

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Meeting
Regular Meeting Agenda—October 22, 2020
7:00 PM

https://us02web.zoom.us/join/zoom-join?join_source=meeting/register/tZAvdumupjMsHdR3HfOB-exQALAGdc7PCDjO

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 in a hybrid virtual using the Zoom meeting platform due to the COVID-19 pandemic and social distancing guidelines.
- Public Comment Period Policy—Three (3) Minutes Rule

4. Financial Report (Sep 2020) and Bills Payables – pd. 10/3/2020 – 10/16/2020

5. Approval of the Minutes – October 8, 2020

6. New Business

A. ORDINANCES (*none*)

B. RESOLUTIONS (*none*)

C. MOTIONS

1. Motion to Accept Todd Laudenschlager’s Resignation from the Zoning Hearing Board.
2. Motion to Accept Sandra Eckhart’s Resignation from the Environmental Advisory Council

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

8. Adjournment

**Workshop to follow*

**Executive Session*

GENERAL FUND SUMMARY	2020 BOARD APPROVED BUDGET	1/1 - 9/30/2020 ACTUAL	% OF BUDGET RECEIVED OR EXPENDED
REVENUES:			
OPERATING:			
TAXES	6,713,100	5,712,540	85.1%
PERMITS, FEES & INTEREST	921,806	627,146	68.0%
OTHER OPERATING REVENUE	160,180	136,798	85.4%
TRANSFERS FROM OTHER FUNDS	525,600	707	0.1%
FROM PRIOR-YEAR RESERVES	585	-	0.0%
TOTAL OPERATING REVENUE	8,321,271	6,477,190	77.8%
NON-OPERATING:			
DEVELOPMENT GRANTS & CONTRIBUTIONS	65,000	65,000	100.0%
PRIOR YEAR EXPENSE REFUNDS	75,000	55,885	74.5%
TOTAL NON-OPERATING REVENUE	140,000	120,885	86.3%
TOTAL REVENUES	8,461,271	6,598,075	78.0%
EXPENDITURES:			
OPERATING:			
(A) GENERAL GOVERNMENT	1,294,256	1,087,701	84.0%
(B) PUBLIC SAFETY	3,880,729	2,910,669	75.0%
(D) PUBLIC WORKS	2,631,426	1,878,119	71.4%
(E) RECREATION	81,860	43,869	53.6%
(F) COMMUNITY DEVELOPMENT	1,600	-	0.0%
(G) CONTRIBUTIONS & MISCELLANEOUS	25,000	19,627	78.5%
(H) INSURANCE & BENEFITS	188,000	205,344	109.2%
(I) TRANSFERS TO OTHER FUNDS	358,400	331,185	92.4%
TOTAL OPERATING EXPENDITURES	8,461,271	6,476,514	76.5%
TOTAL EXPENDITURES	8,461,271	6,476,514	76.5%
SURPLUS (DEFICIT)	-	121,561	

GENERAL FUND SUMMARY	1/1 - 9/30/2020 ACTUAL	1/1 - 9/30/2019 ACTUAL	Increase (Decrease) Over Prior YTD	% Increase (Decrease) over prior YTD
REVENUES:				
OPERATING:				
TAXES	5,712,540	5,616,903	95,637	1.7%
PERMITS, FEES & INTEREST	627,146	681,870	(54,724)	-8.0%
OTHER OPERATING REVENUE	136,798	138,527	(1,729)	-1.2%
TRANSFERS FROM OTHER FUNDS	707	513	193	37.6%
FROM PRIOR-YEAR RESERVES	-	-	-	0.0%
TOTAL OPERATING REVENUE	6,477,190	6,437,813	39,377	0.6%
NON-OPERATING:				
DEVELOPMENT GRANTS & CONTRIBUTIONS	65,000	65,652	(652)	0.0%
PRIOR YEAR EXPENSE REFUNDS	55,885	49,373	6,512	13.2%
TOTAL NON-OPERATING REVENUE	120,885	115,025	5,860	5.1%
TOTAL REVENUES	6,598,075	6,552,837	45,237	0.7%
EXPENDITURES:				
OPERATING:				
(A) GENERAL GOVERNMENT	1,087,701	730,415	357,286	48.9%
(B) PUBLIC SAFETY	2,910,669	1,952,328	958,341	49.1%
(D) PUBLIC WORKS	1,878,119	974,510	903,608	92.7%
(E) RECREATION	43,869	66,818	(22,949)	-34.3%
(F) COMMUNITY DEVELOPMENT	-	-	-	0.0%
(G) CONTRIBUTIONS & MISCELLANEOUS	19,627	40,577	(20,950)	-51.6%
(H) INSURANCE & BENEFITS	205,344	2,215,578	(2,010,234)	-90.7%
(I) TRANSFERS TO OTHER FUNDS	331,185	50,752	280,434	0.0%
TOTAL OPERATING EXPENDITURES	6,476,514	6,030,977	445,536	7.4%
TOTAL EXPENDITURES	6,476,514	6,030,977	445,536	7.4%
SURPLUS (DEFICIT)	121,561	521,860	(400,299)	-76.7%

GENERAL FUND- REVENUES

REVENUE DESCRIPTION	2020 BOARD APPROVED BUDGET	1/1 - 9/30/2020 ACTUAL	% OF BUDGET REC'D
PROPERTY TAXES	2,704,000	2,623,054	97.0%
LOCAL ENABLING TAXES	3,520,000	2,624,766	74.6%
STATE-SHARED REVENUE	489,100	464,720	95.0%
Total Tax Revenue	6,713,100	5,712,540	85.1%
BUS LICENSES & PERMITS	253,810	174,658	68.8%
NON-BUS LICENSES & PERMITS	6,650	4,033	60.6%
FINES	74,200	35,887	48.4%
INTEREST	42,000	49,878	118.8%
RENTS & ROYALTIES	70,696	52,259	73.9%
SERVICE FEES	139,000	75,195	54.1%
REVIEW FEES	82,850	91,728	110.7%
PUBLIC SAFETY FEES	249,400	141,707	56.8%
RECREATIONAL USER FEES	3,200	1,800	56.3%
Total Permits, Fees & Interest Revenue	921,806	627,146	68.0%
FEDERAL GRANTS	1,800	-	0.0%
STATE GRANTS	42,200	6,971	16.5%
IN LIEU OF TAXES	67,000	75,000	111.9%
SNOW REMOVAL	2,100	-	0.0%
SANITATION FEES	1,000	970	97.0%
MEMBERSHIP FEES	24,000	23,341	97.3%
MISCELLANEOUS REVENUE	22,080	14,466	65.5%
ASSET DISPOSAL	-	16,050	0.0%
Total Other Operating Income	160,180	136,798	85.4%
INTERFUND TRANSFERS	525,600	707	0.1%
Total Interfund Transfer Revenue	525,600	707	0.1%
PRIOR YEAR RESERVES	585	-	0.0%
Total Prior Year Reserves	585	-	0.0%
CONTRIBUTIONS	65,000	65,000	100.0%
Total Grants & Contribution Revenue	65,000	65,000	100.0%
PRIOR YEAR EXPENSE REFUND	75,000	55,885	74.5%
Total Prior Year Expense Refund	75,000	55,885	74.5%
Total General Fund Revenues	8,461,271	6,598,075	78.0%

GENERAL FUND- REVENUES

REVENUE DESCRIPTION	1/1 - 9/30/2020 ACTUAL	1/1 - 9/30/2019 ACTUAL	Increase (Decrease) Over Prior YTD	% Increase (Decrease)
PROPERTY TAXES	2,623,054	2,430,897	192,157	7.9%
LOCAL ENABLING TAXES	2,624,766	2,726,143	(101,376)	-3.7%
STATE-SHARED REVENUE	464,720	459,863	4,857	1.1%
Total Tax Revenue	5,712,540	5,616,903	95,637	1.7%
BUS LICENSES & PERMITS	174,658	184,476	(9,818)	-5.3%
NON-BUS LICENSES & PERMITS	4,033	4,875	(843)	-17.3%
FINES	35,887	38,090	(2,203)	-5.8%
INTEREST	49,878	42,120	7,758	18.4%
RENTS & ROYALTIES	52,259	57,721	(5,461)	-9.5%
SERVICE FEES	75,195	54,138	21,058	38.9%
REVIEW FEES	91,728	100,952	(9,224)	-9.1%
PUBLIC SAFETY FEES	141,707	197,374	(55,667)	-28.2%
RECREATIONAL USER FEES	1,800	2,125	(325)	-15.3%
Total Permits, Fees & Interest Revenue	627,146	681,870	(54,724)	-8.0%
FEDERAL GRANTS	-	-	-	0.0%
STATE GRANTS	6,971	41,420	(34,448)	-83.2%
IN LIEU OF TAXES	75,000	67,000	8,000	11.9%
SNOW REMOVAL	-	-	-	0.0%
SANITATION FEES	970	468	503	107.5%
MEMBERSHIP FEES	23,341	12,831	10,510	81.9%
MISCELLANEOUS REVENUE	14,466	16,502	(2,036)	-12.3%
ASSET DISPOSAL	16,050	307	15,743	5128.0%
Total Other Operating Income	136,798	138,527	(1,729)	-1.2%
INTERFUND TRANSFERS	707	513	193	37.6%
Total Interfund Transfer Revenue	707	513	193	37.6%
PRIOR YEAR RESERVES	-	-	-	0.0%
Total Prior Year Reserves	-	-	-	0.0%
CONTRIBUTIONS	65,000	65,652	(652)	-1.0%
Total Grants & Contribution Revenue	65,000	65,652	(652)	-1.0%
PRIOR YEAR EXPENSE REFUND	55,885	49,373	6,512	13.2%
Total Prior Year Expense Refund	55,885	49,373	6,512	13.2%
Total General Fund Revenues	6,598,075	6,552,837	45,237	0.7%

GENERAL FUND EXPENDITURES

EXPENDITURE CATEGORY	2020 BOARD APPROVED BUDGET	1/1 - 9/30/2020 ACTUAL	% OF BUDGET SPENT
LEGISLATIVE	19,255	13,954	72.5%
EXECUTIVE	519,610	422,104	81.2%
FINANCIAL ADMINISTRATION	283,856	230,693	81.3%
TAX COLLECTION	60,735	45,911	75.6%
LEGAL SERVICES	75,500	86,177	114.1%
PERSONNEL ADMIN	31,330	38,591	123.2%
INFORMATION TECHNOLOGY	42,800	40,796	95.3%
ENGINEERING SERVICES	72,000	66,017	91.7%
BUILDINGS & PLANT	189,170	143,457	75.8%
POLICE	3,338,486	2,505,736	75.1%
FIRE	195,746	173,860	88.8%
CODE ENFORCEMENT	112,407	80,265	71.4%
PLANNING & ZONING	222,190	132,726	59.7%
EMERGENCY MANAGEMENT	11,900	18,082	151.9%
PUBLIC WORKS: Highway, Roads & Streets	2,236,126	1,736,196	77.6%
TRAFFIC CONTROL	19,700	7,530	38.2%
STORM SEWERS	110,600	28,085	25.4%
REPAIRS/MAINT OF TOOLS & MACHINERY	55,000	32,782	59.6%
REPAIRS/MAINT OF ROADS	210,000	73,526	35.0%
RECREATION ADMINISTRATION	35,700	23,882	66.9%
PARTICIPANT RECREATION	46,160	19,987	43.3%
CONSERVATION OF NATURAL RESOURCES	1,600	-	0.0%
CONTRIBUTIONS/MISCELLANEOUS	25,000	19,627	78.5%
INSURANCE	188,000	205,344	109.2%
EMPLOYEE BENEFITS	-	-	0.0%
INTERFUND OPERATING TRANSFERS	358,400	331,185	92.4%
TOTAL EXPENDITURES	8,461,271	6,476,514	76.5%

GENERAL FUND EXPENDITURES

EXPENDITURE CATEGORY	1/1 - 9/30/2020 ACTUAL	1/1 - 9/30/2019 ACTUAL	Increase (Decrease) Over Prior YTD	% Increase (Decrease)
LEGISLATIVE	13,954	14,998	(1,044)	-7.0%
EXECUTIVE	422,104	185,603	236,501	127.4%
FINANCIAL ADMINISTRATION	230,693	134,126	96,567	72.0%
TAX COLLECTION	45,911	46,552	(641)	-1.4%
LEGAL SERVICES	86,177	61,284	24,894	40.6%
PERSONNEL ADMIN	38,591	45,349	(6,758)	-14.9%
INFORMATION TECHNOLOGY	40,796	47,333	(6,538)	-13.8%
ENGINEERING SERVICES	66,017	91,257	(25,240)	-27.7%
BUILDINGS & PLANT	143,457	103,912	39,546	38.1%
POLICE	2,505,736	1,607,031	898,706	55.9%
FIRE	173,860	44,722	129,139	288.8%
CODE ENFORCEMENT	80,265	174,052	(93,787)	-53.9%
PLANNING & ZONING	132,726	121,173	11,553	9.5%
EMERGENCY MANAGEMENT	18,082	5,350	12,731	237.9%
PUBLIC WORKS: Highway, Roads & Streets	1,736,196	808,118	928,079	114.8%
TRAFFIC CONTROL	7,530	8,406	(876)	-10.4%
STORM SEWERS	28,085	37,356	(9,271)	-24.8%
REPAIRS/MAINT OF TOOLS & MACHINERY	32,782	45,112	(12,331)	-27.3%
REPAIRS/MAINT OF ROADS	73,526	75,519	(1,993)	-2.6%
RECREATION ADMINISTRATION	23,882	30,454	(6,572)	-21.6%
PARTICIPANT RECREATION	19,987	36,364	(16,376)	-45.0%
CONSERVATION OF NATURAL RESOURCES	-	-	-	0.0%
CONTRIBUTIONS/MISCELLANEOUS	19,627	40,577	(20,950)	-51.6%
INSURANCE	205,344	371,293	(165,949)	-44.7%
EMPLOYEE BENEFITS	-	1,844,286	(1,844,286)	-100.0%
INTERFUND OPERATING TRANSFERS	331,185	50,752	280,434	552.6%
TOTAL EXPENDITURES	6,476,514	6,030,977	445,536	7.4%

Report Criteria:

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

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
A-B-E Laboratory							
A-B-E Laboratory	7534	06-448.316	2020-Oct water analysis	09/22/20	340.00	.00	
Total A-B-E Laboratory:					340.00	.00	
All Traffic Solutions							
All Traffic Solutions	SIN026826	01-410.260	App Traffic Suite-Euip Mgt, reporting, Image mgt, alerts, mapping & premiercare	10/06/20	1,500.00	.00	
Total All Traffic Solutions:					1,500.00	.00	
Apgar Oil Co Inc							
Apgar Oil Co Inc	75710	01-409.373	Combustion Chamber for boiler @ Franko	10/01/20	650.00	.00	
Total Apgar Oil Co Inc:					650.00	.00	
Beck, Charles							
Beck, Charles	9082020	01-414.220	Planning Commission Mtg-9/8/2020	09/08/20	30.00	.00	
Total Beck, Charles:					30.00	.00	
Bednar's, Andy							
Bednar's, Andy	998105	01-401.375	Service call/Minger's Register	10/08/20	100.65	.00	
Total Bednar's, Andy:					100.65	.00	
Berkheimer Associates							
Berkheimer Associates	93020	01-403.453	2020-Sept-LST Comm	09/30/20	106.06	.00	
Total Berkheimer Associates:					106.06	.00	
Billitier Electric Inc							
Billitier Electric Inc	M8796-01	01-409.373	Conduit for electrical service-Pole bldg	10/09/20	1,149.91	.00	
Total Billitier Electric Inc:					1,149.91	.00	
Coopersburg Materials							
Coopersburg Materials	19380	01-438.245	9.5MM	09/04/20	5,250.96	.00	
Coopersburg Materials	19405	01-438.245	9.5MM	09/11/20	2,087.28	.00	
Total Coopersburg Materials:					7,338.24	.00	
Curb Appeal Detail LLC							
Curb Appeal Detail LLC	901	01-409.373	Clean & Sanitize 8 Police Vehicles	10/12/20	600.00	.00	
Curb Appeal Detail LLC	902	03-412.374	Clean & Sanitize 4 Police Vehicles	10/12/20	300.00	.00	
Total Curb Appeal Detail LLC:					900.00	.00	
Davison & McCarthy							
Davison & McCarthy	100120	01-404.310	2020-Sept-General Matters	10/01/20	1,612.42	.00	
Davison & McCarthy	26383	01-404.310	2020-Sept-Amendment to Zoning Ordinance	10/01/20	20.00	.00	
Davison & McCarthy	26384	01-404.310	2020-Sept-Amendment to SALDO	10/01/20	182.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Davison & McCarthy	26385	01-404.310	2020-Sept-Bankruptcy of Residents	10/01/20	143.00	.00	
Davison & McCarthy	26387	01-404.310	2020-Sept-Board of Commissioners	10/01/20	395.50	.00	
Davison & McCarthy	26388	01-404.310	2020-Sept-Western Salisbury Volunteer Fire Co	10/01/20	39.00	.00	
Davison & McCarthy	26389	08-429.310	2020-Sept-Sewer Agreement with Fountain Hill	10/01/20	4,709.49	.00	
Davison & McCarthy	26390	01-404.310	2020-Sept-Western Salisbury Volunteer Fire Co-Investment in Land & Building	10/01/20	78.00	.00	
Davison & McCarthy	26393	01-404.310	2020-Sept-Liens-2020	10/01/20	1,872.00	.00	
Davison & McCarthy	26395	01-404.310	2020-Sept-Satisfactions-2020	10/01/20	286.00	.00	
Davison & McCarthy	26400	01-404.310	2020-Sept-Civil Service Appeals	10/01/20	222.30	.00	
Davison & McCarthy	26402	01-404.310	2020-Sept-Wetzel-Knox Box	10/01/20	65.00	.00	
Davison & McCarthy	26404	01-404.310	2020-Sept-Rosewood Subdivision Boundry Dispute	10/01/20	85.00	.00	
Davison & McCarthy	26405	01-404.310	2020-Sept-1239 Voortman Ave	10/01/20	377.00	.00	
Davison & McCarthy	26407	01-404.310	2020-Sept-Zoning Violation of Blake Koch	10/01/20	975.00	.00	
Davison & McCarthy	26408	01-404.310	2020-Sept-Public Utility Commission 407-412 Mountain Blvd	10/01/20	65.00	.00	
Total Davison & McCarthy:					11,126.71	.00	
Diefenderfer, Orlando							
Diefenderfer, Orlando	63337	01-401.375	Voicemail forwarding issue	10/06/20	108.56	.00	
Total Diefenderfer, Orlando:					108.56	.00	
Dispatch Answering Service							
Dispatch Answering Servic	204B155	06-448.320	610-782-5025-Sept 2020	09/29/20	19.95	.00	
Dispatch Answering Servic	204B155	01-430.320	610-782-5572-Sept 2020	09/29/20	15.00	.00	
Dispatch Answering Servic	204B155	01-401.320	Answr Service/Pump Stn Alm-Sept 2020	09/29/20	217.25	.00	
Total Dispatch Answering Service:					252.20	.00	
Dustin Grow							
Dustin Grow	100620	01-411.240	Reimb-PA Labor & Industry Inspector license renewal	10/06/20	103.63	.00	
Total Dustin Grow:					103.63	.00	
Ecco Communications LLC							
Ecco Communications LLC	77154	01-410.375	#209-Replaced antenna	10/07/20	39.00	.00	
Total Ecco Communications LLC:					39.00	.00	
First Regional Compost Authority							
First Regional Compost Au	2020-429	10-427.303	Grass collection-40 yds-09/09/20	09/30/20	198.00	.00	
Total First Regional Compost Authority:					198.00	.00	
Fountain Hill, Borough of							
Fountain Hill, Borough of	100520	08-429.531	3Q2020 sewer	10/05/20	247.86	.00	
Fountain Hill, Borough of	100520	08-429.536	2Q2020 capital payment	10/05/20	600.00	.00	
Total Fountain Hill, Borough of:					847.86	.00	
Fromm Electric Supply Corp							
Fromm Electric Supply Cor	11538075	01-409.240	Electrical supplies for Pole Bldg	09/09/20	1,109.28	.00	
Fromm Electric Supply Cor	11538992	01-409.240	Electrical supplies for Pole Bldg	09/17/20	349.31	.00	
Fromm Electric Supply Cor	11539089	01-409.240	Electrical supplies for Pole Bldg	09/17/20	275.75	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Fromm Electric Supply Cor	51143850	01-409.240	Electrical supplies for Pole Bldg	09/24/20	164.20	.00	
Fromm Electric Supply Cor	51143850-01	01-409.240	Electrical supplies for Pole Bldg	10/02/20	1,715.01	.00	
Fromm Electric Supply Cor	51143886	01-409.240	Electrical supplies for Pole Bldg	09/21/20	9.47	.00	
Total Fromm Electric Supply Corp:					3,623.02	.00	
Granturk Equipment Company Inc							
Granturk Equipment Comp	1139203-01	01-437.375	#23-Sweeper	09/28/20	164.03	.00	
Total Granturk Equipment Company Inc:					164.03	.00	
Griffin, Matthew							
Griffin, Matthew	101320	01-411.421	PA L&I Fire Inspector License	10/13/20	103.63	.00	
Total Griffin, Matthew:					103.63	.00	
Hassick, Richard							
Hassick, Richard	09082020	01-414.220	Planning Commission Mtg-9/8/2020	09/08/20	25.00	.00	
Total Hassick, Richard:					25.00	.00	
Home Depot Credit Services							
Home Depot Credit Service	93329	01-430.260	Sprayer	09/30/20	29.91	.00	
Home Depot Credit Service	93329	01-430.260	Extendable scraper	09/30/20	53.84	.00	
Total Home Depot Credit Services:					83.75	.00	
Isett & Associates, Barry							
Isett & Associates, Barry	CDM-014-182	01-413.307	2020-Aug-Residential Inspections	10/05/20	2,994.00	.00	
Isett & Associates, Barry	CDM-014-182	01-413.308	2020-Aug-Commercial Plan Review	10/05/20	3,514.24	.00	
Total Isett & Associates, Barry:					6,508.24	.00	
Kaman Industrial Technologies							
Kaman Industrial Technolo	M426745	01-437.375	Bearing/Mill head	09/15/20	608.14	.00	
Total Kaman Industrial Technologies:					608.14	.00	
Kessler Freedman Inc.							
Kessler Freedman Inc.	100120	01-401.312	Sept 2020-Website updates	10/01/20	150.00	.00	
Total Kessler Freedman Inc.:					150.00	.00	
Keystone Consulting Engineers							
Keystone Consulting Engin	171972	48-429.607	2020-Aug-2019 Sanitary Sewer CIPP Lining Project	09/11/20	881.75	.00	
Keystone Consulting Engin	171974	08-429.313	2020-Aug-Byfield Street storm sewer	09/11/20	1,443.00	.00	
Keystone Consulting Engin	171977	08-429.313	2020-Aug-Sewer matters	09/11/20	589.88	.00	
Keystone Consulting Engin	171978	48-429.372	2020-Aug-I&I Removal Program	09/11/20	6,801.90	.00	
Keystone Consulting Engin	171979	48-429.607	2020-Aug-2020 Sanitary Sewer CIPP Lining Project	09/11/20	4,042.25	.00	
Keystone Consulting Engin	171982	08-429.313	2020-Aug-Sanitary Smoke Testing Project	09/11/20	2,486.02	.00	
Total Keystone Consulting Engineers:					16,244.80	.00	
Klocek, Jessica							
Klocek, Jessica	90820	01-414.220	Planning Commission Mtg-9/8/2020	09/08/20	25.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Klocek, Jessica:					25.00	.00	
Knerr, David G.							
Knerr, David G.	2471	01-406.314	Personnel info research/review	10/08/20	1,185.00	.00	
Knerr, David G.	2471	01-406.314	DC pension plan quarterly statement	10/08/20	225.00	.00	
Knerr, David G.	2471	01-406.314	Police CBA Negotiations 9/21/20-9/29/20	10/08/20	900.00	.00	
Total Knerr, David G.:					2,310.00	.00	
Kovatch Ford							
Kovatch Ford	11367	01-410.251	#207-Repairs for MVA	10/05/20	1,379.67	.00	
Kovatch Ford	11403	01-410.251	Partition	10/09/20	1,223.11	.00	
Total Kovatch Ford:					2,602.78	.00	
Lehigh Soils & Wetlands							
Lehigh Soils & Wetlands	10120	01-413.307	Residential inspections & services-10/1/19-12/20/19	01/01/20	1,840.00	.00	
Lehigh Soils & Wetlands	922020	01-413.307	Residential inspections & services-12/21/19-8/25/20	09/02/20	5,460.00	.00	
Total Lehigh Soils & Wetlands:					7,300.00	.00	
Mertl, Kyle							
Mertl, Kyle	10122020	01-411.421	NFPA Advance Membership Training	10/15/20	475.00	.00	
Total Mertl, Kyle:					475.00	.00	
Miller, Glenn							
Miller, Glenn	9082020	01-414.220	Planning Commission Mtg-9/8/2020	09/08/20	25.00	.00	
Total Miller, Glenn:					25.00	.00	
New Enterprise Stone & Lime Co Inc							
New Enterprise Stone & Li	7340171	01-438.245	9.5MM	07/01/20	1,216.04	.00	
New Enterprise Stone & Li	7396887	01-438.245	9.5MM	09/09/20	3,299.49	.00	
New Enterprise Stone & Li	7398782	01-438.245	9.5MM	09/11/20	11,558.45	.00	
New Enterprise Stone & Li	7400136	01-438.245	9.5MM	09/14/20	9,300.48	.00	
New Enterprise Stone & Li	7406001	01-438.245	#10 AASHTO	09/21/20	480.96	.00	
New Enterprise Stone & Li	7414789	01-438.245	9.5MM	09/30/20	8,319.65	.00	
New Enterprise Stone & Li	7415869	01-438.245	9.5MM	10/01/20	9,722.39	.00	
Total New Enterprise Stone & Lime Co Inc:					43,897.46	.00	
PA Municipal Health Ins Coop							
PA Municipal Health Ins Co	411179	01-401.156	2020 Nov coverage	10/07/20	7,829.13	.00	
PA Municipal Health Ins Co	411179	01-402.156	2020 Nov coverage	10/07/20	2,692.28	.00	
PA Municipal Health Ins Co	411179	01-410.156	2020 Nov coverage	10/07/20	37,907.10	.00	
PA Municipal Health Ins Co	411179	01-430.156	2020 Nov coverage	10/07/20	40,269.07	.00	
PA Municipal Health Ins Co	411179	06-430.156	2020 Nov coverage	10/07/20	538.46	.00	
PA Municipal Health Ins Co	411179	06-448.156	2020 Nov coverage	10/07/20	5,833.27	.00	
PA Municipal Health Ins Co	411179	08-429.156	2020 Nov coverage	10/07/20	5,833.27	.00	
PA Municipal Health Ins Co	411179	08-430.156	2020 Nov coverage	10/07/20	538.46	.00	
PA Municipal Health Ins Co	411179	10-426.156	2020 Nov coverage	10/07/20	1,166.65	.00	
Total PA Municipal Health Ins Coop:					102,607.69	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
PA One Call System Inc.							
PA One Call System Inc.	875844	01-401.320	2020-Oct-Voice/Fax messages	09/30/20	578.24	.00	
Total PA One Call System Inc.:					578.24	.00	
PAPCO							
PAPCO	3079062	01-401.231	Unleaded Gasoline	09/22/20	13.05	.00	
PAPCO	3079062	01-410.231	Unleaded Gasoline	09/22/20	594.38	.00	
PAPCO	3079062	01-430.231	Unleaded Gasoline	09/22/20	122.67	.00	
PAPCO	3079062	06-448.231	Unleaded Gasoline	09/22/20	80.74	.00	
PAPCO	3079062	08-429.231	Unleaded Gasoline	09/22/20	80.74	.00	
PAPCO	3079062	03-413.231	Unleaded Gasoline	09/22/20	40.99	.00	
PAPCO	3079066	01-410.231	Diesel	09/22/20	.64	.00	
PAPCO	3079066	01-430.231	Diesel	09/22/20	360.73	.00	
PAPCO	3079066	06-448.231	Diesel	09/22/20	9.66	.00	
PAPCO	3079066	08-429.231	Diesel	09/22/20	9.66	.00	
PAPCO	3079066	03-413.231	Diesel	09/22/20	64.09	.00	
PAPCO	3081473	01-401.231	Unleaded Gasoline	09/29/20	11.91	.00	
PAPCO	3081473	01-410.231	Unleaded Gasoline	09/29/20	542.65	.00	
PAPCO	3081473	01-430.231	Unleaded Gasoline	09/29/20	111.99	.00	
PAPCO	3081473	06-448.231	Unleaded Gasoline	09/29/20	73.71	.00	
PAPCO	3081473	08-429.231	Unleaded Gasoline	09/29/20	73.71	.00	
PAPCO	3081473	03-413.231	Unleaded Gasoline	09/29/20	37.42	.00	
PAPCO	3081474	01-410.231	Diesel	09/24/20	.54	.00	
PAPCO	3081474	01-430.231	Diesel	09/24/20	301.79	.00	
PAPCO	3081474	06-448.231	Diesel	09/24/20	8.08	.00	
PAPCO	3081474	08-429.231	Diesel	09/24/20	8.08	.00	
PAPCO	3081474	03-413.231	Diesel	09/24/20	53.62	.00	
Total PAPCO:					2,600.85	.00	
Patriot Workwear							
Patriot Workwear	30595	01-410.238	Pants-Losagio	10/02/20	148.00	.00	
Total Patriot Workwear:					148.00	.00	
Patten, Ronald C.							
Patten, Ronald C.	92820	01-410.242	Reimb-Gun	09/28/20	313.47	.00	
Total Patten, Ronald C.:					313.47	.00	
Penn Valley Chemical							
Penn Valley Chemical	757588	01-409.240	Hand soap/dispensers	09/30/20	57.13	.00	
Penn Valley Chemical	757588	01-409.240	Disinfecting Wipes/spray	09/30/20	167.10	.00	
Total Penn Valley Chemical:					224.23	.00	
Pennsylvania Steel Company Inc							
Pennsylvania Steel Compa	1926826	01-437.375	#14-Leaf box repair	09/28/20	100.00	.00	
Total Pennsylvania Steel Company Inc:					100.00	.00	
PenTeleData							
PenTeleData	B3754194	01-401.320	Acct#3042745-Cable modem rental - Sept 2020	09/24/20	124.95	.00	
PenTeleData	B3754194	03-411.320	Cable-Sept 2020	09/24/20	59.95	.00	
Total PenTeleData:					184.90	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Pollard Water							
Pollard Water	177023	06-448.375	Aquascope Repair	10/07/20	95.77	.00	
Pollard Water	177023	08-429.375	Aquascope Repair	10/07/20	95.76	.00	
Total Pollard Water:					191.53	.00	
PPL Electric Utilities							
PPL Electric Utilities	100620	01-451.361	62400-52006	10/06/20	12.23	.00	
PPL Electric Utilities	100620	08-429.361	47020-14000	10/06/20	28.79	.00	
PPL Electric Utilities	100620	35-434.361	79200-43006	10/06/20	10,125.13	.00	
PPL Electric Utilities	100620	35-434.361	79000-43000	10/06/20	489.64	.00	
PPL Electric Utilities	100620	35-433.362	97159-57000	10/06/20	41.52	.00	
PPL Electric Utilities	100620	35-433.362	96549-22003	10/06/20	36.59	.00	
PPL Electric Utilities	100620	08-429.361	98810-20005	10/06/20	57.95	.00	
PPL Electric Utilities	100620	35-433.362	59610-04003	10/06/20	40.95	.00	
PPL Electric Utilities	100620	06-448.361	59410-04007	10/06/20	28.04	.00	
PPL Electric Utilities	100620	35-433.362	58010-04003	10/06/20	38.16	.00	
PPL Electric Utilities	100620	35-433.362	32810-04003	10/06/20	37.04	.00	
PPL Electric Utilities	100620	08-429.361	95425-66011	10/06/20	28.81	.00	
PPL Electric Utilities	100620	08-429.361	49200-35001	10/06/20	32.74	.00	
PPL Electric Utilities	10082020	08-429.361	42850-08008	10/08/20	28.61	.00	
PPL Electric Utilities	10082020	08-429.361	32650-08001	10/08/20	29.31	.00	
PPL Electric Utilities	10082020	08-429.361	15460-07002	10/08/20	28.24	.00	
PPL Electric Utilities	10082020	08-429.361	08450-07007	10/08/20	28.61	.00	
PPL Electric Utilities	100920	01-451.361	54060-05002	10/09/20	27.17	.00	
PPL Electric Utilities	100920	06-448.361	30460-06001	10/09/20	446.52	.00	
PPL Electric Utilities	100920	08-429.361	56060-06003	10/09/20	28.15	.00	
Total PPL Electric Utilities:					11,614.20	.00	
Protect Alarms							
Protect Alarms	24151	01-401.375	Basic monitoring fee/PW bldg-11/7/2020-11/06/2021	09/23/20	288.00	.00	
Total Protect Alarms:					288.00	.00	
ReadyRefresh by Nestle							
ReadyRefresh by Nestle	00J0441704392	01-409.366	2020-Sept-Acct#0441704392-Franko	10/06/20	23.17	.00	
ReadyRefresh by Nestle	10J0436481527	01-409.366	2020-Sept-Acct#0436481527-Admin	10/06/20	38.52	.00	
ReadyRefresh by Nestle	10J0436481543	01-409.366	2020-Sept-Acct#0436481543-Police	10/06/20	70.05	.00	
ReadyRefresh by Nestle	10J0436481576	01-409.366	2020-Sept-Acct#0436481576-DPW	10/06/20	29.94	.00	
Total ReadyRefresh by Nestle:					161.68	.00	
Salisbury Township							
Salisbury Township	10102020	03-411.320	4Q2020 ESFCo Utility Invoice	10/10/20	229.50	.00	
Total Salisbury Township:					229.50	.00	
Sander Power Equipment Company							
Sander Power Equipment	589374	06-448.260	2" pump couplings	09/30/20	5.89	.00	
Sander Power Equipment	589374	08-429.260	2" pump couplings	09/30/20	5.90	.00	
Total Sander Power Equipment Company:					11.79	.00	
Schreiter P.L.S., Richard L.							
Schreiter P.L.S., Richard L.	9082020	01-414.220	Planning Commission Mtg-9/8/20	09/08/20	25.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Schreiter P.L.S., Richard L.:					25.00	.00	
Service Electric Cable TV							
Service Electric Cable TV	100120	01-410.315	Prolog Express -Oct 2020	10/01/20	81.09	.00	
Total Service Electric Cable TV:					81.09	.00	
Service Tire Truck Centers							
Service Tire Truck Centers	768158-01	01-410.240	Tires	09/30/20	1,373.60	.00	
Service Tire Truck Centers	768162-01	01-410.240	Tires	09/29/20	695.12	.00	
Total Service Tire Truck Centers:					2,068.72	.00	
Shammy Shine Car Washes							
Shammy Shine Car Washes	93020	01-410.315	Police Car Washes-9/1-9/30/20	09/30/20	80.00	.00	
Total Shammy Shine Car Washes:					80.00	.00	
Staples Advantage							
Staples Advantage	3457214482	01-402.240	planner	09/24/20	11.80	.00	
Staples Advantage	3457304760	01-430.240	Toner-DPW	09/25/20	51.37	.00	
Staples Advantage	3457304762	01-409.240	Lysol wipes/paper towels/glass cleaner/trash bags	09/25/20	190.52	.00	
Staples Advantage	3457304762	01-402.240	planner	09/25/20	11.80	.00	
Staples Advantage	3457450768	01-409.240	Trash bags	09/26/20	71.46	.00	
Total Staples Advantage:					313.35	.00	
Staples Credit Plan							
Staples Credit Plan	092720	01-410.240	File folders/binder clips/post-it flags	09/27/20	73.72	.00	
Total Staples Credit Plan:					73.72	.00	
Staver Hydraulics Co Inc							
Staver Hydraulics Co Inc	P-65766-0	01-437.375	DDB#3-fittings	10/13/20	8.92	.00	
Total Staver Hydraulics Co Inc:					8.92	.00	
Stotz/Fatzinger Office Supply							
Stotz/Fatzinger Office Supp	257889	01-409.240	Lysol	10/12/20	124.00	.00	
Total Stotz/Fatzinger Office Supply:					124.00	.00	
SWIF							
SWIF	10012020	03-486.354	Worker's Comp Insurance for Volunteer fire companies	10/01/20	2,246.00	.00	
Total SWIF:					2,246.00	.00	
Times News							
Times News	100489577-093020	01-401.341	Ad: 9/30-10/08-Planning Commission Meeting	10/08/20	348.00	.00	
Total Times News:					348.00	.00	
Tom's Auto Tag/Notary Service							
Tom's Auto Tag/Notary Ser	191	01-430.315	Duplicate registration card for #22	07/16/20	12.00	.00	
Tom's Auto Tag/Notary Ser	197	01-430.315	Notarize Application for certification to Operate water or wastewater				

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
			systems-DiMatteo	09/21/20	5.00	.00	
Total Tom's Auto Tag/Notary Service:					17.00	.00	
U.S. Department of Agriculture							
U.S. Department of Agricult	3003610738	01-451.371	2020-Goose Mgmnt-thru 9/30/2020	10/05/20	1,043.04	.00	
Total U.S. Department of Agriculture:					1,043.04	.00	
United Site Services							
United Site Services	3003673	01-451.315	Franko Park-9/09/20-10/06/2020	09/09/20	170.97	.00	
United Site Services	6003674	01-451.315	Laubach Park-9/09/20-10/06/2020	09/09/20	170.97	.00	
United Site Services	6003675	01-451.315	Lindberg Park-9/9/20-10/06/2020	09/09/20	218.41	.00	
Total United Site Services:					560.35	.00	
Verizon							
Verizon	10022020	01-410.320	610-433-0563-monitor traffic signals CCB-10/2020	10/02/20	43.20	.00	
Verizon	100520	06-448.320	610-435-4231-Flxr Ave wtr pump strn- 10/2020	10/05/20	45.10	.00	
Verizon	9242020	08-429.320	2020-Sept-868-8310-Cardinal Dr Pump Strn	09/24/20	37.50	.00	
Verizon	9252020	01-401.320	2020-Sept-Mgr/Tablet	09/25/20	10.02	.00	
Verizon	9252020	01-452.320	2020-Sept-Rec Dir Tablet	09/25/20	10.02	.00	
Verizon	9252020	01-410.320	2020-Sept-Police tablet/air card charges	09/25/20	361.91	.00	
Verizon	9252020	01-411.320	2020-Sept-Fire Inspectors/Tablet	09/25/20	64.37	.00	
Verizon	9252020	01-413.320	2020-Sept-Code Enf Ofcr Tablet	09/25/20	10.02	.00	
Verizon	9252020	03-411.320	2020-Sept-ESFC/Tablet	09/25/20	108.69	.00	
Verizon	9252020	03-412.320	2020-Sept-WSFC/Tablet	09/25/20	191.57	.00	
Verizon	9252020	01-401.320	2020-Sept-Mgr	09/25/20	51.73	.00	
Verizon	9252020	01-402.320	2020-Sept-Finance Director	09/25/20	51.73	.00	
Verizon	9252020	01-409.320	2020-Sept-Facility Maintenance	09/25/20	51.73	.00	
Verizon	9252020	01-410.320	2020-Sept-Police	09/25/20	411.79	.00	
Verizon	9252020	01-413.320	2020-Sept-Code Enf Ofcr	09/25/20	51.73	.00	
Verizon	9252020	01-414.320	2020-Sept-P/Z Officer	09/25/20	89.57	.00	
Verizon	9252020	01-415.320	2020-Sept-Tapler	09/25/20	77.86	.00	
Verizon	9252020	01-430.320	2020-Sept-DPW	09/25/20	138.50	.00	
Verizon	9252020	01-452.320	2020-Sept-Rec Dir	09/25/20	51.73	.00	
Verizon	9252020	06-448.320	2020-Sept-Water Dept	09/25/20	66.69	.00	
Total Verizon:					1,925.46	.00	
Warehouse Battery Outlet Inc							
Warehouse Battery Outlet I	467848	01-410.210	AED Batteries/lights	10/07/20	213.62	.00	
Total Warehouse Battery Outlet Inc:					213.62	.00	
WatchGuard Video							
WatchGuard Video	4REINV0011606	41-410.700	#217-4RE car system w/evidence library	09/29/20	5,245.00	.00	
Total WatchGuard Video:					5,245.00	.00	
Wilson Products							
Wilson Products	2152163	01-430.260	Torch	10/13/20	415.00	.00	
Total Wilson Products:					415.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Zimmerman, Donald C.							
Zimmerman, Donald C.	101220	01-430.192	2020 Clothing Allowance	10/12/20	194.84	.00	
Total Zimmerman, Donald C.:					194.84	.00	
Grand Totals:					243,173.86	.00	

Report Criteria:

Detail report.

Invoice detail records above \$0 included.

Paid and unpaid invoices included.

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
General Fund							
Total General Fund:					186,055.03	.00	
Fire Fund							
Total Fire Fund:					3,331.83	.00	
Water Fund							
Total Water Fund:					7,591.88	.00	
Sewer Fund							
Total Sewer Fund:					17,050.54	.00	
Refuse & Recycling Fund							
Total Refuse & Recycling Fund:					1,364.65	.00	
Highway Aid Fund							
Total Highway Aid Fund:					10,809.03	.00	
Capital General Fund							
Total Capital General Fund:					5,245.00	.00	
Capital Sewer Fund							
Total Capital Sewer Fund:					11,725.90	.00	
Grand Totals:					243,173.86	.00	

Date: _____

President: _____

Board of Commissioners

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
October 8, 2020
REGULAR MEETING – 7:00 PM**

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

PLEDGE OF ALLEGIANCE

CALL TO ORDER

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

Commissioner Brinton announced that an Executive Session will be 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
Dustin Grow, Fire Services Director
Genny Baillie, Recreation Director
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 regular meeting of the Board of Commissioners for October 8, 2020. She noted that the meeting is being held in a hybrid setting 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 Lipkin, seconded by Commissioner Patnaik, to approve the list of Bills Payable for the period 9/19/2020-10/2/2020, broken down as follows:

\$151,175.03 = GENERAL
\$3,559.04 = FIRE
\$44.89 = LIBRARY
\$79,612.07 = WATER
\$102,334.54 = SEWER
\$109,540.11 = REFUSE & RECYCLING
\$242.11 = HIGHWAY AID
\$8,840.40 = CAPITAL GENERAL
\$455,348.19 = 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

September 24, 2020.

Commissioner Conn noted a typographical error on page three. Ms. Brinton declared the Minutes from September 24, 2020 accepted with the correction.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

Resolution to Approve Disposition of Two Vehicles and Speed Monitor Radar Trailer.

Commissioner Brinton inquired if the Police Department had purchased a new speed monitor radar trailer. Chief Soberick replied that the Officers use something different now as this is older technology.

Motion by Commissioner Patnaik, seconded by Commissioner Conn, to adopt Resolution No. 10-2020-1687, approving the disposition of two vehicles and a speed monitor radar trailer.

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 Resolution of Budd Frankenfield Litigation for \$5,000.

Ms. Bonaskiewich noted that the Board had previously discussed this matter in Executive Session, but in order to move forward and release the funds, the Board needs to act on it by a Motion.

Motion by Commissioner Seagreaves, seconded by Commissioner Conn, to authorize resolution of Budd Frankenfield Litigation in the amount of \$5,000.

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

Ms. Bonaskiewich provided the Board with an update on the Tax Collector vacancy. She stated that the applicants have been sent the standard application for committees/boards that must be completed by October 15th. Ms. Bonaskiewich noted that she will move ahead with scheduling interviews with the Board once the forms and the resumes have been returned.

ADJOURNMENT

Commissioner Patnaik made a motion to adjourn the meeting. Seconded by Commissioner Conn. The time was 7:10 p.m.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on October 8, 2020.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Workshop Meeting
October 22, 2020
7:30 p.m.
(approximate time)

Topics of discussion:

- Discussion on the 2021 Proposed Fire Fund Budget