

**SALISBURY TOWNSHIP**  
**Lehigh County, Pennsylvania**  
**Board of Commissioners Meeting**  
**Regular Meeting Agenda—August 13, 2020**  
**7:00 PM**

<https://us02web.zoom.us/join/zoom-join?j=Z0qduuhrzMiHd35uFZNVF9wr5o3T9NPy3xq>

**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.
- This public session of the Salisbury Township Board of Commissioners will be held online using the Zoom virtual meeting platform due to the COVID-19 pandemic and social distancing guidelines.
- Public Comment Period Policy—Three (3) Minutes Rule

**4. Bills Payables – *pd. 7/18/2020 – 8/7/2020***

**5. Approval of the Minutes – *July 23, 2020 and July 28, 2020***

**6. New Business**

**A. DECLARATION**

1. Ratify Declaration of Disaster Emergency

**B. ORDINANCES**

1. Zoning Ordinance Amendment

**C. RESOLUTIONS**

1. Resolution to Approve Revision to the Official Sewage Facilities Plan of the Township.

**D. MOTIONS**

1. Motion to Authorize Keystone Consulting Engineers to Conduct Smoke Testing in Eastern Salisbury Township's Drainage Basin 10 Area.

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

**8. Adjournment**

*\*Executive Session to follow*

*2900 South Pike Ave, Allentown, PA 18103*

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>AG Industrial</b>							
AG Industrial	IT55351	01-451.375	Seal/gasket/bearing for tractor	07/20/20	66.66	.00	
Total AG Industrial:					66.66	.00	
<b>All Traffic Solutions</b>							
All Traffic Solutions	SIN026193	01-410.260	Solar Panel & battery kit	07/28/20	650.00	.00	
Total All Traffic Solutions:					650.00	.00	
<b>Allentown Public Library</b>							
Allentown Public Library	6292020	04-456.305	Spring 2020/Inst #2	06/29/20	43,000.00	.00	
Total Allentown Public Library:					43,000.00	.00	
<b>American United Life Insurance Co</b>							
American United Life Insur	7172020	01-401.158	2020-Aug life/disability ins coverage	07/17/20	205.12	.00	
American United Life Insur	7172020	01-402.158	2020-Aug life/disability ins coverage	07/17/20	99.70	.00	
American United Life Insur	7172020	01-409.158	2020-Aug life/disability ins coverage	07/17/20	42.24	.00	
American United Life Insur	7172020	01-410.158	2020-Aug life/disability ins coverage	07/17/20	792.58	.00	
American United Life Insur	7172020	01-414.158	2020-Aug life/disability ins coverage	07/17/20	49.85	.00	
American United Life Insur	7172020	01-430.158	2020-Aug life/disability ins coverage	07/17/20	989.19	.00	
American United Life Insur	7172020	06-430.158	2020-Aug life/disability ins coverage	07/17/20	9.97	.00	
American United Life Insur	7172020	06-448.158	2020-Aug life/disability ins coverage	07/17/20	74.03	.00	
American United Life Insur	7172020	08-429.158	2020-Aug life/disability ins coverage	07/17/20	74.03	.00	
American United Life Insur	7172020	08-430.158	2020-Aug life/disability ins coverage	07/17/20	9.97	.00	
American United Life Insur	7172020	10-426.158	2020-Aug life/disability ins coverage	07/17/20	19.22	.00	
Total American United Life Insurance Co:					2,365.90	.00	
<b>ATIS Elevator Inspections Inc</b>							
ATIS Elevator Inspections I	124066	01-409.373	2020-June-Semi-Annual-Elevator Inspection-Police Bldg	06/18/20	60.00	.00	
Total ATIS Elevator Inspections Inc:					60.00	.00	
<b>Atlantic Tactical</b>							
Atlantic Tactical	SI-80701640	01-410.242	9mm	06/04/20	1,160.16	.00	
Total Atlantic Tactical:					1,160.16	.00	
<b>Beck, Charles</b>							
Beck, Charles	7142020	01-414.220	Planning Commission Mtg-7/14/2020	07/14/20	30.00	.00	
Total Beck, Charles:					30.00	.00	
<b>Boyko's Petroleum Service Inc.</b>							
Boyko's Petroleum Service	38142	01-409.373	Repair fuel pump	07/23/20	217.50	.00	
Total Boyko's Petroleum Service Inc.:					217.50	.00	
<b>Brown, James P.</b>							
Brown, James P.	7142020	01-414.220	Planning Commission Mtg-7/14/2020	07/14/20	25.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Brown, James P.:					25.00	.00	
<b>Cole's K-9 Center</b>							
Cole's K-9 Center	16148	01-410.215	Boarding for Miklo	06/24/20	216.00	.00	
Total Cole's K-9 Center:					216.00	.00	
<b>Commonwealth of PA</b>							
Commonwealth of PA	1159625	01-436.315	2020-fee for NPDES-Chapter 92A-MS4 permit	07/01/20	500.00	.00	
Total Commonwealth of PA:					500.00	.00	
<b>Coopersburg Materials</b>							
Coopersburg Materials	19127	01-438.245	9.5MM	07/10/20	6,553.56	.00	
Coopersburg Materials	19128	01-438.245	9.5MM	07/10/20	16,725.80	.00	
Total Coopersburg Materials:					23,279.36	.00	
<b>Csaszar, Brian</b>							
Csaszar, Brian	07152020	01-430.192	2020 Clothing allowance	07/30/20	43.58	.00	
Total Csaszar, Brian:					43.58	.00	
<b>Dallas Data Systems Inc.</b>							
Dallas Data Systems Inc.	25125	06-448.325	Postage & Mailing Services for Utility Bills-July 2020	07/27/20	939.60	.00	
Dallas Data Systems Inc.	25125	08-429.325	Postage & Mailing Services for Utility Bills-July 2020	07/27/20	822.15	.00	
Dallas Data Systems Inc.	25125	10-401.325	Postage & Mailing Services for Utility Bills-July 2020	07/27/20	587.25	.00	
Dallas Data Systems Inc.	25125	06-448.342	Postage & Mailing Services for Utility Bills-July 2020	07/27/20	451.01	.00	
Dallas Data Systems Inc.	25125	08-429.342	Postage & Mailing Services for Utility Bills-July 2020	07/27/20	394.63	.00	
Dallas Data Systems Inc.	25125	10-401.342	Postage & Mailing Services for Utility Bills-July 2020	07/27/20	281.88	.00	
Total Dallas Data Systems Inc.:					3,476.52	.00	
<b>DiMatteo, Francesco</b>							
DiMatteo, Francesco	71720	01-406.171	2020 Health Reimb	07/17/20	250.00	.00	
Total DiMatteo, Francesco:					250.00	.00	
<b>Dispatch Answering Service</b>							
Dispatch Answering Servic	204B153	06-448.320	610-782-5025-Aug 2020	07/30/20	19.95	.00	
Dispatch Answering Servic	204B153	01-430.320	610-782-5572-Aug 2020	07/30/20	15.00	.00	
Dispatch Answering Servic	204B153	01-401.320	Answr Service/Pump Stn Alrm-Aug 2020	07/30/20	493.45	.00	
Total Dispatch Answering Service:					528.40	.00	
<b>Duke's Root Control Inc.</b>							
Duke's Root Control Inc.	17629	08-429.317	Sewer Root Control Treatment	07/17/20	20,943.48	.00	
Total Duke's Root Control Inc.:					20,943.48	.00	
<b>Eastern Auto Parts Warehouse</b>							
Eastern Auto Parts Wareho	3IV589448	01-430.240	Panel trim retainer/Bumper Clip	07/15/20	18.91	.00	
Eastern Auto Parts Wareho	3IV589689	01-437.251	#14-License Lamp	07/16/20	20.45	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Eastern Auto Parts Wareho	3IV591318	01-437.251	#27-Air & Oil Filter	07/21/20	95.49	.00	
Eastern Auto Parts Wareho	3IV591508	01-437.375	Sealed beam-Tractor	07/21/20	28.16	.00	
Eastern Auto Parts Wareho	3IV595058	01-437.251	#21-ball joint	07/30/20	31.66	.00	
Eastern Auto Parts Wareho	3IV595115	01-437.251	#21-Control Arm	07/30/20	71.23	.00	
Total Eastern Auto Parts Warehouse:					265.90	.00	
<b>Eastern Salisbury Fire Co.</b>							
Eastern Salisbury Fire Co.	862020	03-411.540	3Q20-Stipend	08/06/20	14,000.00	.00	
Total Eastern Salisbury Fire Co.:					14,000.00	.00	
<b>Ecco Communications LLC</b>							
Ecco Communications LLC	76641	01-437.251	#15 & #9-Mount cables/crimp connector	06/22/20	55.40	.00	
Ecco Communications LLC	76785	01-415.240	Battery for EMA	07/20/20	28.00	.00	
Ecco Communications LLC	76837	01-410.375	#207-Antenna	07/26/20	14.00	.00	
Total Ecco Communications LLC:					97.40	.00	
<b>Elton, Steven J Architect</b>							
Elton, Steven J Architect	WSVFC-002	43-412.600	Design & Construction of Documents for new WSFC bldg	07/08/20	58,884.98	.00	
Total Elton, Steven J Architect:					58,884.98	.00	
<b>Evident Inc</b>							
Evident Inc	160070	01-410.241	Security tape	07/13/20	99.23	.00	
Total Evident Inc:					99.23	.00	
<b>Fuel System Services LLC</b>							
Fuel System Services LLC	18103	01-409.373	Re-establish Gasby System communications & gas pump service	07/24/20	212.00	.00	
Total Fuel System Services LLC:					212.00	.00	
<b>Globalstar USA</b>							
Globalstar USA	7162020	01-415.260	Annual fee for airtime-2020	07/16/20	960.00	.00	
Total Globalstar USA:					960.00	.00	
<b>Grainger</b>							
Grainger	9582972601	01-451.260	1/3 HP compressor	07/08/20	397.00	.00	
Total Grainger:					397.00	.00	
<b>Hannaberry HVAC</b>							
Hannaberry HVAC	J98623	01-409.373	Balance for New York A/C unit for police admin bldg	07/23/20	8,289.00	.00	
Total Hannaberry HVAC:					8,289.00	.00	
<b>Hanover Engineering Assoc Inc.</b>							
Hanover Engineering Asso	167160	01-408.318	Plotting plans for Mercendes-Benz & Porshe Lot Consolidation	07/10/20	1,341.44	.00	
Hanover Engineering Asso	167161	01-408.318	Plotting plans for Mercendes-Benz & Porshe Lot Consolidation	07/10/20	831.12	.00	
Total Hanover Engineering Assoc Inc.:					2,172.56	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>Hassick, Richard</b>							
Hassick, Richard	7142020	01-414.220	Planning Commission Mtg-7/14/2020	07/14/20	25.00	.00	
Total Hassick, Richard:					25.00	.00	
<b>Home Depot Credit Services</b>							
Home Depot Credit Service	38123	01-401.240	Portable fan	07/20/20	29.96	.00	
Home Depot Credit Service	7282020	06-448.240	Teflon tape/valve packing	07/28/20	17.57	.00	
Home Depot Credit Service	7282020	08-429.240	Teflon tape/valve packing	07/28/20	17.57	.00	
Total Home Depot Credit Services:					65.10	.00	
<b>Johnson Controls Fire Protection LP</b>							
Johnson Controls Fire Prot	21617686	03-411.240	ESFC monitoring-3yr contract	05/04/20	391.01	.00	
Total Johnson Controls Fire Protection LP:					391.01	.00	
<b>Kessler Freedman Inc.</b>							
Kessler Freedman Inc.	7012020	01-401.312	July 2020-Website updates	08/04/20	150.00	.00	
Total Kessler Freedman Inc.:					150.00	.00	
<b>Kijak, Mark</b>							
Kijak, Mark	7142020	01-414.220	Planning Commission Mtg-7/14/2020	07/14/20	25.00	.00	
Total Kijak, Mark:					25.00	.00	
<b>King, Gail</b>							
King, Gail	08012020	01-406.172	53 of 60 retirement incentive program	08/05/20	450.00	.00	
Total King, Gail:					450.00	.00	
<b>Klocek, Jessica</b>							
Klocek, Jessica	7142020	01-414.220	Planning Commission Mtg-7/14/2020	07/14/20	25.00	.00	
Total Klocek, Jessica:					25.00	.00	
<b>Lehigh County Authority</b>							
Lehigh County Authority	6398	08-429.534	2Q20 Sewer	07/20/20	19,306.20	.00	
Lehigh County Authority	6398	08-429.367	2Q20 Sewer	07/20/20	134,072.52	.00	
Lehigh County Authority	6398	08-429.530	2Q20 Sewer	07/20/20	1,294.47	.00	
Lehigh County Authority	6418	06-448.363	2Q20 hydrant rentals	07/22/20	1,095.26	.00	
Lehigh County Authority	7272020	08-429.533	2Q20 LCA Sewer	07/27/20	4,733.83	.00	
Total Lehigh County Authority:					160,502.28	.00	
<b>Losagio, Bryan</b>							
Losagio, Bryan	71720	01-410.238	Reimb-shirts/masks	07/17/20	65.45	.00	
Total Losagio, Bryan:					65.45	.00	
<b>LYNX Computer Technologies</b>							
LYNX Computer Technolog	7212020	01-407.319	Office 365 subscription	07/21/20	7.98	.00	
LYNX Computer Technolog	7212020	06-448.319	Office 365 subscription	07/21/20	4.00	.00	
LYNX Computer Technolog	7212020	08-429.319	Office 365 subscription	07/21/20	4.00	.00	
LYNX Computer Technolog	7212020	10-407.319	Office 365 subscription	07/21/20	4.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total LYNX Computer Technologies:					19.98	.00	
<b>McKelley, Zachary</b>							
McKelley, Zachary	7282020	01-430.192	2020 Clothing Allowance	07/28/20	60.00	.00	
Total McKelley, Zachary:					60.00	.00	
<b>Miller, Glenn</b>							
Miller, Glenn	7142020	01-414.220	Planning Commission Mtg-7/14/2020	07/14/20	25.00	.00	
Total Miller, Glenn:					25.00	.00	
<b>Monarch Precast Concrete Corp</b>							
Monarch Precast Concrete	0400150	01-436.240	6" reveal C Top	07/20/20	800.00	.00	
Total Monarch Precast Concrete Corp:					800.00	.00	
<b>Morning Call, The</b>							
Morning Call, The	023134086000	01-401.341	Ad: BOC Special Meeting-7/28/20	07/26/20	145.74	.00	
Total Morning Call, The:					145.74	.00	
<b>Motors Plus Inc.</b>							
Motors Plus Inc.	37521	01-410.251	#210-Radiator/cooling fan assembly	07/24/20	1,098.70	.00	
Motors Plus Inc.	37582	01-410.251	#202-Front brakes & Calipers/Plug rear tire	06/23/20	545.84	.00	
Motors Plus Inc.	37621	01-410.251	#210-High beam bulb	07/02/20	103.77	.00	
Motors Plus Inc.	37637	01-410.251	#208-Replace starter	07/07/20	227.28	.00	
Total Motors Plus Inc.:					1,975.59	.00	
<b>Moyer, Roger J.</b>							
Moyer, Roger J.	08012020	01-406.172	53 of 60 retirement incentive program	08/05/20	450.00	.00	
Total Moyer, Roger J.:					450.00	.00	
<b>MP Outfitters</b>							
MP Outfitters	39784-5	01-410.238	Alterations-Kress	06/25/20	24.00	.00	
MP Outfitters	39802-5	01-410.238	Gloves-Lopresti	06/26/20	47.99	.00	
Total MP Outfitters:					71.99	.00	
<b>MRM Trust Worker's Comp Fund</b>							
MRM Trust Worker's Comp	1920PRJ3975	01-401.162	August 2020-Worker's Compensation Policy	08/01/20	64.66	.00	
MRM Trust Worker's Comp	1920PRJ3975	01-402.162	August 2020-Worker's Compensation Policy	08/01/20	39.82	.00	
MRM Trust Worker's Comp	1920PRJ3975	01-409.162	August 2020-Worker's Compensation Policy	08/01/20	310.23	.00	
MRM Trust Worker's Comp	1920PRJ3975	01-410.162	August 2020-Worker's Compensation Policy	08/01/20	6,736.35	.00	
MRM Trust Worker's Comp	1920PRJ3975	01-411.162	August 2020-Worker's Compensation Policy	08/01/20	12.49	.00	
MRM Trust Worker's Comp	1920PRJ3975	01-413.162	August 2020-Worker's Compensation Policy	08/01/20	3.95	.00	
MRM Trust Worker's Comp	1920PRJ3975	01-430.162	August 2020-Worker's Compensation Policy	08/01/20	6,218.01	.00	
MRM Trust Worker's Comp	1920PRJ3975	01-452.162	August 2020-Worker's Compensation Policy	08/01/20	159.07	.00	
MRM Trust Worker's Comp	1920PRJ3975	06-401.162	August 2020-Worker's Compensation Policy	08/01/20	5.36	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
MRM Trust Worker's Comp	1920PRJ3975	06-430.162	August 2020-Worker's Compensation Policy	08/01/20	4.77	.00	
MRM Trust Worker's Comp	1920PRJ3975	06-448.162	August 2020-Worker's Compensation Policy	08/01/20	456.21	.00	
MRM Trust Worker's Comp	1920PRJ3975	08-401.162	August 2020-Worker's Compensation Policy	08/01/20	5.36	.00	
MRM Trust Worker's Comp	1920PRJ3975	08-429.162	August 2020-Worker's Compensation Policy	08/01/20	456.21	.00	
MRM Trust Worker's Comp	1920PRJ3975	08-430.162	August 2020-Worker's Compensation Policy	08/01/20	4.77	.00	
MRM Trust Worker's Comp	1920PRJ3975	01-414.162	August 2020-Worker's Compensation Policy	08/01/20	24.53	.00	
Total MRM Trust Worker's Comp Fund:					14,501.79	.00	
<b>NFPA</b>							
NFPA	7759126Y	01-411.421	Online training series-Fire Inspectors	06/06/20	344.90	.00	
Total NFPA:					344.90	.00	
<b>Nothstein, Richard B.</b>							
Nothstein, Richard B.	70120	01-410.420	Reimb-2020 NASRO Membership	07/01/20	40.00	.00	
Total Nothstein, Richard B.:					40.00	.00	
<b>PAPCO</b>							
PAPCO	3020255	01-401.231	Unleaded Gasoline	07/13/20	21.21	.00	
PAPCO	3020255	01-410.231	Unleaded Gasoline	07/13/20	966.00	.00	
PAPCO	3020255	01-430.231	Unleaded Gasoline	07/13/20	199.38	.00	
PAPCO	3020255	06-448.231	Unleaded Gasoline	07/13/20	131.21	.00	
PAPCO	3020255	08-429.231	Unleaded Gasoline	07/13/20	131.21	.00	
PAPCO	3020255	03-413.231	Unleaded Gasoline	07/13/20	66.61	.00	
PAPCO	3020256	01-410.231	Diesel	07/13/20	1.06	.00	
PAPCO	3020256	01-430.231	Diesel	07/13/20	592.18	.00	
PAPCO	3020256	06-448.231	Diesel	07/13/20	15.85	.00	
PAPCO	3020256	08-429.231	Diesel	07/13/20	15.85	.00	
PAPCO	3020256	03-413.231	Diesel	07/13/20	105.21	.00	
PAPCO	3025834	01-401.231	Unleaded Gasoline	07/18/20	8.70	.00	
PAPCO	3025834	01-410.231	Unleaded Gasoline	07/18/20	396.32	.00	
PAPCO	3025834	01-430.231	Unleaded Gasoline	07/18/20	81.79	.00	
PAPCO	3025834	06-448.231	Unleaded Gasoline	07/18/20	53.83	.00	
PAPCO	3025834	08-429.231	Unleaded Gasoline	07/18/20	53.83	.00	
PAPCO	3025834	03-413.231	Unleaded Gasoline	07/18/20	27.33	.00	
PAPCO	3025842	01-410.231	Diesel	07/20/20	.98	.00	
PAPCO	3025842	01-430.231	Diesel	07/20/20	549.54	.00	
PAPCO	3025842	06-448.231	Diesel	07/20/20	14.71	.00	
PAPCO	3025842	08-429.231	Diesel	07/20/20	14.71	.00	
PAPCO	3025842	03-413.231	Diesel	07/20/20	97.64	.00	
PAPCO	3029370	01-401.231	Unleaded Gasoline	07/23/20	7.92	.00	
PAPCO	3029370	01-410.231	Unleaded Gasoline	07/23/20	360.77	.00	
PAPCO	3029370	01-430.231	Unleaded Gasoline	07/23/20	74.46	.00	
PAPCO	3029370	06-448.231	Unleaded Gasoline	07/23/20	49.00	.00	
PAPCO	3029370	08-429.231	Unleaded Gasoline	07/23/20	49.00	.00	
PAPCO	3029370	03-413.231	Unleaded Gasoline	07/23/20	24.88	.00	
PAPCO	3032778	01-401.231	Unleaded Gasoline	07/29/20	10.97	.00	
PAPCO	3032778	01-410.231	Unleaded Gasoline	07/29/20	499.53	.00	
PAPCO	3032778	01-430.231	Unleaded Gasoline	07/29/20	103.09	.00	
PAPCO	3032778	06-448.231	Unleaded Gasoline	07/29/20	67.85	.00	
PAPCO	3032778	08-429.231	Unleaded Gasoline	07/29/20	67.85	.00	
PAPCO	3032778	03-413.231	Unleaded Gasoline	07/29/20	34.45	.00	
PAPCO	3032779	01-410.231	Diesel	07/29/20	.89	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
PAPCO	3032779	01-430.231	Diesel	07/29/20	495.81	.00	
PAPCO	3032779	06-448.231	Diesel	07/29/20	13.27	.00	
PAPCO	3032779	08-429.231	Diesel	07/29/20	13.27	.00	
PAPCO	3032779	03-413.231	Diesel	07/29/20	88.09	.00	
Total PAPCO:					5,506.25	.00	
<b>PenTeleData</b>							
PenTeleData	B3723631	01-401.320	Acct#3042745-Cable modem rental - July 2020	07/24/20	130.00	.00	
PenTeleData	B3725485	03-411.320	Cable-July 2020	07/24/20	61.95	.00	
Total PenTeleData:					191.95	.00	
<b>Plasterer Equipment Co Inc.</b>							
Plasterer Equipment Co In	P95754	01-437.375	Milling tooth/filler cap	07/09/20	376.84	.00	
Plasterer Equipment Co In	P95754	01-430.260	Tool for Milling Cap	07/09/20	174.12	.00	
Total Plasterer Equipment Co Inc.:					550.96	.00	
<b>PPL Electric Utilities</b>							
PPL Electric Utilities	71720	03-411.320	82900-03000	07/17/20	696.00	.00	
PPL Electric Utilities	7202020	01-409.361	70730-17005	07/20/20	1,032.02	.00	
PPL Electric Utilities	7202020	35-433.362	49130-02001	07/20/20	42.05	.00	
PPL Electric Utilities	7202020	08-429.361	35530-02004	07/20/20	28.00	.00	
PPL Electric Utilities	7202020	01-409.361	61089-84001	07/20/20	539.39	.00	
PPL Electric Utilities	7202020	01-409.361	92051-48008	07/20/20	1,357.47	.00	
PPL Electric Utilities	7242020	35-433.362	89989-11003	07/24/20	35.14	.00	
PPL Electric Utilities	7242020	08-429.361	64170-11008	07/24/20	27.91	.00	
PPL Electric Utilities	7242020	01-451.361	10550-10002	07/24/20	32.12	.00	
PPL Electric Utilities	7242020	08-429.361	82960-01000	07/24/20	28.20	.00	
PPL Electric Utilities	7242020	01-451.361	93760-01007	07/24/20	27.36	.00	
PPL Electric Utilities	7242020	35-433.362	53875-61001	07/24/20	39.77	.00	
PPL Electric Utilities	7242020	35-433.362	05340-01002	07/24/20	36.40	.00	
PPL Electric Utilities	7242020	35-433.362	99940-01007	07/24/20	36.52	.00	
PPL Electric Utilities	7242020	08-429.361	33760-14008	07/24/20	27.60	.00	
PPL Electric Utilities	7272020	08-429.361	20380-10009	07/27/20	27.91	.00	
PPL Electric Utilities	7272020	08-429.361	21780-10003	07/27/20	28.29	.00	
PPL Electric Utilities	7272020	01-451.361	92035-05005	07/27/20	31.41	.00	
PPL Electric Utilities	7312020	08-429.361	95425-66011	07/31/20	27.84	.00	
PPL Electric Utilities	7312020	08-429.361	39790-24008	07/31/20	111.52	.00	
PPL Electric Utilities	7312020	35-433.362	72390-08002	07/31/20	27.45	.00	
PPL Electric Utilities	7312020	35-433.362	95790-09009	07/31/20	27.51	.00	
PPL Electric Utilities	7312020	08-429.361	31590-08002	07/31/20	28.09	.00	
PPL Electric Utilities	7312020	08-429.361	49200-35001	07/31/20	27.97	.00	
Total PPL Electric Utilities:					4,323.94	.00	
<b>Print-O-Stat Inc.</b>							
Print-O-Stat Inc.	A0112035	01-414.342	Digital printing-Rosewood	08/06/20	24.62	.00	
Total Print-O-Stat Inc.:					24.62	.00	
<b>Rauch, Tonya</b>							
Rauch, Tonya	7212020	01-367.500	Refund-Cancelled Lindberg Park Pavillion Reservation	07/21/20	100.00	100.00	07/21/20
Total Rauch, Tonya:					100.00	100.00	



Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
RCN							
RCN	72673601-001233	01-410.315	2020-Aug-High Speed Internet	07/17/20	158.00	.00	
Total RCN:					158.00	.00	
<b>Republic Services #282</b>							
Republic Services #282	0282-000786552	10-427.300	2020-July-service	07/15/20	95,108.51	.00	
Republic Services #282	0282-000786552	10-427.303	2020-July-service	07/15/20	281.25	.00	
Total Republic Services #282:					95,389.76	.00	
<b>Sabo, Donald</b>							
Sabo, Donald	71620	01-410.238	Reimb-Shirts	07/16/20	210.00	.00	
Total Sabo, Donald:					210.00	.00	
<b>Schreiter P.L.S., Richard L.</b>							
Schreiter P.L.S., Richard L.	7142020	01-414.220	Planning Commission Mtg-7/14/2020	07/14/20	25.00	.00	
Total Schreiter P.L.S., Richard L.:					25.00	.00	
<b>Service Electric Telephone Co</b>							
Service Electric Telephone	7152020	01-403.240	Acct#-0000044158-Minger phone line-7/2020	07/15/20	21.34	.00	
Service Electric Telephone	7152020	01-401.320	Acct#-0000044158-Township phone line-7/2020	07/15/20	575.60	.00	
Service Electric Telephone	7152020	03-411.320	Acct#-0000050426-ESFC-7/2020	07/15/20	85.39	.00	
Total Service Electric Telephone Co:					682.33	.00	
<b>Service Tire Truck Centers</b>							
Service Tire Truck Centers	681247-01	01-437.251	#4-tires	07/08/20	1,437.56	.00	
Service Tire Truck Centers	681822-01	01-437.251	#4-Mount Tires	07/09/20	127.80	.00	
Total Service Tire Truck Centers:					1,565.36	.00	
<b>Soberick, Kevin J.</b>							
Soberick, Kevin J.	71720	01-410.238	Reimb-hat/shirts/pants	07/17/20	187.00	.00	
Total Soberick, Kevin J.:					187.00	.00	
<b>Staples Advantage</b>							
Staples Advantage	3450980688	01-402.240	Tape/pens	07/09/20	49.78	.00	
Total Staples Advantage:					49.78	.00	
<b>Staples Credit Plan</b>							
Staples Credit Plan	7282020	01-436.240	Labels/Tape/Stationary for MS4	07/28/20	155.64	.00	
Staples Credit Plan	7282020	01-410.240	Post-it notes/binder clips/labels/sheet protectors/mini display port	07/28/20	125.08	.00	
Total Staples Credit Plan:					280.72	.00	
<b>Staver Hydraulics Co Inc</b>							
Staver Hydraulics Co Inc	72710	08-429.375	Pressure hoses	07/28/20	149.89	.00	
Total Staver Hydraulics Co Inc:					149.89	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>Stotz/Fatzinger Office Supply</b>							
Stotz/Fatzinger Office Supp	254559	01-401.240	Date stamp	07/28/20	65.57	.00	
Stotz/Fatzinger Office Supp	254699	01-414.240	Business Cards-P/Z Officer	07/24/20	66.00	.00	
Total Stotz/Fatzinger Office Supply:					131.57	.00	
<b>Stratix Systems Inc</b>							
Stratix Systems Inc	476624	01-401.375	Annual Maintenance Agreement-Admin & Police Copiers-6/27/20-6/26/21	06/24/20	2,886.54	.00	
Total Stratix Systems Inc:					2,886.54	.00	
<b>Takacs Jr., Dennis V.</b>							
Takacs Jr., Dennis V.	08012020	01-415.149	EMC Deputy - Aug 2020	08/05/20	83.33	.00	
Total Takacs Jr., Dennis V.:					83.33	.00	
<b>Tapler, Jeffrey</b>							
Tapler, Jeffrey	08012020	01-415.139	EMC stipend-Aug 2020	08/05/20	250.00	.00	
Total Tapler, Jeffrey:					250.00	.00	
<b>Times News</b>							
Times News	100485372-070820	01-401.341	Ad:ZHB mtg 7/16/20	07/24/20	289.20	.00	
Times News	100485692-071520	01-401.341	Ad:ZHB mtg 7/23/20	07/23/20	364.80	.00	
Times News	100485850-072220	01-401.341	Ad: 7/22-7/23/20-CSC Meeting	07/23/20	42.00	.00	
Total Times News:					696.00	.00	
<b>UGI Utilities Inc.</b>							
UGI Utilities Inc.	7212020	01-409.230	411001980555	07/28/20	56.88	.00	
UGI Utilities Inc.	7212020	03-411.320	411000866649-ESFC	07/28/20	29.57	.00	
UGI Utilities Inc.	7212020	01-409.230	411001979581	07/28/20	300.54	.00	
Total UGI Utilities Inc.:					386.99	.00	
<b>United Site Services</b>							
United Site Services	5958120	01-451.315	Franko Park-7/15/20-8/11/2020	07/15/20	170.97	.00	
United Site Services	5958121	01-451.315	Laubach Park-7/15/20-8/11/2020	07/15/20	170.97	.00	
United Site Services	5958122	01-451.315	Lindberg Park-7/14/20-8/11/2020	07/15/20	170.97	.00	
Total United Site Services:					512.91	.00	
<b>Van Meter &amp; Associates Inc</b>							
Van Meter & Associates Inc	24749	01-410.421	Management's Rights-Performance Directed Management course-Soberick/Sabo/Kress	07/24/20	470.00	.00	
Van Meter & Associates Inc	24750	01-410.421	Discipline & Termination: Rules, Policies & Procedures course-Soberick/Sabo/Kress	07/06/20	470.00	.00	
Van Meter & Associates Inc	24783	01-410.421	Performance Directed Management Course-Patten/Soberick/Sabo/Kress	07/21/20	620.00	.00	
Total Van Meter & Associates Inc:					1,560.00	.00	
<b>Veritext Mid-Atlantic</b>							
Veritext Mid-Atlantic	4448910	01-401.315	BOC Mtg 7/23/20-Professional Attendance	07/30/20	140.00	.00	
Veritext Mid-Atlantic	PA4411595	01-414.316	Building Code Board of Appeals Transcripts-7/8/2020	07/23/20	175.00	.00	
Veritext Mid-Atlantic	PA4428744	01-414.316	ZHB-7/7/2020	08/05/20	703.70	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Veritext Mid-Atlantic:					1,018.70	.00	
<b>Verizon</b>							
Verizon	7242020	08-429.320	2020-July-868-8310-Cardinal Dr Pump Stn	07/24/20	43.18	.00	
Verizon	72520201	01-401.320	2020-July-Mgr	07/25/20	56.08	.00	
Verizon	72520201	01-402.320	2020-July-Finance Director	07/25/20	56.08	.00	
Verizon	72520201	01-409.320	2020-July-Facility Maintenance	07/25/20	56.08	.00	
Verizon	72520201	01-410.320	2020-July-Police	07/25/20	488.72	.00	
Verizon	72520201	01-413.320	2020-July-Code Enf Ofcr	07/25/20	56.08	.00	
Verizon	72520201	01-414.320	2020-July-P/Z Officer	07/25/20	94.14	.00	
Verizon	72520201	01-415.320	2020-July-Tapler	07/25/20	78.07	.00	
Verizon	72520201	01-430.320	2020-July-DPW	07/25/20	143.06	.00	
Verizon	72520201	01-452.320	2020-July-Rec Dir	07/25/20	56.08	.00	
Verizon	72520201	06-448.320	2020-July-Water Dept	07/25/20	66.92	.00	
Verizon	72520201	01-401.320	2020-July-Mgr/Tablet	07/25/20	10.02	.00	
Verizon	72520201	01-410.320	2020-July-Police tablet/air card charges	07/25/20	556.93	.00	
Verizon	72520201	01-411.320	2020-July-Fire Inspectors/Tablet	07/25/20	64.37	.00	
Verizon	72520201	01-413.320	2020-July-Code Enf Ofcr Tablet	07/25/20	10.02	.00	
Verizon	72520201	03-411.320	2020-July-ESFC/Tablet	07/25/20	108.69	.00	
Verizon	72520201	03-412.320	2020-July-WSFC/Tablet	07/25/20	191.57	.00	
Verizon	72520201	01-452.320	2020-July-Rec Dir Tablet	07/25/20	10.02	.00	
Total Verizon:					2,146.11	.00	
<b>Waste Management Inc</b>							
Waste Management Inc	M192604	10-427.302	June 2020 Recycling Costs	07/16/20	12,724.18	.00	
Total Waste Management Inc:					12,724.18	.00	
<b>Western Salisbury Fire Company</b>							
Western Salisbury Fire Co	6302020	01-465.500	2020-1st half-WSFD-volunteer incentive	06/30/20	10,000.00	.00	
Total Western Salisbury Fire Company:					10,000.00	.00	
<b>Whitehall Turf Equipment</b>							
Whitehall Turf Equipment	12933	01-451.375	Toro Motor/Pole pruner	07/23/20	191.06	.00	
Whitehall Turf Equipment	13556	01-430.260	Shovel holder/cooler rack for Paver	07/31/20	191.83	.00	
Whitehall Turf Equipment	13556	01-451.260	Pole pruner/Rope	07/31/20	218.90	.00	
Whitehall Turf Equipment	13862	01-451.240	Air filter/spark plug for chainsaw	08/05/20	43.78	.00	
Total Whitehall Turf Equipment:					645.57	.00	
<b>Witmer Public Safety Group</b>							
Witmer Public Safety Grou	2041150	01-410.375	Repair QRAE 3 Meter	07/15/20	100.00	.00	
Total Witmer Public Safety Group:					100.00	.00	
<b>YCG Inc</b>							
YCG Inc	225382	01-410.375	ENRADD and NCRS repair	07/17/20	376.70	.00	
Total YCG Inc:					376.70	.00	
Grand Totals:					505,238.62	100.00	

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

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

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
<b>General Fund</b>							
Total General Fund:					91,562.44	100.00	
<b>Fire Fund</b>							
Total Fire Fund:					16,008.39	.00	
<b>Library Fund</b>							
Total Library Fund:					43,000.00	.00	
<b>Water Fund</b>							
Total Water Fund:					3,490.37	.00	
<b>Sewer Fund</b>							
Total Sewer Fund:					183,041.31	.00	
<b>Refuse &amp; Recycling Fund</b>							
Total Refuse & Recycling Fund:					109,006.29	.00	
<b>Highway Aid Fund</b>							
Total Highway Aid Fund:					244.84	.00	
<b>Capital Fire Fund</b>							
Total Capital Fire Fund:					58,884.98	.00	
Grand Totals:					505,238.62	100.00	

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

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

Board of Commissioners

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
July 23, 2020  
REGULAR MEETING – 7:00 PM**

*\*SPECIAL NOTIFICATION - This public meeting of the Salisbury Township Board of Commissioners was held online using the Zoom virtual meeting platform due to the COVID-19 pandemic and social distancing guidelines.*

**CALL TO ORDER**

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

Commissioner Brinton announced that there will be an Executive Session held after the Workshop to discuss personnel and real estate matters.

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

**ROLL CALL**

**Board Members Present:**

Debra Brinton, President  
Rodney Conn, Vice-President  
James Seagreaves, President Pro-Tempore  
Heather Lipkin  
Alok Patnaik

**Staff Present:**

Cathy Bonaskiewich, Township Manager  
Sandy Nicolo, Assistant Township Manager/Code Enforcement Director/MS4 Coordinator  
Kerry Raybold, Planning and Zoning Officer  
Paul Ziegenfus, Finance Director  
John Andreas, Director of Public Works  
Kevin Soberick, Chief of Police – EXCUSED  
Ron Patten, Police Sergeant  
John Ashley, Esquire, representative of Davison & McCarthy, Township Solicitor  
David Tetterer, representative of Keystone Consulting Engineers, Township Engineer  
Genny Baillie, Recreation Director

**NOTIFICATION**

Ms. Bonaskiewich welcomed the attendees to the regular meeting of the Board of Commissioners for July 23, 2020. She noted that the meeting is being held online using the Zoom virtual meeting platform due to the current COVID-19 conditions and with respect to social distancing and public gathering guidelines. Ms. Bonaskiewich commented that the meeting is being recorded

electronically for the purpose of taking the Minutes and asked that attendees keep themselves muted to keep background noise to a minimum. She stated that if anyone would like to comment on a particular agenda item or during courtesy of the floor, he/she should unmute his/herself and use the hand raise button. All public comments on agenda items will be taken prior to the vote and all public comments related to non-agenda items will be taken after the agenda has been satisfied. Ms. Bonaskiewich requested speakers to please announce his/her name and address for the purpose of taking down the Minutes.

### **APPROVAL OF THE FINANCIAL REPORT AND LIST OF BILLS PAYABLE**

**Motion by Commissioner Conn, seconded by Commissioner Lipkin, to approve the unaudited Financial Report for the period ending June 30, 2020 and the list of Bills Payable for the period 7/4/2020-7/17/2020, broken down as follows:**

\$182,066.95 = GENERAL  
\$21,588.33 = FIRE  
\$0 = LIBRARY  
\$9,475.14 = WATER  
\$17,039.47 = SEWER  
\$2,039.22 = REFUSE & RECYCLING  
\$10,524.00 = HIGHWAY AID  
\$348,158.00 = CAPITAL FIRE  
\$2,465.51 = CAPITAL SEWER  
**\$593,356.62** = GRAND TOTAL ALL FUNDS

#### **Roll Call:**

COMMISSIONER PATNAIK – YES  
COMMISSIONER LIPKIN – YES  
COMMISSIONER SEAGREAVES – YES  
COMMISSIONER CONN – YES  
COMMISSIONER BRINTON – YES

**The Motion passed by 5-0.**

### **MINUTES**

#### **July 9, 2020**

Commissioner Brinton declared the Minutes of July 9, 2020 accepted as presented.

### **NEW BUSINESS**

#### **PUBLIC HEARING – Proposed Zoning Ordinance Amendment.**

Ms. Bonaskiewich explained that the topic was previously discussed at a recent Workshop meeting and it is basically to accommodate for temporary structures within the Zoning Ordinance itself, rather than applicants going through the process of Conditional Use Hearings. She noted that the

amendment will allow the Zoning Officer more flexibility when approving some permits, and will also allow for the Zoning Hearing Board to hear certain applicants as Special Exceptions. Ms. Bonaskiewich commented that mobile food trucks will now be considered temporary structures, and the amendment will also allow for temporary structure uses during times of emergency declarations.

Ms. Bonaskiewich opened the floor for comments and/or questions. No comments were heard.

Ms. Bonaskiewich stated that the Zoning Ordinance Amendment will be on the Agenda for approval at the regular meeting of August 13, 2020.

### **ORDINANCES**

None.

### **RESOLUTIONS**

#### **Resolution to Enter into PennDOT Winter Services Maintenance Agreement.**

Ms. Bonaskiewich noted that this agreement has been done for many years and would encompass the next five winter seasons. She explained that two streets in the Township are state roads, but since the Township maintains them, the State reimburses the Township. The reimbursement amounts to a little over \$10,000 for the five-year period.

**Motion by Commissioner Seagreaves, seconded by Commissioner Conn, to adopt Resolution No. 07-2020-1681, entering into the PennDOT Winter Services Maintenance Agreement.**

#### **Roll Call:**

COMMISSIONER PATNAIK – YES  
COMMISSIONER LIPKIN – YES  
COMMISSIONER SEAGREAVES – YES  
COMMISSIONER CONN – YES  
COMMISSIONER BRINTON – YES

**The Motion passed by 5-0.**

### **MOTIONS**

#### **Motion to Accept Time Extension Granted for Plan Review of Plot 886 LLC Major Subdivision.**

This motion was tabled.

Ms. Bonaskiewich announced that there will be a special Board of Commissioners meeting on Tuesday, July 28, 2020 at 7:00 pm on Zoom to specifically to entertain the approval of the Final Plan for Plot 886. She commented that the notice is posted on the Township's website and the registration link is there as well.



**Motion to Award the Bid received from Insituform Technologies, LLC for the 2020 Sanitary Sewer System Rehabilitation Mainline Cured-In-Place Pipe Lining (CIPPL) Project.**

Mr. Tetterer recommended that the Board award the Bid to Insituform, and noted that the Township has worked with them before. Mr. Tetterer stated that the work will be partially funded by a County grant.

Commissioner Patnaik inquired if the Township had received any other bids from other contractors. Commissioner Brinton explained that there were other bids received, but as a First-Class Township, the Township is required to take the lowest responsible bidder.

**Motion by Commissioner Lipkin, seconded by Commissioner Conn, to award the Bid received from Insituform Technologies, LLC for the 2020 Sanitary Sewer System Rehabilitation Mainline Cured-In-Place Pipe Lining (CIPPL) Project in the amount of 177,006.55, noting that the Township will also be receiving a grant for a portion of the cost.**

**Roll Call:**

COMMISSIONER PATNAIK – YES  
COMMISSIONER LIPKIN – YES  
COMMISSIONER SEAGREAVES – YES  
COMMISSIONER CONN – YES  
COMMISSIONER BRINTON – YES

**The Motion passed by 5-0.**

**PRIVILEGE OF THE FLOOR**

Commissioner Brinton thanked Mr. Paul Willistein for the article he wrote in the Salisbury Press about Ms. Joanne Ackerman.

Commissioner Seagreaves thanked Mr. Nicolo and Chief Soberick with help regarding a motorhome parked in front of a house.

Commissioner Patnaik brought forth a concern from a resident regarding the use of pavilion at Green Acres Park but noted that it was resolved with help from Ms. Bonaskiewich.

Ms. Genny Baillie stated that the Recreation Advisory Committee met on Monday, July 20, 2020, and they inquired about the status of the Master Site Plan for Laubach and Franko Parks. Ms. Bonaskiewich explained that at a roundtable discussion about a year ago, it was expressed at that time, since there was such a large investment made into Lindberg Park, the Township was going to wait a little bit before undertaking Laubach Park. She stated that there is a pollutant reduction plan and there are some projects that the Township needs to address in the next couple of years regarding the water issue in that area. Ms. Bonaskiewich noted that the plan is to tie those two issues together and the park will not be forgotten. She commented that construction of a new bathroom or pavilion with the way the water issues are in the area, would not be advisable.

Ms. Carolyn Geiger of 2753 Green Acres Drive thanked the Township for the additional trash cans at Green Acres Park and also the Police Department for their increased presence in the area.

Mr. Duane Wetzel of 317 N. 3<sup>rd</sup> Street, Coopersburg, expressed his desire to amend the Township's Knox-Box Ordinance, and stated that he has taken his complaints to a Fair Housing activate.

Ms. Linda Schwartz of 3733 Green Acres Drive commented that she is seeing better waste removal at Green Acres Park and appreciates the enforcement effort at the park. Ms. Schwartz expressed concerns about the use of the pavilion at the park and inquired about who to contact if there are large numbers of people at the pavilion without a reservation. Commissioner Patnaik explained that it is public property and can be used by people with no objection. He stated that this topic was discussed at a recent Workshop meeting and noted that he believes the Township has enough policies in place at the pavilions.

Ms. Bonaskiewich stated that as far as the size of gatherings, the regulation regarding the capacity of the pavilions stands whether a person reserves the pavilion or not. She noted that on any given day, if there is overcrowding the park, it would be a police matter. Ms. Baillie commented that each pavilion has a capacity limit and it is listed within the pavilion policies. She noted that each pavilion has a different capacity level and suggested that the Township post the information at each pavilion.

Ms. Schwartz inquired if the person renting the pavilion is required to post the permit or have it on themselves. Ms. Bonaskiewich stated that yes, is still a requirement.

Mr. Kenneth Wied of 803 Weil Street inquired about changing the street lights to LED lights. Ms. Bonaskiewich stated that the street lights are maintained by PPL.

### **ADJOURNMENT**

Commissioner Lipkin made a motion to adjourn the meeting. Seconded by Commissioner Conn. The time was 7:40p.m.

Respectfully submitted,

Cathy Bonaskiewich  
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on July 23, 2020.

Approved and certified on this date:

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Cathy Bonaskiewich

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

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
July 28, 2020  
SPECIAL MEETING – 7:00 PM**

*\*SPECIAL NOTIFICATION - This public meeting of the Salisbury Township Board of Commissioners was held online using the Zoom virtual meeting platform due to the COVID-19 pandemic and social distancing guidelines.*

**CALL TO ORDER**

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

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

**ROLL CALL**

**Board Members Present:**

Debra Brinton, President  
Rodney Conn, Vice-President  
James Seagreaves, President Pro-Tempore  
Heather Lipkin  
Alok Patnaik

**Staff Present:**

Cathy Bonaskiewich, Township Manager  
Sandy Nicolo, Assistant Township Manager/Code Enforcement Director/MS4 Coordinator  
Kerry Raybold, Planning and Zoning Officer  
Paul Ziegenfus, Finance Director – EXCUSED  
John Andreas, Director of Public Works – EXCUSED  
Kevin Soberick, Chief of Police – EXCUSED  
John Ashley, Esquire, representative of Davison & McCarthy, Township Solicitor  
David Tettermer, representative of Keystone Consulting Engineers, Township Engineer

**NOTIFICATION**

Ms. Bonaskiewich welcomed the attendees to the special meeting of the Board of Commissioners for July 28, 2020. She noted that the meeting is being held online using the Zoom virtual meeting platform due to the current COVID-19 conditions and with respect to social distancing and public gathering guidelines. Ms. Bonaskiewich commented that the meeting is being recorded electronically for the purpose of taking the Minutes and asked that attendees keep themselves muted to keep background noise to a minimum. She stated that if anyone would like to comment on a particular agenda item or during courtesy of the floor, he/she should unmute his/herself and use the hand raise button. All public comments on agenda items will be taken prior to the vote and all public comments related to non-agenda items will be taken after the agenda has been

satisfied. Ms. Bonaskiewich requested speakers to please announce his/her name and address for the purpose of taking down the Minutes.

### **NEW BUSINESS**

Ms. Bonaskiewich commented that because it is a Special Meeting, there will be no formal action on a Bills' List, Financial Report or Minutes.

### **ORDINANCES**

None.

### **RESOLUTIONS**

Ms. Bonaskiewich stated that at their meeting on June 9, 2020, the Planning Commission voted to recommend approval of the Plot 886 LLC preliminary major subdivision plan, final major subdivision plan, and several waivers from SALDO requirements (as requested by the developer). She noted that the Board of Commissioners granted conditional approval of the preliminary plan at their July 9, 2020 public meeting, including those waivers. Ms. Bonaskiewich commented that Township staff has reviewed and discussed this project internally over the past few weeks and are now ready to bring the matter before the Board for action on final plan approval.

The following Resolutions all pertain to that conditional final approval:

#### **Grant Waiver from Final Plan application requirement for Plot 886 LLC and consider Final Plan approval based on the application already submitted.**

Ms. Bonaskiewich stated that the Board must act to grant the requested waiver from SALDO Section 22-302.1.C, which requires separate applications for preliminary and final plans. She noted that since the Planning Commission has already reviewed and recommended approval for the final plan submission, the Township is willing to allow their initial application serve as both preliminary and final plan application.

Mr. Tetterer noted that sewer planning module has been finalized and submitted and will also be submitted to LCA for approval, so he believes it is ready for final plan approval.

**Motion by Commissioner Seagreaves, seconded by Commissioner Lipkin, to adopt Resolution No. 07-2020-1682, granting a waiver to SALDO Section 22-302.1.C for the Plot 886 LLC Final Major Subdivision Plan.**

#### **Roll Call:**

COMMISSIONER PATNAIK – YES  
COMMISSIONER LIPKIN – YES  
COMMISSIONER SEAGREAVES – YES  
COMMISSIONER CONN – YES  
COMMISSIONER BRINTON – YES

**The Motion passed by 5-0.**

**Grant conditional final approval of the Plot 886 LLC Major Subdivision Plan.**

Ms. Bonaskiewich stated that the Resolution details the waivers and deferrals and also outlines that it is a conditional approval of the plan.

Commissioner Patnaik inquired about issuing final approval on a preliminary plan. Attorney Ashley commented that that the Board already approved the preliminary plan and we are not making them redo that plan because it would be the same plan.

**Motion by Commissioner Patnaik, seconded by Commissioner Conn, to adopt Resolution No. 07-2020-1683, granting conditional final approval of the Plot 886 LLC Major Subdivision Plan.**

**Roll Call:**

COMMISSIONER PATNAIK – YES  
COMMISSIONER LIPKIN – YES  
COMMISSIONER SEAGREAVES – YES  
COMMISSIONER CONN – YES  
COMMISSIONER BRINTON – YES

**The Motion passed by 5-0.**

**Amend Salisbury Township's Act 537 Sewer Plan to include Plot 886 LLC Major Subdivision.**

Ms. Bonaskiewich stated that because this subdivision necessitates five additional connections to the Township's sanitary sewer system, the Township is required to revise the its "Official Sewage Facilities Plan" (i.e. Act 537 Plan) to make provision for the Development.

**Motion by Commissioner Conn, seconded by Commissioner Lipkin, to adopt Resolution No. 07-2020-1684, to amend Salisbury Township's Act 537 Sewer Plan to include Plot 886 LLC Major Subdivision.**

**Roll Call:**

COMMISSIONER PATNAIK – YES  
COMMISSIONER LIPKIN – YES  
COMMISSIONER SEAGREAVES – YES  
COMMISSIONER CONN – YES  
COMMISSIONER BRINTON – YES

**The Motion passed by 5-0.**

**MOTIONS**

**None.**

**PRIVILEGE OF THE FLOOR**

No comments were heard.

**ADJOURNMENT**

Commissioner Conn made a motion to adjourn the meeting. Seconded by Commissioner Lipkin. The time was 7:12 pm.

Respectfully submitted,

Cathy Bonaskiewich  
Township Secretary

These constitute the official minutes of the Special Meeting of the Board of Commissioners held on July 28, 2020.

Approved and certified on this date:

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

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

SEAL

TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA

**DECLARATION OF DISASTER EMERGENCY**

WHEREAS, on or about August 4, 2020 there was a tropical storm event which has caused or threatens to cause injury, damage, and suffering to the persons and property of Salisbury Township; and

WHEREAS, said tropical storm event has endangered the health, safety and welfare of a substantial number of persons residing in Salisbury Township, and threatens to create problems greater in scope than Salisbury Township may be able to resolve; and

WHEREAS, emergency management measures are required to reduce the severity of this disaster and to protect the health, safety and welfare of affected residents in Salisbury Township:

NOW, THEREFORE, we, the Board of Commissioners of Salisbury Township, pursuant to the provisions of Section 7501 of the Pennsylvania Emergency Management Services Code, (35 PA C.S., Section 7501), as amended, do hereby proclaim the existence of a disaster emergency in Salisbury Township.

FURTHER, we direct the Salisbury Township Emergency Management Coordinator to coordinate the activities of the emergency response, to take all appropriate action needed to alleviate the effects of this disaster, to aid in the restoration of essential public services, and to take any other emergency response action deemed necessary to respond to this emergency.

STILL FURTHER, we authorize officials of Salisbury Township to act as necessary to meet the current demands of this emergency, namely: by the employment of temporary workers, by the rental of equipment, by the purchase of supplies and materials, and by entering into such contracts and agreements for the performance of public work as may be required to meet the emergency, all without regard to those time-consuming procedures and formalities normally prescribed by law, mandatory constitutional requirements excepted.

This Proclamation shall take effect immediately.

\_\_\_\_\_  
Debra Brinton, President, Board of Commissioners

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

Attest:

\_\_\_\_\_  
Cathy Bonaskiewich, Township Manager/Secretary

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

**ORDINANCE NO. 08-2020-630**

**AN ORDINANCE**

**OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, AMENDING SECTION 807 OF CHAPTER 27 (ZONING ORDINANCE) OF THE SALISBURY TOWNSHIP CODE OF ORDINANCES WITH RESPECT TO TEMPORARY TENTS, STRUCTURES OR USES**

**WHEREAS**, the Township's Department of Community Development has proposed some changes to the Zoning Ordinance to streamline the process for temporary structures, tents and uses; and

**WHEREAS**, the Planning Commission recommended approval of the proposed changes to the Zoning Ordinance at their meeting held on June 9, 2020; and

**WHEREAS**, a public hearing was held on July 23, 2020 for input from the public on the proposed Ordinance; and

**WHEREAS**, the Board of Commissioners has carefully reviewed and considered the proposed changes to the Township's Zoning Ordinance with respect to temporary tents, structures and uses.

**NOW, THEREFORE, BE IT ORDAINED AND ENACTED** by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, that Section 807 of Chapter 27 of the Salisbury Township Code of Ordinances shall be amended in its entirety concerning temporary tents, structures or uses as follows:

**ARTICLE I.**

Section 27-807 shall be amended, to read as follows:

**§27-807. Temporary Structure or Use.**

1. Construction Vehicle Parking and Temporary Offices. See "essential services," a permitted-by-right accessory use, in § 27-306.
2. Temporary Tents, Structures and Uses. Unless regulated by another section of this Chapter, tents and other temporary structures erected for a routine and customary accessory use as well as temporary routine and customary accessory uses, are permitted a maximum of 30 days in any calendar year (January 1<sup>st</sup> through December 31<sup>st</sup>); subject to the following conditions:



- A. Routine and Customary Accessory Use. A routine and customary accessory use includes, but is not limited to:
- 1) A fundraising, charitable, or public service event held by a permitted-by-right, special exception, conditional, or lawfully existing nonconforming principle use of the property.
  - 2) A special event held only for the residents, employees, or members of a property.
  - 3) A sidewalk or tent sale where the permitted principle use is expanded outdoors, beyond the boundaries of the principle structure.
  - 4) Outdoor dining at a restaurant.
- B. Temporary tent or structure. A temporary tent or structure includes, but is not limited to:
- 1) A tent or membrane structure intended for residential use but does not include a swimming pool.
  - 2) A mobile food truck, wagon, or similar vehicle remaining in place and serving customers for more than forty-five (45) minutes on any given day.
- C. Statement from the Owner. The applicant shall present a statement from the owner of record of the land accepting responsibility to ensure that the temporary tent, structure, or use is removed once the permit expires.
- D. Removal. A temporary tent, structure, or use shall be removed completely upon expiration of the permit without cost to the Township. If the temporary tent, structure, or use is not removed in a timely fashion after proper notification, the Township may remove the temporary tent, structure, or use at the cost of the person who owns the land upon which it is located.
- E. Hours of Operation. Within a Residential Zoning District, a temporary tent, structure, or use may not operate outdoors between the hours of 10PM and 7AM.
- F. Parking. There shall be no additional parking requirements for a temporary tent, structure, or use, however; it is the responsibility of the applicant to ensure that parking is handled in a safe and efficient manner. If parking spaces will be removed to accommodate the temporary tent, structure, or use, the applicant must demonstrate that adequate parking arrangements have been arranged for the event.

- G. Notification of Authorities. Prior to the issuance of a permit, the applicant of a temporary tent, structure, or use shall notify the Township Police Department and the Township Fire Inspector so that proper safety requirements, if any are required, may be arranged with those authorities. Proof of this coordination must be provided to the Zoning Officer.
- H. Setback Requirements. All temporary tents and structures 1,000 sq.ft. of floor area or less are required to meet applicable setback requirements of this Chapter for accessory structures. Temporary tents and structures greater than 1,000 sq.ft. of floor area are required to meet principal structure setback requirements of this Chapter. All temporary tents and structures must be located outside of the designated fire lane and at least 10 feet from all permanent structures.
- I. Reoccurring Events. Multiple occurrences of a temporary tent, structure, or use may be approved provided that the same use or event does not exceed or repeat 30 days in a calendar year. A permit shall not be issued for multiple occurrences spanning more than one calendar year.
- J. Fire Inspections. All temporary tents, structures, and uses on non-residential properties and all temporary tents, structures, and uses over 1,000 sq. ft. on residential properties must adhere to all Township Fire Code requirements and be inspected by the Township Fire Inspector after installation and before usage begins.
- K. Bathroom Facilities. The applicant shall provide proof of adequate bathroom facilities at the discretion of the Zoning Officer.

3. Temporary Tents, Structures, and Uses by Special Exception. For temporary tents, structures, or uses which cannot meet the requirements stated in §27-807.2, and other than those uses that were lawfully occurring on a periodic basis prior to the adoption of this chapter, a temporary permit may be approved by the Zoning Hearing Board as a Special Exception Use, subject to the following additional provisions:

- A. Duration. The Zoning Hearing Board shall establish a limit on the duration of the use. The Zoning Hearing Board may grant a single approval once for numerous occurrences of an event. For reoccurring events, approval can be granted for a maximum of up to five consecutive years.
- B. Temporary Use. For a use not considered to be a routine and customary accessory use but still considered to be an accessory use to the permitted-

by-right, special exception, conditional, and lawfully existing nonconforming principle use of the property, the Zoning Hearing Board may approve the use as a Special Exception, regardless if the use is permitted in that zoning district or not.

- C. Fee. Upon written request, the Zoning Hearing Board may waive and/or return the required application fee if the applicant is an Internal Revenue Service recognized and well-established nonprofit organization and the applicant clearly shows that the proposed use is temporary and will be used to clearly primarily serve a charitable or public service purpose.
- D. Special Events. For a special event that will attract significant numbers of the public, the Zoning Hearing Board may deny the use if it determines that the proposed temporary tent, structure, or use will have a negative impact on the general health, safety, and welfare of the Township.

#### 4. Portable Storage Containers.

- A. This section shall apply to a portable storage container that is kept outside of a building and which has a length greater than 10 feet and which is not currently attached to a motor vehicle or railroad and which is not part of a permitted principal industrial use.
- B. The following regulations shall apply on a principally residential lot:
  - 1) A portable storage container shall not be kept on a principally residential lot for a total of more than 60 days in any two-year period, unless it is necessary for storage as part of an active construction permit for the lot.
  - 2) A maximum of one portable storage container shall be allowed per lot.
  - 3) A portable storage container shall not be required to comply with minimum setbacks for accessory structures.
- C. On a lot that is not a principally residential lot, any portable storage container that is kept on a lot for more than 30 days shall meet the setbacks that apply to a principal building, unless it is necessary to temporarily hold materials for on-site construction.
- D. The following shall apply to any portable storage container:
  - 1) The container shall not obstruct safe sight distances at intersections.
  - 2) The container shall not obstruct travel lanes of a street or a public sidewalk or a handicapped ramp.

- 3) The container shall only be allowed to be placed within a street right-of-way if a permit for such placement is issued by the Township. Such permit shall specify a maximum number of days during which the container may be placed within the right-of-way.
- 4) The container shall not be used to store hazardous, explosive or toxic substances or putrescent garbage.
- 5) A facility that stores portable storage containers that have been leased by others or are available for lease shall be considered a warehouse.

5. Temporary Tents, Structures, and Uses During an Emergency Declaration. In the event of an Emergency Declaration by the United States Federal Government, the Commonwealth of Pennsylvania, or the Township of Salisbury, temporary tents, structures, and uses needed to adhere to regulations set by the Emergency Declaration, shall not be regulated by this Chapter provided that such temporary tents, structures, and uses, are removed and the property is restored to its original state within thirty (30) days after the Emergency Declaration has been lifted. If a property owner wishes to retain the temporary tent, structure, or use after the Emergency Declaration has been lifted, a zoning application must be submitted within thirty (30) days after the Emergency Declaration has been lifted and the application will be reviewed according to all regulations of this Chapter. This section does not exempt a property owner and/or applicant from any other Regulations or Code requirements of the Township of Salisbury.

**ARTICLE II.**

This Ordinance shall be effective immediately.

**DULY ORDAINED and ENACTED** by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania this 13<sup>th</sup> day of August, 2020, in lawful session duly assembled.

Attested:

**TOWNSHIP OF SALISBURY**  
(Lehigh County, Pennsylvania)

\_\_\_\_\_  
Cathy Bonaskiewich  
Township Secretary

By: \_\_\_\_\_  
Debra Brinton  
President, Board of Commissioners

**RESOLUTION NO. 08-2020-1684**

**A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, APPROVING A REVISION TO THE OFFICIAL SEWAGE FACILITIES PLAN OF THE TOWNSHIP.**

**WHEREAS**, Section 5 of the Act of January 24, 1966, P.L. 1535, No. 537, known as the "Pennsylvania Sewage Facilities Act," as amended, and the Rules and Regulations of the Department of Environmental Protection (Department) adopted thereunder, Chapter 71 of Title 25 of the **Pennsylvania Code**, requires the municipality to adopt an Official Sewage Facilities Plan providing for sewage services adequate to prevent contamination of waters and/or environmental health hazards with sewage wastes, and to revise said plan whenever it is necessary to meet the sewage disposal needs of the municipality, and

**WHEREAS**, ARRO Consulting has prepared an Interim Act 537 Plan which provides for sewage facilities in a portion of Salisbury Township, and with the alternative choice to be implemented including a paper rerate of the Design Hydraulic Capacity of the Kline's Island WWTP; ongoing I/I source reductions within the Township; and development of a long-term regional Act 537 Plan. The key implementation activities will be concluded by March 2025, and

**WHEREAS**, Salisbury Township finds that the Facility Plan described above conforms to applicable zoning, subdivision, other municipal ordinances and plans and to a comprehensive program of pollution control and water quality management.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, hereby adopt and submit to the Department

of Environmental Protection for its approval as a revision to the “Official Plan” of the municipality, the above-referenced Facility Plan. The municipality hereby assures the Department of the complete and timely implementation of the said as required by law. (Section 5, Pennsylvania Sewage Facilities Act, as amended).

**APPROVED AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2020 at a regular public meeting in the Township of Salisbury, Lehigh County, Pennsylvania.

**ATTESTED:**

**TOWNSHIP OF SALISBURY  
(LEHIGH COUNTY, PENNSYLVANIA)**

\_\_\_\_\_  
Cathy Bonaskiewich,  
Township Secretary

By: \_\_\_\_\_  
Debra Brinton, President  
Board of Commissioners