

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Meeting
Regular Meeting Agenda—February 10, 2022
7:00 PM

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 person at 2900 S. Pike Ave., Allentown, PA 18103
- Public Comment Period Policy—Three (3) Minutes Rule

4. Financial Report – Dec 2021 and Bills Payable – Period 1/22/22 – 2/4/22

5. Approval of the Minutes –January 27, 2022

6. New Business

A. ORDINANCES

B. RESOLUTIONS

1. Resolution to Adopt 2022 Fee Schedule
2. Resolution to Update Non-Uniformed Defined Contribution Pension Plan Committee Membership

C. MOTIONS

1. Motion to Award Bid for Water Main Replacement Projects (Contract A) & Sanitary Sewer Repair Project (Contract B) in the total amount of \$571,000
2. Motion to Approve 2020 Audited Financials
3. Motion to Approve Payment for Repair of WSFD's 2007 Engine #31-11 in the amount of \$38,346.30

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

8. Adjournment

**Workshop to follow*

**Executive Session to follow*

2900 South Pike Ave, Allentown, PA 18103

Income Statement - Summary by Fund
1/1 - 12/31/2021

	General Fund	Capital Fund-General	Fire Fund	Capital Fund-Fire	Library Fund	Water Fund	Sewer Fund	Capital Fund-Sewer	Refuse & Recycling Fund	Debt Service Fund	Highway Aide Fund	Payroll Fund	Combined-All Funds
2021 YTD Revenues	10,170,334	746,607	422,154	101,382	78,209	2,051,063	2,239,778	-	1,753,476	17,350	442,818	36	18,023,207
2021 YTD Expenditures	9,219,164	782,645	334,068	43,360	86,088	2,139,873	1,983,057	100,000	1,719,989	17,350	874,924	-	17,300,518
2021 YTD Surplus (Deficit)	951,170	(36,038)	88,087	58,021	(7,879)	(88,810)	256,722	(100,000)	33,488	-	(432,106)	36	722,690
2020 YTD Surplus (Deficit)	350,772	(170,391)	(326,421)	(40,716)	(6,726)	40,366	(62,077)	219,816	(206,495)	-	284,461	218	82,806
Variance over Prior YTD	600,398	134,353	414,508	98,737	(1,153)	(129,177)	318,799	(319,816)	239,982	-	(716,567)	(183)	639,883

GENERAL FUND SUMMARY	2021 BOARD APPROVED BUDGET	1/1 - 12/31/2021 ACTUAL	% OF ANNUAL BUDGET
REVENUES:			
OPERATING:			
TAXES	\$ 6,727,124	\$ 7,164,370	106.5%
PERMITS, FEES & INTEREST	950,785	813,329	85.5%
OTHER OPERATING REVENUE	185,695	1,132,275	609.7%
TRANSFERS FROM OTHER FUNDS	505,600	498,650	98.6%
FROM PRIOR-YEAR RESERVES	-	1,260	0.0%
TOTAL OPERATING REVENUE	\$ 8,369,204	\$ 9,609,883	114.8%
NON-OPERATING:			
DEVELOPMENT GRANTS & CONTRIBUTIONS	65,000	95,112	146.3%
PRIOR YEAR EXPENSE REFUNDS	130,000	465,339	358.0%
TOTAL NON-OPERATING REVENUE	\$ 195,000	\$ 560,451	287.4%
TOTAL REVENUES	\$ 8,564,204	\$ 10,170,334	118.8%
EXPENDITURES:			
OPERATING:			
(A) GENERAL GOVERNMENT	\$ 1,341,316	\$ 1,461,632	109.0%
(B) PUBLIC SAFETY	3,923,350	4,001,837	102.0%
(D) PUBLIC WORKS	2,671,165	2,708,005	101.4%
(E) RECREATION	89,058	91,648	102.9%
(F) COMMUNITY DEVELOPMENT	900	620	68.9%
(G) CONTRIBUTIONS & MISCELLANEOUS	24,000	15,023	62.6%
(H) INSURANCE & BENEFITS	190,600	193,793	101.7%
(I) TRANSFERS TO OTHER FUNDS	323,815	746,607	230.6%
TOTAL OPERATING EXPENDITURES	\$ 8,564,204	\$ 9,219,164	107.6%
TOTAL EXPENDITURES	\$ 8,564,204	\$ 9,219,164	107.6%
SURPLUS (DEFICIT)	\$ -	\$ 951,170	

GENERAL FUND SUMMARY	1/1 - 12/31/2021 ACTUAL	1/1 - 12/31/2020 ACTUAL	Increase (Decrease) Over Prior YTD	% Change over Prior YTD
REVENUES:				
OPERATING:				
TAXES	\$ 7,164,370	\$ 6,736,300	\$ 428,070	6.4%
PERMITS, FEES & INTEREST	813,329	915,952	(102,623)	-11.2%
OTHER OPERATING REVENUE	1,132,275	526,033	606,242	115.2%
TRANSFERS FROM OTHER FUNDS	498,650	541,527	(42,877)	0.0%
FROM PRIOR-YEAR RESERVES	1,260	-	1,260	0.0%
TOTAL OPERATING REVENUE	\$ 9,609,883	\$ 8,719,811	\$ 890,072	10.2%
NON-OPERATING:				
DEVELOPMENT GRANTS & CONTRIBUTIONS	95,112	76,847	18,265	0.0%
PRIOR YEAR EXPENSE REFUNDS	465,339	108,781	356,558	327.8%
TOTAL NON-OPERATING REVENUE	\$ 560,451	\$ 185,628	\$ 374,823	201.9%
TOTAL REVENUES	\$ 10,170,334	\$ 8,905,439	\$ 1,264,896	14.2%
EXPENDITURES:				
OPERATING:				
(A) GENERAL GOVERNMENT	\$ 1,461,632	\$ 1,437,209	\$ 24,424	1.7%
(B) PUBLIC SAFETY	4,001,837	3,853,205	148,631	3.9%
(D) PUBLIC WORKS	2,708,005	2,518,134	189,871	7.5%
(E) RECREATION	91,648	57,621	34,026	59.1%
(F) COMMUNITY DEVELOPMENT	620	-	620	0.0%
(G) CONTRIBUTIONS & MISCELLANEOUS	15,023	23,362	(8,339)	0.0%
(H) INSURANCE & BENEFITS	193,793	221,360	(27,566)	-12.5%
(I) TRANSFERS TO OTHER FUNDS	746,607	443,777	302,830	0.0%
TOTAL OPERATING EXPENDITURES	\$ 9,219,164	\$ 8,554,667	\$ 664,497	7.8%
TOTAL EXPENDITURES	\$ 9,219,164	\$ 8,554,667	\$ 664,497	7.8%
SURPLUS (DEFICIT)	\$ 951,170	\$ 350,772	\$ 600,398	171.2%

GENERAL FUND- REVENUES

REVENUE DESCRIPTION	2021 BOARD APPROVED BUDGET	1/1 - 12/31/2021 ACTUAL	% OF BUDGET REC'D
PROPERTY TAXES	\$ 2,678,200	\$ 2,695,048	100.6%
LOCAL ENABLING TAXES	3,570,000	4,027,522	112.8%
STATE-SHARED REVENUE	478,924	441,800	92.2%
Total Tax Revenue	\$ 6,727,124	\$ 7,164,370	106.5%
BUS LICENSES & PERMITS	243,100	229,182	94.3%
NON-BUS LICENSES & PERMITS	5,650	10,870	192.4%
FINES	70,000	57,381	82.0%
INTEREST	28,400	20,440	72.0%
RENTS & ROYALTIES	56,685	68,865	121.5%
SERVICE FEES	155,200	141,664	91.3%
REVIEW FEES	127,250	133,196	104.7%
PUBLIC SAFETY FEES	261,100	146,406	56.1%
RECREATIONAL USER FEES	3,400	5,325	156.6%
Total Permits, Fees & Interest Revenue	\$ 950,785	\$ 813,329	85.5%
FEDERAL GRANTS	800	-	0.0%
STATE GRANTS	42,000	910,704	2168.3%
IN LIEU OF TAXES	85,000	85,000	100.0%
SNOW REMOVAL	2,095	2,570	122.7%
SANITATION FEES	1,000	855	85.5%
MEMBERSHIP FEES	24,000	23,325	97.2%
MISCELLANEOUS REVENUE	20,800	35,520	170.8%
ASSET DISPOSAL	10,000	74,301	0.0%
Total Other Operating Income	\$ 185,695	\$ 1,132,275	609.7%
INTERFUND TRANSFERS	505,600	498,650	98.6%
Total Interfund Transfer Revenue	\$ 505,600	\$ 498,650	98.6%
PRIOR YEAR RESERVES	-	1,260	0.0%
Total Prior Year Reserves	\$ -	\$ 1,260	0.0%
CONTRIBUTIONS	65,000	95,112	146.3%
Total Grants & Contribution Revenue	\$ 65,000	\$ 95,112	146.3%
PRIOR YEAR EXPENSE REFUND	130,000	465,339	358.0%
Total Prior Year Expense Refund	\$ 130,000	\$ 465,339	358.0%
Total General Fund Revenues	\$ 8,564,204	\$ 10,170,334	118.8%

GENERAL FUND- REVENUES

REVENUE DESCRIPTION	1/1 - 12/31/2021 ACTUAL	1/1 - 12/31/2020 ACTUAL	Increase (Decrease) Over Prior YTD	% Change over Prior YTD
PROPERTY TAXES	\$ 2,695,048	\$ 2,717,547	\$ (22,500)	-0.8%
LOCAL ENABLING TAXES	4,027,522	3,547,769	479,753	13.5%
STATE-SHARED REVENUE	441,800	470,983	(29,183)	-6.2%
Total Tax Revenue	\$ 7,164,370	\$ 6,736,300	\$ 428,070	6.4%
BUS LICENSES & PERMITS	229,182	232,629	(3,446)	-1.5%
NON-BUS LICENSES & PERMITS	10,870	5,078	5,793	114.1%
FINES	57,381	50,728	6,652	13.1%
INTEREST	20,440	66,897	(46,457)	-69.4%
RENTS & ROYALTIES	68,865	73,640	(4,775)	-6.5%
SERVICE FEES	141,664	137,339	4,325	3.1%
REVIEW FEES	133,196	158,787	(25,591)	-16.1%
PUBLIC SAFETY FEES	146,406	189,004	(42,598)	-22.5%
RECREATIONAL USER FEES	5,325	1,850	3,475	187.8%
Total Permits, Fees & Interest Revenue	\$ 813,329	\$ 915,952	\$ (102,623)	-11.2%
FEDERAL GRANTS	-	6,805	(6,805)	-100.0%
STATE GRANTS	910,704	374,851	535,853	143.0%
IN LIEU OF TAXES	85,000	75,000	10,000	13.3%
SNOW REMOVAL	2,570	2,034	536	26.3%
SANITATION FEES	855	126	729	576.0%
MEMBERSHIP FEES	23,325	23,651	(326)	-1.4%
MISCELLANEOUS REVENUE	35,520	20,300	15,221	75.0%
ASSET DISPOSAL	74,301	23,267	51,034	219.3%
Total Other Operating Income	\$ 1,132,275	\$ 526,033	\$ 606,242	115.2%
INTERFUND TRANSFERS	498,650	541,527	(42,877)	-7.9%
Total Interfund Transfer Revenue	\$ 498,650	\$ 541,527	\$ (42,877)	0.0%
PRIOR YEAR RESERVES	1,260	-	1,260	0.0%
Total Prior Year Reserves	\$ 1,260	\$ -	\$ 1,260	0.0%
CONTRIBUTIONS	95,112	76,847	18,265	23.8%
Total Grants & Contribution Revenue	\$ 95,112	\$ 76,847	\$ 18,265	0.0%
PRIOR YEAR EXPENSE REFUND	465,339	108,781	356,558	327.8%
Total Prior Year Expense Refund	\$ 465,339	\$ 108,781	\$ 356,558	327.8%
Total General Fund Revenues	\$ 10,170,334	\$ 8,905,439	\$ 1,264,896	14.2%

GENERAL FUND EXPENDITURES

EXPENDITURE CATEGORY	2021 BOARD APPROVED BUDGET	1/1 - 12/31/2021 ACTUAL	% OF ANNUAL BUDGET SPENT
LEGISLATIVE	\$ 19,075	\$ 19,510	102.3%
EXECUTIVE	526,838	509,970	96.8%
FINANCIAL ADMINISTRATION	315,541	320,054	101.4%
TAX COLLECTION	61,449	63,476	103.3%
LEGAL SERVICES	90,500	156,701	173.2%
PERSONNEL ADMIN	33,600	25,956	77.2%
INFORMATION TECHNOLOGY	35,400	38,507	108.8%
ENGINEERING SERVICES	85,000	110,029	129.4%
BUILDINGS & PLANT	173,913	217,430	125.0%
POLICE	3,357,523	3,486,835	103.9%
FIRE	213,855	201,976	94.4%
CODE ENFORCEMENT	119,844	96,139	80.2%
PLANNING & ZONING	222,324	208,937	94.0%
EMERGENCY MANAGEMENT	9,804	7,951	81.1%
PUBLIC WORKS: Highway, Roads & Streets	2,338,865	2,319,177	99.2%
TRAFFIC CONTROL	11,000	19,554	177.8%
STORM SEWERS	61,300	43,403	70.8%
REPAIRS/MAINT OF TOOLS & MACHINERY	50,000	92,810	185.6%
REPAIRS/MAINT OF ROADS	210,000	233,061	111.0%
RECREATION ADMINISTRATION	35,640	62,393	175.1%
PARTICIPANT RECREATION	53,418	29,255	54.8%
CONSERVATION OF NATURAL RESOURCES	900	620	68.9%
CONTRIBUTIONS/MISCELLANEOUS	24,000	15,023	62.6%
INSURANCE/EMPLOYEE BENEFITS	190,600	193,793	101.7%
TRANSFER TO RESERVES	31,665	-	0.0%
INTERFUND OPERATING TRANSFERS	292,150	746,607	255.6%
TOTAL EXPENDITURES	\$ 8,564,204	\$ 9,219,164	107.6%

GENERAL FUND EXPENDITURES

EXPENDITURE CATEGORY	1/1 - 12/31/2021 ACTUAL	1/1 - 12/31/2020 ACTUAL	Increase (Decrease) Over Prior YTD	% Change over Prior YTD
LEGISLATIVE	\$ 19,510	\$ 17,452	\$ 2,058	11.8%
EXECUTIVE	509,970	532,865	(22,895)	-4.3%
FINANCIAL ADMINISTRATION	320,054	293,829	26,224	8.9%
TAX COLLECTION	63,476	60,641	2,835	4.7%
LEGAL SERVICES	156,701	143,101	13,600	9.5%
PERSONNEL ADMIN	25,956	44,455	(18,499)	-41.6%
INFORMATION TECHNOLOGY	38,507	42,080	(3,574)	-8.5%
ENGINEERING SERVICES	110,029	115,441	(5,412)	-4.7%
BUILDINGS & PLANT	217,430	187,343	30,087	16.1%
POLICE	3,486,835	3,293,801	193,033	5.9%
FIRE	201,976	210,067	(8,091)	-3.9%
CODE ENFORCEMENT	96,139	144,237	(48,098)	-33.3%
PLANNING & ZONING	208,937	185,681	23,256	12.5%
EMERGENCY MANAGEMENT	7,951	19,420	(11,469)	-59.1%
PUBLIC WORKS: Highway, Roads & Streets	2,319,177	2,210,918	108,260	4.9%
TRAFFIC CONTROL	19,554	7,530	12,024	159.7%
STORM SEWERS	43,403	45,484	(2,081)	-4.6%
REPAIRS/MAINT OF TOOLS & MACHINERY	92,810	59,397	33,413	56.3%
REPAIRS/MAINT OF ROADS	233,061	194,805	38,255	19.6%
RECREATION ADMINISTRATION	62,393	33,929	28,463	83.9%
PARTICIPANT RECREATION	29,255	23,692	5,563	23.5%
CONSERVATION OF NATURAL RESOURCES	620	-	620	
CONTRIBUTIONS/MISCELLANEOUS	15,023	23,362	(8,339)	-35.7%
INSURANCE/EMPLOYEE BENEFITS	193,793	221,360	(27,566)	-12.5%
TRANSFER TO RESERVES	-	-	-	0.0%
INTERFUND OPERATING TRANSFERS	746,607	443,777	302,830	68.2%
TOTAL EXPENDITURES	<u>\$ 9,219,164</u>	<u>\$ 8,554,667</u>	<u>\$ 664,497</u>	7.8%

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 Lock & Safe Co Inc							
A&B Lock & Safe Co Inc	210072708	08-429.240	Duplicate Keys	01/28/22	26.50	.00	
A&B Lock & Safe Co Inc	210072708	06-448.240	Duplicate Keys	01/28/22	26.50	.00	
Total A&B Lock & Safe Co Inc:					53.00	.00	
Amazon Business							
Amazon Business	13FW-FH11-GCD	01-410.243	Animal Handling gloves	12/22/21	29.98	.00	
Amazon Business	16V1-YQV6-1M6V	01-403.240	Payment register	01/01/22	13.40	.00	
Amazon Business	1MJX-MDT6-M63	01-410.243	Return-Animal handling gloves	12/14/21	26.35-	.00	
Total Amazon Business:					17.03	.00	
American Rock Salt Co LLC							
American Rock Salt Co LL	0690248	35-432.245	Bulk Ice Control Salt	01/12/22	5,429.23	.00	
American Rock Salt Co LL	0690856	35-432.245	Bulk Ice Control Salt	01/13/22	1,384.69	.00	
American Rock Salt Co LL	692283	35-432.245	Bulk Ice Control Salt	01/18/22	1,378.77	.00	
American Rock Salt Co LL	694952	35-432.245	Bulk Ice Control Salt	01/24/22	7,038.29	.00	
American Rock Salt Co LL	695584	35-432.245	Bulk Ice Control Salt	01/25/22	1,336.74	.00	
Total American Rock Salt Co LLC:					16,567.72	.00	
American United Life Insurance Co							
American United Life Insur	2122	01-401.158	2022-Jan life/disability ins coverage	02/01/22	81.96	.00	
American United Life Insur	2122	01-402.158	2022-Jan life/disability ins coverage	02/01/22	96.36	.00	
American United Life Insur	2122	01-409.158	2022-Jan life/disability ins coverage	02/01/22	41.64	.00	
American United Life Insur	2122	01-410.158	2022-Jan life/disability ins coverage	02/01/22	796.23	.00	
American United Life Insur	2122	01-414.158	2022-Jan life/disability ins coverage	02/01/22	85.41	.00	
American United Life Insur	2122	01-430.158	2022-Jan life/disability ins coverage	02/01/22	758.72	.00	
American United Life Insur	2122	06-401.158	2022-Jan life/disability ins coverage	02/01/22	9.64	.00	
American United Life Insur	2122	06-430.158	2022-Jan life/disability ins coverage	02/01/22	14.45	.00	
American United Life Insur	2122	06-448.158	2022-Jan life/disability ins coverage	02/01/22	167.69	.00	
American United Life Insur	2122	08-401.158	2022-Jan life/disability ins coverage	02/01/22	9.64	.00	
American United Life Insur	2122	08-429.158	2022-Jan life/disability ins coverage	02/01/22	167.69	.00	
American United Life Insur	2122	08-430.158	2022-Jan life/disability ins coverage	02/01/22	14.45	.00	
American United Life Insur	2122	10-426.158	2022-Jan life/disability ins coverage	02/01/22	23.80	.00	
Total American United Life Insurance Co:					2,267.68	.00	
ATIS Elevator Inspections Inc							
ATIS Elevator Inspections I	IN214079	01-409.373	Category 5 elevator testing	01/12/22	300.00	.00	
Total ATIS Elevator Inspections Inc:					300.00	.00	
Berkheimer Associates							
Berkheimer Associates	13122	01-403.453	2022-Dec-LST Comm	01/31/22	75.41	.00	
Total Berkheimer Associates:					75.41	.00	
BLR							
BLR	1422	01-402.420	Fair Labor Standard Handbk-2022-Acct # 1296498	01/04/22	536.99	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total BLR:					536.99	.00	
Bringenberg, Richard							
Bringenberg, Richard	2222	01-406.315	Reimb-Clearances	02/02/22	50.00	.00	
Total Bringenberg, Richard:					50.00	.00	
Buss, Stephen							
Buss, Stephen	2222	01-406.315	Reimb-Clearances	02/02/22	50.00	.00	
Total Buss, Stephen:					50.00	.00	
Csaszar, Brian							
Csaszar, Brian	2422	01-430.192	2022-Clothing Allowance	02/04/22	112.84	.00	
Total Csaszar, Brian:					112.84	.00	
Curb Appeal Detail LLC							
Curb Appeal Detail LLC	12422	06-448.315	Clean & Sanitize 1 DPW Vehicle	01/24/22	50.00	.00	
Curb Appeal Detail LLC	12422	08-429.315	Clean & Sanitize 1 DPW Vehicle	01/24/22	50.00	.00	
Total Curb Appeal Detail LLC:					100.00	.00	
DEP							
DEP	1234536	06-448.315	DiMatteo-Client ID# 327700/Cert#W21609	02/03/22	60.00	.00	
Total DEP:					60.00	.00	
Dickert, Ralph							
Dickert, Ralph	2122	01-406.315	Reimb-Clearances	02/01/22	35.00	.00	
Total Dickert, Ralph:					35.00	.00	
Dispatch Answering Service							
Dispatch Answering Servic	204B170	01-401.320	610-782-5025-Dec 2021	12/30/21	19.95	.00	
Dispatch Answering Servic	204B170	01-430.320	610-782-5572-Dec 2021	12/30/21	15.00	.00	
Dispatch Answering Servic	204B170	01-401.320	Answr Service/Pump Stn Alrm-Dec 2021	12/30/21	244.60	.00	
Total Dispatch Answering Service:					279.55	.00	
Eastern Auto Parts Warehouse							
Eastern Auto Parts Wareho	3IV780017	06-448.251	#31-Air filter	01/11/22	33.37	.00	
Eastern Auto Parts Wareho	3IV780017	08-429.251	#31-Air filter	01/11/22	33.36	.00	
Eastern Auto Parts Wareho	3IV780184	01-437.251	antifreeze	01/12/22	115.12	.00	
Eastern Auto Parts Wareho	3IV780310	01-451.375	Battery for scag mower	01/12/22	65.29	.00	
Eastern Auto Parts Wareho	3IV780416	06-448.251	#32-headlight	01/12/22	14.33	.00	
Eastern Auto Parts Wareho	3IV780416	08-429.251	#32-headlight	01/12/22	14.33	.00	
Eastern Auto Parts Wareho	3IV781657	01-437.251	#18-brake caliper	01/17/22	160.58	.00	
Eastern Auto Parts Wareho	3IV781658	01-437.251	#18-brake rotor/brake fluid	01/17/22	264.64	.00	
Total Eastern Auto Parts Warehouse:					701.02	.00	
Ecco Communications LLC							
Ecco Communications LLC	79296	01-410.251	Flashlight	01/18/22	145.00	.00	
Ecco Communications LLC	79309	01-437.251	#1-antenna mount	01/19/22	30.25	.00	
Ecco Communications LLC	79319	01-410.238	Blue tooth & Mic Adapter	01/21/22	295.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Ecco Communications LLC	79335	01-410.375	#206-Slide knob	01/25/22	15.00	.00	
Total Ecco Communications LLC:					485.25	.00	
Frey & Company							
Frey & Company	12522	01-200202	Additional Audit fees	01/25/22	1,200.00	.00	
Frey & Company	12522	06-200202	Additional Audit fees	01/25/22	150.00	.00	
Frey & Company	12522	08-200202	Additional Audit fees	01/25/22	150.00	.00	
Total Frey & Company:					1,500.00	.00	
Gatti Morrison Construction Service Inc							
Gatti Morrison Construction	465802	01-438.245	Calcium chloride	01/24/22	852.50	.00	
Total Gatti Morrison Construction Service Inc:					852.50	.00	
Home Depot Credit Services							
Home Depot Credit Service	27371	01-430.240	Return Plywood	11/22/21	76.05-	.00	
Home Depot Credit Service	33072	01-451.375	Floor jack/grinder/hammer/rubber mallet/jack stand/flap disc/markers/container/screwdriver set/wrenches/pliers/pry bar set	01/24/22	860.67	.00	
Home Depot Credit Service	40275	08-429.240	Nipple/drop cloth/wash brush/gloves/bag filters/flange/elbows/utility hooks	01/26/22	73.41	.00	
Home Depot Credit Service	40275	06-448.240	Nipple/drop cloth/wash brush/gloves/bag filters/flange/elbows/utility hooks	01/26/22	73.42	.00	
Home Depot Credit Service	54664	01-430.240	Milk crate/water/tote/hose	02/01/22	107.00	.00	
Home Depot Credit Service	57907	01-430.240	Charcoal dispenser/pruner/lopper/bucket/light/screwdriver/hammer/socket set	02/02/22	284.57	.00	
Home Depot Credit Service	59150	01-409.373	brush plate/bushing/outlet/caulk/roller frame/roller/extender/tape measure/dust pan/brill bits/screen mould	02/02/22	139.07	.00	
Total Home Depot Credit Services:					1,462.09	.00	
Kessler Freedman Inc.							
Kessler Freedman Inc.	2122	01-401.312	Jan 2022-Website updates	02/01/22	150.00	.00	
Total Kessler Freedman Inc.:					150.00	.00	
Keystone Consulting Engineers							
Keystone Consulting Engin	012122	06-448.313	2021-Nov-LVHCC Water System Disinfection Review	02/02/22	115.00	.00	
Keystone Consulting Engin	181414	01-408.313	2021-Dec-Fountain Hill Sewer Agreement	01/21/22	287.50	.00	
Keystone Consulting Engin	181418	08-429.313	2021-Dec-Sewer matters	01/21/22	11,042.79	.00	
Keystone Consulting Engin	181419	06-448.313	2021-Dec-General Engineering-Water Matters	01/21/22	1,174.00	.00	
Keystone Consulting Engin	181420	01-408.313	2021-Dec-General Engineering-Traffic	01/21/22	512.75	.00	
Keystone Consulting Engin	181421	48-429.372	2021-Dec-I&I Removal Program	01/21/22	1,704.25	.00	
Keystone Consulting Engin	181422	08-429.607	2021-Dec-Sanitary Sewer CIPP Lining project-2021	01/21/22	917.75	.00	
Keystone Consulting Engin	181423	41-436.600	2021-Dec-2021 Laubach Park Drainage	01/21/22	5,026.00	.00	
Keystone Consulting Engin	181424	08-429.313	2021-Dec-Sewer Meter Review	01/21/22	287.50	.00	
Keystone Consulting Engin	181427	06-448.619	2021-Dec-25th St Water Main Replacement	01/21/22	4,244.13	.00	
Keystone Consulting Engin	181428	06-448.618	2021-Dec-Flexer Ave Water Main Replacement	01/21/22	3,184.01	.00	
Keystone Consulting Engin	181432	08-429.373	2021-Dec-Cardinal Dr Pump Station Generator Replaceent/Upgrade	01/21/22	1,561.50	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Keystone Consulting Engineers:					30,057.18	.00	
Kubat, Seth							
Kubat, Seth	2222	01-406.315	Reimb-Clearances	02/02/22	50.00	.00	
Total Kubat, Seth:					50.00	.00	
Kutz Inc., E. M.							
Kutz Inc., E. M.	35429	01-437.375	#12-Plow module	01/25/22	174.90	.00	
Total Kutz Inc., E. M.:					174.90	.00	
Laible, Raymond							
Laible, Raymond	2222	01-406.315	Reimb-Clearances	02/02/22	50.00	.00	
Total Laible, Raymond:					50.00	.00	
Lawn Care Association of PA							
Lawn Care Association of P	2222	01-430.421	LCAP Winter Conference Registration -Singles	02/02/22	115.00	.00	
Total Lawn Care Association of PA:					115.00	.00	
Legal & Liability Risk Management Instit							
Legal & Liability Risk Mana	221675	01-410.421	FTO Program registration	01/21/22	125.00	.00	
Total Legal & Liability Risk Management Instit:					125.00	.00	
Lehigh County Authority							
Lehigh County Authority	12722	08-429.533	4Q21 LCA Sewer	01/27/22	6,589.26	.00	
Total Lehigh County Authority:					6,589.26	.00	
Levernier, James							
Levernier, James	2122	01-406.315	Reimb-Clearances	02/01/22	35.00	.00	
Total Levernier, James:					35.00	.00	
Macmillian Oil Co of Allentown							
Macmillian Oil Co of Allent	95954	01-437.251	motor oil	01/20/22	225.25	.00	
Total Macmillian Oil Co of Allentown:					225.25	.00	
Madle's Hardware							
Madle's Hardware	208654	01-430.240	Rain-X/Detailer/Brush/microfiber mitt/armor all/wash brush	01/22/22	90.53	.00	
Madle's Hardware	208741	01-430.240	Mailbox/varnish/caulk/foam brush/shovel/paint thinner	01/26/22	178.12	.00	
Total Madle's Hardware:					268.65	.00	
Morning Call, The							
Morning Call, The	047251325000	01-401.341	Ad: 1/2/22-2022 Meeting Schedule	02/01/22	409.71	.00	
Total Morning Call, The:					409.71	.00	
Morris, Jay							
Morris, Jay	122921	01-406.315	2021 Health Reimb	12/29/21	250.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Morris, Jay	2222	01-406.315	Reimb-Clearances	02/02/22	50.00	.00	
Total Morris, Jay:					300.00	.00	
MP Outfitters							
MP Outfitters	49143-5	01-410.238	Patches & Alterations	01/19/22	9.97	.00	
Total MP Outfitters:					9.97	.00	
MRM Trust Worker's Comp Fund							
MRM Trust Worker's Comp	2122PRJ6792	01-401.162	2022-Feb-Worker's Compensation Insurance	02/01/22	53.42	.00	
MRM Trust Worker's Comp	2122PRJ6792	01-402.162	2022-Feb-Worker's Compensation Insurance	02/01/22	47.01	.00	
MRM Trust Worker's Comp	2122PRJ6792	01-409.162	2022-Feb-Worker's Compensation Insurance	02/01/22	316.80	.00	
MRM Trust Worker's Comp	2122PRJ6792	01-410.162	2022-Feb-Worker's Compensation Insurance	02/01/22	7,678.79	.00	
MRM Trust Worker's Comp	2122PRJ6792	01-411.162	2022-Feb-Worker's Compensation Insurance	02/01/22	15.67	.00	
MRM Trust Worker's Comp	2122PRJ6792	01-413.162	2022-Feb-Worker's Compensation Insurance	02/01/22	2.88	.00	
MRM Trust Worker's Comp	2122PRJ6792	01-414.162	2022-Feb-Worker's Compensation Insurance	02/01/22	28.07	.00	
MRM Trust Worker's Comp	2122PRJ6792	01-430.162	2022-Feb-Worker's Compensation Insurance	02/01/22	5,555.54	.00	
MRM Trust Worker's Comp	2122PRJ6792	01-452.162	2022-Feb-Worker's Compensation Insurance	02/01/22	181.76	.00	
MRM Trust Worker's Comp	2122PRJ6792	06-401.162	2022-Feb-Worker's Compensation Insurance	02/01/22	6.37	.00	
MRM Trust Worker's Comp	2122PRJ6792	06-430.162	2022-Feb-Worker's Compensation Insurance	02/01/22	7.78	.00	
MRM Trust Worker's Comp	2122PRJ6792	06-448.162	2022-Feb-Worker's Compensation Insurance	02/01/22	1,036.12	.00	
MRM Trust Worker's Comp	2122PRJ6792	08-401.162	2022-Feb-Worker's Compensation Insurance	02/01/22	6.37	.00	
MRM Trust Worker's Comp	2122PRJ6792	08-429.162	2022-Feb-Worker's Compensation Insurance	02/01/22	1,036.12	.00	
MRM Trust Worker's Comp	2122PRJ6792	08-430.162	2022-Feb-Worker's Compensation Insurance	02/01/22	7.78	.00	
MRM Trust Worker's Comp	2122PRJ6792	10-426.162	2022-Feb-Worker's Compensation Insurance	02/01/22	101.01	.00	
Total MRM Trust Worker's Comp Fund:					16,081.49	.00	
PA Recreation & Park Society							
PA Recreation & Park Soci	95797	01-451.240	2022 PRPS Membership Dues-Baillie	01/01/22	50.00	.00	
Total PA Recreation & Park Society:					50.00	.00	
PA Turnpike							
PA Turnpike	114569855-2	01-410.315	Tolls	01/17/22	23.00	.00	
Total PA Turnpike:					23.00	.00	
PAPCO							
PAPCO	3346938	01-430.231	Diesel	01/19/22	2,917.79	.00	
PAPCO	3346938	06-448.231	Diesel	01/19/22	77.92	.00	
PAPCO	3346938	08-429.231	Diesel	01/19/22	77.92	.00	
PAPCO	3346938	03-413.231	Diesel	01/19/22	517.06	.00	
PAPCO	3346946	01-401.231	Unleaded Gasoline	01/19/22	28.52	.00	
PAPCO	3346946	01-410.231	Unleaded Gasoline	01/19/22	1,129.63	.00	
PAPCO	3346946	01-430.231	Unleaded Gasoline	01/19/22	274.41	.00	
PAPCO	3346946	06-448.231	Unleaded Gasoline	01/19/22	144.61	.00	
PAPCO	3346946	08-429.231	Unleaded Gasoline	01/19/22	144.61	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
PAPCO	3346946	03-413.231	Unleaded Gasoline	01/19/22	106.40	.00	
PAPCO	3348786	01-430.231	Diesel	01/28/22	2,195.06	.00	
PAPCO	3348786	06-448.231	Diesel	01/28/22	58.62	.00	
PAPCO	3348786	08-429.231	Diesel	01/28/22	58.62	.00	
PAPCO	3348786	03-413.231	Diesel	01/28/22	388.98	.00	
PAPCO	348779	01-401.231	Unleaded Gasoline	01/28/22	30.46	.00	
PAPCO	348779	01-410.231	Unleaded Gasoline	01/28/22	1,206.56	.00	
PAPCO	348779	01-430.231	Unleaded Gasoline	01/28/22	293.09	.00	
PAPCO	348779	06-448.231	Unleaded Gasoline	01/28/22	154.45	.00	
PAPCO	348779	08-429.231	Unleaded Gasoline	01/28/22	154.45	.00	
PAPCO	348779	03-413.231	Unleaded Gasoline	01/28/22	113.64	.00	
Total PAPCO:					10,072.80	.00	
Patten, Ronald C.							
Patten, Ronald C.	12322	01-410.421	Reimb-Lock-out kits	01/23/22	235.29	.00	
Total Patten, Ronald C.:					235.29	.00	
PenTeleData							
PenTeleData	B4007556	03-411.320	Cable-Jan 2022	01/24/22	80.95	.00	
PenTeleData	B4008168	01-401.320	Acct#3042745-Cable modem rental - Jan 2022	01/24/22	124.95	.00	
Total PenTeleData:					205.90	.00	
Peterson, Matthew							
Peterson, Matthew	2222	01-406.315	Reimb-Clearances	02/02/22	50.00	.00	
Total Peterson, Matthew:					50.00	.00	
Piskel, Jonathan							
Piskel, Jonathan	2322	01-430.421	Reimb-AW Driving School	02/03/22	310.96	.00	
Total Piskel, Jonathan:					310.96	.00	
Pitney Bowes Global Financial Services L							
Pitney Bowes Global Finan	3315019803	01-401.375	11/04/2021 thru 02/03/2022 lease	01/01/22	375.00	.00	
Total Pitney Bowes Global Financial Services L:					375.00	.00	
PPL Electric Utilities							
PPL Electric Utilities	1142022	03-411.320	82900-03000	01/14/22	614.71	.00	
PPL Electric Utilities	1142022	01-409.361	92051-48008	01/14/22	1,322.45	.00	
PPL Electric Utilities	1142022	01-409.361	70730-17005	01/14/22	938.27	.00	
PPL Electric Utilities	1142022	35-433.362	49130-02001	01/14/22	44.65	.00	
PPL Electric Utilities	1142022	08-429.361	35530-02004	01/14/22	31.91	.00	
PPL Electric Utilities	1142022	01-409.361	61089-84010	01/14/22	1,145.89	.00	
PPL Electric Utilities	1142022	35-433.362	05340-01002	01/14/22	36.61	.00	
PPL Electric Utilities	1142022	08-429.361	33760-14008	01/14/22	29.79	.00	
PPL Electric Utilities	1142022	35-433.362	89989-11003	01/14/22	35.90	.00	
PPL Electric Utilities	1142022	08-429.361	64170-11008	01/14/22	41.81	.00	
PPL Electric Utilities	1142022	01-451.361	10550-10002	01/14/22	41.92	.00	
PPL Electric Utilities	1142022	01-451.361	93760-01007	01/14/22	26.20	.00	
PPL Electric Utilities	1142022	35-433.362	99940-01007	01/14/22	25.79	.00	
PPL Electric Utilities	1142022	08-429.361	82930-01000	01/14/22	32.86	.00	
PPL Electric Utilities	1142022	35-433.362	53875-61001	01/14/22	2.50	.00	
PPL Electric Utilities	1142022	01-409.361	68051-53008	01/14/22	127.99	.00	
PPL Electric Utilities	12822	01-451.361	92035-05005	01/28/22	27.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
PPL Electric Utilities	12822	08-429.361	20380-10009	01/28/22	30.34	.00	
PPL Electric Utilities	12822	08-429.361	21780-10003	01/28/22	35.66	.00	
PPL Electric Utilities	12922	35-433.362	95790-09009	01/28/22	26.01	.00	
PPL Electric Utilities	12922	35-433.362	72390-08002	01/28/22	25.88	.00	
PPL Electric Utilities	12922	08-429.361	31590-08002	01/28/22	31.77	.00	
PPL Electric Utilities	12922	08-429.361	39790-24008	01/28/22	417.20	.00	
Total PPL Electric Utilities:					5,093.11	.00	
Print-O-Stat Inc.							
Print-O-Stat Inc.	A0117786	01-409.240	Sign for tax office	01/10/22	462.00	.00	
Total Print-O-Stat Inc.:					462.00	.00	
RCN							
RCN	072673601-00133	01-410.315	2022-Jan-High Speed Internet	01/17/22	97.95	97.95	02/01/22
Total RCN:					97.95	97.95	
ReadyRefresh by Nestle							
ReadyRefresh by Nestle	02A0441704392	01-409.366	2022-Jan-Acct#0441704392-Franko	01/20/22	32.74	.00	
Total ReadyRefresh by Nestle:					32.74	.00	
Republic Services #282							
Republic Services #282	0282-000845569	10-427.300	2021-Dec-service	12/31/21	137,192.26	.00	
Republic Services #282	0282-000845569	10-427.300	Credit-Liquidating damages	12/31/21	35,000.00-	.00	
Total Republic Services #282:					102,192.26	.00	
Sands Ford of Red Hill							
Sands Ford of Red Hill	95657	01-437.251	#41-seat belt assembly/door knobs	01/19/22	291.46	.00	
Total Sands Ford of Red Hill:					291.46	.00	
Schmidt, Justin							
Schmidt, Justin	2122	01-406.315	Reimb-Clearances	02/01/22	35.00	.00	
Schmidt, Justin	2222	01-406.315	Reimb-Clearances	02/02/22	50.00	.00	
Total Schmidt, Justin:					85.00	.00	
Service Tire Truck Centers							
Service Tire Truck Centers	C15882-01	06-448.251	#31-Tires	01/14/22	388.02	.00	
Service Tire Truck Centers	C15882-01	08-429.251	#31-Tires	01/14/22	388.02	.00	
Total Service Tire Truck Centers:					776.04	.00	
ServiceMaster by Satisfaction							
ServiceMaster by Satisfacti	19459	01-409.373	Strip tiles	01/25/22	680.00	.00	
ServiceMaster by Satisfacti	19499	01-409.373	Strip tile	01/25/22	680.00	.00	
Total ServiceMaster by Satisfaction:					1,360.00	.00	
Staples Advantage							
Staples Advantage	3496926375	01-430.240	pencil sharpener	01/07/22	29.80	.00	
Staples Advantage	3496926375	01-409.240	Lysol wipes	01/07/22	20.66	.00	
Staples Advantage	3498009629	01-430.240	Deskpad	01/22/22	78.24	.00	
Staples Advantage	3498009629	01-401.240	Daily planner	01/22/22	74.16	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Staples Advantage	3498009629	01-402.240	Monthly planner	01/22/22	16.63	.00	
Staples Advantage	3498009629	01-409.240	Document frame/wall calendar/plates	01/22/22	158.70	.00	
Staples Advantage	3498009629	01-401.240	post-it notes	01/22/22	3.02	.00	
Total Staples Advantage:					381.21	.00	
Star Buick GMC Cadillac LLC							
Star Buick GMC Cadillac L	6004114/1	01-437.251	#18-Brake computer	01/19/22	310.00	.00	
Total Star Buick GMC Cadillac LLC:					310.00	.00	
Staver Hydraulics Co Inc							
Staver Hydraulics Co Inc	P-98861	01-437.375	#1-Salt spreader	01/17/22	46.60	.00	
Total Staver Hydraulics Co Inc:					46.60	.00	
Stotz/Fatzinger Office Supply							
Stotz/Fatzinger Office Supp	275019-1	01-403.240	Payment & deposit register	02/01/22	17.77	.00	
Stotz/Fatzinger Office Supp	275076	01-410.240	Stamp	01/20/22	18.60	.00	
Stotz/Fatzinger Office Supp	275237	01-414.240	file folders/notebooks/legal pads	01/25/22	141.13	.00	
Stotz/Fatzinger Office Supp	275268	01-414.240	Copy paper/staples	01/25/22	80.07	.00	
Stotz/Fatzinger Office Supp	275345	01-401.240	Freon stickers	01/27/22	191.59	.00	
Stotz/Fatzinger Office Supp	275565	01-401.240	Binder clips/file folders/copy paper	02/02/22	91.37	.00	
Total Stotz/Fatzinger Office Supply:					540.53	.00	
STR Business Solutions							
STR Business Solutions	5625	01-401.375	Ink Cartridge for postage machine	01/25/22	198.00	.00	
Total STR Business Solutions:					198.00	.00	
Takacs Jr., Dennis V.							
Takacs Jr., Dennis V.	20122	01-415.149	EMC Deputy - Feb 2022	02/01/22	83.33	.00	
Total Takacs Jr., Dennis V.:					83.33	.00	
Tapler, Jeffrey							
Tapler, Jeffrey	20122	01-415.139	EMC stipend-Feb 2022	02/02/22	250.00	.00	
Total Tapler, Jeffrey:					250.00	.00	
Times News							
Times News	I00512841-011220	01-401.341	Ad: 1/27/22-Ordinance Amendment	01/20/22	243.51	.00	
Times News	I00512842-011220	01-401.341	Ad: 1/27/22-Ordinance Amendment	01/20/22	287.91	.00	
Times News	I00512843-011220	01-414.341	Ad: 1/25/22-Planning Commission Meeting	01/20/22	323.43	.00	
Times News	I00513215-011920	01-401.341	Ad: 1/19/22-1/27/22-Bids for Laubach Park Stormwater Improvement Project	01/27/22	207.99	.00	
Times News	I00513216-011920	01-401.341	Ad: 1/19/22-1/27/22-Bids for Lehigh Ave Stormwater Improvement Project	01/27/22	216.87	.00	
Total Times News:					1,279.71	.00	
Tractor Supply Credit Plan							
Tractor Supply Credit Plan	194203	01-430.240	Nuts & Bolts	01/14/22	32.60	.00	
Total Tractor Supply Credit Plan:					32.60	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
TransUnion Risk & Alternative Data Solut							
TransUnion Risk & Alternat	13122	01-410.420	Background Check Investigation Site Subscription	01/31/22	75.00	.00	
Total TransUnion Risk & Alternative Data Solut:					75.00	.00	
Trinity Solar							
Trinity Solar	12822	99-109500	Refund-Overpayment for permit	01/28/22	122.50	.00	
Total Trinity Solar:					122.50	.00	
Trius Inc							
Trius Inc	SI082089	01-437.251	#12-Back-up alarm	01/10/22	25.00	.00	
Trius Inc	SI082089	01-437.251	Back-up alarm stock	01/10/22	25.00	.00	
Trius Inc	SI082089	01-437.251	#11-Solenoid handle control	01/10/22	400.00	.00	
Trius Inc	SI082089	01-437.251	#1-Marker kit	01/10/22	39.00	.00	
Trius Inc	SI082089	01-430.240	Hydraulic Oil/steel blades	01/10/22	608.00	.00	
Trius Inc	SI082381	41-439.700	Snow plows	01/27/22	6,900.00	.00	
Trius Inc	SI082428	41-439.700	Tool box & Brackets	01/14/22	1,168.00	.00	
Trius Inc	SI082430	01-437.251	#19-Rubber deflector	01/14/22	281.60	.00	
Trius Inc	SI082534	01-437.375	Blade punch/curb guards	01/18/22	295.00	.00	
Trius Inc	SI083600	01-437.251	#6-Brake controller	02/01/22	220.00	.00	
Total Trius Inc:					9,961.60	.00	
UGI Utilities Inc.							
UGI Utilities Inc.	12122	01-409.230	411001980555	01/21/22	3,053.96	3,053.96	02/01/22
UGI Utilities Inc.	12122	01-409.230	411001980316	01/21/22	1,255.62	1,255.62	02/01/22
UGI Utilities Inc.	12122	01-409.230	411001979581	01/21/22	1,179.79	1,179.79	02/01/22
UGI Utilities Inc.	12122	03-411.320	411000866649-ESFC	01/21/22	1,441.49	1,441.49	02/01/22
Total UGI Utilities Inc.:					6,930.86	6,930.86	
Valley Networks Inc							
Valley Networks Inc	5215	01-407.319	Managed Network Services-Feb 2022	01/21/22	4,557.25	.00	
Valley Networks Inc	5215	06-448.319	Managed Network Services-Feb 2022	01/21/22	326.80	.00	
Valley Networks Inc	5215	08-429.319	Managed Network Services-Feb 2022	01/21/22	326.80	.00	
Valley Networks Inc	5215	10-407.319	Managed Network Services-Feb 2022	01/21/22	152.15	.00	
Valley Networks Inc	5216	01-407.261	1 TB SSD Drive	01/21/22	89.00	.00	
Valley Networks Inc	5227	01-407.261	Sonicwall licenses	02/01/22	108.47	.00	
Valley Networks Inc	5227	06-448.261	Sonicwall licenses	02/01/22	54.23	.00	
Valley Networks Inc	5227	08-429.261	Sonicwall licenses	02/01/22	54.23	.00	
Valley Networks Inc	5227	10-407.261	Sonicwall licenses	02/01/22	54.23	.00	
Total Valley Networks Inc:					5,723.16	.00	
Verizon							
Verizon	12422	08-429.320	2022-Feb-868-8310-Cardinal Dr Pump Stn	01/24/22	39.03	.00	
Total Verizon:					39.03	.00	
Wilson Products							
Wilson Products	02181843	01-437.251	Cylinder cart/wheels/Ice shield/Tips/Electrode/retaining cup/flint striker/steel/spool	01/25/22	629.81	.00	
Total Wilson Products:					629.81	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Zrinski, Cody							
Zrinski, Cody	2222	01-406.315	Reimb-Clearances	02/02/22	50.00	.00	
Total Zrinski, Cody:					50.00	.00	
Grand Totals:					228,514.94	7,028.81	

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:					55,587.52	5,587.32	
Fire Fund							
Total Fire Fund:					3,263.23	1,441.49	
Water Fund							
Total Water Fund:					11,571.46	.00	
Sewer Fund							
Total Sewer Fund:					23,883.47	.00	
Refuse & Recycling Fund							
Total Refuse & Recycling Fund:					102,523.45	.00	
Highway Aid Fund							
Total Highway Aid Fund:					16,765.06	.00	
Capital General Fund							
Total Capital General Fund:					13,094.00	.00	
Capital Sewer Fund							
Total Capital Sewer Fund:					1,704.25	.00	
Cash Allocations							
Total Cash Allocations:					122.50	.00	
Grand Totals:					228,514.94	7,028.81	

Date: _____

President: _____

Board of Commissioners

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
January 27, 2022
REGULAR MEETING – 7:00 PM**

The Public Meeting of the Salisbury Township Board of Commissioners was held on the above date in the Township Municipal Building located at 2900 South Pike Avenue, Allentown, Lehigh County, Pennsylvania.

PLEDGE OF ALLEGIANCE

Commissioner Brinton asked everyone to rise and recite the Pledge of Allegiance.

CALL TO ORDER

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

Commissioner Brinton turned the proceedings over to Mr. Sandy Nicolo, Assistant Township Manager.

ROLL CALL

Board Members Present:

Debra Brinton, President
Rodney Conn, Vice-President
Heather Lipkin, President Pro-Tempore
Alok Patnaik
Alex Karol

Staff Present:

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

NOTIFICATION

Mr. Nicolo informed the attendees that all sessions of the Salisbury Township Board of Commissioners regular meetings are recorded electronically for the purpose of taking the Minutes. All public comments on agenda items will be taken prior to the vote. All public commented related to non-agenda items will be taken after the agenda has been satisfied. Mr. Nicolo reminded everyone of the three-minute rule and asked that anyone who wishes to speak, come to the podium, announce oneself, and sign-in with name and address so as to assist Township administration with follow-ups.

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

APPROVAL OF THE LIST OF BILLS PAYABLE

Motion by Commissioner Conn, seconded by Commissioner Patnaik, to approve the of Bills Payable for the period 1/8/21 – 1/21/22, broken down as follows:

\$221,446.49 = GENERAL
\$3,347.07 = FIRE
\$426.21 = LIBRARY
\$34,379.54 = WATER
\$26,668.63 = SEWER
\$1,341.43 = REFUSE & RECYCLING
\$11,590.18 = HIGHWAY AID
\$5,116.25 = CAPITAL GENERAL
\$496.59 = SUBDIVISION & ESCROW
\$304,812.39 = GRAND TOTAL ALL FUNDS

Roll Call:

COMMISSIONER KAROL – YES
COMMISSIONER PATNAIK – YES
COMMISSIONER LIPKIN – YES
COMMISSIONER CONN – YES
COMMISSIONER BRINTON – YES

The Motion passed by 5-0.

MINUTES

January 13, 2022.

Commissioner Brinton declared the Minutes from January 13, 2022 accepted as presented.

NEW BUSINESS

ORDINANCES

Public Hearing & Approval of Proposed Amendments to Zoning Ordinance (Chapter 27) Parts 3 (Districts) and 6 (Off-Street Parking and Loading).

Attorney Ashley opened the Public Hearing and noted that a court reporter was present. Ms. Rabold read into the record a letter received on January 27, 2022 from the Leigh Valley Planning Commission. She stated that there were some minor changes made in Part 3 since the Workshop discussion in November. Ms. Rabold commented that there were no changes in Part 6 since the Workshop; however, she noted that if the Ordinance is adopted as stands, commercial vehicles and tractor trailers are not permitted to park on a residential lot in any district.

Mr. Joshua Wells of 3007 Meadowbrook Circle N inquired about service trucks larger than one-ton being permitted to park on a property. Mr. Nicolo responded that they would not be permitted. Mr. Levernier noted that it would be a hardship for the on-call Public Works employees who live in the Township and take their trucks home. It was the consensus of the Board to table the Zoning Ordinance amendments in Part 6.

Attorney Ashley closed the Public Hearing.

Motion by Commissioner Lipkin, seconded by Commissioner Patnaik, to adopt Ordinance No. 01-2022-647, approving the proposed amendments to Zoning Ordinance (Chapter 27) Part 3 (Districts).

Roll Call:

COMMISSIONER KAROL – YES
COMMISSIONER PATNAIK – YES
COMMISSIONER LIPKIN – YES
COMMISSIONER CONN – YES
COMMISSIONER BRINTON – YES

The Motion passed by 5-0.

Motion by Commissioner Conn, seconded by Lipkin, to table Ordinance No. 01-2022-648, amending Zoning Ordinance (Chapter 27) Part 6 (Off-Street Parking and Loading).

Roll Call:

COMMISSIONER KAROL – YES
COMMISSIONER PATNAIK – YES
COMMISSIONER LIPKIN – YES
COMMISSIONER CONN – YES
COMMISSIONER BRINTON – YES

The Motion passed by 5-0.

RESOLUTIONS

Resolution to Authorize Township Participation in Opioid Settlement.

Commissioner Brinton read the Resolution into the record.

Motion by Commissioner Patnaik, seconded by Commissioner Karol, to adopt Resolution No. 01-2022-1736, authorizing Township Participation in Opioid Settlement.

Roll Call:

COMMISSIONER KAROL – YES
COMMISSIONER PATNAIK – YES
COMMISSIONER LIPKIN – YES

COMMISSIONER CONN – YES
COMMISSIONER BRINTON – YES

The Motion passed by 5-0.

MOTIONS

Motion to Appoint Deputy Tax Collector for Salisbury Township.

Commissioner Brinton noted that Tax Collector Tamara Kulik Smarch has chosen Ms. Kristen Treskot to act as the Deputy Tax Collector in the case of her incapacitation.

Motion by Commissioner Lipkin, seconded by Commissioner Patnaik, to appoint a Deputy Tax Collector for Salisbury Township.

Roll Call:

COMMISSIONER KAROL – YES
COMMISSIONER PATNAIK – YES
COMMISSIONER LIPKIN – YES
COMMISSIONER CONN – YES
COMMISSIONER BRINTON – YES

The Motion passed by 5-0.

PRIVILEGE OF THE FLOOR

Ms. Kerry Rabold commented that she and Mr. Tetterer are in the process of updating the Township's Flood Ordinance and hopes to discuss it at the next Workshop.

Chief Soberick noted that Officers were able to apprehend two suspects responsible for a number of catalytic converter thefts in the area.

Mr. Nicolo thanked Ms. Rabold and Mr. Tetterer for their work amending the Zoning Ordinance.

Mr. John Kelly, trustee and volunteer with WSFD, announced that an agreement has been made between attorneys in the final deed language regarding the Swain Fire Station. He commented that the reverter clause was removed and limited-use language was added, noting that the building can only be used as an emergency services building. Mr. Kelly also stated that that the deed allows for the Fire Company to pass ownership to the Township at any point. He commented that he expects the Swain School to fully approve the language.

Commissioner Brinton inquired if the clearance requirement had been removed. Mr. Kelly responded that they have modified the Child Welfare Clause to only require criminal background checks for the primary occupants of the building, defined as fire company members, and any EMS or Police Officers who would make the property their primary place of employment. He noted that background checks would not be required for visitors, vendors, other Township employees or other occasional visitors.

ADJOURNMENT

Commissioner Conn made a motion to adjourn the meeting. Seconded by Commissioner Lipkin.
The time was 7:39 pm.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official Minutes of the Regular Meeting of the Board of Commissioners held
on January 27, 2022.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL

DRAFT

RESOLUTION NO. 02-2022-1738

**BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY,
LEHIGH COUNTY, PENNSYLVANIA, SETTING AND FIXING FEES FOR THE
TOWNSHIP FOR CALENDAR YEAR 2022**

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 calendar year 2022 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	\$300
Additional soil probes beyond 3	\$50 per probe
Perform 6-hole percolation test	\$600
Percolation testing observed by Sewage Enforcement Officer (maximum four simultaneous tests)	\$250

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	\$7.35 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 10th day of February, 2022 at a regular public meeting.

TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)

President, Board of Commissioners

ATTESTED:

Township Secretary

RESOLUTION NO. 02-2022-1737

BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, AMENDING THE MEMBERS APPOINTED TO SERVE ON THE NEW NON-UNIFORMED DEFINED CONTRIBUTION PENSION PLAN COMMITTEE

WHEREAS, on May 23, 2019, the Board of Commissioners of the Township of Salisbury adopted Ordinance No. 05-2019-622 which established a new Non-Uniformed Defined Contribution Pension Plan; and

WHEREAS, the Board of Commissioners is desirous of changing the individuals appointed to serve on the Township's Pension Committee for the new non-uniformed pension plan.

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 to appoint the following individuals to serve on the Pension Committee for the new Salisbury Township Non-Uniformed Defined Contribution Pension Plan: Cathy Bonaskiewich, Township Manager; Paul Ziegenfus, Finance Director/Chief Administrative Officer for the Non-Uniformed Pension Plan; Debra Brinton, Township Commissioner; Kerry Rabold, Administrative Assistant; Paul Bringenberg, Equipment Operator, and Christian Smith, Equipment Operator.

APPROVED AND ADOPTED this 10th day of February, 2022 at a regular public meeting.

ATTESTED:

TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)

Township Secretary

By: _____
Debra Brinton
President, Board of Commissioners

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Workshop Meeting
February 10, 2022
7:30 p.m.
(approximate time)

Topics of discussion:

- Proposed Disruptive Conduct Ordinance