

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Meeting
Regular Meeting Agenda—November 24, 2020
7:00 PM

<https://us02web.zoom.us/meeting/register/tZYsc-mgpzkvHtegw804iUiWTbXtOExolokd>

- 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 (Oct 2020) and Bills Payables – pd. 11/7/2020 – 11/20/2020**
- 5. Approval of the Minutes – November 12, 2020**
- 6. New Business**
 - A. ORDINANCES** (*none*)
 - B. RESOLUTIONS**
 1. Resolution to Accept Linda Minger’s resignation from the elected position of Tax Collector and appointed position of Treasurer as of December 31, 2020
 2. Resolution to Appoint Tax Collector to fill vacancy through 12/31/21
 - C. MOTIONS**
 1. Motion to Appoint of Zoning Hearing Board—3rd Ward Vacancy
- 7. Courtesy of the Floor:** (opportunity for public comment on non-agenda items)
- 8. Adjournment**

**Workshop to follow*

**Executive Session*

(Revised 11/23/20)

2900 South Pike Ave, Allentown, PA 18103

Report Criteria:

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

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
4 Guys Inc							
4 Guys Inc	11192020	43-411.700	Balance Due on 2020 Fire Truck Rescue/Engine for ESFD	11/19/20	313,722.00	.00	
Total 4 Guys Inc:					313,722.00	.00	
Almir, Raed							
Almir, Raed	11102020	91-248000	Fire Esc Release-DOL-11/7/19	11/10/20	23,220.40	.00	
Total Almir, Raed:					23,220.40	.00	
Amazon Business							
Amazon Business	11072020	01-410.243	Dog crates/bed mats/Bite proof gloves	11/07/20	922.84	.00	
Total Amazon Business:					922.84	.00	
Amici Jr, Louis							
Amici Jr, Louis	11182020	01-430.192	2020 clothing/boot allowance	11/18/20	276.00	.00	
Total Amici Jr, Louis:					276.00	.00	
AT&T Mobility							
AT&T Mobility	287252716350X11	01-410.315	2020-Nov wireless charges for 5 tablets	11/04/20	118.76	118.76	11/19/20
Total AT&T Mobility:					118.76	118.76	
Auto Collision Specialists							
Auto Collision Specialists	5278	01-410.251	#217-Collision Repairs	11/18/20	12,459.78	.00	
Total Auto Collision Specialists:					12,459.78	.00	
Axon Enterprise Inc							
Axon Enterprise Inc	1694901	01-410.242	X26-25 FT Extra Penetration cartridges/extended performance power magazine for X26	11/02/20	2,043.00	.00	
Total Axon Enterprise Inc:					2,043.00	.00	
Bank of America							
Bank of America	110920	01-480.005	Fees	11/09/20	60.23	.00	
Bank of America	110920	01-414.420	PA BCCO Fees	11/09/20	6.00	.00	
Total Bank of America:					66.23	.00	
Bar Association of Lehigh County							
Bar Association of Lehigh	10866	01-402.420	Yearly subscription Renewal	11/05/20	100.00	.00	
Total Bar Association of Lehigh County:					100.00	.00	
Beck, Charles							
Beck, Charles	111020	01-414.220	Planning Commission Mtg-11/10/2020	11/10/20	30.00	.00	
Total Beck, Charles:					30.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Berkheimer Associates							
Berkheimer Associates	103020	01-403.453	2020-Oct-LST Comm	10/30/20	105.68	.00	
Total Berkheimer Associates:					105.68	.00	
Bethlehem, City of							
Bethlehem, City of	111020	06-448.363	2020-Oct-Hydrant rental	11/10/20	880.00	.00	
Bethlehem, City of	111020	06-448.368	2020-Oct-4 resale customers	11/10/20	328.45	.00	
Bethlehem, City of	111020	08-429.368	3Q2020 Sewer	11/10/20	41,446.76	.00	
Bethlehem, City of	111320	06-448.315	Water shut off fee for 800 Weil St	11/13/20	35.00	.00	
Total Bethlehem, City of:					42,690.21	.00	
Curb Appeal Detail LLC							
Curb Appeal Detail LLC	182	03-412.374	Clean & Sanitize 3 Police Vehicles	11/15/20	120.00	.00	
Curb Appeal Detail LLC	902-3	03-412.374	Clean & Sanitize 1 Police Vehicles	11/15/20	75.00	.00	
Total Curb Appeal Detail LLC:					195.00	.00	
Davison & McCarthy							
Davison & McCarthy	26635	01-404.310	2020-Oct-General Matters	11/04/20	1,789.15	.00	
Davison & McCarthy	26636	01-404.310	2020-Oct-Bankruptcy of Residents	11/04/20	1,443.00	.00	
Davison & McCarthy	26637	01-414.310	2020-Oct-Planning Commission	11/04/20	208.00	.00	
Davison & McCarthy	26638	01-404.310	2020-Oct-Board of Commissioners	11/04/20	819.00	.00	
Davison & McCarthy	26639	01-408.318	2020-Oct-Dunkin Donuts (Land Development-Lehigh St)	11/04/20	78.00	.00	
Davison & McCarthy	26640	01-404.310	2020-Oct-Western Salisbury Volunteer Fire Co	11/04/20	104.00	.00	
Davison & McCarthy	26642	08-429.310	2020-Oct-Sewer Agreement with Fountain Hill	11/04/20	431.31	.00	
Davison & McCarthy	26643	01-404.310	2020-Oct-Western Salisbury Volunteer Fire Co-Investment in Land & Building	11/04/20	78.00	.00	
Davison & McCarthy	26644	01-404.318	2020-Oct-1239 Voortman Ave	11/04/20	572.00	.00	
Davison & McCarthy	26645	01-404.318	2020-Oct-Plot 886 LLC-Land Development	11/04/20	611.00	.00	
Davison & McCarthy	26646	01-404.318	2020-Oct-2638 W Rock Rd-Girl Scouts of Eastern PA Land Development	11/04/20	1,885.00	.00	
Davison & McCarthy	26647	01-404.310	2020-Oct-Liens-2020	11/04/20	1,800.10	.00	
Davison & McCarthy	26648	01-408.318	2020-Oct-Street Vacation-Eisenhower Ave	11/04/20	750.08	.00	
Davison & McCarthy	26649	01-404.310	2020-Oct-Satisfactions-2020	11/04/20	234.00	.00	
Davison & McCarthy	26650	01-404.318	2020-Oct-820 Public Rd Minor Subdivision	11/04/20	643.23	.00	
Davison & McCarthy	26651	01-408.318	2020-Oct-1453 Lehigh Ave Minor Subdivision	11/04/20	117.00	.00	
Davison & McCarthy	26652	01-404.318	2020-Oct-Vinart-3401 Lehigh St	11/04/20	273.00	.00	
Davison & McCarthy	26653	01-404.318	2020-Oct-Gentile Lot Consolidation	11/04/20	936.00	.00	
Davison & McCarthy	26654	01-404.310	2020-Oct-Civil Service Appeals	11/04/20	24.92	.00	
Davison & McCarthy	26655	01-404.318	2020-Oct-Parkwood Dr-Land Development	11/04/20	585.00	.00	
Davison & McCarthy	26656	01-404.318	2020-Oct-3401 Lehigh St-Land Development	11/04/20	1,352.00	.00	
Davison & McCarthy	26657	01-404.318	2020-Oct-1239 Voortman Ave-Fee Dispute	11/04/20	208.00	.00	
Davison & McCarthy	26658	01-408.318	2020-Oct-839 E Lynnwood St Minor Subdivision	11/04/20	247.00	.00	
Davison & McCarthy	26659	01-414.310	2020-Oct-Zoning Violation of Blake Koch	11/04/20	51.46	.00	
Davison & McCarthy	26660	01-404.310	2020-Sept-Public Utility Commission 407-412 Mountain Blvd	11/04/20	494.00	.00	
Davison & McCarthy	26661	01-404.310	2020-Oct-Waste Hauling Contract 2021	11/04/20	585.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Davison & McCarthy:					16,319.25	.00	
Dickert, Ralph							
Dickert, Ralph	11182020	01-430.192	2020-Clothing Allowance	11/18/20	184.95	.00	
Total Dickert, Ralph:					184.95	.00	
Foremost Promotions							
Foremost Promotions	519679	01-410.200	Glow Sticks-Trick or treat	10/22/20	586.07	.00	
Total Foremost Promotions:					586.07	.00	
Hassick, Richard							
Hassick, Richard	11102020	01-414.220	Planning Commission Mtg-11/20/2020	11/10/20	25.00	.00	
Total Hassick, Richard:					25.00	.00	
Insituform Technologies LLC							
Insituform Technologies LL	110220	48-429.607	2020 Sanitary Sewer System Rehabilitation Project Main CIPP lining thru 9-1-20-Pmt #1	11/02/20	147,284.01	147,284.01	11/19/20
Total Insituform Technologies LLC:					147,284.01	147,284.01	
Isett & Associates, Barry							
Isett & Associates, Barry	CDM-014-184	01-413.307	2020-Oct-Residential Inspections	11/12/20	2,865.00	.00	
Isett & Associates, Barry	CDM-014-184	01-413.308	2020-Oct-Commercial Plan Review	11/12/20	19,370.42	.00	
Total Isett & Associates, Barry:					22,235.42	.00	
Keycodes Inspection Agency							
Keycodes Inspection Agen	15250	01-413.306	Inspection-10/30/2020-1250 SCCB-LVHN Ph 2 & 3 fitout	11/04/20	1,144.80	.00	
Total Keycodes Inspection Agency:					1,144.80	.00	
Kijak, Mark							
Kijak, Mark	111020	01-414.220	Planning Commission Mtg-11/10/2020	11/10/20	25.00	.00	
Total Kijak, Mark:					25.00	.00	
Klocek, Jessica							
Klocek, Jessica	111020	01-414.220	Planning Commission Mtg-11/10/2020	11/10/20	25.00	.00	
Total Klocek, Jessica:					25.00	.00	
Kress, Kevin J.							
Kress, Kevin J.	11162020	01-410.238	Reimb-Magazine holster/shoes	11/16/20	81.08	.00	
Total Kress, Kevin J.:					81.08	.00	
Lehigh Engineering Associates Inc							
Lehigh Engineering Associ	11132020	01-361.330	Refund-Zoning Application Fee	11/13/20	800.00	.00	
Total Lehigh Engineering Associates Inc:					800.00	.00	
LYNX Computer Technologies							
LYNX Computer Technolog	615133	01-407.319	LYNXcare Platinum-Dec 2020	09/15/20	1,753.76	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
LYNX Computer Technolog	615133	01-410.319	LYNXcare Platinum-Dec 2020	09/15/20	2,415.00	.00	
LYNX Computer Technolog	615133	06-448.319	LYNXcare Platinum-Dec 2020	09/15/20	377.58	.00	
LYNX Computer Technolog	615133	08-429.319	LYNXcare Platinum-Dec 2020	09/15/20	377.58	.00	
LYNX Computer Technolog	615133	10-407.319	LYNXcare Platinum-Dec 2020	09/15/20	136.08	.00	
LYNX Computer Technolog	618279	01-407.319	Office 365 subscription	11/10/20	7.98	.00	
LYNX Computer Technolog	618279	06-448.319	Office 365 subscription	11/10/20	4.00	.00	
LYNX Computer Technolog	618279	08-429.319	Office 365 subscription	11/10/20	4.00	.00	
LYNX Computer Technolog	618279	10-407.319	Office 365 subscription	11/10/20	4.00	.00	
LYNX Computer Technolog	618555	01-407.319	LYNXcare Platinum-Oct 2020	11/16/20	1,753.76	.00	
LYNX Computer Technolog	618555	01-410.319	LYNXcare Platinum-Oct 2020	11/16/20	2,415.00	.00	
LYNX Computer Technolog	618555	06-448.319	LYNXcare Platinum-Oct 2020	11/16/20	377.58	.00	
LYNX Computer Technolog	618555	08-429.319	LYNXcare Platinum-Oct 2020	11/16/20	377.58	.00	
LYNX Computer Technolog	618555	10-407.319	LYNXcare Platinum-Oct 2020	11/16/20	136.08	.00	
Total LYNX Computer Technologies:					10,139.98	.00	
Miller, Glenn							
Miller, Glenn	111020	01-414.220	Planning Commission Mtg-11/10/2020	11/10/20	25.00	.00	
Total Miller, Glenn:					25.00	.00	
Morning Call, The							
Morning Call, The	027414662000	01-401.341	Ad: Residential Municipal Solid Waste: Notice to bidders	11/01/20	2,903.44	.00	
Total Morning Call, The:					2,903.44	.00	
Morris, Jay							
Morris, Jay	11192020	01-430.192	2020 Clothing/Boot Allowance	11/19/20	300.00	.00	
Total Morris, Jay:					300.00	.00	
MP Outfitters							
MP Outfitters	40514-5	01-411.238	pants-Mertl	08/12/20	99.98	.00	
Total MP Outfitters:					99.98	.00	
PA Municipal Health Ins Coop							
PA Municipal Health Ins Co	111020	01-401.156	2020 Dec coverage	11/10/20	7,829.13	.00	
PA Municipal Health Ins Co	111020	01-402.156	2020 Dec coverage	11/10/20	2,692.28	.00	
PA Municipal Health Ins Co	111020	01-410.156	2020 Dec coverage	11/10/20	44,885.51	.00	
PA Municipal Health Ins Co	111020	01-414.156	2020 Dec coverage	11/10/20	2,196.86	.00	
PA Municipal Health Ins Co	111020	01-430.156	2020 Dec coverage	11/10/20	40,269.07	.00	
PA Municipal Health Ins Co	111020	06-430.156	2020 Dec coverage	11/10/20	538.46	.00	
PA Municipal Health Ins Co	111020	06-448.156	2020 Dec coverage	11/10/20	5,833.27	.00	
PA Municipal Health Ins Co	111020	08-429.156	2020 Dec coverage	11/10/20	5,833.27	.00	
PA Municipal Health Ins Co	111020	08-430.156	2020 Dec coverage	11/10/20	538.46	.00	
PA Municipal Health Ins Co	111020	10-426.156	2020 Dec coverage	11/10/20	1,166.65	.00	
Total PA Municipal Health Ins Coop:					111,782.96	.00	
PAPCO							
PAPCO	3099233	01-401.231	Unleaded Gasoline	10/21/20	9.10	.00	
PAPCO	3099233	01-410.231	Unleaded Gasoline	10/21/20	414.61	.00	
PAPCO	3099233	01-430.231	Unleaded Gasoline	10/21/20	85.56	.00	
PAPCO	3099233	06-448.231	Unleaded Gasoline	10/21/20	56.31	.00	
PAPCO	3099233	08-429.231	Unleaded Gasoline	10/21/20	56.31	.00	
PAPCO	3099233	03-413.231	Unleaded Gasoline	10/21/20	28.59	.00	
PAPCO	3099234	01-410.231	Diesel	10/21/20	.69	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
PAPCO	3099234	01-430.231	Diesel	10/21/20	387.45	.00	
PAPCO	3099234	06-448.231	Diesel	10/21/20	10.37	.00	
PAPCO	3099234	08-429.231	Diesel	10/21/20	10.37	.00	
PAPCO	3099234	03-413.231	Diesel	10/21/20	68.84	.00	
PAPCO	3107693	01-410.231	Unleaded Gasoline	10/28/20	1.31	.00	
PAPCO	3107693	01-430.231	Unleaded Gasoline	10/28/20	731.32	.00	
PAPCO	3107693	06-448.231	Unleaded Gasoline	10/28/20	19.58	.00	
PAPCO	3107693	08-429.231	Unleaded Gasoline	10/28/20	19.58	.00	
PAPCO	3107693	03-413.231	Unleaded Gasoline	10/28/20	129.94	.00	
PAPCO	3107700	01-401.231	Unleaded Gasoline	10/28/20	13.52	.00	
PAPCO	3107700	01-410.231	Unleaded Gasoline	10/28/20	615.57	.00	
PAPCO	3107700	01-430.231	Unleaded Gasoline	10/28/20	127.04	.00	
PAPCO	3107700	06-448.231	Unleaded Gasoline	10/28/20	83.62	.00	
PAPCO	3107700	08-429.231	Unleaded Gasoline	10/28/20	83.62	.00	
PAPCO	3107700	03-413.231	Unleaded Gasoline	10/28/20	42.45	.00	
Total PAPCO:					2,995.75	.00	
PPL Electric Utilities							
PPL Electric Utilities	11092020	01-451.361	56040-05002	11/09/20	26.95	.00	
PPL Electric Utilities	11092020	08-429.361	56060-06003	11/09/20	30.28	.00	
PPL Electric Utilities	11092020	06-448.361	30460-06001	11/09/20	457.32	.00	
PPL Electric Utilities	11092020	35-434.361	79000-43000	11/09/20	488.41	.00	
PPL Electric Utilities	11092020	01-451.361	62400-52006	11/09/20	12.23	.00	
PPL Electric Utilities	11092020	08-429.361	47020-14000	11/09/20	29.96	.00	
PPL Electric Utilities	11092020	35-434.361	79200-43006	11/09/20	10,095.05	.00	
PPL Electric Utilities	11092020	08-429.361	98810-20005	11/09/20	84.00	.00	
PPL Electric Utilities	11092020	35-433.362	59610-04003	11/09/20	39.48	.00	
PPL Electric Utilities	11092020	06-448.361	59410-04007	11/09/20	27.67	.00	
PPL Electric Utilities	11092020	35-433.362	58010-04003	11/09/20	36.69	.00	
PPL Electric Utilities	11092020	35-433.362	32810-04003	11/09/20	35.96	.00	
PPL Electric Utilities	11092020	35-433.362	97159-57000	11/09/20	40.06	.00	
PPL Electric Utilities	11092020	35-433.362	96549-22003	11/09/20	35.45	.00	
PPL Electric Utilities	11092020	08-429.361	15450-07002	11/09/20	28.73	.00	
PPL Electric Utilities	11092020	08-429.361	32650-08001	11/09/20	30.18	.00	
PPL Electric Utilities	11092020	08-429.361	42850-08008	11/09/20	29.24	.00	
PPL Electric Utilities	11092020	08-429.361	08450-07007	11/09/20	29.24	.00	
Total PPL Electric Utilities:					11,556.90	.00	
Ralph & Son Inc, V. E.							
Ralph & Son Inc, V. E.	409578	01-410.210	QRS medical supplies	11/12/20	313.30	.00	
Total Ralph & Son Inc, V. E.:					313.30	.00	
ReadyRefresh by Nestle							
ReadyRefresh by Nestle	00K0441704392	01-409.366	2020-Oct-Acct#0441704392-Franko	11/06/20	3.17	.00	
ReadyRefresh by Nestle	10K0436481527	01-409.366	2020-Oct-Acct#0436481527-Admin	11/06/20	72.04	.00	
ReadyRefresh by Nestle	10K0436481543	01-409.366	2020-Oct-Acct#0436481543-Police	11/06/20	85.21	.00	
ReadyRefresh by Nestle	10K0436481576	01-409.366	2020-Sept-Acct#0436481576-DPW	11/06/20	31.33	.00	
Total ReadyRefresh by Nestle:					191.75	.00	
Rehatcheck, Kyle							
Rehatcheck, Kyle	111820	01-410.238	reimb-Pistol grip module	11/18/20	64.95	.00	
Total Rehatcheck, Kyle:					64.95	.00	

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RR Donnelley							
RR Donnelley	333941575	01-410.342	traffic & non-traffic citations	11/09/20	61.70	.00	
Total RR Donnelley:					61.70	.00	
Schreiter P.L.S., Richard L.							
Schreiter P.L.S., Richard L.	111020	01-414.220	Planning Commission Mtg-11/10/2020	11/10/20	25.00	.00	
Total Schreiter P.L.S., Richard L.:					25.00	.00	
Service Electric Cable TV							
Service Electric Cable TV	11012020	01-410.315	Prolog Express -Nov 2020	11/01/20	81.09	.00	
Total Service Electric Cable TV:					81.09	.00	
Service Electric Telephone Co							
Service Electric Telephone	11152020	01-403.240	Acct#-0000044158-Minger phone line-11/2020	11/15/20	21.67	.00	
Service Electric Telephone	11152020	01-401.320	Acct#-0000044158-Township phone line-11/2020	11/15/20	545.39	.00	
Service Electric Telephone	11152020	03-411.320	Acct#-0000050426-ESFC-11/2020	11/15/20	86.68	.00	
Total Service Electric Telephone Co:					653.74	.00	
Shammy Shine Car Washes							
Shammy Shine Car Washes	10312020	01-410.315	Police Car Washes-10/1-10/31/20	10/31/20	150.00	.00	
Total Shammy Shine Car Washes:					150.00	.00	
Staples Advantage							
Staples Advantage	3460114951	01-409.240	Cart/envelopes/pens/binder clips/voice recorder	10/27/20	353.81	.00	
Staples Advantage	3461337831	01-409.240	Multi-fold towels/scott c-fold towels/Liner waste insect repellent/alcohol wipes/hand soap	11/06/20	777.45	.00	
Staples Advantage	3461679852	01-409.240	Liner waste repellent	11/11/20	48.28	.00	
Total Staples Advantage:					1,179.54	.00	
Stotz/Fatzinger Office Supply							
Stotz/Fatzinger Office Supply	258876	01-409.240	Hardroll towels	11/03/20	128.88	.00	
Total Stotz/Fatzinger Office Supply:					128.88	.00	
SWIF							
SWIF	10302020	03-486.354	Worker's Comp Insurance for Volunteer fire companies	10/30/20	2,246.00	.00	
Total SWIF:					2,246.00	.00	
Times News							
Times News	100491046-102820	01-401.341	Ad: 11/10/20-Planning Commission Meeting	11/05/20	272.40	.00	
Times News	100491060-102820	01-401.341	Ad: Rescheduled BOC Mtg 11/24/20	11/05/20	70.80	.00	
Times News	100491088-102820	01-401.341	Ad: 11/12/20-Public Mtg-3401 Lehigh St-Land Development	11/05/20	247.20	.00	
Times News	100491089-102820	01-401.341	Ad: 11/12/20-Public Mtg-Eisenhower Ave Street vacation	11/05/20	289.20	.00	
Total Times News:					879.60	.00	

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U.S. BANK Phil							
U.S. BANK Phil	1680298	41-492.200	2016 G O Bond-Dec 2020 P&I pmt	11/12/20	162,638.17	.00	
U.S. BANK Phil	1680298	06-241203	2016 G O Bond-Dec 2020 P&I pmt	11/12/20	149,600.00	.00	
U.S. BANK Phil	1680298	46-472.203	2016 G O Bond-Dec 2020 P&I pmt	11/12/20	31,159.68	.00	
U.S. BANK Phil	1680298	08-241203	2016 G O Bond-Dec 2020 P&I pmt	11/12/20	48,000.00	.00	
U.S. BANK Phil	1680298	48-472.203	2016 G O Bond-Dec 2020 P&I pmt	11/12/20	10,778.40	.00	
Total U.S. BANK Phil:					402,176.25	.00	
Upper Saucon Animal Hospital							
Upper Saucon Animal Hos	46972	01-410.215	Miklo-K-9-shots/exam	11/09/20	108.00	.00	
Total Upper Saucon Animal Hospital:					108.00	.00	
Verizon							
Verizon	11022020	01-410.320	610-433-0563-monitor traffic signals CCB-11/2020	11/02/20	38.17	.00	
Verizon	11052020	06-448.320	610-435-4231-Flxr Ave wtr pump stn- 11/2020	11/05/20	45.01	.00	
Total Verizon:					83.18	.00	
WatchGuard Video							
WatchGuard Video	4REINV0011836	41-410.700	Camera for interview room	11/09/20	5,545.00	.00	
Total WatchGuard Video:					5,545.00	.00	
YCG Inc							
YCG Inc	225973	01-410.375	Calibration	10/30/20	150.00	.00	
Total YCG Inc:					150.00	.00	
Ziegler, Curtis							
Ziegler, Curtis	111820	01-410.238	Reimb-Grip module	11/18/20	64.95	.00	
Total Ziegler, Curtis:					64.95	.00	
ZOLL Medical Corporation							
ZOLL Medical Corporation	3167240	01-410.210	Electrode pads	10/28/20	11,847.00	.00	
Total ZOLL Medical Corporation:					11,847.00	.00	
Zulic, Brian							
Zulic, Brian	111820	01-410.215	Reimb-K-9 food	11/18/20	126.95	.00	
Total Zulic, Brian:					126.95	.00	
Grand Totals:					1,150,541.37	147,402.77	

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

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

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
General Fund							
Total General Fund:					185,067.61	118.76	
Fire Fund							
Total Fire Fund:					2,797.50	.00	
Water Fund							
Total Water Fund:					158,674.22	.00	
Sewer Fund							
Total Sewer Fund:					97,440.47	.00	
Refuse & Recycling Fund							
Total Refuse & Recycling Fund:					1,442.81	.00	
Highway Aid Fund							
Total Highway Aid Fund:					10,771.10	.00	
Capital General Fund							
Total Capital General Fund:					168,183.17	.00	
Capital Fire Fund							
Total Capital Fire Fund:					313,722.00	.00	
Capital Water Fund							
Total Capital Water Fund:					31,159.68	.00	
Capital Sewer Fund							
Total Capital Sewer Fund:					158,062.41	147,284.01	
Subdivision Escrow Fund							
Total Subdivision Escrow Fund:					23,220.40	.00	
Grand Totals:					1,150,541.37	147,402.77	

Date: _____

President: _____

Board of Commissioners

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
November 12, 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 was held on November 4, 2020 to discuss a personnel matter. She noted that the Board will also hold an Executive Session after the Workshop regarding a personnel 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
Kerry Rabold, Zoning Officer
Paul Ziegenfus, Finance Director
John Andreas, Director of Public Works
Kevin Soberick, Chief of Police
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 November 12, 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 10/17/2020-11/6/2020, broken down as follows:

\$119,749.79 = GENERAL
\$1,040.11 = FIRE
\$0 = LIBRARY
\$6,844.65 = WATER
\$20,004.90 = SEWER
\$109,526.83 = REFUSE & RECYCLING
\$242.71 = HIGHWAY AID
\$387.57 = CAPITAL GENERAL
\$14,895.41 = CAPITAL SEWER
\$272,691.97 = 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

October 22, 2020.

Commissioner Brinton declared the Minutes from October 22, 2020 accepted as presented.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

Resolution to Grant Conditional Preliminary/Final Approval of the 3401 Lehigh Street Land Development Plan.

Ms. Rabold stated that the project consists of four small additions totaling 4,577 square feet at the current Mercedes Benz/Porsche Dealership at 3401 Lehigh Street. She noted that the additions are for aesthetic purposes and are requirements from the brand instructing the dealership as to how they have to update their facility. Ms. Rabold commented that they also reconfigured the front parking lot.

Ms. Jill Lipovsky Smith of Hanover Engineering Associates (the Township's Alternate Engineer) detailed three waivers that are recommended for approval by the Planning Commission.

Ms. Rabold noted that she is agreeable with the Plan and the Planning Commission has recommended approval of the Preliminary/Final Plan with the waivers.

Commissioner Patnaik inquired if the additions are on impervious or pervious surfaces. Ms. Lipovsky Smith replied that the additions will be on currently paved areas so there is no additional impervious surface coverage.

Motion by Commissioner Lipkin, seconded by Commissioner Conn, to adopt Resolution No. 11-2020-1688, granting conditional Preliminary/Final approval of the 3401 Lehigh Street Land Development Plan with waivers, as read.

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 for Appointment of Environmental Advisory Council – 2nd Ward Vacancy.

Motion by Commissioner Seagreaves, seconded by Commissioner Conn, to appoint Ms. Jacquelyn Heiserman to the Environmental Advisory Council to fill the 2nd Ward Vacancy with a term expiration date of 1/1/2023.

Roll Call:

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

The Motion passed by 5-0.

Motion to Approve Payment #1 to Insituform Technologies for the 2020 Sanitary Sewer Rehab Cured-In-Place Pipe Lining (CIPPL) Contract in the amount of \$147,284.01.

Mr. Tettermer stated that the work is done and he is recommending approval. He reminded the Board that about \$100,000 of the contracted amount was part of a Grant from Lehigh County, so once the payment is approved, documentation can be forwarded to the County for reimbursement.

Motion by Commissioner Patnaik, seconded by Commissioner Lipkin, to approve Payment #1 to Insituform Technologies for the 2020 Sanitary Sewer Rehab Cured-In-Place Pipe Lining (CIPPL) Contract in the amount of \$147,284.01.

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 Advertise the Public Inspection Period for the Proposed 2021 Budget.

Ms. Bonaskiewich commented that the First-Class Township Code requires a minimum 20-day public inspection period/review prior to the Budget's final adoption. She noted that the Budget should be adopted at the Commissioners' meeting on December 10, 2020.

Mr. Ziegenfus noted that the Budget will be advertised and available on the website for review. He commented that there is no tax increase for 2021 and the total Budget comes to \$8,564,204.

Motion by Commissioner Conn, seconded by Commissioner Lipkin, to advertise the public inspection period for the proposed 2021 Budget.

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 Public Works Department for their efforts with leaf cleanup and reminded residents to keep their leaves along the curb and not in the street.

A discussion ensued on the best location to put leaves. Mr. Andreas clarified that residents should place their leaves along the cart-way of their property, without taking up a lane of travel.

ADJOURNMENT

Commissioner Conn made a motion to adjourn the meeting. Seconded by Commissioner Lipkin. The time was 7:24 p.m.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on November 12, 2020.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL

RESOLUTION NO. 11-2020-1689

BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, EXPRESSING THE APPRECIATION OF THE MEMBERS OF THE BOARD OF COMMISSIONERS TO LINDA J. MINGER FOR HER YEARS OF SERVICE TO THE TOWNSHIP AND ITS CITIZENS.

WHEREAS, LINDA J. MINGER has submitted her notice of intent to resign as the Township Tax Collector for the Township of Salisbury effective the fiscal year ending 2020; and

WHEREAS, Linda J. Minger has served as the Tax Collector of the Salisbury Township for over thirty-five (35) years; and

WHEREAS, during her period of service to the Township, she has served with loyalty, ability, dedication and distinction; and

WHEREAS, this Board deems it appropriate to acknowledge the accomplished service of LINDA J. MINGER during her tenure with Salisbury Township.

NOW, THEREFORE, BE IT RESOLVED by the Salisbury Township Board of Commissioners on behalf of its members, staff and all of the citizens of the Township of Salisbury that it accepts with grateful appreciation the notice of intent to resign from LINDA J. MINGER for the many years of capable and dedicated service she has rendered to the Township; and

BE IT FURTHER RESOLVED that the best wishes of the members of this Board and staff be extended to LINDA J. MINGER for her future endeavors.

APPROVED AND ADOPTED this 24th day of November, 2020 at a regular public meeting.

Attest:

TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)

Secretary

By: _____
President, Board of Commissioners

RESOLUTION NO. 11-2020-1690

BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, APPOINTING _____ AS TAX COLLECTOR OF THE TOWNSHIP OF SALISBURY TO SERVE UNTIL FISCAL YEAR ENDING DECEMBER 31, 2021

WHEREAS, Ms. Linda J. Minger, Tax Collector, notified the Township of her resignation; and,

WHEREAS, the Board of Commissioners, hereinafter "Board", accepted Ms. Minger's resignation effective fiscal year ending December 31, 2020 and declared the seat vacant; and,

WHEREAS, the First Class Township Code states, at Section 530(a), as amended, that the board of township commissioners shall fill the vacancy within thirty (30) days by appointing by resolution a registered elector of the township; and,

WHEREAS, the Board received three applications from registered voters of the Township requesting to be considered for the appointment and the Board reviewed the applications for the vacant Tax Collector position.

NOW THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, hereby appoints

_____, residing at _____, to fill the vacant seat for the Township Tax Collector, left open by Ms. Minger's resignation. The term of said office shall expire on January 1, 2022.

APPROVED AND ADOPTED this 24th day of November, 2020 at a regular public meeting.

Attest:

TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)

Township Secretary

Debra Brinton, President
Board of Commissioners

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Workshop Meeting
November 24, 2020
7:30 p.m.
(approximate time)

<https://us02web.zoom.us/meeting/register/tZYsc-mgpzkvHtegw804iUiWTbXtOExolokd>

Topics of discussion:

- Continuing Discussion on the Proposed 2021 Budget
- Update on 2020 Audit RFP
- Preliminary review of Garbage Bids received 11/19/20
- Review and Discuss Stop Sign Request at Meadowbrook Circle South and Fairfield Drive