

**SALISBURY TOWNSHIP**  
**Lehigh County, Pennsylvania**  
**Board of Commissioners Meeting**  
**Regular Meeting Agenda—September 10, 2020**  
**7:00 PM**

[https://us02web.zoom.us/meeting/register/tZctdu-tqT0uGtxxOry2r0Oqs0csULKOm\\_Hn](https://us02web.zoom.us/meeting/register/tZctdu-tqT0uGtxxOry2r0Oqs0csULKOm_Hn)

- 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. 8/22/2020-9/4/2020**
- 5. Approval of the Minutes –Aug. 13, 2020 and Aug. 27, 2020**
- 6. New Business**
  - A. ORDINANCES** *(none)*
  - B. RESOLUTIONS** *(none)*
  - C. MOTIONS** *(none)*
- 7. Courtesy of the Floor:** (opportunity for public comment on non-agenda items)
- 8. Adjournment**

*\* Workshop to follow*

*\*Executive Session*

## Report Criteria:

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

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>A.D. Moyer Lumber</b>							
A.D. Moyer Lumber	126687	01-451.373	Ground Contact/Screws/nuts	03/24/20	88.11	.00	
A.D. Moyer Lumber	151864	01-451.373	Wood for fence repair @ Franko	06/19/20	162.69	.00	
Total A.D. Moyer Lumber:					250.80	.00	
<b>A-B-E Laboratory</b>							
A-B-E Laboratory	6582	06-448.316	2020-Sept water analysis	08/21/20	340.00	.00	
Total A-B-E Laboratory:					340.00	.00	
<b>AG Industrial</b>							
AG Industrial	72020	01-451.375	Ford 2110 PTO/Gasket	07/20/20	66.66	.00	
Total AG Industrial:					66.66	.00	
<b>Allentown Equipment Corp</b>							
Allentown Equipment Corp	3661	01-437.251	#21-Inspection	08/03/20	86.00	.00	
Allentown Equipment Corp	3662	01-437.251	#22-Inspection	08/03/20	83.00	.00	
Allentown Equipment Corp	3663	01-437.251	#7-Inspection	08/21/20	83.00	.00	
Allentown Equipment Corp	3664	01-437.251	#13-Inspection	08/21/20	86.00	.00	
Allentown Equipment Corp	3665	06-448.251	#34 Inspection	08/21/20	41.50	.00	
Allentown Equipment Corp	3665	08-429.251	#34 Inspection	08/21/20	41.50	.00	
Allentown Equipment Corp	3666	01-437.251	#14-Inspection	08/21/20	83.00	.00	
Allentown Equipment Corp	3667	01-437.251	#1-Inspection	08/21/20	83.00	.00	
Allentown Equipment Corp	3668	01-437.251	#12-Inspection	08/21/20	46.00	.00	
Allentown Equipment Corp	3669	01-437.251	#2-Inspection	08/21/20	83.00	.00	
Allentown Equipment Corp	3670	01-437.251	#3-Inspection	08/21/20	83.00	.00	
Allentown Equipment Corp	3671	01-437.251	#10-inspection	08/21/20	46.00	.00	
Allentown Equipment Corp	3672	01-437.375	Ringo trailer inspection	08/13/20	68.00	.00	
Total Allentown Equipment Corp:					913.00	.00	
<b>American United Life Insurance Co</b>							
American United Life Insur	8182020	01-401.158	2020-Sept- life/disability ins coverage	08/18/20	154.30	.00	
American United Life Insur	8182020	01-402.158	2020-Sept- life/disability ins coverage	08/18/20	99.70	.00	
American United Life Insur	8182020	01-409.158	2020-Sept- life/disability ins coverage	08/18/20	42.24	.00	
American United Life Insur	8182020	01-410.158	2020-Sept- life/disability ins coverage	08/18/20	792.57	.00	
American United Life Insur	8182020	01-414.158	2020-Sept- life/disability ins coverage	08/18/20	49.85	.00	
American United Life Insur	8182020	01-430.158	2020-Sept- life/disability ins coverage	08/18/20	913.97	.00	
American United Life Insur	8182020	06-401.158	2020-Sept- life/disability ins coverage	08/18/20	9.97	.00	
American United Life Insur	8182020	06-430.158	2020-Sept- life/disability ins coverage	08/18/20	9.97	.00	
American United Life Insur	8182020	06-448.158	2020-Sept- life/disability ins coverage	08/18/20	122.10	.00	
American United Life Insur	8182020	08-401.158	2020-Sept- life/disability ins coverage	08/18/20	9.97	.00	
American United Life Insur	8182020	08-429.158	2020-Sept- life/disability ins coverage	08/18/20	122.10	.00	
American United Life Insur	8182020	08-430.158	2020-Sept- life/disability ins coverage	08/18/20	9.97	.00	
American United Life Insur	8182020	10-426.158	2020-Sept- life/disability ins coverage	08/18/20	29.19	.00	
Total American United Life Insurance Co:					2,365.90	.00	
<b>Auto Collision Specialists</b>							
Auto Collision Specialists	2667	01-410.210	#222-rust repair on bumper	09/03/20	3,873.72	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Auto Collision Specialists:					3,873.72	.00	
<b>Bethlehem, City of</b>							
Bethlehem, City of	3330000095-2	08-429.535	2020 annual capital charge-50%-2nd pmt	09/01/20	11,478.50	.00	
Bethlehem, City of	8282020	06-448.363	Fountain-5/18/2020-8/17/2020	08/28/20	24.75	.00	
Total Bethlehem, City of:					11,503.25	.00	
<b>Burkholders Heating &amp; AC Inc</b>							
Burkholders Heating & AC I	34633	01-409.373	Iworx controller	08/27/20	156.25	.00	
Total Burkholders Heating & AC Inc:					156.25	.00	
<b>CODY Computer Services Inc</b>							
CODY Computer Services I	9140	01-410.319	Data Extraction Services	08/18/20	3,500.00	.00	
Total CODY Computer Services Inc:					3,500.00	.00	
<b>Coopersburg Materials</b>							
Coopersburg Materials	19272	01-438.245	9.5MM	08/07/20	416.52	.00	
Coopersburg Materials	19301	01-438.245	9.5MM	08/14/20	1,630.96	.00	
Coopersburg Materials	19332	01-438.245	9.5MM	08/21/20	22,120.80	.00	
Total Coopersburg Materials:					24,168.28	.00	
<b>Curb Appeal Plus LLC</b>							
Curb Appeal Plus LLC	912020	01-413.317	1811 Nottingham Rd-Mow & Trim/Clean up debris	09/01/20	685.00	.00	
Curb Appeal Plus LLC	912020	01-413.317	1410 Van Vetchen-Mow & Trim/clean up debris	09/01/20	780.00	.00	
Curb Appeal Plus LLC	912020	01-413.317	1651 E. Emmaus Ave-Silt containment sock on edge of property	09/01/20	450.00	.00	
Curb Appeal Plus LLC	912020	01-413.317	1941 Chapel Ave-Disposal of sofa	09/01/20	150.00	.00	
Curb Appeal Plus LLC	912020	01-413.317	2360 Lehigh Parkway-Mow & Trim/clean-up fallen tree & debris	09/01/20	780.00	.00	
Total Curb Appeal Plus LLC:					2,845.00	.00	
<b>Dispatch Answering Service</b>							
Dispatch Answering Servic	204B154	01-401.320	Answr Service/Pump Stn Alrm-Aug 2020	08/30/20	51.00	.00	
Total Dispatch Answering Service:					51.00	.00	
<b>Document Systems Ltd.</b>							
Document Systems Ltd.	H55741C	01-401.375	inkjet cartridge for postage machine	09/02/20	267.85	.00	
Total Document Systems Ltd.:					267.85	.00	
<b>Eastern Auto Parts Warehouse</b>							
Eastern Auto Parts Wareho	09032020	01-437.251	Returned-Ball Joint	09/03/20	109.78-	.00	
Eastern Auto Parts Wareho	3CN083005	01-437.251	Returned core	09/03/20	135.00-	.00	
Eastern Auto Parts Wareho	3CN092734	01-437.251	Returned core	05/07/20	36.00-	.00	
Eastern Auto Parts Wareho	3CN094372	01-437.251	Promotional Credit	06/08/20	10.00-	.00	
Eastern Auto Parts Wareho	3CN098773	01-437.251	Returned core	08/26/20	18.00-	.00	
Eastern Auto Parts Wareho	3IV536484	01-437.251	#12-seal	01/24/20	9.26	.00	
Eastern Auto Parts Wareho	3IV537975	01-430.240	50 amp tarp fuses	01/29/20	19.30	.00	
Eastern Auto Parts Wareho	3IV555426	01-430.240	Air filters	03/19/20	71.86	.00	
Eastern Auto Parts Wareho	3IV592928	01-430.240	RTV Gear oil tube	07/24/20	6.36	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Eastern Auto Parts Wareho	3IV596550	01-430.240	Oil filter	08/04/20	44.90	.00	
Eastern Auto Parts Wareho	3IV599168	01-430.240	Coolant	08/11/20	29.70	.00	
Eastern Auto Parts Wareho	3IV599356	01-437.251	Charger coolant	08/11/20	73.93	.00	
Eastern Auto Parts Wareho	3IV599370	06-448.251	#32-brakes	08/11/20	26.99	.00	
Eastern Auto Parts Wareho	3IV599370	08-429.251	#32-brakes	08/11/20	26.98	.00	
Eastern Auto Parts Wareho	3IV604579	01-437.375	Battery	08/25/20	117.95	.00	
Eastern Auto Parts Wareho	3IV605207	01-430.240	Starter fluid	08/26/20	7.86	.00	
Eastern Auto Parts Wareho	3IV606955	01-437.375	Fuel filter for roller	08/31/20	10.01	.00	
Eastern Auto Parts Wareho	3IV606991	01-437.375	Fuel filter for roller	08/31/20	10.01	.00	
Total Eastern Auto Parts Warehouse:					146.33	.00	
<b>Ecco Communications LLC</b>							
Ecco Communications LLC	76924	01-437.251	#7-crimp connector	08/19/20	51.00	.00	
Ecco Communications LLC	76949	01-410.241	#210-Antenna	08/25/20	108.00	.00	
Ecco Communications LLC	76963	01-410.241	Battery/microphone	08/27/20	2,068.00	.00	
Ecco Communications LLC	76965	01-410.251	#202-Antenna/handle on spotlight	08/27/20	59.00	.00	
Total Ecco Communications LLC:					2,286.00	.00	
<b>Emmaus, Borough of</b>							
Emmaus, Borough of	4734	08-429.532	2Q2020 sewer	08/31/20	2,803.43	.00	
Total Emmaus, Borough of:					2,803.43	.00	
<b>Faust Hauling Inc.</b>							
Faust Hauling Inc.	20-552	01-451.371	4 yds topsoil	07/31/20	112.00	.00	
Total Faust Hauling Inc.:					112.00	.00	
<b>Five Star International</b>							
Five Star International	05P214300	01-451.375	#1-Fuel tank lining	07/01/20	568.90	.00	
Five Star International	05P215155	01-437.251	Switch	07/16/20	100.08	.00	
Five Star International	05P2155555	01-437.251	Refund-switch & straps	07/23/20	580.58-	.00	
Five Star International	05P217063	01-437.251	#3-Air conditioning	08/18/20	28.57	.00	
Five Star International	05P217514	01-437.251	#5-fuel filter	08/25/20	50.54	.00	
Total Five Star International:					167.51	.00	
<b>Home Depot Credit Services</b>							
Home Depot Credit Service	11409	01-430.240	Concrete mix	07/28/20	302.40	302.40	08/28/20
Home Depot Credit Service	52932	01-430.240	Carabineer w/strap/car fresheners/utility knives	08/11/20	64.14	64.14	08/28/20
Home Depot Credit Service	76274	01-409.240	Light bulbs for Board Mtg Room	09/03/20	41.82	.00	
Home Depot Credit Service	8282020	01-409.373	HVAC repairs-Franko	08/28/20	92.22	.00	
Home Depot Credit Service	94843	01-430.240	Nuts/washers/2x4's	07/21/20	111.94	111.94	08/28/20
Total Home Depot Credit Services:					612.52	478.48	
<b>Insituform Technologies LLC</b>							
Insituform Technologies LL	8202020	48-429.607	2019 Sanitary Sewer System Rehabilitation Project Main CIPP lining -Contract B thru 12/31/19-Pmt #3- Final	08/20/20	43,379.74	43,379.74	08/28/20
Total Insituform Technologies LLC:					43,379.74	43,379.74	
<b>Keystone Consulting Engineers</b>							
Keystone Consulting Engin	171511	01-436.313	2020-July-MS4 Program	08/18/20	1,519.75	.00	
Keystone Consulting Engin	171513	08-429.313	2020-July-Byfield Street storm sewer	08/18/20	1,393.75	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Keystone Consulting Engin	171514	01-436.313	2020-July-MS4 Construction Projects	08/18/20	1,639.51	.00	
Keystone Consulting Engin	171516	08-429.313	2020-July-Sewer matters	08/18/20	723.50	.00	
Keystone Consulting Engin	171517	48-429.372	2020-July-I&I Removal Program	08/18/20	5,386.75	.00	
Keystone Consulting Engin	171518	48-429.607	2020-July-2020 Sanitary Sewer CIPP Lining Project	08/18/20	2,310.38	.00	
Keystone Consulting Engin	171522	01-408.313	2020-July-LVHN Traffic Signal Review	08/18/20	111.50	.00	
Keystone Consulting Engin	171524	08-429.313	2020-July-Sanitary Smoke Testing Project	08/18/20	1,210.01	.00	
Total Keystone Consulting Engineers:					14,295.15	.00	
<b>King, Gail</b>							
King, Gail	09012020	01-406.172	54 of 60 retirement incentive program	09/01/20	450.00	.00	
Total King, Gail:					450.00	.00	
<b>Kirk Markell Home Improvements</b>							
Kirk Markell Home Improve	9012020	01-380.100	Refund- Dumpster Deposit	09/02/20	100.00	.00	
Total Kirk Markell Home Improvements:					100.00	.00	
<b>Knerr, David G.</b>							
Knerr, David G.	2466	01-406.314	Police CBA Negotiations 7/20/20-9/2/20	09/02/20	4,230.00	.00	
Total Knerr, David G.:					4,230.00	.00	
<b>Kutz Inc., E. M.</b>							
Kutz Inc., E. M.	312128	01-437.375	Strobe lights	08/11/20	143.10	.00	
Kutz Inc., E. M.	312175	01-437.375	Tarp switches	08/21/20	54.00	.00	
Total Kutz Inc., E. M.:					197.10	.00	
<b>Lehigh County Humane Society</b>							
Lehigh County Humane So	10012020	01-410.317	4Q2020 Animal Control Services	01/02/20	2,500.00	.00	
Total Lehigh County Humane Society:					2,500.00	.00	
<b>LYNX Computer Technologies</b>							
LYNX Computer Technolog	613445	01-407.319	LYNXcare Platinum-Sept 2020	08/19/20	1,753.76	.00	
LYNX Computer Technolog	613445	01-410.319	LYNXcare Platinum-Sept 2020	08/19/20	2,415.00	.00	
LYNX Computer Technolog	613445	06-448.319	LYNXcare Platinum-Sept 2020	08/19/20	377.58	.00	
LYNX Computer Technolog	613445	08-429.319	LYNXcare Platinum-Sept 2020	08/19/20	377.58	.00	
LYNX Computer Technolog	613445	10-407.319	LYNXcare Platinum-Sept 2020	08/19/20	136.08	.00	
LYNX Computer Technolog	613872	01-407.319	Office 365 subscription	08/24/20	7.98	.00	
LYNX Computer Technolog	613872	06-448.319	Office 365 subscription	08/24/20	4.00	.00	
LYNX Computer Technolog	613872	08-429.319	Office 365 subscription	08/24/20	4.00	.00	
LYNX Computer Technolog	613872	10-407.319	Office 365 subscription	08/24/20	4.00	.00	
Total LYNX Computer Technologies:					5,079.98	.00	
<b>Madle's Hardware</b>							
Madle's Hardware	200018	01-430.240	keys/wasp & hornet killer spray/post hole tamper	08/11/20	140.14	.00	
Total Madle's Hardware:					140.14	.00	
<b>McCarthy Tire Service</b>							
McCarthy Tire Service	06-163118	01-437.375	Wheel loader leak repair	08/19/20	1,025.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total McCarthy Tire Service:					1,025.00	.00	
<b>McKelley, Zachary</b>							
McKelley, Zachary	8282020	01-430.192	2020 Clothing Allowance	08/28/20	103.25	.00	
Total McKelley, Zachary:					103.25	.00	
<b>Miller Municipal Supply LLC</b>							
Miller Municipal Supply LL	134917	01-433.246	Signs	07/28/20	34.70	.00	
Miller Municipal Supply LL	135057	01-451.373	Signs for parks	08/26/20	59.50	.00	
Miller Municipal Supply LL	135057	01-433.246	Sign posts	08/26/20	224.00	.00	
Total Miller Municipal Supply LLC:					318.20	.00	
<b>Morning Call, The</b>							
Morning Call, The	8172020	01-401.420	Subscription renewal-acct#20063974 thru 12/21/2020	08/17/20	201.50	.00	
Total Morning Call, The:					201.50	.00	
<b>Moyer, Roger J.</b>							
Moyer, Roger J.	9012020	01-406.172	54 of 60 retirement incentive program	09/01/20	450.00	.00	
Total Moyer, Roger J.:					450.00	.00	
<b>MRM Trust Worker's Comp Fund</b>							
MRM Trust Worker's Comp	2021PRJ4794	01-401.162	September 2020- Worker's Compensation Policy	09/01/20	56.50	.00	
MRM Trust Worker's Comp	2021PRJ4794	01-402.162	September 2020- Worker's Compensation Policy	09/01/20	41.32	.00	
MRM Trust Worker's Comp	2021PRJ4794	01-409.162	September 2020- Worker's Compensation Policy	09/01/20	338.42	.00	
MRM Trust Worker's Comp	2021PRJ4794	01-410.162	September 2020- Worker's Compensation Policy	09/01/20	6,938.63	.00	
MRM Trust Worker's Comp	2021PRJ4794	01-411.162	September 2020- Worker's Compensation Policy	09/01/20	11.13	.00	
MRM Trust Worker's Comp	2021PRJ4794	01-413.162	September 2020- Worker's Compensation Policy	09/01/20	2.87	.00	
MRM Trust Worker's Comp	2021PRJ4794	01-414.162	September 2020- Worker's Compensation Policy	09/01/20	23.16	.00	
MRM Trust Worker's Comp	2021PRJ4794	01-430.162	September 2020- Worker's Compensation Policy	09/01/20	5,210.36	.00	
MRM Trust Worker's Comp	2021PRJ4794	01-452.162	September 2020- Worker's Compensation Policy	09/01/20	173.27	.00	
MRM Trust Worker's Comp	2021PRJ4794	06-401.162	September 2020- Worker's Compensation Policy	09/01/20	5.60	.00	
MRM Trust Worker's Comp	2021PRJ4794	06-430.162	September 2020- Worker's Compensation Policy	09/01/20	6.93	.00	
MRM Trust Worker's Comp	2021PRJ4794	06-448.162	September 2020- Worker's Compensation Policy	09/01/20	1,008.63	.00	
MRM Trust Worker's Comp	2021PRJ4794	08-401.162	September 2020- Worker's Compensation Policy	09/01/20	5.60	.00	
MRM Trust Worker's Comp	2021PRJ4794	08-429.162	September 2020- Worker's Compensation Policy	09/01/20	1,008.63	.00	
MRM Trust Worker's Comp	2021PRJ4794	08-430.162	September 2020- Worker's Compensation Policy	09/01/20	6.93	.00	
MRM Trust Worker's Comp	2021PRJ4794	10-426.162	September 2020- Worker's Compensation Policy	09/01/20	62.13	.00	
Total MRM Trust Worker's Comp Fund:					14,900.11	.00	
<b>Nothstein, Richard B.</b>							
Nothstein, Richard B.	8242020	01-406.171	2020-Health Reimbursement	08/24/20	150.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Nothstein, Richard B.:					150.00	.00	
<b>PAPCO</b>							
PAPCO	3046879	01-401.231	Unleaded Gasoline	08/13/20	15.22	.00	
PAPCO	3046879	01-410.231	Unleaded Gasoline	08/13/20	693.32	.00	
PAPCO	3046879	01-430.231	Unleaded Gasoline	08/13/20	143.09	.00	
PAPCO	3046879	06-448.231	Unleaded Gasoline	08/13/20	94.18	.00	
PAPCO	3046879	08-429.231	Unleaded Gasoline	08/13/20	94.18	.00	
PAPCO	3046879	03-413.231	Unleaded Gasoline	08/13/20	47.81	.00	
PAPCO	3051313	01-401.231	Unleaded Gasoline	08/19/20	9.33	.00	
PAPCO	3051313	01-410.231	Unleaded Gasoline	08/19/20	425.12	.00	
PAPCO	3051313	01-430.231	Unleaded Gasoline	08/19/20	87.74	.00	
PAPCO	3051313	06-448.231	Unleaded Gasoline	08/19/20	57.75	.00	
PAPCO	3051313	08-429.231	Unleaded Gasoline	08/19/20	57.75	.00	
PAPCO	3051313	03-413.231	Unleaded Gasoline	08/19/20	29.32	.00	
PAPCO	3051910	01-410.231	Diesel	08/20/20	1.91	.00	
PAPCO	3051910	01-430.231	Diesel	08/20/20	1,069.07	.00	
PAPCO	3051910	06-448.231	Diesel	08/20/20	28.62	.00	
PAPCO	3051910	08-429.231	Diesel	08/20/20	28.62	.00	
PAPCO	3051910	03-413.231	Diesel	08/20/20	189.94	.00	
Total PAPCO:					3,072.97	.00	
<b>PenTeleData</b>							
PenTeleData	B3740841	03-411.320	Cable-Aug 2020	08/24/20	59.95	.00	
PenTeleData	B3740841	01-401.320	Acct#3042745-Cable modem rental - Aug 2020	08/24/20	124.95	.00	
Total PenTeleData:					184.90	.00	
<b>PNC Bank</b>							
PNC Bank	8282020	01-410.160	Police-2020 MMO	08/28/20	391,845.00	.00	
Total PNC Bank:					391,845.00	.00	
<b>PPL Electric Utilities</b>							
PPL Electric Utilities	8212020	01-451.361	10550-10002	08/21/20	32.87	.00	
PPL Electric Utilities	8212020	35-433.362	99940-01007	08/21/20	35.84	.00	
PPL Electric Utilities	8212020	35-433.362	05340-01002	08/21/20	35.72	.00	
PPL Electric Utilities	8212020	01-409.361	61089-84001	08/21/20	636.49	.00	
PPL Electric Utilities	8212020	35-433.362	53875-61001	08/21/20	38.90	.00	
PPL Electric Utilities	8212020	01-409.361	92051-48008	08/21/20	1,485.94	.00	
PPL Electric Utilities	8212020	01-409.361	70730-17005	08/21/20	1,118.15	.00	
PPL Electric Utilities	8212020	35-433.362	49130-02001	08/21/20	42.87	.00	
PPL Electric Utilities	8212020	08-429.361	35530-02004	08/21/20	27.91	.00	
PPL Electric Utilities	8212020	03-411.320	82900-03000	08/21/20	1,463.92	.00	
PPL Electric Utilities	8212020	08-429.361	33760-14008	08/21/20	27.49	.00	
PPL Electric Utilities	8212020	08-429.361	82960-01000	08/21/20	27.96	.00	
PPL Electric Utilities	8212020	01-451.361	93760-01007	08/21/20	27.25	.00	
PPL Electric Utilities	8252020	08-429.361	64170-11008	08/25/20	27.89	.00	
PPL Electric Utilities	8252020	35-433.362	89989-110036	08/25/20	35.58	.00	
PPL Electric Utilities	8252020	01-451.361	92035-05005	08/25/20	31.10	.00	
PPL Electric Utilities	8252020	08-429.361	20380-10009	08/25/20	27.84	.00	
PPL Electric Utilities	8252020	08-429.361	21780-10003	08/25/20	28.29	.00	
PPL Electric Utilities	8252020	08-429.361	31590-08002	08/25/20	28.02	.00	
PPL Electric Utilities	8252020	08-429.361	39790-24008	08/25/20	145.46	.00	
PPL Electric Utilities	8252020	35-433.362	72390-08002	08/25/20	27.39	.00	
PPL Electric Utilities	8252020	35-433.362	95790-09009	08/25/20	27.39	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
PPL Electric Utilities	8312020	35-434.361	79200-43006	08/31/20	9,917.17	.00	
PPL Electric Utilities	8312020	35-434.361	79000-43000	08/31/20	479.34	.00	
Total PPL Electric Utilities:					15,776.78	.00	
<b>Print-O-Stat Inc.</b>							
Print-O-Stat Inc.	A0112196	01-414.342	Bond prints- RTK-E. Rock Rd	08/19/20	39.10	.00	
Total Print-O-Stat Inc.:					39.10	.00	
<b>PSATS</b>							
PSATS	71830-H7Y2	01-411.421	"Strategic Planning for Fire Service Operations in Townships" course-Grow	08/10/20	89.00	.00	
Total PSATS:					89.00	.00	
<b>Ralph &amp; Son Inc, V. E.</b>							
Ralph & Son Inc, V. E.	404139	01-410.210	Soap/N95 masks	08/25/20	80.34	.00	
Total Ralph & Son Inc, V. E.:					80.34	.00	
<b>RCN</b>							
RCN	072673601-00123	01-410.315	2020-Sept- High Speed Internet	08/27/20	158.00	158.00	08/28/20
Total RCN:					158.00	158.00	
<b>Republic Services #282</b>							
Republic Services #282	282-000790089	10-427.300	2020-Aug-service	08/15/20	95,108.51	.00	
Republic Services #282	282-000790089	10-427.303	1-recycle rolloff @ drop off centers	08/15/20	281.25	.00	
Total Republic Services #282:					95,389.76	.00	
<b>Rex Equipment &amp; Construction</b>							
Rex Equipment & Construc	3273	01-415.260	Electric water pump	08/25/20	5,600.00	.00	
Total Rex Equipment & Construction:					5,600.00	.00	
<b>RR Donnelley</b>							
RR Donnelley	869480892	01-410.342	traffic & non-traffic citations	08/24/20	19.90	.00	
Total RR Donnelley:					19.90	.00	
<b>Singles, Darrell</b>							
Singles, Darrell	8252020	01-406.171	2020-Health Reimbursement	08/25/20	250.00	.00	
Singles, Darrell	8282020	01-430.192	2020-Uniform Allowance	08/28/20	300.00	.00	
Total Singles, Darrell:					550.00	.00	
<b>South Whitehall Township</b>							
South Whitehall Township	18020	06-448.369	2Q2020 water/Acct#289	08/24/20	2,162.50	.00	
Total South Whitehall Township:					2,162.50	.00	
<b>Staples Advantage</b>							
Staples Advantage	3453350843	01-409.240	Returned-C-fold towels	08/06/20	36.02-	.00	
Staples Advantage	3454406118	01-409.240	Face Masks/toilet bowl cleaner/hand sanitizer	08/21/20	113.41	.00	



Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Staples Advantage:					77.39	.00	
<b>Staples Credit Plan</b>							
Staples Credit Plan	8282020	01-436.240	Camera for MS4/pens/dry erase eraser/	08/28/20	181.30	.00	
Staples Credit Plan	8282020	01-430.240	PW Toner	08/28/20	49.99	.00	
Total Staples Credit Plan:					231.29	.00	
<b>Staver Hydraulics Co Inc</b>							
Staver Hydraulics Co Inc	P-63981	01-437.375	Hoses for skid steer	08/27/20	176.57	.00	
Total Staver Hydraulics Co Inc:					176.57	.00	
<b>Stotz/Fatzinger Office Supply</b>							
Stotz/Fatzinger Office Supp	255735	01-409.240	Disinfectant wipes/Hand Sanitizer	08/19/20	137.40	.00	
Stotz/Fatzinger Office Supp	255738	01-414.240	binder clips/legal pads/post-it notes/dividers/labels/wall planner/Laminating sheets	08/19/20	126.81	.00	
Stotz/Fatzinger Office Supp	256236	01-401.240	Pens/copy paper	09/01/20	145.38	.00	
Stotz/Fatzinger Office Supp	9012020	01-402.240	Rubber finger/legal pads/highlighters/index cards/stamp	09/01/20	64.95	.00	
Total Stotz/Fatzinger Office Supply:					474.54	.00	
<b>Takacs Jr., Dennis V.</b>							
Takacs Jr., Dennis V.	09012020	01-415.149	EMC Deputy - Sept 2020	09/01/20	83.33	.00	
Total Takacs Jr., Dennis V.:					83.33	.00	
<b>Tapler, Jeffrey</b>							
Tapler, Jeffrey	9012020	01-415.139	EMC stipend-Sept 2020	09/01/20	250.00	.00	
Total Tapler, Jeffrey:					250.00	.00	
<b>Times News</b>							
Times News	100487049-081220	01-401.341	Ad:ZHB mtg 9/1/20	08/12/20	457.20	.00	
Total Times News:					457.20	.00	
<b>Traffic Safety Store</b>							
Traffic Safety Store	750193	01-410.241	Flares w/storage bag	08/19/20	1,705.11	.00	
Total Traffic Safety Store:					1,705.11	.00	
<b>UGI Utilities Inc.</b>							
UGI Utilities Inc.	8252020	01-409.230	411001979581	08/25/20	302.24	302.24	08/28/20
UGI Utilities Inc.	8252020	03-411.320	411000866649-ESFC	08/25/20	31.87	31.87	08/28/20
UGI Utilities Inc.	8252020	01-409.230	411001980316	08/25/20	38.87	38.87	08/28/20
UGI Utilities Inc.	8252020	01-409.230	411001980555	08/25/20	58.95	58.95	08/28/20
Total UGI Utilities Inc.:					431.93	431.93	
<b>United Site Services</b>							
United Site Services	5980850	01-451.315	Lindberg Park-7/22/20-9/08/2020	08/12/20	382.20	.00	
United Site Services	5980851	01-451.315	Franko Park-8/12/20-9/08/2020	08/12/20	170.97	.00	
United Site Services	5980852	01-451.315	Laubach Park-8/12/20-9/08/2020	08/12/20	170.97	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total United Site Services:					724.14	.00	
<b>Upper Saucon Township</b>							
Upper Saucon Township	200820	10-431.303	Compost site expenses	08/20/20	93.21	.00	
Total Upper Saucon Township:					93.21	.00	
<b>Verizon</b>							
Verizon	8252020	01-401.320	2020-Aug-Mgr/Tablet	08/25/20	10.02	.00	
Verizon	8252020	01-452.320	2020-Aug-Rec Dir Tablet	08/25/20	10.02	.00	
Verizon	8252020	01-410.320	2020-Aug-Police tablet/air card charges	08/25/20	556.93	.00	
Verizon	8252020	01-411.320	2020-Aug-Fire Inspectors/Tablet	08/25/20	64.37	.00	
Verizon	8252020	01-413.320	2020-Aug-Code Enf Ofcr Tablet	08/25/20	10.02	.00	
Verizon	8252020	03-411.320	2020-Aug-ESFC/Tablet	08/25/20	108.69	.00	
Verizon	8252020	03-412.320	2020-Aug-WSFC/Tablet	08/25/20	191.57	.00	
Verizon	8252020	01-401.320	2020-Aug-Mgr	08/25/20	51.73	.00	
Verizon	8252020	01-402.320	2020-Aug-Finance Director	08/25/20	51.73	.00	
Verizon	8252020	01-409.320	2020-Aug-Facility Maintenance	08/25/20	51.73	.00	
Verizon	8252020	01-410.320	2020-Aug-Police	08/25/20	461.78	.00	
Verizon	8252020	01-413.320	2020-Aug-Code Enf Ofcr	08/25/20	51.73	.00	
Verizon	8252020	01-414.320	2020-Aug-P/Z Officer	08/25/20	89.58	.00	
Verizon	8252020	01-415.320	2020-Aug-Tapler	08/25/20	77.86	.00	
Verizon	8252020	01-430.320	2020-Aug-DPW	08/25/20	138.50	.00	
Verizon	8252020	01-452.320	2020-Aug-Rec Dir	08/25/20	51.73	.00	
Verizon	8252020	06-448.320	2020-Aug-Water Dept	08/25/20	66.69	.00	
Verizon	9012020	08-429.320	2020-Aug-868-8310-Cardinal Dr Pump Stn	09/01/20	42.70	.00	
Total Verizon:					2,087.38	.00	
<b>Weinstein Supply Corporation</b>							
Weinstein Supply Corporati	S025602441.001	01-409.240	ball valves for wash bay	07/21/20	30.63	.00	
Weinstein Supply Corporati	S025664158.001	01-409.240	Low press actuator	08/17/20	88.69	.00	
Total Weinstein Supply Corporation:					119.32	.00	
<b>Whitehall Turf Equipment</b>							
Whitehall Turf Equipment	12982	01-451.375	Filters for saws	07/24/20	62.96	.00	
Whitehall Turf Equipment	13394	01-451.375	Weedwacker grip	07/29/20	7.64	.00	
Whitehall Turf Equipment	15003	01-451.240	Diesel fuel jugs	08/19/20	30.95	.00	
Whitehall Turf Equipment	15003	01-430.240	Diesel fuel jugs	08/19/20	30.95	.00	
Whitehall Turf Equipment	15473	01-451.375	Starter for leaf blower	08/24/20	25.53	.00	
Whitehall Turf Equipment	15766	01-451.375	Air filter/blades for scag & toro mowers	08/27/20	156.27	.00	
Whitehall Turf Equipment	15766	01-451.240	Trimmerline	08/27/20	73.87	.00	
Whitehall Turf Equipment	16043	01-415.260	Large gas powered pumps	08/31/20	5,516.33	.00	
Whitehall Turf Equipment	16112	01-451.375	Backpack blower strap	09/01/20	27.83	.00	
Whitehall Turf Equipment	16113	01-451.375	Toro blade	09/01/20	21.94	.00	
Whitehall Turf Equipment	16226	01-437.375	Plate tamper for walk behind	09/02/20	74.69	.00	
Total Whitehall Turf Equipment:					6,028.96	.00	
<b>Witmer Public Safety Group</b>							
Witmer Public Safety Grou	2055071	01-410.375	Battery	08/20/20	4.00	.00	
Witmer Public Safety Grou	2057219	01-415.240	Hose adapters	08/27/20	240.00	.00	

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Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Witmer Public Safety Group:					244.00	.00	
Grand Totals:					672,102.29	44,448.15	

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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:					488,373.46	1,036.54	
<b>Fire Fund</b>							
Total Fire Fund:					2,123.07	31.87	
<b>Water Fund</b>							
Total Water Fund:					4,387.76	.00	
<b>Sewer Fund</b>							
Total Sewer Fund:					19,786.56	.00	
<b>Refuse &amp; Recycling Fund</b>							
Total Refuse & Recycling Fund:					95,714.37	.00	
<b>Highway Aid Fund</b>							
Total Highway Aid Fund:					10,640.20	.00	
<b>Capital Sewer Fund</b>							
Total Capital Sewer Fund:					51,076.87	43,379.74	
Grand Totals:					672,102.29	44,448.15	

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

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

Board of Commissioners

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
August 13, 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 a legal matter.

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  
Paul Ziegenfus, Finance Director  
John Andreas, Director of Public Works  
Kevin Soberick, Chief of Police  
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 August 13, 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 LIST OF BILLS PAYABLE**

**Motion by Commissioner Seagreaves, seconded by Commissioner Patnaik, to approve the list of Bills Payable for the period 7/18/2020-7/28/2020, broken down as follows:**

\$91,562.44 = GENERAL  
\$16,008.39 = FIRE  
\$43,000.00 = LIBRARY  
\$3,490.37 = WATER  
\$183,041.31 = SEWER  
\$109,006.29 = REFUSE & RECYCLING  
\$244.84 = HIGHWAY AID  
\$58,884.98 = CAPITAL FIRE  
**\$505,238.62** = 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 23, 2020 and July 28, 2020**

Commissioner Brinton declared the Minutes of the Regular Meeting on July 23, 2020 and the Special Meeting on July 28, 2020 accepted as presented.

**NEW BUSINESS**

**DECLARATION – Ratify Declaration of Disaster Emergency.**

Ms. Bonaskiewich stated that due to Tropical Storm Isaias on August 4, 2020, Emergency Management Director Jeff Tapler declared a disaster emergency for Salisbury Township. She noted that the Township can declare an emergency in the event there are aftereffects that would need to be addressed and the Township could potentially be eligible for assistance. A vote is needed to ratify the declaration.

**Motion by Commissioner Conn, seconded by Commissioner Lipkin, to ratify the Declaration of Disaster Emergency as a result of Tropical Storm Isaias on August 4, 2020.**

**Roll Call:**

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

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

**ORDINANCES**

**Zoning Ordinance Amendment.**

Ms. Bonaskiewich reminded the Board that a Public Hearing was held during the meeting on July 23, 2020 to allow for public input on the proposed revision to the Zoning Ordinance. She noted that the revision relates to temporary structures and will streamline the process by giving more flexibility to the Zoning Officer in approving those applications. Ms. Bonaskiewich commented that it also allows the Zoning Hearing Board a little more oversight to grant approval by Special Exception rather than Conditional Use. The revision also allows a little more flexibility during times of emergency declarations without requiring a zoning permit.

Ms. Bonaskiewich noted that the Township did receive comments from the Lehigh Valley Planning Commission, and they are in full support of the change.

**Motion by Commissioner Lipkin, seconded by Commissioner Patnaik, to adopt Ordinance No. 08-2020-630, amending Section 807 of Chapter 27 of the Salisbury Township Code of Ordinances with respect to temporary tents, structures or uses.**

**Roll Call:**

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

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

**RESOLUTIONS**

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

Ms. Bonaskiewich stated that because the Township is a signatory to the City of Allentown's Kline's Island Wastewater Treatment Plant, the Township must revise its Act 537 Plan to

acknowledge the City of Allentown's plans for a re-rate of the hydraulic capacity of the treatment plan and incorporate the language into our "Official Plan".

**Motion by Commissioner Lipkin, seconded by Commissioner Conn, to adopt Resolution No. 08-2020-1684, approving a revision to the Official Sewage Facilities Plan of the Township.**

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

Ms. Bonaskiewich stated that in ongoing efforts to identify and potentially reduce or address I&I into the sewage system, the Township is moving forward with conducting smoke testing in the Eastern part of the Township, specifically in the Basin 10 area. She noted that as Keystone Consulting Engineers reviews the area itself, they will be better able to map out where to go next and it will be a work in progress. Ms. Bonaskiewich commented that Keystone's estimate is not to exceed \$43,193.

Commissioner Brinton inquired if the water goes in the sewage system after a very heavy rainfall, like was experienced with Tropical Storm Isaias. Mr. Tetterer commented that most of the water gets to the creek and is taken away. He explained that this project is intended to eliminate roof drains and sump pumps that discharge into the sanitary sewer system and to discharge at grade instead. Mr. Tetterer noted that the goal is to seal up the system as much as possible to eliminate any stormwater infiltration to the sanitary sewer system.

Mr. Nicolo noted that the Ordinance states stormwater should drain into a vegetated area, but the Township could make an acceptance to allow it to drain into the street if circumstances warranted.

Commissioner Conn inquired about who is responsible for leaks in the sanitary sewer cleanouts. Mr. Tetterer stated that if it is on the resident's property, the resident is responsible; if it is in the right-of-way, the Township handles it.

Commissioner Patnaik questioned if the dispute between the City of Allentown and Lehigh County Authority had any impact on what the Township is trying to do with this project. Mr. Tetterer responded that no, they had a billing dispute which was between them and will not affect the Township in any way.



**Motion by Commissioner Conn, seconded by Commissioner Lipkin, to authorize Keystone Consulting Engineers to conduct smoke testing in Eastern Salisbury Township's Drainage Basin 10 area, for an amount not to exceed \$43,193.**

**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 Patnaik brought forth concerns from a resident about public urination at Green Acres Park. He surmised that it could be occurring because the bathrooms are closed and noted that Ms. Bonaskiewich is aware of the issue. Ms. Bonaskiewich stated that there are port-o-lets at Lindberg Park and Laubach Park which have been there for a few years, mostly for the convenience of the Department of Public Works' employees and the Police Officers when they are out on the road. She stated that the Township does not have any intentions of reopening restrooms at the parks.

Ms. Bonaskiewich commented that she is unsure of a good location for a port-o-let at Green Acres Park. She explained that the port-o-lets at Laubach and Lindberg Parks are in a removed area in the parking lots, not in the green space of the park itself. Ms. Baillie noted that even if a port-o-let is erected, it will not necessarily eliminate public urination. A discussion ensued regarding the location of a port-o-let and Commissioner Patnaik suggested to wait and see if there are any other complaints and, in the meantime, the Department of Public Works could look at the site for a feasible location.

A discussion ensued regarding the liability of a port-o-let versus the opening of the bathrooms.

Commissioner Patnaik thanked the Department of Public Works for additional trashcans in the park.

Mr. Jared Tierno of 3096 Essex Road commented that he is a volunteer with Western Salisbury Fire Department and they are constantly approached by citizens requesting to use their restroom. He suggested erecting a port-o-let by the restroom facilities at pavilion. Mr. Tierno also expressed concerns about trash at the park.

Commissioner Seagreaves thanked the Department of Public Works for their cleanup efforts with recent storms.

Chief Soberick commented that all of the Township's First Responder entities worked well together during the recent storms.

Ms. Baillie updated the Board regarding ballfield permits. She commented that she has issued permits for ballfields to Salisbury Youth Association and Hamilton Park, but noted that recently, Governor Wolf has changed his guidelines to suggest that youth groups and school groups should not participate in sports until January.

A discussion ensued regarding issuing new permits and/or revoking current ones. Ms. Bonaskiewich noted that the Township has been following Governor Wolf's recommendations from the beginning of the pandemic and she is closely monitoring the situation. It was the consensus of the Board to uphold the current permits but to not issue any new ones.

Mr. Ziegenfus stated that a partner of the Township's auditing firm, Mr. Dale Kirk, passed away suddenly, but noted that he does not expect any delay in the audit. He also commented that he will have more information regarding the Fire Department audits at the next meeting.

Mr. Andreas thanked the Board for their positive reinforcement and acknowledgement of the work done from the storm damage. He also thanked the police for working together during the recent storms.

Ms. Nichol Destremps of 609 Ryan Drive stated she bought her home in 2005 and was assigned to Salisbury Township, but she has recently discovered that she, along with three other homes, actually reside in South Whitehall Township. She stated that after looking at various maps which were all aligned with no discrepancies, she reached out to the Lehigh County Assessment Office who agreed with the maps and advised Ms. Destremps to contact the two Townships and have them agree on what line to use. Ms. Destremps stated that she wrote letters of intent to both Townships asking to be appropriately moved to South Whitehall, but received responses back from each Township Manager stating that legal counsel is needed in order to have this done.

Ms. Destremps commented that she has since spoken to the Superintendent at Parkland School District as well as attorneys from their title insurance company, Millstone Abstract, who agree that the correct step is for the Townships to send letters to the assessment office to make the change and it can be handled at the Township level. Ms. Destremps stated that she also reached out to Representative Ryan Mackenzie who advised her that municipalities inform the assessment office of the change, and instructed her to write letters to the Boards of both Townships with the evidence and there is no need for litigation or a lawyer as it is a task done at the municipality level. She commented that whether the error occurred five months ago or fifteen years after the home was bought, it should be corrected.

Commissioner Brinton expressed concerns that Ms. Destremps is requesting the task to be completed in the next week. Ms. Destremps stated that the only reason is that there are five children impacted by the start of school.

Mr. John Hrebik of 601 Ryan Drive stated that his house physically sits in South Whitehall and only a small portion of his property is Salisbury. He commented that he would like to be considered a resident of South Whitehall Township, and he is one of two families who have no school-age children, so the school district has no bearing on their request.

Commissioner Brinton inquired who would have made the decision 15 years ago to have the properties located in Salisbury Township versus South Whitehall. Attorney Ashley noted while he is unsure what had transpired in the past, there are provisions that when a builder constructs a home, they select a municipality and that becomes a permanent decision. He stated that if the property owners believe they should be in a different Township, it is up to them to take the steps to have it changed. Attorney Ashley also commented that he has looked into the matter and the Township cannot just write a letter; it is not that simple.

Mr. Richard Destremps commented that when looking at the maps, it is very clear and obvious that four homes were mis-assigned. He alleged that according to the research done by two Township Managers, they have found no reason as to why the homes were assigned to Salisbury in the first place. Mr. Destremps stated that they have consulted with a total of four real estate attorneys, which lead to the consulting of the attorneys at the title insurance companies, who stated that reassignment occurs by the Township managers writing letters to the Assessment office.

Ms. Destremps noted that the pa.gov website has their home listed in South Whitehall, which means that at a State level, they are in South Whitehall Township. She stated again that none of information she has obtained suggests that legal counsel needs to be involved.

Commissioner Brinton inquired again about how this situation would have happened. Mr. Tettemer noted that he was not the Township Engineer at the time, but one of the issues is that the exact location of the Township line has not been fully agreed upon between South Whitehall and Salisbury and it varies by 30 to 40 feet. Mr. Tettemer inquired if residents have looked to see what was shown on the original subdivision plan. Mr. Destremps replied that they received the official map from the Township from 1996 and the homes are shown in South Whitehall Township.

Ms. Bonaskiewich stated that the Township is sympathetic to the situation and are trying to find the right channel to go about making the change. She noted that at the most basic level, the First-Class Township Code states that the residents have to appeal to the courts and one of the issues they have to appeal to the courts for is to ascertain and establish disputed lines and boundaries between Townships. Ms. Bonaskiewich commented that when this plan went in, these properties were designated as Salisbury, and even after doing research internally and reaching out to the Township Engineer at the time, the Pidcock Company, we do not know why it was assigned that way. She noted that she cannot say it was a mistake; it is just what was done.

Mrs. Caliendo of 3006 Mosser Drive stated that no one is disputing where the line is because it is clear they were assigned to the wrong Township, and she would like to see it corrected.

Commissioner Brinton noted that the people are not disputing where the line is, they want the Townships to abide by where the line is. She inquired that since we are not changing the lines, can the Township just approach the Assessment office.

Mr. Nicolo stated that Land Development plans get reviewed by a lot of people at both Townships, and he believes if it was a mistake, it would have had to have been seen or caught by somebody. He noted that while we do not have the exact reasoning as to why this happened, it is hard to imagine it was a mistake that would have been missed.

Commissioner Patnaik noted that a discussion outside of the meeting might be more appropriate because it probably will not be decided at this time.

Commissioner Brinton asked Attorney Ashley if he could ascertain if those are the correct property lines and if it is as easy as what these residents have been told. He replied that he can research it and see what the standards are. Ms. Bonaskiewich noted that one of the reasons it cannot remain at this level is because Salisbury and South Whitehall might not agree on the outcome. She stated that is why another party needs to research the situation and come up with an answer and believes it should not be taxpayer dollars to have Salisbury's Solicitor or South Whitehall's Solicitor come up with a solution. Ms. Bonaskiewich commented that both Solicitors have agreed that the decision does not rest at this level because the Townships could have two different perspectives.

Mr. Destremps requested to resolve the issue at the Township level so the four families would not have to incur the cost of counsel. He commented that the most sympathetic, empathetic move the Township could do is to write a letter of intent just to allow the kids to start school in Parkland and then take the time to research the matter and figure out what needs to be done.

Mr. Tierno commented that he believes the Township should fix the issue as the families are taxpayers.

Ms. Bonaskiewich noted that her opinion is that it is a legal matter and the residents have to file the proper documentation. Attorney Ashley reiterated that there are provisions in the code that allow the developer to make certain decisions regarding the municipalities and that selection is binding on the lot forever.

Commissioner Lipkin noted that how or why it happened at this point is immaterial. Commissioner Brinton stated that the Board is sympathetic to what is happening, but the Township must follow the law and there will be ongoing discussions on the matter.

Mr. John Kelly, trustee with Western Salisbury Fire Department, provided an update regarding passing ownership of the existing Swain Station to the Township in order to build a new fire station at that location. He stated that he believes they arrived at language agreeable to all parties in order to continue to use the location as an emergency services location now and in the future. He noted that this did include modifications to the reverter clause which would allow the Township to use the location for emergency services or a community building (should it no longer be used as Western Salisbury Fire Department). Mr. Kelly stated that WSFD understands this was discussed by the Board in an Executive Session and the Board decided not to pursue this location any further. He requested to include Jerry Royer as a WSFD representative as the Township considers multiple sites, and that Mr. Royer could sign a nondisclosure agreement, if needed, to ensure confidentiality is maintained.

Mr. Kelly stated that since the Green Acres Park location was removed as a possible site, WSFD has gone back and assessed their needs as defined in the Emergency Services study. He commented that the Fire Department can achieve the square footage and functionality recommended with a two-story addition to the Swain location. He commented that the Fire Department understands the reverter clause is a barrier, but noted that they have taken additional steps to resolve the issue. He inquired if there are other concerns, other than the reverter clause, at the current Swain location that caused the Board to remove it from consideration.

Commissioner Seagreaves stated that the size of the lot, the fact that the Swain School will be changing hands and the unknown with the reverter clause because it was pretty strict as to the usage of the land.

Commissioner Conn noted that there are conditions that have not been removed from the reverter clause, and while it is this Board's intent to use the land for emergency services, we do not want to handcuff that decision to future boards.

Mr. Joshua Wells, Fire Chief of WSFD, noted that all entities of the Township worked well together as one team during the recent storms.

Mr. Duane Wetzel of 317 N 3<sup>rd</sup> Street Coopersburg stated that he has continued to talk to residents regarding the Township's Knox-box Ordinance and noted that he has contacted Representative Jeanne McNeill and Senator Lisa Boscola. Mr. Wetzel commented that he received correspondence from the Township via a Right-to-Know request concerning a list of around 60 people who have access to the Knox-box, but expressed concerns that only a handful of those people have background checks. Commissioner Seagreaves noted that every volunteer firefighter who has access to the keys must undergo background checks, as well as all of the Police Officers. Mr. Wetzel responded that the employee who supplied the list must be unaware of that requirement. Chief Wells explained that the employee who sent the information was only referring to Township Fire Inspections, but all members of both Fire Departments have background checks prior to being voted in as members.

Mr. Nicolo commented that the Knox-box Ordinance does have a provision in it that allows individuals to make an appeal to the Building Code Board of Appeals. He noted that if an appeal is made and the decision does not go in favor of the applicant, the applicant can then appeal that decision and go to the Court of Common Pleas to hear their case in front of a judge. Mr. Nicolo stated that the Township has given Mr. Wetzel years to comply with the Ordinance and no other property owners have had any issues with the Ordinance.

Mr. Val Skvasik of 1011 Public Road expressed concerns about the condition of Public Road. Mr. Andreas responded that the Department of Public Works has been doing restoration and storm-damage repair in the area by raising the inlets, milling it, prepping it and getting it ready to be over-laid in the near future.

Mr. Skvasik stated that there is a dying Ash tree in an easement behind his house and inquired whose responsibility it is to maintain that area. Mr. Andreas commented that while it is an easement, it is the property owner's responsibility to maintain it.

Mr. Skvasik alleged that his neighbors are shining lights on his property from dusk to dawn and believes the Township has failed to address the issue. Commissioner Seagreaves commented that if there are no zoning laws or police laws regarding the matter, the Township cannot enforce anything because there is no jurisdiction. Mr. Nicolo noted that he received emailed pictures from Mr. Skvasik and stated that because he did not see what the issue was from the pictures provided, he requested that a Police Officer observe the property. He stated that the Officer did not believe there to be a problem with the lights. Commissioner Briton commented that the issue is a private matter between neighbors.

**ADJOURNMENT**

Commissioner Conn made a motion to adjourn the meeting. Seconded by Commissioner Lipkin.  
The time was 9:26 p.m.

Respectfully submitted,

Cathy Bonaskiewich  
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held  
on August 13, 2020.

Approved and certified on this date:

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

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

SEAL

DRAFT

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
August 27, 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 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  
Dustin Grow, Fire Services Director  
Paul Ziegenfus, Finance Director  
John Andreas, Director of Public Works  
Kevin Soberick, Chief of Police  
John Ashley, Esquire, representative of Davison & McCarthy, Township Solicitor  
David Tettermer, 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 August 27, 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**

Mr. Ziegenfus noted that almost \$700,000 of the total sum of the bills payable list represents payment to the Township's pension plan.

**Motion by Commissioner Seagreaves, seconded by Commissioner Lipkin, to approve the unaudited Financial Report for the period ending July 31, 2020 and the list of Bills Payable for the period 8/8/2020-8/21/2020, broken down as follows:**

\$769,623.68 = GENERAL  
\$882.98 = FIRE  
\$87.87 = LIBRARY  
\$83,707.22 = WATER  
\$125,702.04 = SEWER  
\$19,200.49 = REFUSE & RECYCLING  
\$10,565.43 = HIGHWAY AID  
\$30,610.00 = CAPITAL GENERAL  
**\$1,040,379.71 = 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**

#### **August 13, 2020**

Ms. Bonaskiewich noted that the item will be tabled until the next meeting.

### **NEW BUSINESS**

### **ORDINANCES**

None.

### **RESOLUTIONS**



**Resolution in Recognition of Years of Service and to Accept he Retirement of Ms. Janet Freyling.**

Ms. Bonaskiewich stated that Ms. Janet Freyling is retiring effective September 8, 2020, after 15 years of service to the Township.

**Motion by Commissioner Seagreaves, seconded by Commissioner Lipkin, to adopt Resolution No. 08-2020-1686, accepting the retiring notice and expressing the appreciation of the members of the Board of Commissioners to Ms. Janet Freyling for her years of service to the Township and its citizens.**

**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 Approve Payment #3 (Final) to Insituform Technologies for 2019 Sanitary Sewer Rehab CIPPL Contract “B” in the amount of \$43,379.74.**

Mr. Tetterer stated that the original contract was for \$221,179.25, but the Township added \$15,719 in work to the contract, so this payment represents that amount, plus about \$28,000 that was previously held for punch-list items.

**Motion by Commissioner Conn, seconded by Commissioner Lipkin, to approve Payment #3 (Final) to Insituform Technologies for the 2019 Sanitary Sewer Rehab CIPPL Contract “B” in the amount of \$43,379.74**

**Roll Call:**

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

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

Ms. Bonaskiewich stated that next three Motions have to do with the land of Samuel M. Gentile, Et Al Minor Subdivision, which has been a project over the last few years; however, they have withdrawn the project and decided to consolidate the land back into one lot, which was approved

at the August 11, 2020 Planning Commission meeting. Ms. Bonaskiewich commented that these documents will release some of the prior agreements that were put in place for the Minor Subdivision since it was withdrawn.

**Motion to Authorize the Execution of the Release of the Improvements & Maintenance Agreement for the Lands of Samuel M. Gentile, Et Al, Minor Subdivision Plan.**

Mr. Tetterer noted that the approval should be contingent on the owner actually recording the lot consolidation plan.

**Motion by Commissioner Lipkin, seconded by Commissioner Conn, to authorize the execution of the release of the Improvements and Maintenance Agreement for the lands of Samuel M. Gentile, Et Al, Minor Subdivision Plan, contingent on the recording of the plan for the lot consolidation.**

**Roll Call:**

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

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

**Motion to Authorize the Execution of the Release of the Stormwater Best Management Practices (BMP) Agreement for the Lands of Samuel M. Gentile, Et Al, Minor Subdivision Plan.**

Mr. Tetterer noted once again that the approval should be contingent on them recording the lot consolidation plan.

**Motion by Commissioner Lipkin, seconded by Commissioner Conn, to authorize the execution of the release of the Stormwater Best Management Practices (BMP) Agreement for the lands of Samuel M. Gentile, Et Al, Minor Subdivision Plan, contingent on the recording of the plan for the lot consolidation.**

**Roll Call:**

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

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

**Motion to Authorize the Return of the Street Dedication for the Lands of Samuel M. Gentile, Et Al, Minor Subdivision Plan.**

Attorney Ashley noted that per Mr. Tetteimer, the owners have not fully incorporated the language for the reverting of the street dedication into the plan. He stated that he believes they intend change the plan, so the Board can authorize it to be executed.

Mr. Tetteimer noted that approval on this item as well should be contingent on the owner recording the lot consolidation plan.

**Motion by Commissioner Lipkin, seconded by Commissioner Conn, to authorize the return of the Street Dedication for the lands of Samuel M. Gentile, Et Al, Minor Subdivision Plan, contingent on the stipulations noted by Attorney Ashley and the recording of the plan for the lot consolidation.**

**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 Lipkin thanked the Department of Public Works for repairing the streets in her area as well as for the paving work on Cardinal Drive. She also thanked DPW and the Police Department for the extra wording on the stop sign at the top of Weil Street.

Commissioner Patnaik noted that he spoke to the resident who complained about public urination at Green Acres Park and urged her to call the police if it happens again.

Commissioner Seagreaves brought forth a concern about a vehicle parked off of East Susquehanna Street for about a week. Chief Soberick noted that officers will follow-up on the concern.

Commissioner Brinton thanked the Department of Public Works for quickly responding to a sewage backup issue on Cypress Avenue.

Mr. Andreas thanked the Board for their continued support. He commented that DPW has wrapped up the paving project on Cardinal Drive, and he is hopeful that Public Road will be resurfaced next week.

Chief Soberick expressed his appreciation to Ms. Janet Freyling.

Chief Soberick announced that the Police Department obtained a grant from the Pennsylvania Liquid Control Board to combat underage drinking and dangerous drinking, in the amount of \$29,000, to be spent over the next two years for enforcement detail at various school events.

Chief Soberick stated that the Police Department has completed their summer aggressive driving grant (total of \$4,925) for enforcement activities. He noted that a total of 165 vehicles were stopped with 146 citations issued.

Mr. Dustin Grow provided updates regarding each of the Fire Departments and noted that he will be giving the Board an official written report.

Mr. Ross Futerfas of 2341 Lindberg Avenue expressed concerns regarding the amount of water his property incurred after Tropical Storm Isaias.

Ms. Greta Sacks of 1207 S. 24<sup>th</sup> Street also expressed concerns regarding water damage from the Tropical Storm, but noted that her driveway floods any time there is a large amount of rain in a short period of time. She stated that water comes down S. 24<sup>th</sup> Street, makes a 90 degree turn onto her neighbor's driveway and comes across to her driveway. Ms. Sacks commented that there are drain pipes under her driveway that are fused together, so instead of water running through the pipes, water is running under the driveway. She noted that she is unsure who installed the pipes under the driveway, but believes it to be an extension of whatever drainage system was put in place on S. 24<sup>th</sup> Street.

Mr. Tettermer stated that the Township does not install driveway pipes. He explained that when someone applies for a building permit, he or she is required to submit a plan that shows the pipes that are proposed for the driveway, and it is the developer or the homeowner's responsibility to install the proper size pipes and maintain them. Mr. Tettermer noted that the Township has no responsibility or authority over those pipes.

Mr. Futerfas commented that the water is going over the curb. Mr. Tettermer stated that when there is a storm like Isaias, there are issues like that everywhere. He explained that when PennDOT designs a storm sewer system for their roads, it is designed for a 25-year storm, but the storms that were in the area on August 4, 2020 were anywhere from 100 to 200-year storm for four to six hours and completely inundated the system. Mr. Tettermer commented that there are no PennDOT designs that would be able to handle a storm of that size and intensity.

Mr. Futerfas inquired if there are designs at a Municipal level to handle those types of storms. Tettermer stated that unfortunately, Mr. Futerfas would have to deal with PennDOT as the Township has no authority within the PennDOT right-of-way.

Commissioner Lipkin suggested that residents who are concerned about the environment should join the Township's Environmental Advisory Council and offer any suggestions.

Mr. Futerfas inquired if the Clean Water Act applies or would help in this situation. Mr. Tettermer noted that those issues are handled by the Conservation District and DEP, but the Clean Water Act has more to do with the quality of water, not the quantity.

Ms. Sacks inquired if a permit would be needed to resurface her driveway. Mr. Nicolo commented that the Ordinance allows for driveway resurfacing as long as the resident does not create a problem for someone else, and no permit is needed because there is no new impervious coverage or disruption of 5,000 square feet of earth. He noted that Ms. Sacks can do the repaving of the driveway, but she cannot just send all that water to another person and cause a problem for someone else. Mr. Nicolo suggested that Ms. Sacks speak with a contractor to see if there is anything they can do to help the problem but not impact the neighbor.

Mr. Andreas stated that he went to Ms. Sacks' property and offered multiple suggestions to improve the impact of stormwater in that area. He noted that the water is following its historical path to get to the Little Lehigh. Mr. Andreas commented that the facilities installed are private and every system is only designed to handle so much water, typically anywhere from a 10-25-year storm, and the outlet of the pipe is going to control how much water can flow through it. He explained that the issue is compounded by both driveways coming off of S. 24<sup>th</sup> Street at a negative slope and do not respect the sidewalk elevation, providing at least a six-inch gutter-line flow during any kind of storm event. Mr. Andreas suggested that Ms. Sacks consider constructing that, but she is impacted by her neighbor's driveway, and without having the same undertaking by her neighbor, she would still have an issue.

Mr. Andreas also suggested Ms. Sacks grade her driveway to create a ridge to keep water flowing away her garage and shed. He noted that residents having surface water issues should consider looking at how to handle the water through a series of Best Management Practices that include some type of swale or berm to carry the water past those areas so they do not experience erosion or disturbance. He noted that stormwater runoff is a challenge everywhere in the Township, and in this instance, it is a private issue and the water is coming off of a State highway.

Mr. Leon Zoller of 2707 Hampstead Road expressed concerns about the lack of social distancing on the basketball courts at Lindberg Park as well as players leaving trash behind. Commissioner Brinton stated that the Township realizes there are people from other areas who are using Township parks, but it is a public park and the Township cannot stop people from using a public park. She also noted that there are trashcans and signs posted, but the Township does not want to close the courts because there is so little for children and young adults to do.

Ms. Baillie commented that the Township cannot control human behavior. There are trash receptacles, signs were installed and that is about as much as the Township can do. She noted that the Township opened the courts and fields when the guidelines from Governor Wolf's office came through, and the Township has been following those procedures. Commission Lipkin also noted that the Department of Public Works cleans up the parks each day.

Mr. Zoller expressed concerns about the condition of the property at 1011 Buckingham Drive. Mr. Nicolo commented that the Township is definitely aware of the situation and is following the procedures to address it. He stated that the owners have appealed the enforcement, and there is a hearing scheduled at the next Zoning Hearing Board meeting.

### **ADJOURNMENT**

Commissioner Lipkin made a motion to adjourn the meeting. Seconded by Commissioner Conn. The time was 7:58 p.m.

Respectfully submitted,

Cathy Bonaskiewich  
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on August 27, 2020.

Approved and certified on this date:

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

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

SEAL

DRAFT

**SALISBURY TOWNSHIP**  
Lehigh County, Pennsylvania  
**Board of Commissioners Workshop Meeting**  
**September 10, 2020**  
**7:30 p.m.**  
(approximate time)

[https://us02web.zoom.us/meeting/register/tZctdu-tqT0uGtxxOry2r0Oqs0csULKOm\\_Hn](https://us02web.zoom.us/meeting/register/tZctdu-tqT0uGtxxOry2r0Oqs0csULKOm_Hn)

**Topics of discussion:**

- Review and Discuss Draft 2021 Pension Plan MMOs Continued Public
- Discussion regarding proposed Age-Restricted Cluster Cottage (AARC)