

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Meeting
Regular Meeting Agenda (Revised)—February 25, 2021
7:00 PM

https://us02web.zoom.us/meeting/register/tZUkd-GrrTMsGdIa_f5I4ryUrQvN_-NXXKIC8

- 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 manner using the Zoom online meeting platform due to the COVID-19 pandemic and social distancing guidelines.
 - The February 11, 2021 Board of Commissioners meeting was canceled.
 - Public Comment Period Policy—Three (3) Minutes Rule
- 4. Financial Report – Dec 2020 and Bills Payable – Period 1/23/2021-2/5/2021; 2/6/2021-2/19/2021**
- 5. Approval of the Minutes –January 28, 2021**
- 6. New Business**
 - A. ORDINANCES** *(none)*
 - B. MOTIONS**
 1. Motion to Ratify Declaration of Snow Emergency for Winter Storm Orlena
 2. Motion to Approve Payment #2 (Final) to Insituform Technologies for the 2020 Sanitary Sewer Rehab Cured-In-Place Pipe Lining (CIPPL) Contract in the amount of \$4,555.18
 3. Motion to Approve entering into MOU with School District for School Resource Officer
 4. Motion to Award Proposal for Third Party Building Inspection and Plan Review Services
 5. Motion to Award Proposal to perform Auditing Services for Fiscal Years 2020-2022
 - C. RESOLUTIONS**
 1. Resolution to Appoint Township Building Code Official
 2. Resolution to Appoint Township Auditor to perform the Township’s audit for Fiscal Year 2020

3. Resolution to Approve Grading Plan Waiver Request for 1756 Ritter St
4. Resolution to Approve Grading Plan Waiver Request for 2911 Beacon Rd
5. Resolution Setting the Fee Schedule for 2021
6. Resolution to Approve the Change of the RCN Franchise Agreement
7. **Courtesy of the Floor:** (opportunity for public comment on non-agenda items)
8. **Adjournment**

**Executive Session*

Income Statement- Summary by Fund
1/1 - 12/31/2020

	General Fund	Capital Fund-General	Fire Fund	Capital Fund-Fire	Library Fund	Water Fund	Capital Fund-Water	Sewer Fund	Capital Fund-Sewer	Refuse & Recycling Fund	Debt Service Fund	Highway Aide Fund	Payroll Fund	Combined-All Funds
2020 YTD Revenues	8,847,767	446,650	480,254	705,875	79,029	1,961,151	-	2,159,482	-	1,409,017	182,876	478,712	206	16,751,018
2020 YTD Expenditures	8,539,868	596,771	917,403	723,180	86,091	1,801,049	-	1,780,351	-	1,601,157	182,876	194,383	-	16,423,129
2020 YTD Surplus (Deficit)	307,900	(150,121)	(437,149)	(17,305)	(7,063)	160,101	-	379,131	-	(192,140)	-	284,329	206	327,889
2019 YTD Surplus (Deficit)	(589,440)	148,800	121,009	-	(860)	(34,775)	-	297,748	(119,816)	(58,208)	-	65,201	494	(169,847)
Variance over Prior YTD	897,340	(298,921)	(558,158)	(17,305)	(6,202)	194,876	-	81,383	119,816	(133,932)	-	219,127	(288)	497,736

GENERAL FUND SUMMARY	2020 BOARD APPROVED BUDGET	1/1 - 12/31/2020 ACTUAL	% OF ANNUAL BUDGET
REVENUES:			
OPERATING:			
TAXES	\$ 6,713,100	\$ 6,736,300	100.3%
PERMITS, FEES & INTEREST	921,806	873,393	94.7%
OTHER OPERATING REVENUE	160,180	522,767	326.4%
TRANSFERS FROM OTHER FUNDS	525,600	541,527	103.0%
FROM PRIOR-YEAR RESERVES	585	-	0.0%
TOTAL OPERATING REVENUE	\$ 8,321,271	\$ 8,673,986	104.2%
NON-OPERATING:			
DEVELOPMENT GRANTS & CONTRIBUTIONS	65,000	65,000	100.0%
PRIOR YEAR EXPENSE REFUNDS	75,000	108,781	145.0%
TOTAL NON-OPERATING REVENUE	\$ 140,000	\$ 173,781	124.1%
TOTAL REVENUES	\$ 8,461,271	\$ 8,847,767	104.6%
EXPENDITURES:			
OPERATING:			
(A) GENERAL GOVERNMENT	\$ 1,294,256	\$ 1,432,599	110.7%
(B) PUBLIC SAFETY	3,880,729	3,850,755	99.2%
(D) PUBLIC WORKS	2,631,426	2,510,394	95.4%
(E) RECREATION	81,860	57,521	70.3%
(F) COMMUNITY DEVELOPMENT	1,600	-	0.0%
(G) CONTRIBUTIONS & MISCELLANEOUS	25,000	23,462	93.8%
(H) INSURANCE & BENEFITS	188,000	221,360	117.7%
(I) TRANSFERS TO OTHER FUNDS	358,400	443,777	123.8%
TOTAL OPERATING EXPENDITURES	\$ 8,461,271	\$ 8,539,868	100.9%
TOTAL EXPENDITURES	\$ 8,461,271	\$ 8,539,868	100.9%
SURPLUS (DEFICIT)	\$ -	\$ 307,900	

GENERAL FUND SUMMARY	1/1 - 12/31/2020 ACTUAL	1/1 - 12/31/2019 ACTUAL	Increase (Decrease) Over Prior YTD	% Change over Prior YTD
REVENUES:				
OPERATING:				
TAXES	\$ 6,736,300	\$ 6,512,600	\$ 223,700	3.4%
PERMITS, FEES & INTEREST	873,393	997,616	(124,223)	-12.5%
OTHER OPERATING REVENUE	522,767	240,724	282,042	117.2%
TRANSFERS FROM OTHER FUNDS	541,527	348,351	193,175	55.5%
FROM PRIOR-YEAR RESERVES	-	-	-	0.0%
TOTAL OPERATING REVENUE	\$ 8,673,986	\$ 8,099,292	\$ 574,694	7.1%
NON-OPERATING:				
DEVELOPMENT GRANTS & CONTRIBUTIONS	65,000	65,652	(652)	0.0%
PRIOR YEAR EXPENSE REFUNDS	108,781	65,348	43,433	66.5%
TOTAL NON-OPERATING REVENUE	\$ 173,781	\$ 131,000	\$ 42,781	32.7%
TOTAL REVENUES	\$ 8,847,767	\$ 8,230,291	\$ 617,476	7.5%
EXPENDITURES:				
OPERATING:				
(A) GENERAL GOVERNMENT	\$ 1,432,599	\$ 1,025,358	\$ 407,242	39.7%
(B) PUBLIC SAFETY	3,850,755	2,832,553	1,018,202	35.9%
(D) PUBLIC WORKS	2,510,394	1,616,436	893,958	55.3%
(E) RECREATION	57,521	80,828	(23,307)	-28.8%
(F) COMMUNITY DEVELOPMENT	-	-	-	0.0%
(G) CONTRIBUTIONS & MISCELLANEOUS	23,462	66,844	(43,382)	-64.9%
(H) INSURANCE & BENEFITS	221,360	2,393,380	(2,172,020)	-90.8%
(I) TRANSFERS TO OTHER FUNDS	443,777	804,333	(360,556)	0.0%
TOTAL OPERATING EXPENDITURES	\$ 8,539,868	\$ 8,819,732	\$ (279,864)	-3.2%
TOTAL EXPENDITURES	\$ 8,539,868	\$ 8,819,732	\$ (279,864)	-3.2%
SURPLUS (DEFICIT)	\$ 307,900	\$ (589,440)	\$ 897,340	-152.2%

GENERAL FUND- REVENUES

REVENUE DESCRIPTION	2020 BOARD APPROVED BUDGET	1/1 - 12/31/2020 ACTUAL	% OF BUDGET REC'D
PROPERTY TAXES	\$ 2,704,000	\$ 2,717,547	100.5%
LOCAL ENABLING TAXES	3,520,000	3,547,769	100.8%
STATE-SHARED REVENUE	489,100	470,983	96.3%
Total Tax Revenue	\$ 6,713,100	\$ 6,736,300	100.3%
BUS LICENSES & PERMITS	253,810	232,629	91.7%
NON-BUS LICENSES & PERMITS	6,650	5,078	76.4%
FINES	74,200	53,455	72.0%
INTEREST	42,000	66,562	158.5%
RENTS & ROYALTIES	70,696	70,913	100.3%
SERVICE FEES	139,000	96,899	69.7%
REVIEW FEES	82,850	160,912	194.2%
PUBLIC SAFETY FEES	249,400	185,095	74.2%
RECREATIONAL USER FEES	3,200	1,850	57.8%
Total Permits, Fees & Interest Revenue	\$ 921,806	\$ 873,393	94.7%
FEDERAL GRANTS	1,800	7,105	394.7%
STATE GRANTS	42,200	373,924	886.1%
IN LIEU OF TAXES	67,000	75,000	111.9%
SNOW REMOVAL	2,100	2,034	96.8%
SANITATION FEES	1,000	126	12.6%
MEMBERSHIP FEES	24,000	23,651	98.5%
MISCELLANEOUS REVENUE	22,080	17,660	80.0%
ASSET DISPOSAL	-	23,267	0.0%
Total Other Operating Income	\$ 160,180	\$ 522,767	326.4%
INTERFUND TRANSFERS	525,600	541,527	103.0%
Total Interfund Transfer Revenue	\$ 525,600	\$ 541,527	103.0%
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	108,781	145.0%
Total Prior Year Expense Refund	\$ 75,000	\$ 108,781	145.0%
Total General Fund Revenues	\$ 8,461,271	\$ 8,847,767	104.6%

GENERAL FUND- REVENUES

REVENUE DESCRIPTION	1/1 - 12/31/2020 ACTUAL	1/1 - 12/31/2019 ACTUAL	Increase (Decrease) Over Prior YTD	% Change over Prior YTD
PROPERTY TAXES	\$ 2,717,547	\$ 2,490,166	\$ 227,382	9.1%
LOCAL ENABLING TAXES	3,547,769	3,555,726	(7,957)	-0.2%
STATE-SHARED REVENUE	470,983	466,708	4,275	0.9%
Total Tax Revenue	\$ 6,736,300	\$ 6,512,600	\$ 223,700	3.4%
BUS LICENSES & PERMITS	232,629	243,065	(10,436)	-4.3%
NON-BUS LICENSES & PERMITS	5,078	5,825	(748)	-12.8%
FINES	53,455	61,080	(7,625)	-12.5%
INTEREST	66,562	57,076	9,486	16.6%
RENTS & ROYALTIES	70,913	70,059	854	1.2%
SERVICE FEES	96,899	141,013	(44,114)	-31.3%
REVIEW FEES	160,912	154,776	6,136	4.0%
PUBLIC SAFETY FEES	185,095	262,597	(77,501)	-29.5%
RECREATIONAL USER FEES	1,850	2,125	(275)	-12.9%
Total Permits, Fees & Interest Revenue	\$ 873,393	\$ 997,616	\$ (124,223)	-12.5%
FEDERAL GRANTS	7,105	2,225	4,880	219.3%
STATE GRANTS	373,924	124,926	248,998	199.3%
IN LIEU OF TAXES	75,000	67,000	8,000	11.9%
SNOW REMOVAL	2,034	1,797	236	0.0%
SANITATION FEES	126	-	126	#DIV/0!
MEMBERSHIP FEES	23,651	12,641	11,010	87.1%
MISCELLANEOUS REVENUE	17,660	31,828	17,106	53.7%
ASSET DISPOSAL	23,267	307	22,960	7478.8%
Total Other Operating Income	\$ 522,767	\$ 240,724	\$ 282,042	117.2%
INTERFUND TRANSFERS	541,527	348,351	193,175	55.5%
Total Interfund Transfer Revenue	\$ 541,527	\$ 348,351	\$ 193,175	55.5%
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	108,781	65,348	43,433	66.5%
Total Prior Year Expense Refund	\$ 108,781	\$ 65,348	\$ 43,433	66.5%
Total General Fund Revenues	\$ 8,847,767	\$ 8,230,291	\$ 617,476	7.5%

GENERAL FUND EXPENDITURES

EXPENDITURE CATEGORY	2020 BOARD APPROVED BUDGET	1/1 - 12/31/2020 ACTUAL	% OF ANNUAL BUDGET SPENT
LEGISLATIVE	\$ 19,255	\$ 17,452	90.6%
EXECUTIVE	519,610	532,765	102.5%
FINANCIAL ADMINISTRATION	283,856	293,929	103.5%
TAX COLLECTION	60,735	61,218	100.8%
LEGAL SERVICES	75,500	143,101	189.5%
PERSONNEL ADMIN	31,330	45,205	144.3%
INFORMATION TECHNOLOGY	42,800	43,280	101.1%
ENGINEERING SERVICES	72,000	108,460	150.6%
BUILDINGS & PLANT	189,170	187,188	99.0%
POLICE	3,338,486	3,293,228	98.6%
FIRE	195,746	209,940	107.3%
CODE ENFORCEMENT	112,407	142,487	126.8%
PLANNING & ZONING	222,190	185,681	83.6%
EMERGENCY MANAGEMENT	11,900	19,420	163.2%
PUBLIC WORKS: Highway, Roads & Streets	2,236,126	2,212,335	98.9%
TRAFFIC CONTROL	19,700	7,530	38.2%
STORM SEWERS	110,600	36,530	33.0%
REPAIRS/MAINT OF TOOLS & MACHINERY	55,000	59,194	107.6%
REPAIRS/MAINT OF ROADS	210,000	194,805	92.8%
RECREATION ADMINISTRATION	35,700	33,829	94.8%
PARTICIPANT RECREATION	46,160	23,692	51.3%
CONSERVATION OF NATURAL RESOURCES	1,600	-	0.0%
CONTRIBUTIONS/MISCELLANEOUS	25,000	23,462	93.8%
INSURANCE	188,000	206,852	110.0%
EMPLOYEE BENEFITS	-	14,508	0.0%
INTERFUND OPERATING TRANSFERS	358,400	443,777	123.8%
TOTAL EXPENDITURES	\$ 8,461,271	\$ 8,539,868	100.9%

GENERAL FUND EXPENDITURES

EXPENDITURE CATEGORY	1/1 - 12/31/2020 ACTUAL	1/1 - 12/31/2019 ACTUAL	Increase (Decrease) Over Prior YTD	% Change over Prior YTD
LEGISLATIVE	\$ 17,452	\$ 17,998	\$ (546)	-3.0%
EXECUTIVE	532,765	250,302	282,464	112.8%
FINANCIAL ADMINISTRATION	293,929	185,816	108,113	58.2%
TAX COLLECTION	61,218	58,868	2,350	4.0%
LEGAL SERVICES	143,101	109,353	33,748	30.9%
PERSONNEL ADMIN	45,205	64,641	(19,436)	-30.1%
INFORMATION TECHNOLOGY	43,280	57,342	(14,062)	-24.5%
ENGINEERING SERVICES	108,460	134,503	(26,043)	-19.4%
BUILDINGS & PLANT	187,188	146,535	40,653	27.7%
POLICE	3,293,228	2,243,594	1,049,634	46.8%
FIRE	209,940	156,277	53,663	34.3%
CODE ENFORCEMENT	142,487	231,817	(89,330)	-38.5%
PLANNING & ZONING	185,681	193,852	(8,171)	-4.2%
EMERGENCY MANAGEMENT	19,420	7,013	12,407	176.9%
PUBLIC WORKS: Highway, Roads & Streets	2,212,335	1,132,220	1,080,115	95.4%
TRAFFIC CONTROL	7,530	9,333	(1,803)	-19.3%
STORM SEWERS	36,530	93,529	(56,999)	-60.9%
REPAIRS/MAINT OF TOOLS & MACHINERY	59,194	66,893	(7,699)	-11.5%
REPAIRS/MAINT OF ROADS	194,805	314,461	(119,656)	-38.1%
RECREATION ADMINISTRATION	33,829	40,602	(6,772)	-16.7%
PARTICIPANT RECREATION	23,692	40,226	(16,535)	-41.1%
CONSERVATION OF NATURAL RESOURCES	-	-	-	0.0%
CONTRIBUTIONS/MISCELLANEOUS	23,462	66,844	(43,382)	-64.9%
INSURANCE	206,852	339,215	(132,364)	-39.0%
EMPLOYEE BENEFITS	14,508	2,054,164	(2,039,656)	-99.3%
INTERFUND OPERATING TRANSFERS	443,777	804,333	(360,556)	-44.8%
TOTAL EXPENDITURES	\$ 8,539,868	\$ 8,819,732	\$ (279,864)	-3.2%

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	9995	06-448.316	2021-Jan water analysis	01/27/21	340.00	.00	
Total A-B-E Laboratory:					340.00	.00	
Allentown Public Library							
Allentown Public Library	1042021	04-456.305	FY-2020-2021-1st installment	01/04/21	43,000.00	.00	
Total Allentown Public Library:					43,000.00	.00	
American United Life Insurance Co							
American United Life Insur	20121	01-401.158	2021-Feb life/disability ins coverage	02/01/21	154.30	.00	
American United Life Insur	20121	01-402.158	2021-Feb life/disability ins coverage	02/01/21	99.70	.00	
American United Life Insur	20121	01-409.158	2021-Feb life/disability ins coverage	02/01/21	42.24	.00	
American United Life Insur	20121	01-410.158	2021-Feb life/disability ins coverage	02/01/21	785.52	.00	
American United Life Insur	20121	01-430.158	2021-Feb life/disability ins coverage	02/01/21	869.79	.00	
American United Life Insur	20121	06-401.158	2021-Feb life/disability ins coverage	02/01/21	9.97	.00	
American United Life Insur	20121	06-430.158	2021-Feb life/disability ins coverage	02/01/21	9.97	.00	
American United Life Insur	20121	06-448.158	2021-Feb life/disability ins coverage	02/01/21	90.38	.00	
American United Life Insur	20121	08-401.158	2021-Feb life/disability ins coverage	02/01/21	9.97	.00	
American United Life Insur	20121	08-429.158	2021-Feb life/disability ins coverage	02/01/21	90.38	.00	
American United Life Insur	20121	10-426.158	2021-Feb life/disability ins coverage	02/01/21	2.53-	.00	
American United Life Insur	20121	08-430.158	2021-Feb life/disability ins coverage	02/01/21	9.97	.00	
Total American United Life Insurance Co:					2,169.66	.00	
Ballek, Clinton							
Ballek, Clinton	01222021	01-406.171	2020 Health Reimbursement	01/22/21	250.00	.00	
Total Ballek, Clinton:					250.00	.00	
Beck, Charles							
Beck, Charles	1122021	01-414.220	Planning Commission Mtg-1/12/2021	01/12/21	30.00	.00	
Total Beck, Charles:					30.00	.00	
Brown, James P.							
Brown, James P.	01122021	01-414.220	Planning Commission Mtg-1/12/2021	01/12/21	25.00	.00	
Total Brown, James P.:					25.00	.00	
Casey, Lisa							
Casey, Lisa	12921	01-400.200	Reimb-Mileage-food for Christmas luncheon/retirement luncheon/BOC meeting	01/29/21	41.75	.00	
Total Casey, Lisa:					41.75	.00	
CDW Government							
CDW Government	6445051	01-410.260	Laptop mount	01/11/21	194.03	.00	
Total CDW Government:					194.03	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Commonwealth of PA							
Commonwealth of PA	22421	01-410.420	2021-annual fee to participate in 1033 program	01/20/21	400.00	.00	
Total Commonwealth of PA:					400.00	.00	
Curb Appeal Plus LLC							
Curb Appeal Plus LLC	20321	01-413.317	1410 Van Vetchen-Mow & Trim/clean up fallen trees/debris/stumps	02/03/21	2,200.00	.00	
Total Curb Appeal Plus LLC:					2,200.00	.00	
Dallas Data Systems Inc.							
Dallas Data Systems Inc.	25341	06-448.342	Postage & Mailing Services for Delinquent Utility Bills-Dec 2020	12/31/20	71.34	.00	
Dallas Data Systems Inc.	25341	08-429.342	Postage & Mailing Services for Delinquent Utility Bills-Dec 2020	12/31/20	62.41	.00	
Dallas Data Systems Inc.	25341	10-401.342	Postage & Mailing Services for Delinquent Utility Bills-Dec 2020	12/31/20	44.59	.00	
Total Dallas Data Systems Inc.:					178.34	.00	
Dispatch Answering Service							
Dispatch Answering Servic	000204B159	01-430.320	610-782-5572-Jan 2021	01/30/21	15.00	.00	
Dispatch Answering Servic	000204B159	06-448.320	610-782-5025-Jan 2021	01/30/21	19.95	.00	
Dispatch Answering Servic	000204B159	01-401.320	Answr Service/Pump Stn Alrm-Jan 2021	01/30/21	314.75	.00	
Total Dispatch Answering Service:					349.70	.00	
Ecco Communications LLC							
Ecco Communications LLC	77615	01-410.375	#205-Radio Battery	01/22/21	55.00	.00	
Total Ecco Communications LLC:					55.00	.00	
Evident Inc							
Evident Inc	174433A	01-410.241	Fentanyl tests	01/15/21	124.75	.00	
Total Evident Inc:					124.75	.00	
Five Star International							
Five Star International	05S553352	01-437.251	#4-Replace wire harness	01/12/21	1,618.17	.00	
Total Five Star International:					1,618.17	.00	
Fromm Electric Supply Corp							
Fromm Electric Supply Cor	11553100	01-409.240	30 pack-Light bulbs	01/26/21	87.00	.00	
Fromm Electric Supply Cor	51143850-03	01-409.240	light bulbs for parking lots	12/04/20	155.50	.00	
Total Fromm Electric Supply Corp:					242.50	.00	
Harrison, Jason							
Harrison, Jason	012821	01-410.132	Heart & Lung-56hrs-1/10/21 thru 1/17/21	01/28/21	2,153.76	2,153.76	01/26/21
Total Harrison, Jason:					2,153.76	2,153.76	
Hassick, Richard							
Hassick, Richard	01122021	01-414.220	Planning Commission Mtg-1/12/2021	01/12/21	25.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Hassick, Richard:					25.00	.00	
Home Depot Credit Services							
Home Depot Credit Service	03414	01-430.240	4x4x8 post	02/04/21	85.69	.00	
Home Depot Credit Service	03414	01-430.240	Concrete mix	02/04/21	27.12	.00	
Home Depot Credit Service	84064	01-409.240	18"x36" clear replacement glass/stop stock	01/14/21	15.73	.00	
Total Home Depot Credit Services:					128.54	.00	
Humphrey's Hydraulic Service							
Humphrey's Hydraulic Serv	32996	01-437.375	#3-Snow plow-4" root cylinder/LED lights	01/21/21	995.00	.00	
Total Humphrey's Hydraulic Service:					995.00	.00	
Keystone Consulting Engineers							
Keystone Consulting Engin	174046	01-408.318	2020-Dec-Girl Scout Properties	01/20/21	1,169.25	.00	
Keystone Consulting Engin	174047	01-408.318	2020-Nov-1239 Vortman Ave Grading Plan	01/20/21	446.00	.00	
Keystone Consulting Engin	174048	08-429.313	2020-Dec-Byfield St storm Sewer	01/20/21	704.25	.00	
Keystone Consulting Engin	174049	01-436.313	2020-Dec-MS4 Construction Projects	01/21/21	8,954.00	.00	
Keystone Consulting Engin	174050	06-448.313	2020-Dec-Water matters	01/20/21	178.76	.00	
Keystone Consulting Engin	174051	48-429.372	2020-Dec-I&I Removal Program	01/20/21	3,428.63	.00	
Keystone Consulting Engin	174052	48-429.607	2020-Dec-2020 Sanitary Sewer CIPP Lining Project	01/20/21	2,210.63	.00	
Keystone Consulting Engin	174053	01-408.318	2020-Dec-Parkwood Office Bldg Land Development	01/20/21	278.75	.00	
Keystone Consulting Engin	174054	01-408.313	2020-Dec-LVHN Traffic Signal Review	01/20/21	278.75	.00	
Keystone Consulting Engin	174055	01-408.318	2020-Dec-839 E Lynnwood St-Minor Subdivision	01/20/21	1,115.00	.00	
Keystone Consulting Engin	174056	01-408.318	2020-Dec-Beacon Rd	01/20/21	1,407.63	.00	
Keystone Consulting Engin	174057	01-408.318	2020-Dec-1204 Voortman Ave-Minor Subdivision	01/20/21	1,561.00	.00	
Keystone Consulting Engin	174058	06-448.313	2020-Dec-1146 Cedar Crest Blvd Water Line	01/20/21	864.13	.00	
Keystone Consulting Engin	174059	01-408.313	2020-Dec-Planning Commission	01/21/21	724.75	.00	
Keystone Consulting Engin	174060	48-429.607	2020-Dec-2019 Sanitary Sewer CIPP Lining Project	01/21/21	2,992.02	.00	
Keystone Consulting Engin	174061	08-429.313	2020-Dec-Sewer matters	01/21/21	2,236.38	.00	
Total Keystone Consulting Engineers:					28,549.93	.00	
Kijak, Mark							
Kijak, Mark	1122021	01-414.220	Planning Commission Mtg-1/12/2021	01/12/21	25.00	.00	
Total Kijak, Mark:					25.00	.00	
King, Gail							
King, Gail	20121	01-406.172	59 of 60 retirement incentive program	02/01/21	450.00	.00	
Total King, Gail:					450.00	.00	
Klocek, Jessica							
Klocek, Jessica	1122021	01-414.220	Planning Commission Mtg-7/12/2021	01/12/21	25.00	.00	
Total Klocek, Jessica:					25.00	.00	
Kutz Inc., E. M.							
Kutz Inc., E. M.	31767	01-437.251	#6-motor for salt spreader	01/18/21	395.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Kutz Inc., E. M.:					395.00	.00	
Leerburg Enterprises Inc							
Leerburg Enterprises Inc	636511	01-410.215	K-9 training	11/19/20	2,053.47	.00	
Total Leerburg Enterprises Inc:					2,053.47	.00	
Lehigh County Authority							
Lehigh County Authority	12621	08-429.533	4Q20 LCA Sewer	01/26/21	2,621.32	.00	
Lehigh County Authority	6809	06-448.363	4Q20 hydrant rentals	01/15/21	1,095.26	.00	
Total Lehigh County Authority:					3,716.58	.00	
Lehigh County Law Department							
Lehigh County Law Depart	12621	01-400.240	File 2 Ord: #01-2021-633 & #01-2021-634	01/26/21	40.00	40.00	01/26/21
Total Lehigh County Law Department:					40.00	40.00	
Lowe and Moyer Garage Inc.							
Lowe and Moyer Garage In	332296	01-437.251	#3-front brake chamber	01/29/21	38.04	.00	
Total Lowe and Moyer Garage Inc.:					38.04	.00	
Miller Municipal Supply LLC							
Miller Municipal Supply LL	135672	01-433.246	Decals for drop off signs	01/27/21	74.00	.00	
Total Miller Municipal Supply LLC:					74.00	.00	
Miller, Glenn							
Miller, Glenn	1122021	01-414.220	Planning Commission Mtg-1/12/2021	01/12/21	25.00	.00	
Total Miller, Glenn:					25.00	.00	
Motors Plus Inc.							
Motors Plus Inc.	38285	01-411.251	#215-oil change/inspection	12/15/20	151.93	.00	
Motors Plus Inc.	38319	01-410.251	#205-oil change/top off fluids	01/06/21	94.45	.00	
Motors Plus Inc.	38326	01-410.251	#202-Oil Change/rear brake pads/Trans cooler lines/air filter	01/29/21	1,087.49	.00	
Motors Plus Inc.	38341	01-410.251	#211-Oil change/inspection	01/11/21	204.43	.00	
Motors Plus Inc.	38342	01-410.251	#214-Wiper blades/oil change/top off fluids	01/12/21	195.12	.00	
Motors Plus Inc.	38349	01-410.251	#209-oil change/top off fluids	01/13/21	131.02	.00	
Motors Plus Inc.	38400	01-410.251	#214-Re-install camera mount	01/22/21	115.68	.00	
Motors Plus Inc.	38415	01-410.251	#216-oil change/top off fluids	01/26/21	100.64	.00	
Motors Plus Inc.	38426	01-410.251	#214-Headlight	01/27/21	61.91	.00	
Total Motors Plus Inc.:					2,142.67	.00	
Moyer, Roger J.							
Moyer, Roger J.	20121	01-406.172	59 of 60 retirement incentive program	02/01/21	450.00	.00	
Total Moyer, Roger J.:					450.00	.00	
MP Outfitters							
MP Outfitters	011821	01-410.238	Face mask covering-Lopresti	01/18/21	58.98	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total MP Outfitters:					58.98	.00	
MRM Trust Worker's Comp Fund							
MRM Trust Worker's Comp	2021PRJ4799	01-401.162	Worker's Compensation Insurance Policy-Feb 2021	01/15/21	56.50	.00	
MRM Trust Worker's Comp	2021PRJ4799	01-402.162	Worker's Compensation Insurance Policy-Feb 2021	01/15/21	41.32	.00	
MRM Trust Worker's Comp	2021PRJ4799	01-409.162	Worker's Compensation Insurance Policy-Feb 2021	01/15/21	338.42	.00	
MRM Trust Worker's Comp	2021PRJ4799	01-410.162	Worker's Compensation Insurance Policy-Feb 2021	01/15/21	6,938.63	.00	
MRM Trust Worker's Comp	2021PRJ4799	01-411.162	Worker's Compensation Insurance Policy-Feb 2021	01/15/21	11.13	.00	
MRM Trust Worker's Comp	2021PRJ4799	01-413.162	Worker's Compensation Insurance Policy-Feb 2021	01/15/21	2.87	.00	
MRM Trust Worker's Comp	2021PRJ4799	01-414.162	Worker's Compensation Insurance Policy-Feb 2021	01/15/21	23.16	.00	
MRM Trust Worker's Comp	2021PRJ4799	01-430.162	Worker's Compensation Insurance Policy-Feb 2021	01/15/21	5,210.36	.00	
MRM Trust Worker's Comp	2021PRJ4799	01-452.162	Worker's Compensation Insurance Policy-Feb 2021	01/15/21	173.27	.00	
MRM Trust Worker's Comp	2021PRJ4799	06-401.162	Worker's Compensation Insurance Policy-Feb 2021	01/15/21	5.60	.00	
MRM Trust Worker's Comp	2021PRJ4799	06-430.162	Worker's Compensation Insurance Policy-Feb 2021	01/15/21	6.93	.00	
MRM Trust Worker's Comp	2021PRJ4799	06-448.162	Worker's Compensation Insurance Policy-Feb 2021	01/15/21	1,008.63	.00	
MRM Trust Worker's Comp	2021PRJ4799	08-401.162	Worker's Compensation Insurance Policy-Feb 2021	01/15/21	5.60	.00	
MRM Trust Worker's Comp	2021PRJ4799	08-429.162	Worker's Compensation Insurance Policy-Feb 2021	01/15/21	1,008.63	.00	
MRM Trust Worker's Comp	2021PRJ4799	08-430.162	Worker's Compensation Insurance Policy-Feb 2021	01/15/21	6.93	.00	
MRM Trust Worker's Comp	2021PRJ4799	10-426.162	Worker's Compensation Insurance Policy-Feb 2021	01/15/21	62.13	.00	
Total MRM Trust Worker's Comp Fund:					14,900.11	.00	
New Enterprise Stone & Lime Co Inc							
New Enterprise Stone & Li	7474812	01-438.245	2A Stone	01/18/21	890.12	.00	
Total New Enterprise Stone & Lime Co Inc:					890.12	.00	
PAPCO							
PAPCO	3174719	01-401.231	Unleaded Gasoline	01/14/21	17.50	.00	
PAPCO	3174719	01-410.231	Unleaded Gasoline	01/14/21	797.21	.00	
PAPCO	3174719	01-430.231	Unleaded Gasoline	01/14/21	164.53	.00	
PAPCO	3174719	06-448.231	Unleaded Gasoline	01/14/21	108.29	.00	
PAPCO	3174719	08-429.231	Unleaded Gasoline	01/14/21	108.29	.00	
PAPCO	3174719	03-413.231	Unleaded Gasoline	01/14/21	54.97	.00	
PAPCO	3174738	01-410.231	Diesel	01/14/21	1.27	.00	
PAPCO	3174738	01-430.231	Diesel	01/14/21	708.02	.00	
PAPCO	3174738	06-448.231	Diesel	01/14/21	18.96	.00	
PAPCO	3174738	08-429.231	Diesel	01/14/21	18.96	.00	
PAPCO	3174738	03-413.231	Diesel	01/14/21	125.89	.00	
PAPCO	317614	01-401.231	Unleaded Gasoline	01/08/21	2.45	.00	
PAPCO	317614	01-410.231	Unleaded Gasoline	01/08/21	111.79	.00	
PAPCO	317614	06-448.231	Unleaded Gasoline	01/08/21	15.18	.00	
PAPCO	317614	08-429.231	Unleaded Gasoline	01/08/21	15.18	.00	
PAPCO	317614	03-413.231	Unleaded Gasoline	01/08/21	7.71	.00	
PAPCO	317614	01-430.231	Unleaded Gasoline	01/08/21	23.07	.00	
PAPCO	3178699	01-401.231	Unleaded Gasoline	01/20/21	10.87	.00	
PAPCO	3178699	01-410.231	Unleaded Gasoline	01/20/21	495.00	.00	
PAPCO	3178699	01-430.231	Unleaded Gasoline	01/20/21	102.16	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
PAPCO	3178699	06-448.231	Unleaded Gasoline	01/20/21	67.24	.00	
PAPCO	3178699	08-429.231	Unleaded Gasoline	01/20/21	67.24	.00	
PAPCO	3178699	01-430.231	Unleaded Gasoline	01/20/21	34.13	.00	
PAPCO	3179290	01-410.231	Diesel	01/20/21	.78	.00	
PAPCO	3179290	01-430.231	Diesel	01/20/21	438.20	.00	
PAPCO	3179290	06-448.231	Diesel	01/20/21	11.73	.00	
PAPCO	3179290	08-429.231	Diesel	01/20/21	11.73	.00	
PAPCO	3179290	03-413.231	Diesel	01/20/21	77.86	.00	
Total PAPCO:					3,616.21	.00	
PenTeleData							
PenTeleData	B3821079	01-401.320	Acct#3042745-Cable modem rental - Jan 2021	01/24/21	124.95	.00	
PenTeleData	B3821079	03-411.320	Cable-Jan 2021	01/24/21	59.95	.00	
Total PenTeleData:					184.90	.00	
PPL Electric Utilities							
PPL Electric Utilities	01212021	01-409.361	92051-48008	01/21/21	1,004.36	.00	
PPL Electric Utilities	01212021	01-451.361	10550-10002	01/21/21	34.44	.00	
PPL Electric Utilities	01212021	35-433.362	99940-01007	01/21/21	37.65	.00	
PPL Electric Utilities	01212021	35-433.362	05340-01002	01/21/21	37.46	.00	
PPL Electric Utilities	01212021	35-433.362	53875-61001	01/21/21	40.10	.00	
PPL Electric Utilities	01212021	03-411.320	82900-03000	01/21/21	584.76	.00	
PPL Electric Utilities	01212021	01-409.361	61089-84010	01/21/21	769.19	.00	
PPL Electric Utilities	01212021	01-409.361	70730-17005	01/21/21	626.45	.00	
PPL Electric Utilities	01212021	35-433.362	49130-02001	01/21/21	44.45	.00	
PPL Electric Utilities	01212021	08-429.361	35530-02004	01/21/21	31.03	.00	
PPL Electric Utilities	12621	08-429.361	33760-14008	01/26/21	32.86	.00	
PPL Electric Utilities	12821	01-451.361	92035-05005	01/28/21	28.12	.00	
PPL Electric Utilities	12821	35-433.362	89989-11003	01/28/21	36.25	.00	
PPL Electric Utilities	12821	35-433.362	93790-09009	01/28/21	28.25	.00	
PPL Electric Utilities	12821	35-433.362	72390-08002	01/28/21	28.25	.00	
PPL Electric Utilities	12821	08-429.361	39790-24008	01/28/21	431.65	.00	
PPL Electric Utilities	12821	08-429.361	31590-08002	01/28/21	32.40	.00	
PPL Electric Utilities	12821	08-429.361	64170-11008	01/28/21	43.18	.00	
PPL Electric Utilities	12821	08-429.361	21780-10003	01/28/21	37.07	.00	
PPL Electric Utilities	12821	08-429.361	20380-10009	01/28/21	32.15	.00	
PPL Electric Utilities	12821	01-451.361	93760-01007	01/28/21	28.16	.00	
PPL Electric Utilities	12821	08-429.361	82960-01000	01/28/21	35.03	.00	
Total PPL Electric Utilities:					4,003.26	.00	
Print-O-Stat Inc.							
Print-O-Stat Inc.	A0113790	01-414.342	Copies-WSFD	01/21/21	88.32	.00	
Total Print-O-Stat Inc.:					88.32	.00	
Ralph & Son Inc, V. E.							
Ralph & Son Inc, V. E.	91215	01-410.210	gloves	01/31/21	899.60	.00	
Total Ralph & Son Inc, V. E.:					899.60	.00	
Republic Services #282							
Republic Services #282	0282-000807392	10-427.300	2021-Jan-service	01/15/21	116,595.34	.00	
Total Republic Services #282:					116,595.34	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Seitz Bros Exterminating Co							
Seitz Bros Exterminating C	2334247	01-451.315	Pest control-Franko Park property- Nov 2020	11/18/20	50.00	.00	
Seitz Bros Exterminating C	2336213	01-451.315	Pest control-Franko Park property- Dec 2020	12/09/20	50.00	.00	
Total Seitz Bros Exterminating Co:					100.00	.00	
Service Tire Truck Centers							
Service Tire Truck Centers	865652-01	01-437.251	#6-tires/valve stem/valve cap/mount & balance	01/15/21	608.87	.00	
Total Service Tire Truck Centers:					608.87	.00	
Staples Advantage							
Staples Advantage	3467159852	01-401.240	Avery Labels/desk calendar/clasp envelopes	01/16/21	55.95	.00	
Total Staples Advantage:					55.95	.00	
Starr Uniform Center							
Starr Uniform Center	141501	01-410.238	Armor Ballistic Vest-Kress	01/14/21	1,050.00	.00	
Total Starr Uniform Center:					1,050.00	.00	
Staver Hydraulics Co Inc							
Staver Hydraulics Co Inc	75428	01-437.375	Hose	02/03/21	56.20	.00	
Total Staver Hydraulics Co Inc:					56.20	.00	
Stephenson Equipment Inc							
Stephenson Equipment Inc	16019424	01-437.251	#9-fuse	10/29/20	203.52	.00	
Total Stephenson Equipment Inc:					203.52	.00	
Stotz/Fatzinger Office Supply							
Stotz/Fatzinger Office Supp	261694	01-403.240	toner/sharpies/paper clips/binders	01/19/21	118.42	.00	
Stotz/Fatzinger Office Supp	261726	01-403.240	Stamp/pens	01/27/21	45.35	.00	
Stotz/Fatzinger Office Supp	261726.1	01-403.240	Self-inking stamp	02/03/21	39.95	.00	
Stotz/Fatzinger Office Supp	261937	01-403.240	Calculator/pen/folders/correction fluid/pencils/stapler/nameplate	01/26/21	149.67	.00	
Stotz/Fatzinger Office Supp	261937.1	01-403.240	Nameplate-Tax collector	02/03/21	12.05	.00	
Stotz/Fatzinger Office Supp	262199	01-401.240	file folders	02/03/21	10.35	.00	
Total Stotz/Fatzinger Office Supply:					375.79	.00	
Takacs Jr., Dennis V.							
Takacs Jr., Dennis V.	20121	01-415.149	EMC Deputy - Feb 2021	02/01/21	83.33	.00	
Total Takacs Jr., Dennis V.:					83.33	.00	
Tapler, Jeffrey							
Tapler, Jeffrey	20121	01-415.139	EMC stipend-Feb 2021	02/01/21	250.00	.00	
Total Tapler, Jeffrey:					250.00	.00	
Times News							
Times News	100495055-012020	01-401.341	Ad: 1/28/21-BOC-Decision on Vacating Eisenhower Ave	01/21/21	87.34	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Times News:					87.34	.00	
UGI Utilities Inc.							
UGI Utilities Inc.	1202021	03-411.320	411000866649-ESFC	01/20/21	1,004.91	.00	
UGI Utilities Inc.	1202021	01-409.230	411001980555	01/20/21	2,354.01	.00	
UGI Utilities Inc.	1202021	01-409.230	411001980316	01/20/21	1,146.96	.00	
UGI Utilities Inc.	1202021	01-409.230	411001979581	01/20/21	912.21	.00	
Total UGI Utilities Inc.:					5,418.09	.00	
Veritext Mid-Atlantic							
Veritext Mid-Atlantic	4784455	01-401.315	BOC Mtg 1/25/21-Professional Attendance	01/25/21	175.00	.00	
Total Veritext Mid-Atlantic:					175.00	.00	
Verizon							
Verizon	12421	08-429.320	2021-Feb-868-8310-Cardinal Dr Pump Stn	01/24/21	43.57	.00	
Total Verizon:					43.57	.00	
Waste Management Inc							
Waste Management Inc	M198909	10-427.302	Dec 2020 Recycling Costs	01/19/21	13,477.14	.00	
Total Waste Management Inc:					13,477.14	.00	
Whitehall Turf Equipment							
Whitehall Turf Equipment	23892	01-451.375	Chains & Bar for chainsaw	01/11/21	102.92	.00	
Whitehall Turf Equipment	24342	01-430.240	Handle set	01/22/21	7.30	.00	
Total Whitehall Turf Equipment:					110.22	.00	
Zimmerman, Donald C.							
Zimmerman, Donald C.	12521	01-406.171	2021 Health Reimb	01/25/21	250.00	.00	
Total Zimmerman, Donald C.:					250.00	.00	
Grand Totals:					256,087.75	2,193.76	

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:					60,492.84	2,193.76	
Fire Fund							
Total Fire Fund:					1,916.05	.00	
Library Fund							
Total Library Fund:					43,000.00	.00	
Water Fund							
Total Water Fund:					3,922.32	.00	
Sewer Fund							
Total Sewer Fund:					7,696.18	.00	
Refuse & Recycling Fund							
Total Refuse & Recycling Fund:					130,176.67	.00	
Highway Aid Fund							
Total Highway Aid Fund:					252.41	.00	
Capital Sewer Fund							
Total Capital Sewer Fund:					8,631.28	.00	
Grand Totals:					256,087.75	2,193.76	

Date: _____

President: _____

Board of Commissioners

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
Bethlehem, City of							
Bethlehem, City of	21021	06-448.363	2021-Jan-Hydrant rental	02/10/21	880.00	.00	
Bethlehem, City of	21021	06-448.368	2021-Jan-4 resale customers	02/10/21	355.96	.00	
Bethlehem, City of	21221	08-429.368	4Q2020 Sewer	02/12/21	43,382.37	.00	
Total Bethlehem, City of:					44,618.33	.00	
BLR							
BLR	20521	01-402.420	Fair Labor Standard Handbk-2021-Acct # 1296498	02/05/21	536.99	.00	
Total BLR:					536.99	.00	
Cedarbrook Sportsmen							
Cedarbrook Sportsmen	21621	01-465.540	2021 donation	02/16/21	275.00	.00	
Total Cedarbrook Sportsmen:					275.00	.00	
Commonwealth of Pennsylvania							
Commonwealth of Pennsylv	11021	06-448.315	2021-DEP Annual Fee-Inv 1083645/PWSID:3390062	01/10/21	10,000.00	.00	
Total Commonwealth of Pennsylvania:					10,000.00	.00	
Curb Appeal Plus LLC							
Curb Appeal Plus LLC	21521	01-413.317	609 E Federal St-Remove limbs from wires	02/15/21	800.00	.00	
Total Curb Appeal Plus LLC:					800.00	.00	
Dallas Data Systems Inc.							
Dallas Data Systems Inc.	35364	06-448.325	Postage & Mailing Services for Utility Bills-Dec 2020	01/15/21	933.40	.00	
Dallas Data Systems Inc.	35364	08-429.325	Postage & Mailing Services for Utility Bills-Dec 2020	01/15/21	816.72	.00	
Dallas Data Systems Inc.	35364	10-401.325	Postage & Mailing Services for Utility Bills-Dec 2020	01/15/21	583.38	.00	
Dallas Data Systems Inc.	35364	06-448.342	Postage & Mailing Services for Utility Bills-Dec 2020	01/15/21	448.03	.00	
Dallas Data Systems Inc.	35364	08-429.342	Postage & Mailing Services for Utility Bills-Dec 2020	01/15/21	392.03	.00	
Dallas Data Systems Inc.	35364	10-401.342	Postage & Mailing Services for Utility Bills-Dec 2020	01/15/21	280.02	.00	
Total Dallas Data Systems Inc.:					3,453.58	.00	
Davison & McCarthy							
Davison & McCarthy	27109	01-404.310	2021-Jan-General Matters	02/05/21	2,548.00	.00	
Davison & McCarthy	27113	01-404.310	2021-Jan-Board of Commissioners	02/05/21	741.00	.00	
Davison & McCarthy	27115	08-429.310	2021-Jan-Sewer Agreement with Fountain Hill	02/05/21	1,482.00	.00	
Davison & McCarthy	27116	01-404.310	2021-Jan-County of Lehigh vs Atlantic Richfield Co et al	02/05/21	130.00	.00	
Davison & McCarthy	27125	01-404.310	2021-Jan-Waste Hauling Contract 2021	02/05/21	117.00	.00	
Davison & McCarthy	27128	01-404.310	2021-Jan-Summary Appeal-Joe Thorpe	02/05/21	481.00	.00	
Davison & McCarthy	27130	01-404.318	2021-Jan-Fee Dispute-1239 Voortman Ave	02/05/21	910.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Davison & McCarthy:					6,409.00	.00	
Diefenderfer, Orlando							
Diefenderfer, Orlando	63964	01-401.375	Reprogramming phone system	02/04/21	217.12	.00	
Total Diefenderfer, Orlando:					217.12	.00	
Eastern Auto Parts Warehouse							
Eastern Auto Parts Wareho	3IV660804	01-410.251	#205-Headlight	02/13/21	4.95	.00	
Eastern Auto Parts Wareho	3IV661491	01-410.251	#204-Battery	02/16/21	132.94	.00	
Eastern Auto Parts Wareho	3IV662077	01-437.251	Antifreeze	02/17/21	55.96	.00	
Eastern Auto Parts Wareho	3IV662096	01-437.251	#22-parts	02/17/21	254.42	.00	
Total Eastern Auto Parts Warehouse:					448.27	.00	
Fromm Electric Supply Corp							
Fromm Electric Supply Cor	11553289	01-409.240	light bulbs for parking lots	01/27/21	165.90	.00	
Total Fromm Electric Supply Corp:					165.90	.00	
Fuel System Services LLC							
Fuel System Services LLC	18245	01-409.373	Repair fuel system	02/09/21	212.00	.00	
Total Fuel System Services LLC:					212.00	.00	
Graham, Dana							
Graham, Dana	20221	01-367.500	Refund-Reservation cancelled	02/02/21	25.00	.00	
Total Graham, Dana:					25.00	.00	
Healthworks							
Healthworks	188035	01-406.315	DPW- pre-employment screening-Schmidt	01/05/21	183.00	.00	
Total Healthworks:					183.00	.00	
Ideal Glass							
Ideal Glass	37916	01-437.251	#14-Windshield	02/10/21	310.00	.00	
Ideal Glass	38023	01-437.251	#25-Windshield	02/17/21	247.00	.00	
Total Ideal Glass:					557.00	.00	
Insituform Technologies LLC							
Insituform Technologies LL	1272021	48-429.607	2020 Sanitary Sewer System Rehabilitation Project Main CIPP lining thru 10-31-20-Pmt #2-Final	01/27/21	4,555.18	4,555.18	02/12/21
Total Insituform Technologies LLC:					4,555.18	4,555.18	
Isett & Associates, Barry							
Isett & Associates, Barry	150835	01-413.308	2021-Jan-Residential Plan Reviews	02/04/21	926.00	.00	
Isett & Associates, Barry	150835	01-413.306	2021-Jan-Commercial Plan Reviews	02/04/21	420.00	.00	
Total Isett & Associates, Barry:					1,346.00	.00	
Kessler Freedman Inc.							
Kessler Freedman Inc.	20121	01-401.312	Jan 2021-Website updates	02/01/21	150.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Kessler Freedman Inc.:					150.00	.00	
Keycodes Inspection Agency							
Keycodes Inspection Agen	15365	01-413.306	Inspection-1/29/21-1200 & 1250 SCCB-LVHN 5th Fl-Oncology Unit & 2nd floor fit-out	02/10/21	1,355.20	.00	
Total Keycodes Inspection Agency:					1,355.20	.00	
Kutz Inc., E. M.							
Kutz Inc., E. M.	32107	01-437.251	#25-spinner motor	02/09/21	288.00	.00	
Total Kutz Inc., E. M.:					288.00	.00	
Lawson Products							
Lawson Products	9308198518	01-430.240	Nuts/bolts/screws/washers/sealant/me tal index cabinet	02/04/21	326.93	.00	
Lawson Products	9308198518	06-448.240	Nuts/bolts/screws/washers/sealant/me tal index cabinet	02/04/21	326.95	.00	
Lawson Products	9308198518	08-429.240	Nuts/bolts/screws/washers/sealant/me tal index cabinet	02/04/21	326.95	.00	
Total Lawson Products:					980.83	.00	
Lehigh County Authority							
Lehigh County Authority	6848	08-429.534	4Q20 Sewer	02/02/21	19,306.20	.00	
Lehigh County Authority	6848	08-429.367	4Q20 Sewer	02/02/21	141,893.61	.00	
Lehigh County Authority	6848	08-429.530	4Q20 Sewer	02/02/21	1,369.17	.00	
Total Lehigh County Authority:					162,568.98	.00	
Lowe and Moyer Garage Inc.							
Lowe and Moyer Garage In	332351	01-437.251	#3-mirror bracket assembly	02/04/21	304.43	.00	
Lowe and Moyer Garage In	332694	01-437.251	#3-front brake chamber	02/11/21	38.04	.00	
Total Lowe and Moyer Garage Inc.:					342.47	.00	
Macmillian Oil Co of Allentown							
Macmillian Oil Co of Allent	83209	01-430.240	55 gal drum of Diesel exhaust fluid	02/10/21	120.00	.00	
Macmillian Oil Co of Allent	83462	01-437.251	Pump	02/17/21	70.00	.00	
Total Macmillian Oil Co of Allentown:					190.00	.00	
McNeill Jr., Richard							
McNeill Jr., Richard	21121	01-406.314	Arbitrator for Police Contract	02/11/21	2,072.80	.00	
Total McNeill Jr., Richard:					2,072.80	.00	
Morning Call, The							
Morning Call, The	031752707000	01-406.341	Ad: Classified listing for PT Receptionist	01/31/21	499.00	.00	
Morning Call, The	13121	01-401.420	Subscription renewal-acct#320063974 thru 6/05/21	01/31/21	201.50	.00	
Total Morning Call, The:					700.50	.00	
NAPA Auto Parts-Emmaus							
NAPA Auto Parts-Emmaus	13121	01-437.251	supplies for shop	01/31/21	58.43	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total NAPA Auto Parts-Emmaus:					58.43	.00	
PA Municipal Health Ins Coop							
PA Municipal Health Ins Co	50787	01-401.156	2021 Mar coverage	02/05/21	7,454.50	.00	
PA Municipal Health Ins Co	50787	01-402.156	2021 Mar coverage	02/05/21	2,654.31	.00	
PA Municipal Health Ins Co	50787	01-410.156	2021 Mar coverage	02/05/21	39,440.77	.00	
PA Municipal Health Ins Co	50787	01-414.156	2021 Mar coverage	02/05/21	1,084.15	.00	
PA Municipal Health Ins Co	50787	01-430.156	2021 Mar coverage	02/05/21	32,493.30	.00	
PA Municipal Health Ins Co	50787	06-401.156	2021 Mar coverage	02/05/21	530.86	.00	
PA Municipal Health Ins Co	50787	06-448.156	2021 Mar coverage	02/05/21	3,539.08	.00	
PA Municipal Health Ins Co	50787	08-401.156	2021 Mar coverage	02/05/21	530.86	.00	
PA Municipal Health Ins Co	50787	08-429.156	2021 Mar coverage	02/05/21	3,539.08	.00	
PA Municipal Health Ins Co	50787	10-426.156	2021 Mar coverage	02/05/21	1,415.63	.00	
Total PA Municipal Health Ins Coop:					92,682.54	.00	
PAPCO							
PAPCO	3187040	01-401.231	Unleaded Gasoline	02/01/21	17.79	.00	
PAPCO	3187040	01-410.231	Unleaded Gasoline	02/01/21	810.23	.00	
PAPCO	3187040	01-430.231	Unleaded Gasoline	02/01/21	167.23	.00	
PAPCO	3187040	06-448.231	Unleaded Gasoline	02/01/21	110.05	.00	
PAPCO	3187040	08-429.231	Unleaded Gasoline	02/01/21	110.05	.00	
PAPCO	3187040	03-413.231	Unleaded Gasoline	02/01/21	55.87	.00	
PAPCO	3187041	01-410.231	Diesel	02/01/21	1.05	.00	
PAPCO	3187041	01-430.231	Diesel	02/01/21	587.26	.00	
PAPCO	3187041	06-448.231	Diesel	02/01/21	15.72	.00	
PAPCO	3187041	08-429.231	Diesel	02/01/21	15.72	.00	
PAPCO	3187041	03-413.231	Diesel	02/01/21	104.34	.00	
PAPCO	3191802	01-401.231	Unleaded Gasoline	02/03/21	21.53	.00	
PAPCO	3191802	01-410.231	Unleaded Gasoline	02/03/21	980.38	.00	
PAPCO	3191802	01-430.231	Unleaded Gasoline	02/03/21	202.33	.00	
PAPCO	3191802	06-448.231	Unleaded Gasoline	02/03/21	133.17	.00	
PAPCO	3191802	08-429.231	Unleaded Gasoline	02/03/21	133.17	.00	
PAPCO	3191802	03-413.231	Unleaded Gasoline	02/03/21	67.60	.00	
PAPCO	3191804	01-410.231	Diesel	02/03/21	4.00	.00	
PAPCO	3191804	01-430.231	Diesel	02/03/21	2,241.08	.00	
PAPCO	3191804	06-448.231	Diesel	02/03/21	59.99	.00	
PAPCO	3191804	08-429.231	Diesel	02/03/21	59.99	.00	
PAPCO	3191804	03-413.231	Diesel	02/03/21	398.18	.00	
Total PAPCO:					6,296.73	.00	
PENNBCO							
PENNBCO	20121	01-414.420	2021-Membership Dues Renewal-Nicolo	02/21/01	85.00	.00	
Total PENNBCO:					85.00	.00	
Plasterer Equipment Co Inc.							
Plasterer Equipment Co In	P02202	01-437.375	Nuts/bolts/washers-JD skid steer	02/16/21	33.68	.00	
Plasterer Equipment Co In	P02202	01-437.375	Filter/fluid/service/bolts/nuts-JD skid steer	02/16/21	1,801.83	.00	
Total Plasterer Equipment Co Inc.:					1,835.51	.00	
PPL Electric Utilities							
PPL Electric Utilities	20421	01-451.361	62400-52006	02/04/21	13.27	.00	
PPL Electric Utilities	20421	08-429.361	47020-14000	02/04/21	33.52	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
PPL Electric Utilities	20421	35-434.361	79000-43000	02/04/21	530.95	.00	
PPL Electric Utilities	20421	08-429.361	98810-20005	02/04/21	184.10	.00	
PPL Electric Utilities	20421	35-433.362	59610-04003	02/04/21	42.61	.00	
PPL Electric Utilities	20421	06-448.361	59410-04007	02/04/21	29.58	.00	
PPL Electric Utilities	20421	35-433.362	58010-04003	02/04/21	38.34	.00	
PPL Electric Utilities	20421	35-433.362	32810-04003	02/04/21	38.33	.00	
PPL Electric Utilities	20421	35-434.361	79200-43006	02/04/21	10,942.91	.00	
PPL Electric Utilities	20421	08-429.361	95425-66011	02/04/21	36.46	.00	
PPL Electric Utilities	20421	35-433.362	97159-57000	02/04/21	42.80	.00	
PPL Electric Utilities	20421	35-433.362	96549-22003	02/04/21	37.41	.00	
PPL Electric Utilities	20421	08-429.361	49200-35001	02/04/21	41.22	.00	
PPL Electric Utilities	20921	08-429.361	42850-08008	02/09/21	34.02	.00	
PPL Electric Utilities	20921	08-429.361	32650-08001	02/09/21	35.37	.00	
PPL Electric Utilities	20921	08-429.361	15450-07002	02/09/21	33.01	.00	
PPL Electric Utilities	20921	08-429.361	08450-07007	02/09/21	33.78	.00	
PPL Electric Utilities	20921	08-429.361	56060-06003	02/09/21	38.93	.00	
PPL Electric Utilities	20921	01-451.361	54060-05002	02/09/21	28.11	.00	
PPL Electric Utilities	20921	06-448.361	30460-06001	02/09/21	676.13	.00	
Total PPL Electric Utilities:					12,890.85	.00	
Print-O-Stat Inc.							
Print-O-Stat Inc.	A0113859	06-448.240	Marking paint	01/27/21	144.91	.00	
Print-O-Stat Inc.	A0113859	08-429.240	Marking paint	01/27/21	144.91	.00	
Total Print-O-Stat Inc.:					289.82	.00	
PRWA							
PRWA	#6115	01-430.421	Mechanical Maintenance Course-DiMatteo	02/16/21	140.00	.00	
Total PRWA:					140.00	.00	
ReadyRefresh by Nestle							
ReadyRefresh by Nestle	01B0441704392	01-409.366	2021-Jan-Acct#0441704392-Franko	02/06/21	23.17	.00	
ReadyRefresh by Nestle	11B0436481527	01-409.366	2021-Jan-Acct#0436481527-Admin	02/06/21	81.03	.00	
ReadyRefresh by Nestle	11B0436481543	01-409.366	2021-Jan-Acct#0436481543-Police	02/06/21	85.21	.00	
ReadyRefresh by Nestle	11B0436481576	01-409.366	2021-Jan-Acct#0436481576-DPW	02/06/21	32.33	.00	
Total ReadyRefresh by Nestle:					221.74	.00	
Riverside Construction Materials Inc							
Riverside Construction Mat	51003037	35-432.245	Bulk Salt	02/05/21	3,829.06	.00	
Riverside Construction Mat	51003134	35-432.245	Bulk Salt	02/08/21	5,024.89	.00	
Riverside Construction Mat	51003274	35-432.245	Bulk Salt	02/09/21	2,510.08	.00	
Riverside Construction Mat	51003566	35-432.245	Bulk Salt	02/11/21	4,911.24	.00	
Total Riverside Construction Materials Inc:					16,275.27	.00	
Safelite Autoglass							
Safelite Autoglass	21021	01-410.251	#206-Windshield	02/10/21	432.31	432.31	02/10/21
Total Safelite Autoglass:					432.31	432.31	
Service Electric Cable TV							
Service Electric Cable TV	20121	01-410.315	Prolog Express -Feb 2021	02/01/21	82.45	.00	
Total Service Electric Cable TV:					82.45	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Service Electric Telephone Co							
Service Electric Telephone	21521	03-411.320	Acct#-0000050426-ESFC-2/2021	02/15/21	87.92	.00	
Service Electric Telephone	21521	01-401.320	Acct#-0000044158-Township phone line-2/2021	02/15/21	559.00	.00	
Service Electric Telephone	21521	01-403.240	Acct#-0000044158-Minger phone line-2/2021	02/15/21	21.98	.00	
Total Service Electric Telephone Co:					668.90	.00	
Service Tire Truck Centers							
Service Tire Truck Centers	882684-01	01-437.251	#27-tires	02/03/21	703.87	.00	
Service Tire Truck Centers	883189-01	01-437.251	#10-tires	02/08/21	1,037.73	.00	
Service Tire Truck Centers	886394-01	01-437.251	#3-tires	02/10/21	2,961.60	.00	
Total Service Tire Truck Centers:					4,703.20	.00	
Staples Advantage							
Staples Advantage	3469034839	01-402.240	Avery Labels	02/05/21	46.68	.00	
Total Staples Advantage:					46.68	.00	
Staples Credit Plan							
Staples Credit Plan	12221	01-410.240	Calendar/pencils/post-it notes/notepads	01/22/21	54.57	.00	
Staples Credit Plan	12221	01-402.240	File folers/1099-NEC forms	01/22/21	235.70	.00	
Total Staples Credit Plan:					290.27	.00	
Stauffer Insurance, C. M.							
Stauffer Insurance, C. M.	118841	01-486.355	2021-Bond for Smarch (Treas)	02/04/21	1,296.00	.00	
Total Stauffer Insurance, C. M.:					1,296.00	.00	
Staver Hydraulics Co Inc							
Staver Hydraulics Co Inc	75591	01-437.251	#14-hose & wrap	02/12/21	61.43	.00	
Staver Hydraulics Co Inc	P-74567-0	01-437.375	Hose JD skid loader	02/04/21	56.20	.00	
Total Staver Hydraulics Co Inc:					117.63	.00	
Stotz/Fatzinger Office Supply							
Stotz/Fatzinger Office Supp	262132	01-403.240	#10 envelopes	02/01/21	105.00	.00	
Stotz/Fatzinger Office Supp	262541	01-401.240	Post-it notes/ruler/calculator/binder clips/hanging file folders	02/11/21	54.48	.00	
Total Stotz/Fatzinger Office Supply:					159.48	.00	
Stratix Systems Inc							
Stratix Systems Inc	516539	01-430.240	Printer/copier/scanner-PW Dept	02/10/21	51.00	.00	
Total Stratix Systems Inc:					51.00	.00	
SWIF							
SWIF	20121	03-486.354	Worker's Comp Insurance for Volunteer fire companies	02/01/21	1,634.00	.00	
SWIF	20121-2	03-486.354	2021-WC adjusted premium audit assessment- fire co's	02/01/21	28,459.00	.00	
Total SWIF:					30,093.00	.00	
Times News							
Times News	100495340-012720	01-401.341	Ad: 2/9/21-Planning Commission				

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
			Meeting	02/04/21	496.18	.00	
Times News	100495778-020320	01-401.341	Ad: 2/03/21-Independent Audit Report for fiscal year 2019 available to public	02/04/21	303.82	.00	
Times News	100496059-021020	01-401.341	Ad: EAC Mtg 2/10/21	02/11/21	82.42	.00	
Total Times News:					882.42	.00	
TransUnion Risk & Alternative Data Solut							
TransUnion Risk & Alternat	5872431-202101-1	01-410.420	Background Check Investigation Site Subscription	02/01/21	100.00	.00	
Total TransUnion Risk & Alternative Data Solut:					100.00	.00	
Valley Networks Inc							
Valley Networks Inc	4735	01-407.319	Managed Network Services-Mar 2021	02/10/21	1,434.50	.00	
Valley Networks Inc	4735	01-410.319	Managed Network Services-Mar 2021	02/10/21	3,422.75	.00	
Valley Networks Inc	4735	06-448.319	Managed Network Services-Mar 2021	02/10/21	326.80	.00	
Valley Networks Inc	4735	08-429.319	Managed Network Services-Mar 2021	02/10/21	326.80	.00	
Valley Networks Inc	4735	10-407.319	Managed Network Services-Mar 2021	02/10/21	152.15	.00	
Total Valley Networks Inc:					5,663.00	.00	
Veritext Mid-Atlantic							
Veritext Mid-Atlantic	4806074	01-414.316	Cancellation Fee	02/04/21	200.00	.00	
Total Veritext Mid-Atlantic:					200.00	.00	
Verizon							
Verizon	20221	01-410.320	610-433-0563-monitor traffic signals CCB-2/2021	02/02/21	43.57	.00	
Verizon	20221	06-448.320	610-435-4231-Flxr Ave wtr pump stn-2/2021	02/02/21	50.91	.00	
Total Verizon:					94.48	.00	
Wegman's Food Market Inc.							
Wegman's Food Market Inc	13121	01-400.200	Supplies/refreshments for BOC mtg-1/12/21	01/31/21	52.46	.00	
Wegman's Food Market Inc	13121	01-400.200	Catering for BOC Mtg-Andreas & Zimmerman Retirement	01/31/21	104.99	.00	
Total Wegman's Food Market Inc.:					157.45	.00	
Grand Totals:					418,265.31	4,987.49	

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:					119,661.84	432.31	
Fire Fund							
Total Fire Fund:					30,806.91	.00	
Water Fund							
Total Water Fund:					18,561.54	.00	
Sewer Fund							
Total Sewer Fund:					214,300.04	.00	
Refuse & Recycling Fund							
Total Refuse & Recycling Fund:					2,431.18	.00	
Highway Aid Fund							
Total Highway Aid Fund:					27,948.62	.00	
Capital Sewer Fund							
Total Capital Sewer Fund:					4,555.18	4,555.18	
Grand Totals:					418,265.31	4,987.49	

Date: _____

President: _____

Board of Commissioners

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
January 28, 2021
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 regarding a real estate matter after the approval of the Minutes.

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
Kerry Rabold, Planning and Zoning Officer
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 January 28, 2021. 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 Seagreaves, seconded by Commissioner Lipkin, to approve the list of Bills Payable for the period 1/9/21-1/22/21, broken down as follows:

\$228,602.33 = GENERAL
\$13,665.77 = FIRE
\$0 = LIBRARY
\$11,679.06 = WATER
\$6,167.64 = SEWER
\$800.29 = REFUSE & RECYCLING
\$10,927.71 = HIGHWAY AID
\$3,341.28 = CAPITAL GENERAL
\$40,716.21 = CAPITAL FIRE FUND
\$315,900.29 = 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

January 14, 2021

Commissioner Brinton declared the Minutes from January 14, 2021 accepted as presented.

*The Board convened into an Executive Session.

*The meeting resumed at 7:11 p.m.

NEW BUSINESS

ORDINANCES

Ordinance to Approve the Vacation of a portion of Eisenhower Avenue.

Ms. Bonaskiewich reminded the Board that the matter was discussed at a Public Hearing during the Board of Commissioners meeting on January 14, 2021.

Motion by Commissioner Patnaik, seconded by Commissioner Conn, to approve Ordinance No. 01-2021-633, approving the vacation of a portion of Eisenhower Avenue.

Roll Call:

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

The Motion passed by 5-0.

Ordinance to Amend Chapter 18 of the Township’s Codified Ordinance Regarding School EDU calculations for Sewer Billings.

Ms. Bonaskiewich explained that the Ordinance is a corrective item as the EDU (Equivalent Dwelling Unit) calculation was erroneously changed in the Township’s Codified Ordinance, so this will correct it back to 24 pupils per EDU.

Motion by Commissioner Lipkin, seconded by Commissioner Conn, to approve Ordinance No. 01-2021-634, amending Chapter 18 of the Township’s Codified Ordinance Regarding School EDU calculations for sewer billings.

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 Recognize the Years of Service and to Accept the Retirement of John Andreas.

The Board thanked Mr. Andreas for his 28 years of service.

Motion by Commissioner Seagreaves, seconded by Commissioner Patnaik, to adopt Resolution No. 01- 2021-1697 to recognize the years of service and accept the retirement of John Andreas.

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 Mr. Andreas will be acting as a consultant for a short period of time as the Department moves through a period of transition.

Resolution to Recognize the Years of Service and to Accept the Retirement of Donald Zimmerman.

The Board thanked Mr. Zimmerman for his 31 years of service.

Motion by Commissioner Patnaik, seconded by Commissioner Conn, to adopt Resolution No. 01-2021-1698 to recognize the years of service and to accept the retirement of Donald Zimmerman.

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 noted that Mr. Zimmerman has offered his services with his water license during the transitional period.

Resolution to Appoint Highway Department Supervisor James Levernier as Acting Public Works Director.

Motion by Commissioner Patnaik, seconded by Commissioner Lipkin, to adopt Resolution No. 01-2021-1699, appointing Highway Department Supervisor James Levernier as Acting Public Works Director.

Roll Call:

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

The Motion passed by 5-0.

Resolution to Designate Depository for Township Funds.

Ms. Bonaskiewich noted that the current Resolution in place names the Township's previous depository. She stated that the Township took steps to transition to M&T Bank a few years ago, so this Resolution will reflect the correct depository.

Motion by Commissioner Conn, seconded by Commissioner Seagreaves, to adopt Resolution No. 01-2021-1700, designating a depository for Township funds.

Roll Call:

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

The Motion passed by 5-0.

MOTIONS

Motion to Accept the Audited Financials for the Fiscal Year-Ending 12/31/19.

Ms. Bonaskiewich reminded the Board that Mr. Rogen Resides attended the last meeting to present the 2019 audited Financial Report.

Motion by Commissioner Lipkin, seconded by Commissioner Seagreaves, to accept the audited Financials for the fiscal-year ending 12/31/19.

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 Accept Glen Miller's Resignation from the Planning Commission.

Ms. Bonaskiewich commented that Mr. Miller announced his resignation from the Planning Commission at their meeting on January 12, 2021.

Motion by Commissioner Lipkin, seconded by Commissioner Conn, to accept Glen Miller's resignation from the Planning Commission.

Roll Call:

COMMISSIONER PATNAIK – YES

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

The Motion passed by 5-0.

Motion – Appointments to various Boards and Commissions.

APPOINTMENTS – BY MOTION

1. Zoning Hearing Board, alternate (3-year term)

a. Fifth Ward

On a Motion by Commissioner Patnaik to nominate Mr. Thomas Spinner and seconded by Commissioner Brinton, a roll-call vote was taken:

Commissioner Lipkin – YES
Commissioner Conn – YES
Commissioner Patnaik – YES
Commissioner Seagreaves – YES
Commissioner Brinton – YES

The Board voted 5-0 to approve the appointment of Mr. Thomas Spinner to the Zoning Hearing Board as an alternate member for a term of three years.

2. Environmental Advisory Council

a. Fourth Ward

On a Motion by Commissioner Conn to nominate Mr. Paul Carr and seconded by Commissioner Brinton, a roll-call vote was taken:

Commissioner Lipkin – YES
Commissioner Conn – YES
Commissioner Patnaik – YES
Commissioner Seagreaves – YES
Commissioner Brinton – YES

The Board voted 5-0 to approve the appointment of Mr. Paul Carr to the Environmental Advisory Council for a term of five years.

b. Fifth Ward

On a Motion by Commissioner Patnaik to nominate Mr. Edward Olearczyk and seconded by Commissioner Brinton, a roll-call vote was taken:

Commissioner Lipkin – YES
Commissioner Conn – YES
Commissioner Patnaik – YES
Commissioner Seagreaves – YES
Commissioner Brinton – YES

The Board voted 5-0 to approve the appointment of Mr. Edward Olearczyk to the Environmental Advisory Council for a term of five years.

PRIVILEGE OF THE FLOOR

Mr. Andreas thanked the Board and Ms. Bonaskiewich for their support over the years.

Ms. Genny Baillie noted that the Recreation Advisory Committee met on January 18th and planned their calendar of events for the year. She stated that at the request of the Board, the RAC provided time on their agenda for a discussion with SYA and Hamilton Park and noted that they are going to continue the consideration of their proposal together.

All Department Heads, as well as both Fire Chiefs, wished Mr. Andreas a happy retirement and thanked him for his years of service.

Ms. Catherine Glenn of 725 E. Wayne Avenue inquired about the hunting permits at Franko Farm. Commissioner Brinton noted that the Township is going to continue to allow permits at this time, but will reevaluate it in the future. Commissioner Seagreaves commented that the Township will install signage, notifying people that hunting is permitted in that area. Ms. Bonaskiewich stated that the new Game Commissioner has reached out to her and explained that there are different regulations in specific areas as well as very specific periods of time when people can hunt in the area.

ADJOURNMENT

Commissioner Conn made a motion to adjourn the meeting. Seconded by Commissioner Lipkin. The time was 7:41 p.m.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official minutes of the Regular Meeting of the Board of Commissioners held on January 28, 2021.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL

DECLARATION OF DISASTER EMERGENCY

WHEREAS, on or about February 1, 2021 and February 2, 2021, a snow blizzard event (disaster) has caused or threatens to cause injury, damage and suffering to the persons and property of **SALISBURY TOWNSHIP, Lehigh County**; and

WHEREAS, the (disaster) has endangered the health, safety and welfare of a substantial number of persons residing in **SALISBURY TOWNSHIP**, and threatens to create problems greater in scope than **SALISBURY TOWNSHIP** may be able to resolve; and

WHEREAS, emergency management measures are required to reduce the severity of this disaster and to protect the health, safety and welfare of affected residents in **SALISBURY TOWNSHIP**;

NOW, THEREFORE, we, the undersigned **Board of Commissioners** of **SALISBURY TOWNSHIP**, pursuant to the provisions of Section 7501 of the Pennsylvania Emergency Management Services Code, (35 PA CS), as amended, do hereby declare the existence of a disaster emergency in **SALISBURY TOWNSHIP**;

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

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

This Declaration shall take effect immediately

Debra J. Brinton, President, Board of Commissioners

Date: _____

Attested:

Manager/Secretary

Date: _____

RESOLUTION NO. 02-2021-1701

BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, APPOINTING THE PRIMARY TOWNSHIP BUILDING CODE OFFICIAL FOR THE TOWNSHIP OF SALISBURY

WHEREAS, the Board of Commissioners desires to appoint Barry Isett & Associates, Inc., with offices located at 85 South Route 100, Allentown, PA 18106 as the Primary Township Building Code Official for the Township of Salisbury; and

WHEREAS, it is the feeling of the Commissioners that the services which the Township Building Code Official is to render shall be enumerated to the maximum extent possible.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, and it is hereby resolved by the same that Barry Isett & Associates, Inc. be appointed to the office of Primary Township Building Code Official for the Township of Salisbury; effective February 11, 2021 with the term to expire on January 1, 2022 or until a successor has been appointed; and

BE IT FURTHER RESOLVED that the Primary Township Building Code Official be paid compensation on an hourly basis, at the same rate as outlined in the Fee Schedule/Proposal, attached hereto, or upon such other basis as may be agreed upon between the Township Building Code Official and the Board of Commissioners, for all work performed, including, but not limited to, building plan review and inspection services. The Township Building Code Official shall prepare estimates of all such work undertaken on behalf of the Township and shall furnish the Board of Commissioners and Township Manager with reports, information or estimates of any building plan review and inspection work when required and/or in response to questions by any of them in their official capacity.

AND BE IT FURTHER RESOLVED that said Township Primary Building Code Official shall be authorized to designate other Building Code Officials who are engaged with the Primary Township Building Code Official's firm to render services required by the Township, provided, however, that the Primary Township Building Code Official shall be responsible for any and all services rendered by the Primary Township

Building Code Official or anyone designated by the Primary Township Building Code Official.

AND BE IT FURTHER RESOLVED that the Primary Township Building Code Official shall not accept any commissions from outside “clients” requiring the processing of building plan review and inspection work by Salisbury Township and/or any Salisbury Township boards or commissions without the prior approval of the Board of Commissioners as documented in the Minutes of the Board of Commissioners and/or written letter of approval of the Township Manager as authorized by the Board of Commissioners.

APPROVED AND ADOPTED this 11th day of February, 2021 at a regular public meeting.

TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)

President, Board of Commissioners

ATTESTED:

Township Secretary

INCLUDES PLAN REVIEW & INSPECTIONS FOR ALL DISCIPLINES:

Building, Energy, Plumbing, Mechanical (HVAC), & Electrical

Type	Fee	Number of Site Visits*
Single Family Dwelling	\$900 up to 3,500 SF \$20 for each additional 100 SF (or portion thereof)	12
Additions	\$600 up to 500 SF \$20 for each additional 100 SF (or portion thereof)	7
Renovations or Alterations	\$450 up to 500 SF \$15 for each additional 100 SF (or portion thereof)	5
Accessory Structure	\$250 up to 500 SF \$15 for each additional 100 SF (or portion thereof)	3
Manufactured Housing Mobile or with axle capabilities per unit on piers	\$275	3
Manufactured Housing Mobile or with axle capabilities per unit with basement	\$475	6
Industrialized Housing (Modular)	\$550 up to 3,500 SF \$10 for each additional 100 SF (or portion thereof)	7
Deck or Patio	\$200 up to 200 SF \$15 for each additional 100 SF (or portion thereof)	3
Deck, Patio or Porch w/ roof	\$300 up to 200 SF \$15 for each additional 100 SF (or portion thereof)	4
Above-Ground Pool/Spa	\$180	2
In-Ground Pool		4
Solar and Photovoltaic Panel System installations (roof or ground mounted)	\$200 plus \$3 per panel	3

MINOR ALTERATIONS

Minor Alterations/Demolition (1-2 disciplines)	\$180	2
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ELECTRIC

Electric service inspection	\$125	1
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NOTES AND ADDITIONAL SERVICES

Plan review re-submission for incomplete or denied plans	\$60 / hr**
Inspections only, re-inspections or additional inspections	\$60 / hr
Consultation, site visits and/or attendance at meetings with applicants, Township Officials or staff	\$60 / hr
Building Code Official (beyond typical permitting process)	\$75 / hr
Administration services (beyond typical permitting process)	\$40 / hr
Assistant Zoning Officer services	\$60/ hr
*If the number of site visits exceeds the number listed above, the applicant will be charged for each additional inspection.	\$60 / hr
**All hourly rates are based on a one-hour minimum fee.	
May require building plans and specifications to be stamped and/or sealed by a design professional licensed in the Commonwealth of Pennsylvania. This would typically apply to non-conventional type construction or structures.	
All listed fees containing a square foot price are calculated on the industry standard square footage basis measured outside-to-outside dimensions of all levels of the structure, and shall include basements, bays, hallways, stairways, utility/mechanical rooms, storage rooms, lobbies, attached garages, foyers, elevators, decks, covered patios, porches, and attics that have a minimum headroom height of six feet.	

INCLUDES PLAN REVIEW & INSPECTIONS FOR ALL DISCIPLINES:

Building, Energy, Plumbing, Mechanical (HVAC), & Electrical

Building Gross Square Footage	New Construct1on (3 or more disciplines)				Alterations and Renovations (3 or more disciplines)				1 to 2 Disciplines			
	Inspections	Unit	Plan Review	# Site Visits*	Inspections	Unit	Plan Review	# Site Visits	Inspections	Unit	Plan Review	# Site Visits*
Change of Occupancy	N/A		N/A		\$200		N/A	1	\$100		N/A	1
Minor Change (1 visit)	N/A		N/A		\$200		N/A	1	\$110		\$100	1
1to2,000	\$700	Lump Sum	\$400	8	\$550	Lump Sum	\$400	6	\$250	Lump Sum	\$125	3
2,001 to 5,000	\$0.42	Per SF	\$450	11	\$0.32	Per SF	\$450	7	\$350	Lump Sum	\$150	4
5,001 to 10,000	\$0.38	Per SF	\$600	14	\$0.29	Per SF	\$600	7	\$0.08	Per SF	\$150	4
10,001 to 25,000	\$0.35	Per SF	\$700	18	\$0.26	Per SF	\$700	8	\$0.07	Per SF	\$175	5
25,001 to 50,000	\$0.32	Per SF	\$750	20	\$0.24	Per SF	\$750	8	\$0.06	Per SF	\$175	5
50,001 to 100,000	\$0.27	Per SF	\$800	25	\$0.22	Per SF	\$800	10	\$0.05	Per SF	\$200	6
100,001 to 200,000	\$0.22	Per SF	\$900	30	\$0.18	Per SF	5900	12	\$0.04	Per SF	\$250	6
200,001 to 300,000	\$0.18	Per SF	\$1,000	40	\$0.13	Per SF	\$1,000	14	\$0.03	Per SF	\$250	8
Over 300,001	Quote		Quote	Quote	Quote		Quote	Quote	\$0.02	Per SF	\$300	10

NOTES AND ADDITIONAL SERVICES

Plan review re-submission for incomplete or denied plans	\$250
Inspections only, re-inspections or additional inspections	\$75
Consultation, site visits and/or attendance at meetings with applicants, Township Officials or staff	\$75 / hr**
Building Code Official (beyond typical permitting process)	\$75 / hr
Administration services (beyond typical permitting process)	\$40 / hr
Assistant Zoning Officer services	\$60 / hr
Solar and Photovoltaic Panel System installations (roof or ground mounted)	\$350 plus \$3 per panel
*If the number of site visits exceeds the number listed above, the applicant will be charged for each additional inspection.	\$75 / hr
**All hourly rates are based on a one-hour minimum fee.	
Phased projects may require more services and may be assessed an additional fee.	
All listed fees containing a square foot price are calculated on the industry standard square footage basis measured outside-to- outside dimensions of all levels of the structure, and shall include basements, bays, hallways, stairways, utility/mechanical rooms, storage rooms, lobbies, attached garages, foyers, elevators, decks, covered patios, porches, and attics that have a minimum headroom height of six feet.	

RESOLUTION NO. 02-2021-1702

BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, NAMING AN AUDITOR TO AUDIT THE TOWNSHIP ACCOUNTS FOR FISCAL YEAR 2020 AND ESTABLISHING COMPENSATION FOR SERVICES.

WHEREAS, the Board of Commissioners desires to appoint an auditor to perform the audit of the accounts for fiscal year 2020 of the Township of Salisbury.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, and it is hereby resolved by same that the firm of Frey & Co. CPA's LLC, business address 121 N. Best Ave., Suite 2, Walnutport, PA, 18088 be appointed as Auditor to audit the Township accounts for fiscal year 2020.

BE IT FURTHER RESOLVED that the Auditor be paid compensation on an hourly basis, as outlined in the proposed Fee Estimate dated January 8, 2021, or upon such other basis as may be mutually agreed upon between the Auditor and the Board of Commissioners, for all work performed.

APPROVED AND ADOPTED this 11th day of February, 2021 at a regular public meeting.

TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)

President, Board of Commissioners

ATTESTED:

Township Secretary

RESOLUTION NO. 02-2021-1703

BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, APPROVING A WAIVER TO SALDO SECTION 1003.7 WITH REGARD TO THE SUBMISSION OF A GRADING PLAN FOR 1756 RITTER STREET

WHEREAS, the Developer submitted grading plans last revised November 4, 2020 and an on-lot grading permit application dated October 29, 2020; and

WHEREAS, the Application was reviewed by the Salisbury Township Board of Commissioners at their meeting on February 11, 2021; and

WHEREAS, the Board approved the aforementioned Plan and made a motion to approve the Grading Plan for 1756 Ritter Street with the following conditions:

1. The Developer shall comply with the comments and recommendation of the Township Engineer as described in his November 23, 2020 letter.
2. The Developer received a waiver from SALDO Section 1003.7 with the requirement being that the erosion and sedimentation control plan submission rather than being submitted to the Lehigh County Conservation District, be submitted to the Township Engineer and he will review the plan himself.

The conditions of approval have been made known to the Developer and final approval is deemed expressly contingent upon the Developer's affirmative written acceptance of these conditions of approval on a form prescribed by Salisbury Township within twenty (20) days of the date hereof.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners to grant approval of the Grading Plan waiver request, subject to the conditions set forth above.

In addition, Developer shall be responsible for all reasonable costs incurred by the Township, including all reasonable legal and engineering fees incurred by the Township in conjunction with this Plan approval process.

APPROVED AND ADOPTED this ____ day of _____, 2021 at a regular public meeting in the Township of Salisbury, Lehigh County, Pennsylvania.

ATTESTED:

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

Cathy Bonaskiewich, Township Manager

By: _____
Debra Brinton, President
Board of Commissioners

279139

RESOLUTION NO. 02-2021-1704

BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, APPROVING THE GRADING PLAN WAIVER REQUEST FOR PROPERTY AT 2911 BEACON ROAD

WHEREAS, the Applicant submitted a grading permit application and grading plan to regrade and reconstruct an existing access driveway to an existing tower facility located at 2911 Beacon Road in Salisbury Township; and

WHEREAS, the Applicant requested a waiver of the grading plan requirements provided for under SALDO Section 1011.6.B (which requires a maximum slope of 10%) to allow the proposed maximum grade of 14.92%, with the existing slope of the access road presently being 15% and to allow the driveway to be stabilized with stone; and

WHEREAS, the Applicant has represented that the driveway usage is a maximum of 14 times per year; and

WHEREAS, other than the regrading and reconstruction of an existing access drive, the Application requests no new development.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania and it is hereby resolved by same to grant Applicant a waiver to SALDO Section 1011.6.B with respect to the Grading Plan for 2911 Beacon Road and with the condition that the Applicant comply with the grading plan review letter of the Township Engineer dated December 8, 2020.

In addition, Applicant shall be responsible for all reasonable costs incurred by the Township, including all reasonable legal and engineering fees incurred by the Township in conjunction with this Plan approval process.

APPROVED AND ADOPTED this 25th day of February, 2021 at a regular public meeting in the Township of Salisbury, Lehigh County, Pennsylvania.

ATTESTED:

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

Cathy Bonaskiewich, Township Manager

By: _____
Debra Brinton, President Board of Commissioners

280135

RESOLUTION NO. 02-2021-1705

**BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY,
LEHIGH COUNTY, PENNSYLVANIA, SETTING AND FIXING FEES FOR THE
TOWNSHIP FOR 2021**

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania that all fees are hereby fixed for 2021 as follows:

CHAPTER 1

Administration and Government

Part 12

SCHEDULE OF FEES

§ 1-1201 Schedule of Fees.

ALARMS, FALSE (§ 13-306)

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

FINANCE DEPARTMENT

Certifications (Water/Sewer/Trash/Municipal Liens/Fines/ Assessments) \$20 per property

Lien Administrative Fee \$310 per lien filed

FIRE SAFETY INSPECTION

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

Commercial Properties/Multi-Residential Buildings:

0 to 2,999 square feet	\$60
3,000 to 5,999 square feet	\$80
6,000 to 9,999 square feet	\$120
10,000 to 24,999 square feet	\$200

25,000 to 49,999 square feet	\$300
50,000 to 99,999 square feet	\$400
100,000 to 499,999 square feet	\$500
>500,000 square feet	\$600

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

Educational/Assembly Properties:

0 to 500,000 square feet	\$75
>500,000 square feet	\$125

Reinspection Fee (2 or more reinspections): \$50 per reinspection

Failure to Comply Fee \$50

Certificate of Operation/Initial Inspection Fee (New Business) Fire Code Inspection Fee \$50

GREASE TRAPS

Industrial Waste Permit Fee	\$300
Industrial Waste Permit Transfer Fee	\$300

HOUSING (§ 11-105]

Moving permit	\$10
Rental property registration fee	
a.) For properties with 1 – 20 units =	\$20 per unit
b.) For properties with 21 – 50 units =	\$500 flat fee
c.) For properties with 51 or more units =	\$750 flat fee
Rental Inspection Fee	\$50 flat fee
Rental Reinspection or non-compliance fee	\$25 per reinspection

MOTOR VEHICLES (§ 15-506)

Pushcart fees

1 year	\$100
6 months	\$50
3 months	\$25
Reclamation cost	\$25

ON-LOT SEWER SYSTEMS

A. Soil Testing Fees

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

B. Permit and Inspection Fees

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

C. Other Fees

Site consultation (responsibility of applicant)	\$80 per hour
Verify prior soil testing (responsibility of applicant)	\$150 per test
Other duties including meetings and planning module review	\$80 per hour

Well isolation distance exemption request review waiver (responsibility of applicant) \$80 per hour

Complaint investigation and enforcement actions (responsibility of Township) \$80 per hour

D. *Administration fee of \$50 applied when applicable

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

PEDDLERS (§ 13-402)

License fee \$50

POLE PERMIT \$15 plus \$10 per pole

POLICE DEPARTMENT

Accident report \$15

Police report \$0.25 per page

SEWER

Sewer services – Residential \$300 per annum (\$75 per quarter)

Sewer services – Non-residential \$330 per annum (\$82.50 per quarter)

SHADE TREES

Appeals \$250

SOLID WASTE

Recycling bin	\$13
Refuse collector's license (§ 20-104)	\$10
MSW services (§ 20-302)	\$372 per annum (\$93 per quarter)

STREETS AND SIDEWALKS

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

Improved hardtop roads

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

SUBDIVISION AND LAND DEVELOPMENT

Minor subdivisions (§ 22-804)

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

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

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

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

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

paid by the developer. The Solicitor and Engineer's invoices are submitted to the Township every 30 days.

Legal and engineering fees:

Township Solicitor	\$130 per hour plus expenses
Township Labor Counsel	\$150 per hour plus expenses
	<u>HOURLY RATE</u>
Principal/Professional Engineer	\$127.00
Senior Engineer/ Project Manager	\$111.50
Professional Land Surveyor	\$108.00
Professional Geologist	\$121.00
Project Engineer / Senior Engineering Designer	\$108.50
Senior Architectural Designer	\$ 105.50
Engineering Designer I	\$ 89.50
Engineering Designer II	\$ 97.50
Engineering Designer III	\$ 105.00
Registered Landscape Architect	\$ 105.00
Engineering Technician I	\$ 71.50
Engineering Technician II	\$ 79.50
Draftsman I	\$ 49.50
Draftsman II	\$ 56.50
Landfill Inspector	\$ 99.00
Construction Inspector I	\$ 67.00
Construction Inspector II	\$ 81.50
Sewage Enforcement Officer	\$ 100.50
Typist/Technician II	\$ 49.50

Technician II	\$ 57.50
Expert Testimony	\$180.50
Field Survey Crew (1-Man)	\$117.50
Field Survey Crew (2-Man)	\$146.50
Field Survey Crew (3-Man)	\$180.50
Electronic Survey Equipment	\$ 7.50
Robotic Survey Equipment	\$ 11.50
GPS Survey Equipment	\$ 13.00
All-Terrain Vehicle-ATV (Per Day)	\$121.50/Day
Utility Terrain Vehicle-UTV (Per Day)	\$186.50/Day
Soil Infiltration Equipment (Per Day)	\$ 26.00/Day
Water Level Meter (Per Day)	\$ 26.00/Day
Traffic Counter	\$ 6.20
Traffic Modeling System	\$ 6.20
Prints (In Quantity Per Copy)	\$ 6.00/Print
Photocopies (In Quantity Per Copy)	\$0.30/Copy
Outside Services	Net cost Plus 5%

Transportation for design and construction observation personnel will be charged at the rate of \$0.50 per mile. Out-of-pocket expenses, such as blueprints, toll calls, etc., will be billed at actual cost. The survey rates include standard equipment, stakes and transportation.

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

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

Recreation fee:

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

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

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

WATER

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

Water metered rates	\$7.00 for each 1,000 gallons of water
Water Use for building construction purposes	Flat rate of \$50 per residential unit and \$150 for every nonresidential permit
Cut-off charge	\$10
Turn-on charge	\$10
Temporary flat rate	\$6.25 per quarter for the 1st faucet or opening; \$2 per quarter for each additional faucet or opening
Fire hydrant standby charge	\$400 per year
Tapping fee	\$500 plus meter(s) and all costs and expenses

ZONING AND BUILDING

Residential Permit Fees

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

The zoning application fee is payable upon application. A zoning permit is required to be issued prior to the start of any of the following activities:

- (1) Erection, construction, movement, placement, relocation or expansion of any

manmade object having an ascertainable stationary location on, below or in land or water whether or not affixed to the land.

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

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

Residential

INCLUDES PLAN REVIEW & INSPECTIONS FOR ALL DISCIPLINES:

Building, Energy, Plumbing, Mechanical (HVAC), & Electrical

Type	Fee	Number of Site Visits*
Single Family Dwelling	\$900 up to 3,500 SF \$20 for each additional 100 SF (or portion thereof)	12
Additions	\$600 up to 500 SF \$20 for each additional 100 SF (or portion thereof)	7
Renovations or Alterations	\$450 up to 500 SF \$15 for each additional 100 SF (or portion thereof)	5
Accessory Structure	\$250 up to 500 SF \$15 for each additional 100 SF (or portion thereof)	3
Manufactured Housing Mobile or with axle capabilities per unit on piers	\$275	3
Manufactured Housing Mobile or with axle capabilities per unit with basement	\$475	6
Industrialized Housing (Modular)	\$550 up to 3,500 SF \$10 for each additional 100 SF (or portion thereof)	7
Deck or Patio	\$200 up to 200 SF \$15 for each additional 100 SF (or portion thereof)	3
Deck, Patio or Porch w/ roof	\$300 up to 200 SF \$15 for each additional 100 SF (or portion thereof)	4
Above-Ground Pool/Spa	\$180	2
In-Ground Pool	\$300	4
Solar and Photovoltaic Panel System installations (roof or ground mounted)	\$200 plus \$3 per panel	3

MINOR ALTERATIONS

Minor Alterations/Demolition (1-2 disciplines)	\$180	2
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ELECTRIC

Electric service inspection	\$125	1
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NOTES AND ADDITIONAL SERVICES

Plan review re-submission for incomplete or denied plans	\$60 / hr**
Inspections only, re-inspections or additional inspections	\$60 / hr
Consultation, site visits and/or attendance at meetings with applicants, Township Officials or staff	\$60 / hr
Administration services (beyond typical permitting process)	\$40 / hr
Assistant Zoning Officer services	\$60 / hr
*If the number of site visits exceeds the number listed above, the applicant will be charged for each additional inspection.	\$60 / hr
**All hourly rates are based on a one-hour minimum fee.	
CodeMaster may require building plans and specifications to be stamped and/or sealed by a design professional licensed in the Commonwealth of Pennsylvania. This would typically apply to non-conventional type construction or structures.	
All listed fees containing a square foot price are calculated on the industry standard square footage basis measured outside-to-outside dimensions of all levels of the structure, and shall include basements, bays, hallways, stairways, utility/mechanical rooms, storage rooms, lobbies, attached garages, foyers, elevators, decks, covered patios, porches, and attics that have a minimum headroom height of six feet.	

Plumbing license

Master license \$100

Master license annual renewal fee \$50

All other zoning

Yard fence: requires only a zoning application fee (\$35). The fence/wall permit application and attached zoning application are required to be completed and submitted.

Pool fence

Zoning application fee: payable upon application \$35

Permit fee: \$180

Zoning plan revision resubmission \$30

Walls under four feet-requires a zoning application fee (\$35). The fence/wall permit application and attached zoning application are required to be completed and submitted.

Walls-exceeding four feet or higher requires building plans

Zoning application fee-payable upon application \$35

Fence/wall permit application and zoning application are required to be completed and submitted* \$180

Zoning plan revision resubmission \$30

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

All other zoning continued

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

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

Swimming pools/hot tubs

Zoning application-payable upon application	\$35
Above-ground pool/spa	\$180
In-ground pool	\$300
Zoning plan revision resubmission	\$30

Light home occupation zoning permit

Zoning application-payable upon application	\$50
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General home occupation -Day Care- Zoning Appeal

Owner-occupied. Owner must apply for a special exception permit application-payable upon application.*	\$500
Zoning Application -payable upon application*	\$50

Temporary zoning application

Zoning application-payable upon application	\$35
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Tree harvesting

Zoning application residential-payable upon application	\$35
Permit Application fee*	\$750
Zoning plan revision resubmission	\$30
Escrow required for tree harvest permit-payable upon application	\$500

Demolition

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

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

Sewer line replacement

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

Water tapping

Application \$550

5/8-inch water meter \$150

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

New Home Construction Fee \$50

Sewer tapping

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

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

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

Disciplines include: mechanical, plumbing, electrical, framing

Commercial Permit Fees

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

The zoning application fee is payable upon application.

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

Commercial

INCLUDES PLAN REVIEW & INSPECTIONS FOR ALL DISCIPLINES:

Building, Energy, Plumbing, Mechanical (HVAC), & Electrical

Building Gross Square Footage	New Construction (3 or more disciplines)				Alterations and Renovations (3 or more disciplines)				1 to 2 Disciplines			
	Inspections	Unit	Plan Review	# Site Visits*	Inspections	Unit	Plan Review	# Site Visits*	Inspections	Unit	Plan Review	# Site Visits*
Change of Occupancy	N/A		N/A		\$200		N/A	1	\$100		N/A	1
Minor Change (1 visit)	N/A		N/A		\$200		N/A	1	\$110		\$100	1
1 to 2,000	\$700	Lump Sum	\$400	8	\$550	Lump Sum	\$400	6	\$250	Lump Sum	\$125	3
2,001 to 5,000	\$0.42	Per SF	\$450	11	\$0.32	Per SF	\$450	7	\$350	Lump Sum	\$150	4
5,001 to 10,000	\$0.38	Per SF	\$600	14	\$0.29	Per SF	\$600	7	\$0.08	Per SF	\$150	4
10,001 to 25,000	\$0.35	Per SF	\$700	18	\$0.26	Per SF	\$700	8	\$0.07	Per SF	\$175	5
25,001 to 50,000	\$0.32	Per SF	\$750	20	\$0.24	Per SF	\$750	8	\$0.06	Per SF	\$175	5
50,001 to 100,000	\$0.27	Per SF	\$800	25	\$0.22	Per SF	\$800	10	\$0.05	Per SF	\$200	6
100,001 to 200,000	\$0.22	Per SF	\$900	30	\$0.18	Per SF	\$900	12	\$0.04	Per SF	\$250	6
200,001 to 300,000	\$0.18	Per SF	\$1,000	40	\$0.13	Per SF	\$1,000	14	\$0.03	Per SF	\$250	8
Over 300,001	Quote		Quote	Quote	Quote		Quote	Quote	\$0.02	Per SF	\$300	10

NOTES AND ADDITIONAL SERVICES

Plan review re-submission for incomplete or denied plans	\$250
Inspections only, re-inspections or additional inspections	\$75
Consultation, site visits and/or attendance at meetings with applicants, Township Officials or staff	\$75 / hr**
Administration services (beyond typical permitting process)	\$40 / hr
Assistant Zoning Officer services	\$60 / hr
Solar and Photovoltaic Panel System installations (roof or ground mounted)	\$350 plus \$3 per panel
*If the number of site visits exceeds the number listed above, the applicant will be charged for each additional inspection.	\$75 / hr
**All hourly rates are based on a one-hour minimum fee.	
Phased projects may require more services and may be assessed an additional fee.	
All listed fees containing a square foot price are calculated on the industry standard square footage basis measured outside-to-outside dimensions of all levels of the structure, and shall include basements, bays, hallways, stairways, utility/mechanical rooms, storage rooms, lobbies, attached garages, foyers, elevators, decks, covered patios, porches, and attics that have a minimum headroom height of six feet.	

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

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

Change of use-no repairs or alterations

Zoning application-payable upon application	\$50
Burglar alarm system base fee (application fee included)	\$350
Fire alarm systems base fee (application fee included)	\$450

Signs

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

Billboards

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

Zoning plan revision resubmission	\$30
Tents	
Applicant must apply for a conditional use application-payable upon application	\$750
Zoning application-payable upon application	\$50
Zoning plan revision resubmission	\$30
New commercial communications towers	
Zoning application-payable upon application	\$50
Building permit fee (application fee included)	\$760
Zoning plan revision resubmission	\$30
Cell tower modifications including antenna addition, equipment cabinets	
Zoning application-payable upon application	\$50
Building permit fee (application fee included)	\$310
Zoning plan revision resubmission	\$30
Tree harvesting	
Zoning application commercial-payable upon application	\$50
Application fee	\$750
Zoning plan revision resubmission	\$30
Escrow required for tree harvest permit-payable upon application	\$500
Demolition	
Application fee-the demolition permit application is required to be completed and submitted.	\$60
Plumbing license	

Master license-the plumbing license application is required to be completed and submitted.	\$100
Master license annual renewal fee	\$50
Water line replacement	
Base fee-the plumbing permit application is required to be completed and submitted.* (Application fee included)	\$310
Sewer line replacement	
Base fee-the plumbing permit application is required to be completed and submitted.* (Application fee included)	\$310
Water tapping permit	\$500
5/8-inch water meter	\$150
1-inch water meter and larger	As currently priced by vendor
Water Use (New Construction)	\$100
Sewer tapping	
Commercial sewer tapping* (application fee included)	\$1,600
A minimum fee of \$250 shall apply for each additional commercial building plan review resubmission or for incomplete or denied plans to the applicant.	
Inspections only, re-inspections or additional inspections shall be invoiced at \$75 each to the applicant.	
All commercial building plans and specifications involving a structural change, a change in the means of egress, or where an individual has been compensated must be stamped and/or sealed by a design professional licensed in the Commonwealth of Pennsylvania.	

ZONING

Carbonate geotechnical review

Single	\$250
Multifamily	\$500

Plan revisions	\$30/submittal
Zoning Ordinance Book	\$25
Zoning Map	\$5
Application for rezoning	\$2,500 plus \$1,000 escrow
Special exception (SE) non-residential	\$750
Special exception (SE) owner-occupied residential	\$500
Special exception other than owner-occupied residential	\$500
Variance residential (non-owner-occupied)	\$500
Variance owner-occupied residential	\$500
Variance non-residential	\$750
Conditional use (resident/comm)	\$900
Continuance of zoning hearing by applicant	\$200 per add'l hearing
Curative amendment	\$1,000 + \$1500 escrow
Petition rezone/amend ZO	\$1,000 + \$1500 escrow
Original stenographic record of hearing-if required by Board cost to Township; otherwise cost paid by person requesting transcript (MPC Section 908, Para 7)	Actual cost of transcript
Challenge validity of Zoning Ordinance or Zoning Officer determination	\$750 + 1,000 escrow
Withdrawal of appeal to ZHB	
1.) Withdrawal prior to advertisement reimburse at 100%;	
2.) Withdrawal after advertisement refund of 25% of appeal fee	
Floodplain administration	\$2,500 escrow fee along w/Twp Eng designated hourly fee

SALDO required environmental assessment report

as required

\$250

APPROVED AND ADOPTED this 25th day of February, 2021 at a regular public meeting.

TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)

President, Board of Commissioners

ATTESTED:

Township Secretary

RESOLUTION NO. 02-2021-1706

RESOLUTION APPROVING THE CHANGE OF INDIRECT CONTROL OF THE FRANCHISEE UNDER THE CABLE TELEVISION FRANCHISE

WHEREAS, RCN Telecom Services (Lehigh) LLC (“Franchisee”) owns, operates and maintains a cable television system (the “System”) in the Township of Salisbury pursuant to a cable television franchise (“Franchise”) granted by the governing body of the Township of Salisbury (the “Franchise Authority”), and Franchisee is the current duly authorized holder of the Franchise; and

WHEREAS, pursuant to an Agreement and Plan of Merger (“Agreement”), funds associated with Stonepeak Infrastructure Partners (“Acquiror”), a Delaware limited liability company, will purchase 100% of the membership interests of Radiate Holdings, L.P., a Delaware limited partnership, (which owns 100% of the indirect ownership interests in Franchisee), and, as a result, the indirect control of Franchisee will change (the “Change of Control”);

WHEREAS, Franchisee and Acquiror have requested the consent of the Franchise Authority to the Change of Control in accordance with the requirements of the Franchise, have filed an FCC Form 394 with the Franchise Authority, and have provided the Franchise Authority with all information necessary to facilitate a decision by the Franchise Authority (the “Application”); and

WHEREAS, the Franchise Authority has reviewed the Application, examined the legal, financial and technical qualifications of Acquiror, followed all required procedures in order to consider and act upon the Application, considered the comments of all interested parties, and finds Acquiror to be suitable to indirectly control Franchisee.

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

SECTION 1. The Franchise Authority hereby accepts the Application and consents to the Change of Control, all in accordance with the terms of the Franchise and applicable law.

SECTION 2. The Franchise Authority confirms that the Franchise is valid and outstanding and in full force and effect and there are no defaults under the Franchise. Subject to compliance with the terms of this Resolution, any action necessary with respect to the Change of Control has been duly and validly taken.

RESOLUTION NO. 02-2021-1706

SECTION 3. This Resolution shall be deemed effective as of the date of its passage. This Resolution shall have the force of a continuing agreement with Franchisee and Acquiror, and Franchise Authority shall not amend or otherwise alter this Resolution without the consent of Franchisee and Acquiror.

APPROVED AND ADOPTED this 25th day of February, 2021, at a regular public meeting.

TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)

Debra Brinton, President
Board of Commissioners

ATTESTED:

Cathy Bonaskiewich
Township Secretary