feet or portion thereof*	\$21/100 square feet
Zoning plan revision resubmission	\$30

Roof-no permit required for re-shingling

Windows structural changes only. Structural changes require an alterations permit application.

Siding-no permit required

#### Accessory structures - square feet

Sheds site-built), detached garages, carports, pole buildings, ramps w/footers. The accessory buildings permit application and attached zoning application is required to be completed and submitted for site built structures exceeding 1,000 square feet and all pole building engineered plans required.

Zoning application-payable upon application	\$35
Base fee-up to a 1,000 square feet	\$350
Over 1,000 square feet add \$11 for each additional 100 square feet or portion thereof*	\$11/100 square feet
Add for plumbing* (application fee included)	\$150
Add for HVAC* (application fee included)	\$150
Add for electrical* (application fee included)	\$150

Zoning plan revision resubmission \$30

Sheds (pre-fab)-requires only a zoning application fee (\$35). The accessory buildings permit application and attached zoning application are required to be completed and submitted.

Decks, patio and porches greater than 30 inches above grade

Zoning application-payable upon application \$35

Base fee-up to 200 square feet with roof (application fee included) \$250

Over 200 square feet add \$11 for each additional 100 square feet\* \$11/100 square feet

Add for electrical\* (application fee included) \$150

Zoning plan revision resubmission \$30

Zoning application-payable upon application \$35

Base fee-up to 200 square feet without roof (application fee included) \$200

Over 200 add \$11 for each additional 100 square feet\* \$11/100 square feet

Add for electrical\* (application fee included) \$150

Zoning plan revision resubmission \$30

Decks less than 30 inches above grade-requires only a zoning permit application fee (\$35). The deck/patio/ramp permit application and attached zoning application are required to be completed and submitted.

Solar and photovoltaic panel system (either roof or ground mounted including electrical

Zoning application fee for ground mounted only-payable upon application \$35

Base fee\* \$200

Per panel\* \$3

Electric base fee (application fee included) \$150

Zoning plan revision resubmission	\$30
Minor alteration-framing	
Base fee*-(includes plan review and 2 inspections) (application fee included)	\$200
Electrical	
Base fee* - (includes plan review and 1 inspection) (application fee included)	\$150
Mechanical	
Base fee*-(includes plan review and 1 inspection) (application fee included)	\$150
Plumbing	
Base fee* - (includes plan review and 1 inspection) (application fee included)	\$150
Plumbing license	
Master license	\$100
Master license annual renewal fee	\$50
All other zoning	
Yard fence-requires only a zoning application fee (\$35). The fence/wall permit application and attached zoning application are required to be completed and submitted.	
Pool fence	
Zoning application fee-payable upon application	\$35
Base fee-the fence/wall permit application and attached zoning application are required to be completed and submitted.*	\$130
Zoning plan revision resubmission	\$30
Walls under four feet-requires a zoning application fee (\$35). The fence/wall permit application and attached zoning application are required to be completed and submitted.	
Walls-exceeding four feet or higher requires	

building plans

Zoning application fee-payable upon application \$35

Base fee-the fence/wall permit application and attached zoning application are required to be completed and submitted\* (application fee included) \$200

Zoning plan revision resubmission \$30

Driveways-requires only a zoning application fee (\$35.). The driveway permit application and attached zoning application are required to be completed and submitted. Re-surfacing-no permit required.

All other zoning continued

Patios and ramps without footers less than 30 inches above grade-require only a zoning application fee (\$35). The deck/patio/ramp permit application and attached zoning application are required to be completed and submitted.

Tree removal-base fee of \$15. The tree removal permit application and attached zoning application are required to be completed and submitted.

Swimming pools/hot tubs

Zoning application-payable upon application \$35

Above-ground pool/spa \$150

In-ground (application fee included) \$350

Electric permit (required) (application fee included) \$150

Zoning plan revision resubmission \$30

Light home occupation zoning permit

Zoning application-payable upon application \$50

General home occupation

Owner-occupied. Owner must apply for a special exception permit application-payable upon application.\* \$500

General home occupation must apply for a special exception permit to the Zoning Hearing Board-payable upon application\* \$5

#### Temporary zoning application

Zoning application-payable upon application \$35

#### Tree harvesting

Zoning application residential-payable upon application \$35

Application fee\* \$750

Zoning plan revision resubmission \$30

Escrow required for tree harvest permit-payable upon application \$500

#### Demolition

The demolition permit application is required to be completed and submitted.\* (Application fee included) \$50

#### Water line replacement

The plumbing permit application is required to be completed and submitted.\* (Application fee included) \$150

#### Sewer line replacement

The plumbing permit application is required to be completed and submitted.\* (Application fee included) \$150

#### Water tapping

Application Fee-Existing home not new construction\* (application fee included) ~~\$650~~ \$500

5/8-inch water meter\* (application fee included) ~~\$700~~ \$150

1-inch water meter and larger As currently priced by vendor

**Water Use Fee (New Home Construction)**

**\$50**

Sewer tapping

Residential sewer tapping fee\* (application fee \$1,550 included)

A minimum fee of \$50 shall apply for each additional plan review re-submission or for incomplete or denied plans to the applicant.

Inspections only, re-inspections or additional inspections shall be invoiced at \$60 each to the applicant.

Disciplines include: mechanical, plumbing, electrical, framing

Commercial Permit Fees

\*A Pennsylvania State surcharge of \$4 is added to all building permits. Zoning applications are excluded.

The zoning application fee is payable upon application.

Please submit all permit applications together for the proposed project. Individual permit submission will be subject to an additional administrative fee.

Commercial

New commercial construction-includes additions

Zoning application-payable upon application	\$50 -
Base fee-up to 2,000 square feet (application fee included + building review)	\$750 -
Over 2,001 to 5,000 square feet* redo	\$0.24 per square feet
Over 5,001 to 10,000 square feet*	\$0.22 per square feet
Over 10,001 to 25,000 square feet*	\$0.21 per square feet
Over 25,001 to 50,000 square feet*	\$0.20 per square feet
Over 50,001 to 100,000 square feet*	\$0.17 per square feet
Over 100,000 to 200,000 square feet*	\$0.14 per square feet



Over 200,001 to 300,000 square feet*	\$0.12 per square feet
Over 300,000 square feet	Quote required*
Zoning plan revision resubmission	\$30
On-lot grading permit-required for areas of 2,000 square feet or more of impervious surface and 5,000 square feet or more of earth disturbance-payable upon application	\$150
Zoning application for grading permit-payable upon application	\$50
Escrow required for on-lot grading permit-payable upon application	\$1,000

Alterations, repairs and tenant fit-outs-accessory structures

Zoning application-payable upon application	\$50
Base fee-up to 2,000 square feet (application fee included) (includes building review)	\$600
Over 2,001 to 5,000 square feet*	\$0.24 per square feet
Over 5,001 to 10,000 square feet*	\$0.22 per square feet
Over 10,001 to 25,000 square feet*	\$0.21 per square feet
Over 25,001 to 50,000 square feet*	\$0.20 per square feet
Over 50,001 to 100,000 square feet*	\$0.17 per square feet
Over 100,000 to 200,000 square feet*	\$0.14 per square feet
Over 200,001 to 300,000 square feet*	\$0.12 per square feet
Over 300,000 square feet	Quote required*
Zoning plan revision resubmission	\$30 -

All commercial building plans and specifications involving a structural change, a change in the means of egress, or where an individual has been compensated must be stamped and/or sealed by a design professional licensed in the Commonwealth of Pennsylvania.

Change of use-no repairs or alterations

Zoning application-payable upon application	\$50
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Base fee-(plan review and inspection) may require alterations permit for interior* renovations (application fee included)	\$260
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#### Electrical, fire suppression, mechanical, plumbing

1 to 2,000 square feet (1-2 inspections and plan review)* (application fee included)	\$300
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2,001 to 5,000 square feet* (1-2 inspections and plan review)*	\$350
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Over 5,001 to 10,000 square feet*	\$0.09 per square feet
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Over 10,001 to 25,000 square feet*	\$0.08 per square feet
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Over 25,001 to 50,000 square feet*	\$0.07 per square feet
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Over 50,001 to 100,000 square feet*	\$0.06 per square feet
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Over 100,000 to 200,000 square feet*	\$0.05 per square feet
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Over 200,001 to 300,000 square feet*	\$0.04 per square feet
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Over 300,000 square feet*	\$0.03 per square feet
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Burglar alarm system base fee (application fee included)	\$350
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Fire alarm systems base fee (application fee included)	\$450
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#### Signs

Zoning application-payable upon application	\$50
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Wall/projecting sign no electric (1 visit)- includes plan review and 1 inspection (application fee included)	\$170
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Wall/projecting sign with electric-includes plan review and inspections (application fee included)	\$310
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Freestanding sign no electric-includes plan review and inspections (application fee included)	\$310
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Freestanding sign with electric-includes plan review and inspection (application fee included)	\$410
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Over 5,001 to 10,000 square feet	\$0.08 per square feet
Over 10,001 square feet	\$0.07 per square feet
Zoning plan revision resubmission	\$30

#### Billboards

Zoning application-payable upon application	\$50
Billboards that are new structures and any changes to existing structure other than sign face or content changes-includes plan review and inspection (application fee included)	\$1,060
Over 5,001 square feet	\$0.08 per square feet
Zoning plan revision resubmission	\$30

#### Tents

Applicant must apply for a conditional use application-payable upon application	\$750
Zoning application-payable upon application	\$50
Zoning plan revision resubmission	\$30

#### New commercial communications towers

Zoning application-payable upon application	\$50
Building permit fee (application fee included)	\$760
Zoning plan revision resubmission	\$30

#### Cell tower modifications including antenna addition, equipment cabinets

Zoning application-payable upon application	\$50
Building permit fee (application fee included)	\$310
Zoning plan revision resubmission	\$30

#### Roof mounted solar and photovoltaic panel system

Base fee for roof mounted solar and photovoltaic panel system installation includes the plan review and electrical* (application fee	\$360
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included)	
Per additional panel*	\$2
Ground mounted solar and photovoltaic panel system	
Zoning application-payable upon application	\$50
Base fee for ground-mounted solar and photovoltaic panel system installation including review	\$60
Per additional panel*	\$3
Zoning plan revision resubmission	\$30
Tree harvesting	
Zoning application commercial-payable upon application	\$50
Application fee	\$750
Zoning plan revision resubmission	\$30
Escrow required for tree harvest permit-payable upon application	\$500
Demolition	
Application fee-the demolition permit application is required to be completed and submitted.	\$60
Plumbing license	
Master license-the plumbing license application is required to be completed and submitted.	\$100
Master license annual renewal fee	\$50
Water line replacement	
Base fee-the plumbing permit application is required to be completed and submitted.* (Application fee included)	\$310
Sewer line replacement	

Base fee-the plumbing permit application is required to be completed and submitted.\* (Application fee included) \$310

Water tapping permit \$500

5/8-inch water meter \$150

1-inch water meter and larger As currently priced by vendor

Water Use (New Construction) \$100

#### Sewer tapping

Commercial sewer tapping\* (application fee included) \$1,600

A minimum fee of \$250 shall apply for each additional commercial building plan review resubmission or for incomplete or denied plans to the applicant.

Inspections only, re-inspections or additional inspections shall be invoiced at \$60 each to the applicant.

All commercial building plans and specifications involving a structural change, a change in the means of egress, or where an individual has been compensated must be stamped and/or sealed by a design professional licensed in the Commonwealth of Pennsylvania.

## ZONING

### Carbonate geotechnical review

Single	\$250
Multifamily	\$500
Plan revisions	\$30/submittal
Zoning Ordinance Book	\$25
Zoning Map	\$5
Application for rezoning	\$2,500 plus \$1,000 escrow
Special exception (SE) non-residential	\$750
Special exception (SE) owner-occupied residential	\$500
Special exception other than owner-occupied residential	\$500
Variance residential (non owner-occupied)	\$500

Variance owner-occupied residential	\$500
Variance non-residential	\$750
Conditional use (resident/comm)	\$900
Continuance of zoning hearing by applicant	\$200 per add'l hearing
Curative amendment	\$1,000 + \$1500 escrow
Petition rezone/amend ZO	\$1,000 + \$1500 escrow
Original stenographic record of hearing-if required by Board cost to Township; otherwise cost paid by person requesting transcript (MPC Section 908, Para 7)	Actual cost of transcript
Challenge validity of Zoning Ordinance or Zoning Officer determination	\$750 + 1,000 escrow
Withdrawal of appeal to ZHB	
1.) Withdrawal prior to advertisement reimburse at 100%;	
2.) Withdrawal after advertisement refund of 25% of appeal fee	
Floodplain administration	\$2,500 escrow fee along w/Twp Eng designated hourly fee as required
SALDO required environmental assessment report	\$250

**APPROVED AND ADOPTED** this 28<sup>th</sup> day of February, 2019 at a regular public meeting.

TOWNSHIP OF SALISBURY  
(Lehigh County, Pennsylvania)

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President, Board of Commissioners

ATTESTED:

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Township Secretary

# PROCLAMATION

**WHEREAS**, the Township of Salisbury is blessed to have a capable core of volunteers that are committed and dedicated to serve our community; and

**WHEREAS**, the Township of Salisbury Board of Commissioners recognizes the value and the benefits of the volunteers' efforts and contributions; and

**WHEREAS**, the Township of Salisbury residents are the direct beneficiaries of all volunteer efforts.

**NOW, THEREFORE**, the Salisbury Township Board of Commissioners hereby proclaims the month of April 2019 to be **Salisbury Township Volunteer Month**, to recognize all volunteers for their unheralded volunteer work and their unmatched level of unselfish sacrifice to serve their community.

Here, on this 28<sup>th</sup> day of February, 2019.

\_\_\_\_\_ Robert Martucci, Jr., President

\_\_\_\_\_ Debra Brinton, Vice-President

\_\_\_\_\_ James Seagreaves, President Pro Tempore

\_\_\_\_\_ Joanne Ackerman

\_\_\_\_\_ Rodney Conn

Attest:

\_\_\_\_\_  
Township Secretary

**SALISBURY TOWNSHIP**  
Lehigh County, Pennsylvania  
**Board of Commissioners Workshop Meeting**  
**February 28, 2019**  
**7:30 p.m.**  
(approximate time)

**Topics of discussion:**

- Amendment to Civil Service Rules & Regulations
- Presentation & Review of Emergency Services Study