

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Meeting
Regular Meeting Agenda—January 26, 2023
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.
- Public sessions of the Salisbury Township Board of Commissioners are held in the Board Room at the Township Building, 2900 South Pike Ave., Allentown, PA 18103
- Public Comment Period Policy—Three (3) Minutes Rule

4. Bills Payables – Periods 1/7/23-1/20/23

5. Approval of the Minutes –January 12, 2023

6. New Business

A. ORDINANCES *(none)*

B. RESOLUTIONS

1. Resolution Correcting Numbering of Resolution #11-2022-1762 to #11-2022-1770
2. Resolution Approving 2023 Fee Schedule
3. Resolution Appointing Township Sewage Enforcement Officer and Alternates for Year 2023
4. Resolution Appoint Township’s Alternate Engineer for Year 2023

C. MOTIONS *(none)*

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

8. Adjournment

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 |
|---|-----------------|-------------------|---|--------------|--------------------|-------------|-----------|
| Adams Outdoor Advertising of LV Pa | | | | | | | |
| Adams Outdoor Advertising | 09220022 | 01-436.315 | Public Outreach Billboard | 01/10/22 | 1,100.00 | .00 | |
| Total Adams Outdoor Advertising of LV Pa: | | | | | 1,100.00 | .00 | |
| Allegra | | | | | | | |
| Allegra | 84934 | 01-401.212 | 2023 Township Calendar | 12/30/22 | 5,367.54 | .00 | |
| Total Allegra: | | | | | 5,367.54 | .00 | |
| AT&T Mobility-229 | | | | | | | |
| AT&T Mobility-229 | 28730331229X108 | 01-401.320 | 2023-Jan-Mgr-Phone | 01/01/23 | 43.07 | .00 | |
| AT&T Mobility-229 | 28730331229X108 | 01-402.320 | 2023-Jan-Finance Dir -Phone | 01/01/23 | 43.07 | .00 | |
| AT&T Mobility-229 | 28730331229X108 | 01-409.320 | 2023-Jan-Maintenance-Phone | 01/01/23 | 43.07 | .00 | |
| AT&T Mobility-229 | 28730331229X108 | 01-411.320 | 2023-Jan-Fire inspector tablets | 01/01/23 | 118.52 | .00 | |
| AT&T Mobility-229 | 28730331229X108 | 03-411.320 | 2023-Jan-ESFD-Phone | 01/01/23 | 43.07 | .00 | |
| AT&T Mobility-229 | 28730331229X108 | 01-414.320 | 2023-Jan-P/Z Off.--Phone | 01/01/23 | 80.80 | .00 | |
| AT&T Mobility-229 | 28730331229X108 | 01-430.240 | 2023-Jan-DPW-Phones | 01/01/23 | 215.34 | .00 | |
| AT&T Mobility-229 | 28730331229X108 | 01-452.320 | 2023-Jan-Rec Dir.-Phone | 01/01/23 | 43.07 | .00 | |
| AT&T Mobility-229 | 28730331229X108 | 03-411.320 | 2023-Jan-ESFD-Phone | 01/01/23 | 75.46 | .00 | |
| AT&T Mobility-229 | 28730331229X108 | 06-448.320 | 2023-Jan-Water Dept Tablets | 01/01/23 | 136.05 | .00 | |
| AT&T Mobility-229 | 28730331229X108 | 08-429.320 | 2023-Jan-Sewer Dept Tablets | 01/01/23 | 136.05 | .00 | |
| Total AT&T Mobility-229: | | | | | 977.57 | .00 | |
| AT&T Mobility-833 | | | | | | | |
| AT&T Mobility-833 | 11123 | 01-401.320 | 2023-Jan-Mgr-Tablet | 01/01/23 | 78.62 | .00 | |
| AT&T Mobility-833 | 11123 | 01-410.320 | 2023-Jan-Police Phones/Tablets | 01/01/23 | 1,394.08 | .00 | |
| AT&T Mobility-833 | 11123 | 01-411.320 | 2023-Jan-Fire Insp-tablets | 01/01/23 | 113.19 | .00 | |
| AT&T Mobility-833 | 11123 | 01-414.320 | 2023-Jan-P/Z-Tablets | 01/01/23 | 75.46 | .00 | |
| AT&T Mobility-833 | 11123 | 01-452.320 | 2023-Jan-Rec Dir-Tablet | 01/01/23 | 37.73 | .00 | |
| AT&T Mobility-833 | 11123 | 03-411.320 | 2023-Jan-ESFD-Tablets | 01/01/23 | 226.38 | .00 | |
| AT&T Mobility-833 | 11123 | 03-412.320 | 2023-Jan-WSFD-Tablets | 01/01/23 | 264.11 | .00 | |
| Total AT&T Mobility-833: | | | | | 2,189.57 | .00 | |
| Atlantic Tactical | | | | | | | |
| Atlantic Tactical | SI-80792685 | 01-410.260 | Magpul firearm | 12/31/22 | 330.20 | .00 | |
| Total Atlantic Tactical: | | | | | 330.20 | .00 | |
| Axon Enterprise Inc | | | | | | | |
| Axon Enterprise Inc | INUS127836 | 01-410.260 | Tasers | 12/31/22 | 5,942.40 | .00 | |
| Total Axon Enterprise Inc: | | | | | 5,942.40 | .00 | |
| Bank of America-1108 | | | | | | | |
| Bank of America-1108 | 1923 | 01-410.421 | Lodging for Training | 01/09/23 | 505.11 | .00 | |
| Bank of America-1108 | 1923 | 01-410.421 | Training Course-"AR-15 Armorer"-Johnson | 01/09/23 | 125.00 | .00 | |
| Total Bank of America-1108: | | | | | 630.11 | .00 | |

| Vendor Name | Invoice Number | GL Account Number | Description | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|-------------------------------------|----------------|-------------------|---|--------------|--------------------|-------------|-----------|
| Bank of America-1436 | | | | | | | |
| Bank of America-1436 | 10923 | 01-410.243 | Dog & Cat food for Animal control | 01/09/23 | 84.10 | .00 | |
| Total Bank of America-1436: | | | | | 84.10 | .00 | |
| Bank of America-1965 | | | | | | | |
| Bank of America-1965 | 10923 | 01-407.261 | Laptop battery | 01/09/23 | 58.94 | .00 | |
| Total Bank of America-1965: | | | | | 58.94 | .00 | |
| Bank of America-8687 | | | | | | | |
| Bank of America-8687 | 10922 | 01-407.261 | Adobe Add-on | 01/09/22 | 15.89 | .00 | |
| Bank of America-8687 | 10922 | 01-414.318 | 4Q22-UCC-DCED-Permit fees | 01/09/22 | 180.00 | .00 | |
| Total Bank of America-8687: | | | | | 195.89 | .00 | |
| Bank of America-9042 | | | | | | | |
| Bank of America-9042 | 1923 | 01-406.240 | Refreshments for Chief of Police Interviews | 01/09/23 | 60.81 | .00 | |
| Bank of America-9042 | 1923 | 01-401.315 | E-Z Pass Enrollment | 01/09/23 | 730.00 | .00 | |
| Total Bank of America-9042: | | | | | 790.81 | .00 | |
| Bank of America-9240 | | | | | | | |
| Bank of America-9240 | 10923 | 01-410.421 | Accreditation Certificate Program-Gibson | 01/09/23 | 695.00 | .00 | |
| Total Bank of America-9240: | | | | | 695.00 | .00 | |
| Barbaz, John | | | | | | | |
| Barbaz, John | 1423 | 01-414.220 | Planning Commission Mtg-1/4/23 | 01/04/23 | 25.00 | .00 | |
| Total Barbaz, John: | | | | | 25.00 | .00 | |
| Beck, Charles | | | | | | | |
| Beck, Charles | 1423 | 01-414.220 | Planning Commission Mtg-1/4/2023 | 01/04/23 | 30.00 | .00 | |
| Total Beck, Charles: | | | | | 30.00 | .00 | |
| Best Line Equipment | | | | | | | |
| Best Line Equipment | P78348 | 06-448.375 | Filter for air compressor | 01/03/23 | 43.61 | .00 | |
| Best Line Equipment | P78348 | 08-429.375 | Filter for air compressor | 01/03/23 | 43.61 | .00 | |
| Total Best Line Equipment: | | | | | 87.22 | .00 | |
| Bethlehem-012968-01, City of | | | | | | | |
| Bethlehem-012968-01, City | 011022 | 06-448.368 | Water for Resale | 01/10/22 | 354.25 | .00 | |
| Total Bethlehem-012968-01, City of: | | | | | 354.25 | .00 | |
| Bethlehem-013011-00, City of | | | | | | | |
| Bethlehem-013011-00, City | 11023 | 06-448.368 | Hydrant Rental | 01/10/23 | 880.00 | .00 | |
| Total Bethlehem-013011-00, City of: | | | | | 880.00 | .00 | |
| Bonaskiewich, Cathy | | | | | | | |
| Bonaskiewich, Cathy | 11623 | 01-401.240 | Reimb-K-cups | 01/16/23 | 72.38 | .00 | |

| Vendor Name | Invoice Number | GL Account Number | Description | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|-----------------------------------|----------------|-------------------|--|--------------|--------------------|-------------|-----------|
| Total Bonaskiewich, Cathy: | | | | | 72.38 | .00 | |
| Brown, James P. | | | | | | | |
| Brown, James P. | 1423 | 01-414.220 | Planning Commission Mtg-1/4/2023 | 01/04/23 | 25.00 | .00 | |
| Total Brown, James P.: | | | | | 25.00 | .00 | |
| Burcarow Entertainment LLC | | | | | | | |
| Burcarow Entertainment LL | 11223 | 01-452.200 | Deposit for Concert-9/9/23 | 01/12/23 | 1,000.00 | 1,000.00 | 01/16/23 |
| Total Burcarow Entertainment LLC: | | | | | 1,000.00 | 1,000.00 | |
| Curb Appeal Plus LLC | | | | | | | |
| Curb Appeal Plus LLC | 1027 | 01-413.317 | 1720 Graham St-Mow & Trim | 10/03/22 | 175.00 | .00 | |
| Curb Appeal Plus LLC | 1027 | 01-413.317 | 606 Ash St-Mow & Trim | 10/03/22 | 100.00 | .00 | |
| Curb Appeal Plus LLC | 1027 | 01-413.317 | 442 E Emmaus Ave-Trim weeds & vines | 10/03/22 | 100.00 | .00 | |
| Curb Appeal Plus LLC | 1027 | 01-413.317 | 1503 E Emmaus Ave-Mow & Trim | 10/03/22 | 250.00 | .00 | |
| Curb Appeal Plus LLC | 1031 | 01-413.317 | 1204 Voortman Ave-Mow & Trim | 11/19/22 | 375.00 | .00 | |
| Curb Appeal Plus LLC | 1031 | 01-413.317 | 715 E Federal St-Mow & Trim | 11/19/22 | 550.00 | .00 | |
| Curb Appeal Plus LLC | 1031 | 01-413.317 | 1240 Tweed Ave-Clean-up & dispose of rotten wood/brush/tree/debris & trash | 11/19/22 | 4,175.00 | .00 | |
| Total Curb Appeal Plus LLC: | | | | | 5,725.00 | .00 | |
| Davison & McCarthy | | | | | | | |
| Davison & McCarthy | 30748 | 01-404.310 | 2022-Dec-Bader Suleiman-2539 Green Acres Dr | 01/04/23 | 146.53 | .00 | |
| Davison & McCarthy | 30780 | 01-404.310 | 2022-Dec-General Matters | 01/04/23 | 2,410.50 | .00 | |
| Davison & McCarthy | 30781 | 01-404.310 | 2022-Dec-Bankruptcy of Residents | 01/04/23 | 665.80 | .00 | |
| Davison & McCarthy | 30782 | 01-414.310 | 2022-Dec-Planning Commission | 01/04/23 | 81.00 | .00 | |
| Davison & McCarthy | 30783 | 01-404.310 | 2022-Dec-Sheriff's Sales | 01/04/23 | 67.50 | .00 | |
| Davison & McCarthy | 30784 | 01-404.310 | 2022-Dec-Board of Commissioners | 01/04/23 | 337.50 | .00 | |
| Davison & McCarthy | 30785 | 01-404.310 | 2022-Dec-County of Lehigh vs Atlantic Rishfield Co. et al | 01/04/23 | 148.50 | .00 | |
| Davison & McCarthy | 30786 | 01-404.310 | 2022-Dec-WSVFD-Investment in land & bldg | 01/04/23 | 54.00 | .00 | |
| Davison & McCarthy | 30787 | 01-404.318 | 2022-Dec-Plot 886, LLC Land Development | 01/04/23 | 297.30 | .00 | |
| Davison & McCarthy | 30788 | 01-404.318 | 2022-Dec-2638 W Rock Rd (Girl Scouts of Eastern PA Land Development) | 01/04/23 | 216.00 | .00 | |
| Davison & McCarthy | 30789 | 01-404.318 | 2022-Dec-820 Public Rd Minor Subdivision | 01/04/23 | 216.00 | .00 | |
| Davison & McCarthy | 30790 | 01-404.318 | 2022-Dec-1453 Lehigh Ave-Minor Subdivision | 01/04/23 | 587.90 | .00 | |
| Davison & McCarthy | 30791 | 01-404.310 | 2022-Dec-Fee Dispute-1239 Voortman Ave | 01/04/23 | 891.00 | .00 | |
| Davison & McCarthy | 30792 | 01-404.310 | 2022-Dec-Summary appeal-Joe Thorpe | 01/04/23 | 135.00 | .00 | |
| Davison & McCarthy | 30793 | 01-404.310 | 2022-Dec-Assessment Appeals | 01/04/23 | 202.50 | .00 | |
| Davison & McCarthy | 30795 | 01-404.310 | 2022-Dec-Satisfactions | 01/04/23 | 81.00 | .00 | |
| Davison & McCarthy | 30796 | 01-404.318 | 2022-Dec-Sheffield Sq (North) | 01/04/23 | 742.50 | .00 | |
| Davison & McCarthy | 30797 | 01-404.318 | 2022-Dec-Sheffield Sq (South) | 01/04/23 | 148.50 | .00 | |
| Davison & McCarthy | 30799 | 01-414.314 | 2022-Dec-Enforcement-Jared Kipp | 01/04/23 | 108.00 | .00 | |
| Davison & McCarthy | 30800 | 01-404.318 | 2022-Dec-1350 E Susquehanna St | 01/04/23 | 351.00 | .00 | |
| Davison & McCarthy | 30801 | 01-404.318 | 2022-Dec-Oak Restaurant-3380 Lehigh St | 01/04/23 | 436.94 | .00 | |
| Davison & McCarthy | 30802 | 01-404.318 | 2022-Dec-1525 E Susquehanna St | 01/04/23 | 729.00 | .00 | |
| Davison & McCarthy | 30803 | 01-404.310 | 2022-Dec-Purchase of McAuliffe Property-2937 S Pike Ave | 01/04/23 | 2,624.04 | .00 | |
| Davison & McCarthy | 30804 | 01-404.310 | 2022-Dec-Nicole Gerena V Salisbury Township et al | 01/04/23 | 81.00 | .00 | |

| Vendor Name | Invoice Number | GL Account Number | Description | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|-------------------------------------|----------------|-------------------|--|--------------|--------------------|-------------|-----------|
| Davison & McCarthy | 30805 | 01-404.318 | 2022-Dec-Southbury Park | 01/04/23 | 405.00 | .00 | |
| Davison & McCarthy | 30806 | 01-404.310 | 2022-Dec-Bond Financing | 01/04/23 | 216.00 | .00 | |
| Davison & McCarthy | 30807 | 01-404.310 | 2022-Dec-Salisbury Township vs. Christopher Aungst | 01/04/23 | 522.25 | .00 | |
| Total Davison & McCarthy: | | | | | 12,902.26 | .00 | |
| D-Huy Engineering Inc | | | | | | | |
| D-Huy Engineering Inc | 56836 | 01-408.314 | Engineering services for new fire station | 12/30/22 | 1,370.00 | .00 | |
| Total D-Huy Engineering Inc: | | | | | 1,370.00 | .00 | |
| Dispatch Answering Service | | | | | | | |
| Dispatch Answering Serv | 204B182 | 01-401.320 | 610-782-5025-Dec 2022 | 01/01/23 | 24.95 | .00 | |
| Dispatch Answering Serv | 204B182 | 01-430.320 | 610-782-5572-Dec-2022 | 01/01/23 | 24.95 | .00 | |
| Dispatch Answering Serv | 204B182 | 01-401.320 | Answr Service/Pump Stn Alrm-Dec 2022 | 01/01/23 | 230.05 | .00 | |
| Total Dispatch Answering Service: | | | | | 279.95 | .00 | |
| Eastern Auto Parts Warehouse | | | | | | | |
| Eastern Auto Parts Wareho | 3CN141868 | 01-437.251 | Return-Cores | 12/05/22 | 108.00- | .00 | |
| Eastern Auto Parts Wareho | 3IV899718 | 01-437.251 | anti-freeze | 12/28/22 | 43.17 | .00 | |
| Eastern Auto Parts Wareho | 3IV899721 | 01-409.373 | Anti-Freeze for generator @ DPW Bldg | 12/28/22 | 57.56 | .00 | |
| Eastern Auto Parts Wareho | 3IV900544 | 01-410.251 | Battery | 12/30/22 | 183.54 | .00 | |
| Eastern Auto Parts Wareho | 3IV901282 | 01-451.375 | Oil filters/fuel filters/spark plugs | 01/03/23 | 148.44 | .00 | |
| Eastern Auto Parts Wareho | 3IV901293 | 01-451.375 | air filters/oil filters/spark plugs | 01/03/23 | 251.50 | .00 | |
| Eastern Auto Parts Wareho | 3IV901773 | 01-437.251 | #23-oil filter | 01/04/23 | 23.13 | .00 | |
| Eastern Auto Parts Wareho | 3IV901776 | 01-437.251 | #22-air filter | 01/04/23 | 97.19 | .00 | |
| Eastern Auto Parts Wareho | 3IV903842 | 01-437.251 | oil/fuel/air filters for roller | 01/10/23 | 39.04 | .00 | |
| Eastern Auto Parts Wareho | 3IV903844 | 01-437.251 | #18-Air filter | 01/10/23 | 55.82 | .00 | |
| Total Eastern Auto Parts Warehouse: | | | | | 791.39 | .00 | |
| Emergency Systems Service Co | | | | | | | |
| Emergency Systems Servi | X905001046:01 | 01-409.373 | Heat tank & hose | 12/28/22 | 128.33 | .00 | |
| Total Emergency Systems Service Co: | | | | | 128.33 | .00 | |
| Emmaus, Borough of | | | | | | | |
| Emmaus, Borough of | 6329 | 08-429.532 | 4Q2022 sewer | 01/10/23 | 3,677.21 | .00 | |
| Total Emmaus, Borough of: | | | | | 3,677.21 | .00 | |
| ESO Solutions Inc | | | | | | | |
| ESO Solutions Inc | 97207 | 01-407.261 | ER State Maintenance/Inventory Module | 12/02/22 | 552.00 | .00 | |
| ESO Solutions Inc | 97207 | 01-407.261 | ER Silver package NEMSIS | 12/02/22 | 750.00 | .00 | |
| ESO Solutions Inc | 97207 | 01-407.261 | ER State Occupancy w/inspections module | 12/02/22 | 552.00 | .00 | |
| Total ESO Solutions Inc: | | | | | 1,854.00 | .00 | |
| F.W. Webb Company | | | | | | | |
| F.W. Webb Company | 78978606 | 01-409.373 | Garage heaters | 12/21/22 | 64.58 | .00 | |
| Total F.W. Webb Company: | | | | | 64.58 | .00 | |

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|--|----------------|-------------------|--|--------------|--------------------|-------------|-----------|
| Five Star International | | | | | | | |
| Five Star International | 05P280823 | 01-437.375 | #22-Connector | 01/11/23 | 18.26 | .00 | |
| Five Star International | 05P280832 | 01-437.375 | #22-Elbow | 01/11/23 | 23.52 | .00 | |
| Total Five Star International: | | | | | 41.78 | .00 | |
| Fleetwood Industrial Products | | | | | | | |
| Fleetwood Industrial Produ | SR2220344-1 | 06-448.317 | Repair-Flexer water pump station | 12/12/22 | 625.00 | .00 | |
| Total Fleetwood Industrial Products: | | | | | 625.00 | .00 | |
| Frankenfield, Frank | | | | | | | |
| Frankenfield, Frank | 1423 | 01-414.220 | Planning Commission Mtg-1/4/23 | 01/04/23 | 25.00 | .00 | |
| Total Frankenfield, Frank: | | | | | 25.00 | .00 | |
| Fromm Electric Supply Corp | | | | | | | |
| Fromm Electric Supply Cor | 51157069-00 | 01-409.373 | Outlet covers for garage | 12/12/22 | 18.84 | .00 | |
| Total Fromm Electric Supply Corp: | | | | | 18.84 | .00 | |
| Hassick, Richard | | | | | | | |
| Hassick, Richard | 1423 | 01-414.220 | Planning Commission Mtg-1/4/2023 | 01/04/23 | 25.00 | .00 | |
| Total Hassick, Richard: | | | | | 25.00 | .00 | |
| Hydra-Numatic Sales Co. | | | | | | | |
| Hydra-Numatic Sales Co. | 57752 | 06-448.317 | Repair Flexer water pump station | 12/22/22 | 550.00 | .00 | |
| Hydra-Numatic Sales Co. | 57752 | 08-429.317 | Repair Cardinal Dr & River road lift station | 12/22/22 | 4,045.08 | .00 | |
| Total Hydra-Numatic Sales Co.: | | | | | 4,595.08 | .00 | |
| Isett & Associates, Barry | | | | | | | |
| Isett & Associates, Barry | 166198 | 01-414.306 | 2022-Apr-Residential Inspections | 05/11/22 | 5,552.00 | .00 | |
| Isett & Associates, Barry | 166198 | 01-414.306 | 2022-Apr-Commercial Plan Reviews | 05/11/22 | 375.00 | .00 | |
| Isett & Associates, Barry | 167002 | 01-414.306 | 2022-May-Residential Inspections | 06/06/22 | 2,573.00 | .00 | |
| Isett & Associates, Barry | 167002 | 01-414.306 | 2022-May-Commercial Inspections | 06/06/22 | 2,950.00 | .00 | |
| Isett & Associates, Barry | VI-168110 | 01-414.306 | 2022-June-Residential Inspections | 07/05/22 | 5,765.00 | .00 | |
| Isett & Associates, Barry | VI-168110 | 01-414.306 | 2022-June-Commercial Plan Reviews | 07/05/22 | 6,726.47 | .00 | |
| Isett & Associates, Barry | VI-169275 | 01-414.306 | 2022-July-Residential Inspections | 08/03/22 | 6,049.00 | .00 | |
| Isett & Associates, Barry | VI-169275 | 01-414.306 | 2022-July-Commercial Plan Reviews | 08/03/22 | 5,048.36 | .00 | |
| Isett & Associates, Barry | VI-170617 | 01-414.306 | 2022-Aug-Commercial Plan Reviews | 09/15/22 | 6,215.00 | .00 | |
| Isett & Associates, Barry | VI-170617 | 01-414.306 | 2022-Aug-Residential Inspections | 09/15/22 | 2,703.00 | .00 | |
| Isett & Associates, Barry | VI-174436 | 01-414.306 | 2022-Dec-Commercial Plan Reviews | 01/11/23 | 2,160.00 | .00 | |
| Isett & Associates, Barry | VI-174436 | 01-414.306 | 2022-Dec-Residential Plan Reviews | 01/11/23 | 3,381.00 | .00 | |
| Total Isett & Associates, Barry: | | | | | 49,497.83 | .00 | |
| Johnson Controls Fire Protection LP | | | | | | | |
| Johnson Controls Fire Prot | 23316916 | 01-437.375 | Maint contract:2023-Time Clock | 01/02/23 | 513.69 | .00 | |
| Total Johnson Controls Fire Protection LP: | | | | | 513.69 | .00 | |
| Kappe Associates Inc | | | | | | | |
| Kappe Associates Inc | 22-5067-J9 | 08-429.317 | Sewer lift station inspection | 09/22/22 | 1,325.00 | .00 | |
| Total Kappe Associates Inc: | | | | | 1,325.00 | .00 | |

| Vendor Name | Invoice Number | GL Account Number | Description | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|--|----------------|-------------------|---|--------------|--------------------|-------------|-----------|
| Keystone Consulting Engineers | | | | | | | |
| Keystone Consulting Engin | 187739 | 01-408.313 | 2022-Dec-General Engineering-Board of Commissioners | 01/10/23 | 1,792.50 | .00 | |
| Keystone Consulting Engin | 187740 | 01-408.313 | 2022-Dec-Planning commission | 01/10/23 | 2,390.00 | .00 | |
| Keystone Consulting Engin | 187745 | 01-408.318 | 2022-Dec-661 E Wayne Ave-Grading Plan | 01/11/23 | 261.00 | .00 | |
| Keystone Consulting Engin | 187747 | 01-408.318 | 2022-Dec-Taco Bell Redevelopment | 01/11/23 | 59.75 | .00 | |
| Keystone Consulting Engin | 187750 | 01-408.318 | 2022-Dec-2101 Sonoma Dr- Grading plan | 01/11/23 | 1,902.50 | .00 | |
| Keystone Consulting Engin | 187751 | 01-408.318 | 2022-Dec-Southbury Park Restriction Removal Plan | 01/11/23 | 59.75 | .00 | |
| Keystone Consulting Engin | 187752 | 01-408.318 | 2022-Dec--839 Lynnwood St-Grading Plan | 01/11/23 | 358.50 | .00 | |
| Keystone Consulting Engin | 187753 | 01-408.318 | 2022--Dec-841 Lynnwood St-Grading Plan | 01/11/23 | 358.50 | .00 | |
| Total Keystone Consulting Engineers: | | | | | 7,182.50 | .00 | |
| Klocek, Jessica | | | | | | | |
| Klocek, Jessica | 1423 | 01-414.220 | Planning Commission Mtg-1/4/2023 | 01/04/23 | 25.00 | .00 | |
| Total Klocek, Jessica: | | | | | 25.00 | .00 | |
| Knerr, David G. | | | | | | | |
| Knerr, David G. | 2539 | 01-406.314 | General matters/Pension management/Public works contract-9/1/22 thru 12/20/22 | 12/31/22 | 3,420.00 | .00 | |
| Total Knerr, David G.: | | | | | 3,420.00 | .00 | |
| KONE Inc | | | | | | | |
| KONE Inc | 1158426549-2 | 01-409.373 | Elevator Repair-Police bldg | 10/27/22 | 4,397.50 | 4,397.50 | 01/11/23 |
| Total KONE Inc: | | | | | 4,397.50 | 4,397.50 | |
| Kutz Inc., E. M. | | | | | | | |
| Kutz Inc., E. M. | 38250 | 01-437.251 | #2-valve | 12/21/22 | 91.97 | .00 | |
| Kutz Inc., E. M. | 38468 | 06-448.240 | shovel holder | 01/09/23 | 34.31 | .00 | |
| Kutz Inc., E. M. | 38468 | 08-429.240 | shovel holder | 01/09/23 | 34.31 | .00 | |
| Total Kutz Inc., E. M.: | | | | | 160.59 | .00 | |
| Lansing Building Products Northeast | | | | | | | |
| Lansing Building Products | 32341191-00 | 41-451.600 | Cable ends/siding/trim for Devonshire Park | 11/23/22 | 1,208.54 | .00 | |
| Total Lansing Building Products Northeast: | | | | | 1,208.54 | .00 | |
| Lehigh County Pol Chiefs Assoc | | | | | | | |
| Lehigh County Pol Chiefs | 11223 | 01-410.420 | 2022 Dues-Sabo | 01/12/23 | 100.00 | .00 | |
| Total Lehigh County Pol Chiefs Assoc: | | | | | 100.00 | .00 | |
| Levan Machine & Truck Equipment | | | | | | | |
| Levan Machine & Truck Eq | 180737 | 01-437.375 | #10-Flange/clutch/belt/hydraulic pump | 12/21/22 | 1,615.61 | .00 | |
| Total Levan Machine & Truck Equipment: | | | | | 1,615.61 | .00 | |
| LORCO Petroleum Co | | | | | | | |
| LORCO Petroleum Co | 1760013 | 01-430.315 | Oil filter removal | 01/06/23 | 160.00 | .00 | |

| Vendor Name | Invoice Number | GL Account Number | Description | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|--|----------------|-------------------|---|--------------|--------------------|-------------|-----------|
| Total LORCO Petroleum Co: | | | | | 160.00 | .00 | |
| Lowe and Moyer Garage Inc. | | | | | | | |
| Lowe and Moyer Garage In | 364266 | 01-437.251 | #5-seal/oil/bearings | 12/30/22 | 224.92 | .00 | |
| Lowe and Moyer Garage In | 364376 | 01-437.251 | #5-brakes | 01/04/23 | 94.72 | .00 | |
| Lowe and Moyer Garage In | 364592 | 01-437.375 | #22-Valves/cables/air tank | 01/10/23 | 1,171.17 | .00 | |
| Lowe and Moyer Garage In | 364609 | 01-437.375 | #22-Vavle safe | 01/10/23 | 210.10 | .00 | |
| Lowe and Moyer Garage In | 364635 | 01-437.375 | #22-Valve check/fitting/drain valve | 01/10/23 | 57.10 | .00 | |
| Lowe and Moyer Garage In | 364654 | 01-437.375 | #22-Valve safety | 01/11/23 | 17.93 | .00 | |
| Total Lowe and Moyer Garage Inc.: | | | | | 1,775.94 | .00 | |
| Madle's Hardware | | | | | | | |
| Madle's Hardware | 214335/1 | 01-430.240 | Batteries | 01/06/23 | 27.96 | .00 | |
| Madle's Hardware | 214374/1 | 06-448.240 | car wax | 01/09/23 | 15.98 | .00 | |
| Total Madle's Hardware: | | | | | 43.94 | .00 | |
| Magistrate District Court 31-1-08 | | | | | | | |
| Magistrate District Court 31 | 11723 | 01-404.314 | Civil Complaint Filing and Constable Service-20-183-Aungst-1605 Graham St | 01/17/23 | 35.15 | 35.15 | 01/19/23 |
| Total Magistrate District Court 31-1-08: | | | | | 35.15 | 35.15 | |
| Manderbach Ford Inc. | | | | | | | |
| Manderbach Ford Inc. | 366257 | 06-448.251 | #32-remote start installation/inspection | 01/09/23 | 302.95 | .00 | |
| Manderbach Ford Inc. | 366257 | 08-429.251 | #32-remote start installation/inspection | 01/09/23 | 302.95 | .00 | |
| Total Manderbach Ford Inc.: | | | | | 605.90 | .00 | |
| Metro Fuel Injection | | | | | | | |
| Metro Fuel Injection | A248754 | 01-437.251 | #11-Diagnostic evaluation | 12/13/22 | 192.66 | .00 | |
| Total Metro Fuel Injection: | | | | | 192.66 | .00 | |
| Motors Plus Inc. | | | | | | | |
| Motors Plus Inc. | 41120 | 01-410.251 | #216-Front seat switch | 11/14/22 | 205.80 | .00 | |
| Motors Plus Inc. | 41159 | 01-410.251 | #215-Oil change/top off fluids | 11/14/22 | 94.45 | .00 | |
| Motors Plus Inc. | 41171 | 01-410.251 | #217-Oil change/top off fluids/Inspection/front brakes | 11/14/22 | 494.39 | .00 | |
| Motors Plus Inc. | 41184 | 01-410.251 | #218-Oil change/top off fluids | 11/16/22 | 106.81 | .00 | |
| Motors Plus Inc. | 41197 | 01-410.251 | #205-oil change/top off fluids | 01/18/22 | 106.81 | .00 | |
| Motors Plus Inc. | 41213 | 01-410.251 | #207-Oil change/top off fluids/transfer case control module | 01/05/23 | 1,243.75 | .00 | |
| Motors Plus Inc. | 41271 | 01-410.251 | #213-Oil change/top off fluids | 12/06/22 | 101.40 | .00 | |
| Motors Plus Inc. | 41309 | 01-410.251 | #202-Battery | 12/15/22 | 399.53 | .00 | |
| Motors Plus Inc. | 41333 | 01-410.251 | #216-Brakes & rotors | 01/04/23 | 736.39 | .00 | |
| Motors Plus Inc. | 41341 | 01-410.251 | #209-diagnostics | 12/22/22 | 102.90 | .00 | |
| Motors Plus Inc. | 41394 | 01-410.251 | #210-oil change/top off fluids | 01/05/23 | 103.43 | .00 | |
| Motors Plus Inc. | 41396 | 01-410.251 | #206-Headlight | 01/05/23 | 52.26 | .00 | |
| Motors Plus Inc. | 41415 | 01-410.251 | #207-Light bulb | 01/11/23 | 10.12 | .00 | |
| Total Motors Plus Inc.: | | | | | 3,758.04 | .00 | |
| MP Outfitters | | | | | | | |
| MP Outfitters | 54998-5 | 01-410.238 | Gloves/socks/jacket/loop/light holder-Palansky | 01/10/23 | 186.95 | .00 | |

| Vendor Name | Invoice Number | GL Account Number | Description | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|---|----------------|-------------------|----------------------------------|--------------|--------------------|-------------|-----------|
| Total MP Outfitters: | | | | | 186.95 | .00 | |
| Odenheimer Company | | | | | | | |
| Odenheimer Company | 27926 | 01-409.373 | Well tank for Franko | 01/05/23 | 1,512.80 | .00 | |
| Total Odenheimer Company: | | | | | 1,512.80 | .00 | |
| PA Municipal Health Ins Coop | | | | | | | |
| PA Municipal Health Ins Co | 114427-0 | 01-401.156 | 2023 Feb coverage | 01/09/23 | 4,565.56 | .00 | |
| PA Municipal Health Ins Co | 114427-0 | 01-402.156 | 2023 Feb coverage | 01/09/23 | 2,544.15 | .00 | |
| PA Municipal Health Ins Co | 114427-0 | 01-407.156 | 2023 Feb coverage | 01/09/23 | 2,544.15 | .00 | |
| PA Municipal Health Ins Co | 114427-0 | 01-410.156 | 2023 Feb coverage | 01/09/23 | 29,415.92 | .00 | |
| PA Municipal Health Ins Co | 114427-0 | 01-414.156 | 2023 Feb coverage | 01/09/23 | 6,092.05 | .00 | |
| PA Municipal Health Ins Co | 114427-0 | 01-430.156 | 2023 Feb coverage | 01/09/23 | 29,790.12 | .00 | |
| PA Municipal Health Ins Co | 114427-0 | 06-401.156 | 2023 Feb coverage | 01/09/23 | 508.83 | .00 | |
| PA Municipal Health Ins Co | 114427-0 | 06-448.156 | 2023 Feb coverage | 01/09/23 | 8,804.31 | .00 | |
| PA Municipal Health Ins Co | 114427-0 | 08-401.156 | 2023 Feb coverage | 01/09/23 | 508.83 | .00 | |
| PA Municipal Health Ins Co | 114427-0 | 08-429.156 | 2023 Feb coverage | 01/09/23 | 8,804.31 | .00 | |
| PA Municipal Health Ins Co | 114427-0 | 10-426.156 | 2023 Feb coverage | 01/09/23 | 1,356.88 | .00 | |
| Total PA Municipal Health Ins Coop: | | | | | 94,935.11 | .00 | |
| PA One Call System Inc. | | | | | | | |
| PA One Call System Inc. | 980396 | 01-401.320 | 2022-Dec-Voice/Fax messages | 12/31/22 | 279.48 | .00 | |
| Total PA One Call System Inc.: | | | | | 279.48 | .00 | |
| PA Turnpike | | | | | | | |
| PA Turnpike | 123038237-1 | 01-410.315 | tolls | 01/09/23 | 57.80 | .00 | |
| Total PA Turnpike: | | | | | 57.80 | .00 | |
| Paymerang LLC | | | | | | | |
| Paymerang LLC | 1231593 | 01-401.315 | Stop payment fees | 12/31/22 | 140.00 | .00 | |
| Total Paymerang LLC: | | | | | 140.00 | .00 | |
| Pennsylvania Steel Company Inc | | | | | | | |
| Pennsylvania Steel Compa | 2290642 | 41-409.600 | Shop floor drains | 10/04/22 | 1,082.11 | .00 | |
| Pennsylvania Steel Compa | 2314656 | 01-437.375 | Tubing for #60 & #63 ODB units | 11/28/22 | 153.20 | .00 | |
| Total Pennsylvania Steel Company Inc: | | | | | 1,235.31 | .00 | |
| Piskel, Jonathan | | | | | | | |
| Piskel, Jonathan | 11323 | 01-430.192 | 2023-Clothing Allowance | 01/13/23 | 350.00 | .00 | |
| Total Piskel, Jonathan: | | | | | 350.00 | .00 | |
| Pitney Bowes Global Financial Services L | | | | | | | |
| Pitney Bowes Global Finan | 3316870169 | 01-401.375 | 11/04/2022 thru 02/03/2023 lease | 11/04/22 | 339.00 | .00 | |
| Total Pitney Bowes Global Financial Services L: | | | | | 339.00 | .00 | |
| Plasterer Equipment Co Inc. | | | | | | | |
| Plasterer Equipment Co In | P22904 | 01-437.375 | #25-knob & mirror | 12/28/22 | 144.44 | .00 | |

| Vendor Name | Invoice Number | GL Account Number | Description | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|---|----------------|-------------------|-------------|--------------|--------------------|-------------|-----------|
| Total Plasterer Equipment Co Inc.: | | | | | 144.44 | .00 | |
| PPL Electric Utilities-08450-07007 | | | | | | | |
| PPL Electric Utilities-08450 | 1923 | 08-429.361 | 08450-07007 | 01/09/23 | 29.83 | .00 | |
| Total PPL Electric Utilities-08450-07007: | | | | | 29.83 | .00 | |
| PPL Electric Utilities-15450-07020 | | | | | | | |
| PPL Electric Utilities-15450 | 1923 | 08-429.361 | 15450-07020 | 01/09/23 | 25.58 | .00 | |
| Total PPL Electric Utilities-15450-07020: | | | | | 25.58 | .00 | |
| PPL Electric Utilities-20380-10009 | | | | | | | |
| PPL Electric Utilities-20380 | 11123 | 08-429.361 | 20380-10009 | 01/01/23 | 27.75 | .00 | |
| Total PPL Electric Utilities-20380-10009: | | | | | 27.75 | .00 | |
| PPL Electric Utilities-21780-10003 | | | | | | | |
| PPL Electric Utilities-21780 | 11123 | 08-429.361 | 21780-10003 | 01/01/23 | 32.97 | .00 | |
| Total PPL Electric Utilities-21780-10003: | | | | | 32.97 | .00 | |
| PPL Electric Utilities-30460-06001 | | | | | | | |
| PPL Electric Utilities-30460 | 11023 | 06-448.361 | 30460-06001 | 01/10/23 | 594.61 | .00 | |
| Total PPL Electric Utilities-30460-06001: | | | | | 594.61 | .00 | |
| PPL Electric Utilities-31590-08002 | | | | | | | |
| PPL Electric Utilities-31590 | 11123 | 08-429.361 | 31590-08002 | 01/01/23 | 29.14 | .00 | |
| Total PPL Electric Utilities-31590-08002: | | | | | 29.14 | .00 | |
| PPL Electric Utilities-32650-08001 | | | | | | | |
| PPL Electric Utilities-32650 | 1923 | 08-429.361 | 32650-08001 | 01/09/23 | 30.98 | .00 | |
| Total PPL Electric Utilities-32650-08001: | | | | | 30.98 | .00 | |
| PPL Electric Utilities-32810-04003 | | | | | | | |
| PPL Electric Utilities-32810 | 1323 | 35-433.362 | 32810-04003 | 01/03/23 | 35.26 | .00 | |
| Total PPL Electric Utilities-32810-04003: | | | | | 35.26 | .00 | |
| PPL Electric Utilities-39790-24008 | | | | | | | |
| PPL Electric Utilities-39790 | 11123 | 08-429.361 | 39790-24008 | 01/01/23 | 365.91 | .00 | |
| Total PPL Electric Utilities-39790-24008: | | | | | 365.91 | .00 | |
| PPL Electric Utilities-42850-08008 | | | | | | | |
| PPL Electric Utilities-42850 | 1923 | 08-429.361 | 42850-08008 | 01/09/23 | 29.89 | .00 | |
| Total PPL Electric Utilities-42850-08008: | | | | | 29.89 | .00 | |
| PPL Electric Utilities-47020-14000 | | | | | | | |
| PPL Electric Utilities-47020 | 1423 | 08-429.361 | 47020-14000 | 01/04/23 | 33.67 | .00 | |
| Total PPL Electric Utilities-47020-14000: | | | | | 33.67 | .00 | |

| Vendor Name | Invoice Number | GL Account Number | Description | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|---|----------------|-------------------|-------------|--------------|--------------------|-------------|-----------|
| PPL Electric Utilities-49200-35001 | | | | | | | |
| PPL Electric Utilities-49200 | 11123 | 08-429.361 | 49200-35001 | 01/01/23 | 33.97 | .00 | |
| Total PPL Electric Utilities-49200-35001: | | | | | 33.97 | .00 | |
| PPL Electric Utilities-54060-05002 | | | | | | | |
| PPL Electric Utilities-54060 | 11023 | 01-451.361 | 54060-05002 | 01/10/23 | 25.13 | .00 | |
| Total PPL Electric Utilities-54060-05002: | | | | | 25.13 | .00 | |
| PPL Electric Utilities-56060-06003 | | | | | | | |
| PPL Electric Utilities-56060 | 11023 | 08-429.361 | 56060-06003 | 01/10/23 | 30.38 | .00 | |
| Total PPL Electric Utilities-56060-06003: | | | | | 30.38 | .00 | |
| PPL Electric Utilities-58010-04003 | | | | | | | |
| PPL Electric Utilities-58010 | 1323 | 35-433.362 | 58010-04003 | 01/03/23 | 35.80 | .00 | |
| Total PPL Electric Utilities-58010-04003: | | | | | 35.80 | .00 | |
| PPL Electric Utilities-59410-04007 | | | | | | | |
| PPL Electric Utilities-59410 | 1323 | 06-448.361 | 59410-04007 | 01/03/23 | 36.36 | .00 | |
| Total PPL Electric Utilities-59410-04007: | | | | | 36.36 | .00 | |
| PPL Electric Utilities-59610-04003 | | | | | | | |
| PPL Electric Utilities-59610 | 1323 | 35-433.362 | 59610-04003 | 01/03/23 | 41.67 | .00 | |
| Total PPL Electric Utilities-59610-04003: | | | | | 41.67 | .00 | |
| PPL Electric Utilities-62400-52006 | | | | | | | |
| PPL Electric Utilities-62400 | 11123 | 01-451.361 | 62400-52006 | 01/01/23 | 13.52 | .00 | |
| Total PPL Electric Utilities-62400-52006: | | | | | 13.52 | .00 | |
| PPL Electric Utilities-72390-08002 | | | | | | | |
| PPL Electric Utilities-72390 | 11123 | 35-433.362 | 72390-08002 | 01/01/23 | 24.21 | .00 | |
| Total PPL Electric Utilities-72390-08002: | | | | | 24.21 | .00 | |
| PPL Electric Utilities-95425-66011 | | | | | | | |
| PPL Electric Utilities-95425 | 11123 | 08-429.361 | 95425-66011 | 01/01/23 | 29.94 | .00 | |
| Total PPL Electric Utilities-95425-66011: | | | | | 29.94 | .00 | |
| PPL Electric Utilities-95790-09009 | | | | | | | |
| PPL Electric Utilities-95790 | 11123 | 35-433.362 | 95790-09009 | 01/01/23 | 24.21 | .00 | |
| Total PPL Electric Utilities-95790-09009: | | | | | 24.21 | .00 | |
| PPL Electric Utilities-96549-22003 | | | | | | | |
| PPL Electric Utilities-96549 | 1323 | 35-433.362 | 96549-22003 | 01/03/23 | 33.67 | .00 | |
| Total PPL Electric Utilities-96549-22003: | | | | | 33.67 | .00 | |
| PPL Electric Utilities-97159-57000 | | | | | | | |
| PPL Electric Utilities-97159 | 1323 | 35-433.362 | 97159-57000 | 01/03/23 | 39.53 | .00 | |

| Vendor Name | Invoice Number | GL Account Number | Description | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|---|-----------------|-------------------|---|--------------|--------------------|-------------|-----------|
| Total PPL Electric Utilities-97159-57000: | | | | | 39.53 | .00 | |
| PPL Electric Utilities-98810-20005 | | | | | | | |
| PPL Electric Utilities-98810 | 1323 | 08-429.361 | 98810-20005 | 01/03/23 | 116.66 | .00 | |
| Total PPL Electric Utilities-98810-20005: | | | | | 116.66 | .00 | |
| RCN-1950 | | | | | | | |
| RCN-1950 | 075195001-00139 | 01-401.320 | 4201-0751950-01-Jan 2023-Phone/Internet | 01/01/23 | 2,209.19 | 2,209.19 | 01/16/23 |
| Total RCN-1950: | | | | | 2,209.19 | 2,209.19 | |
| RCN-1951 | | | | | | | |
| RCN-1951 | 075195101-01394 | 03-411.320 | Acct#42010751951-01-ESFD | 01/01/23 | 482.69 | 482.69 | 01/16/23 |
| Total RCN-1951: | | | | | 482.69 | 482.69 | |
| RCN-555 | | | | | | | |
| RCN-555 | 077255501-00139 | 01-401.320 | 4201-0772555-01-Black River Rd | 01/01/23 | 62.25 | 62.25 | 01/16/23 |
| Total RCN-555: | | | | | 62.25 | 62.25 | |
| RCN-880 | | | | | | | |
| RCN-880 | 076588001-00139 | 01-401.320 | 4201-0765880-01-Cardinal Dr-Pumping station | 01/01/23 | 78.09 | 78.09 | 01/16/23 |
| Total RCN-880: | | | | | 78.09 | 78.09 | |
| RCN-882 | | | | | | | |
| RCN-882 | 1123 | 01-401.320 | 4201-0765882-01-Flexer Ave | 01/01/23 | 56.65 | 56.65 | 01/16/23 |
| Total RCN-882: | | | | | 56.65 | 56.65 | |
| ReadyRefresh by Nestle-0436481527 | | | | | | | |
| ReadyRefresh by Nestle-0 | 13A0436481527 | 01-409.366 | Admin Bldg- Acct#0436481527 | 01/06/23 | 96.49 | .00 | |
| Total ReadyRefresh by Nestle-0436481527: | | | | | 96.49 | .00 | |
| ReadyRefresh by Nestle-0436481543 | | | | | | | |
| ReadyRefresh by Nestle-0 | 13A0436481543 | 01-409.366 | Police Bldg-Acct#0436481543 | 01/06/23 | 179.79 | .00 | |
| Total ReadyRefresh by Nestle-0436481543: | | | | | 179.79 | .00 | |
| ReadyRefresh by Nestle-0436481576 | | | | | | | |
| ReadyRefresh by Nestle-0 | 13A0436481576 | 01-409.366 | DPW Bldg- Acct#0436481576 | 01/06/23 | 32.56 | .00 | |
| Total ReadyRefresh by Nestle-0436481576: | | | | | 32.56 | .00 | |
| Schreiter P.L.S., Richard L. | | | | | | | |
| Schreiter P.L.S., Richard L. | 1423 | 01-414.220 | Planning Commission Mtg-1/4/2023 | 01/04/23 | 25.00 | .00 | |
| Total Schreiter P.L.S., Richard L.: | | | | | 25.00 | .00 | |
| Service Electric Cable TV | | | | | | | |
| Service Electric Cable TV | 1123 | 01-410.315 | Prolog Express -Dec 2022 | 01/01/23 | 87.66 | .00 | |

| Vendor Name | Invoice Number | GL Account Number | Description | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|-----------------------------------|----------------|-------------------|--|--------------|--------------------|-------------|-----------|
| Total Service Electric Cable TV: | | | | | 87.66 | .00 | |
| Service Tire Truck Centers | | | | | | | |
| Service Tire Truck Centers | 22-0099678-001 | 01-437.251 | #17-Flat repair | 12/21/22 | 27.95 | .00 | |
| Total Service Tire Truck Centers: | | | | | 27.95 | .00 | |
| Shammy Shine Car Washes | | | | | | | |
| Shammy Shine Car Washes | 123122 | 01-410.315 | Police Car Washes-12/1-12/31/22 | 12/31/22 | 90.00 | .00 | |
| Total Shammy Shine Car Washes: | | | | | 90.00 | .00 | |
| SHI International Corp | | | | | | | |
| SHI International Corp | B16341899 | 01-407.261 | Sonicwall firewall security service for Admin Bldg-2/1/2023 thru 1/31/2025 | 01/11/23 | 1,455.12 | .00 | |
| SHI International Corp | B16341899 | 06-448.261 | Sonicwall firewall security service for Admin Bldg-2/1/2023 thru 1/31/2025 | 01/11/23 | 582.05 | .00 | |
| SHI International Corp | B16341899 | 08-429.261 | Sonicwall firewall security service for Admin Bldg-2/1/2023 thru 1/31/2025 | 01/11/23 | 582.05 | .00 | |
| SHI International Corp | B16341899 | 10-407.261 | Sonicwall firewall security service for Admin Bldg-2/1/2023 thru 1/31/2025 | 01/11/23 | 291.02 | .00 | |
| Total SHI International Corp: | | | | | 2,910.24 | .00 | |
| Shorquip Supply Inc | | | | | | | |
| Shorquip Supply Inc | 43325 | 06-448.260 | 6' shoring box | 01/06/23 | 3,670.00 | .00 | |
| Shorquip Supply Inc | 43325 | 08-429.260 | 6' shoring box | 01/06/23 | 3,670.00 | .00 | |
| Total Shorquip Supply Inc: | | | | | 7,340.00 | .00 | |
| Stauffer Insurance, C. M. | | | | | | | |
| Stauffer Insurance, C. M. | 162960 | 01-486.353 | 2023-Government crime policy/faithful perm of duty coverage | 01/01/23 | 1,580.00 | .00 | |
| Stauffer Insurance, C. M. | 162961 | 01-486.355 | 2023-Bond for Smarch (Treas) | 01/01/23 | 1,166.00 | .00 | |
| Stauffer Insurance, C. M. | 163196 | 01-486.352 | Adj.-Add/Remove Vehicles | 01/03/23 | 178.20 | .00 | |
| Stauffer Insurance, C. M. | 163196 | 06-486.352 | Adj.-Add/Remove Vehicles | 01/03/23 | 9.90 | .00 | |
| Stauffer Insurance, C. M. | 163196 | 08-486.352 | Adj.-Add/Remove Vehicles | 01/03/23 | 9.90 | .00 | |
| Stauffer Insurance, C. M. | 163202 | 01-486.352 | Adj.-Add/Remove Vehicles | 01/03/23 | 4,050.00 | .00 | |
| Stauffer Insurance, C. M. | 163202 | 06-486.352 | Adj.-Add/Remove Vehicles | 01/03/23 | 225.00 | .00 | |
| Stauffer Insurance, C. M. | 163202 | 08-486.352 | Adj.-Add/Remove Vehicles | 01/03/23 | 225.00 | .00 | |
| Stauffer Insurance, C. M. | 163208 | 01-486.352 | Adj.-Add/Remove Equipment | 01/01/23 | 71.10 | .00 | |
| Stauffer Insurance, C. M. | 163208 | 06-486.352 | Adj.-Add/Remove Equipment | 01/01/23 | 3.95 | .00 | |
| Stauffer Insurance, C. M. | 163208 | 08-486.352 | Adj.-Add/Remove Equipment | 01/01/23 | 3.95 | .00 | |
| Stauffer Insurance, C. M. | 163211 | 01-486.351 | 2023-Commercial Package Policy | 01/01/23 | 45,682.20 | .00 | |
| Stauffer Insurance, C. M. | 163211 | 06-486.351 | 2023-Commercial Package Policy | 01/01/23 | 2,537.90 | .00 | |
| Stauffer Insurance, C. M. | 163211 | 08-486.351 | 2023-Commercial Package Policy | 01/01/23 | 2,537.90 | .00 | |
| Stauffer Insurance, C. M. | 163214 | 01-486.355 | 2023-Bond for Nicolo (Asst Mgr) | 01/01/23 | 3,443.00 | .00 | |
| Stauffer Insurance, C. M. | 163220 | 01-486.353 | 2023-Commercial Liability Policy (public officials,law enforcement/employment practices) | 01/03/23 | 56,977.00 | .00 | |
| Stauffer Insurance, C. M. | 163223 | 01-486.351 | 2023-Commercial Umbrella policy | 01/03/23 | 17,509.50 | .00 | |
| Stauffer Insurance, C. M. | 163223 | 06-486.351 | 2023-Commercial Umbrella policy | 01/03/23 | 972.75 | .00 | |
| Stauffer Insurance, C. M. | 163223 | 08-486.351 | 2023-Commercial Umbrella policy | 01/03/23 | 972.75 | .00 | |
| Stauffer Insurance, C. M. | 163226 | 01-486.351 | 2022-Comm Liab Policy-vacant land | 01/03/23 | 939.00 | .00 | |
| Stauffer Insurance, C. M. | 163452 | 01-486.351 | 2023-Emergency Care/First Responder General Liability Policy | 01/09/23 | 2,126.00 | .00 | |
| Stauffer Insurance, C. M. | 163455 | 01-486.352 | 2023-Commercial Auto Policy | 01/09/23 | 96,014.70 | .00 | |
| Stauffer Insurance, C. M. | 163455 | 06-486.352 | 2023-Commercial Auto Policy | 01/09/23 | 5,334.15 | .00 | |
| Stauffer Insurance, C. M. | 163455 | 08-486.352 | 2023-Commercial Auto Policy | 01/09/23 | 5,334.15 | .00 | |

| Vendor Name | Invoice Number | GL Account Number | Description | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|--------------------------------------|------------------|-------------------|----------------------|--------------|--------------------|-------------|-----------|
| Total Stauffer Insurance, C. M.: | | | | | 247,746.00 | .00 | |
| Staver Hydraulics Co Inc | | | | | | | |
| Staver Hydraulics Co Inc | 12928 | 01-437.251 | #10-fittings | 12/22/22 | 140.21 | .00 | |
| Total Staver Hydraulics Co Inc: | | | | | 140.21 | .00 | |
| Stotz/Fatzinger Office Supply | | | | | | | |
| Stotz/Fatzinger Office Supp | 286015 | 01-410.240 | Envelopes | 12/30/22 | 16.96 | .00 | |
| Total Stotz/Fatzinger Office Supply: | | | | | 16.96 | .00 | |
| Suburban Propane-2022 | | | | | | | |
| Suburban Propane-2022 | 190760 | 01-401.231 | unleaded | 12/27/22 | 30.25 | .00 | |
| Suburban Propane-2022 | 190760 | 01-410.231 | unleaded | 12/27/22 | 953.19 | .00 | |
| Suburban Propane-2022 | 190760 | 01-430.231 | unleaded | 12/27/22 | 278.77 | .00 | |
| Suburban Propane-2022 | 190760 | 06-448.231 | unleaded | 12/27/22 | 117.34 | .00 | |
| Suburban Propane-2022 | 190760 | 08-429.231 | unleaded | 12/27/22 | 117.34 | .00 | |
| Suburban Propane-2022 | 190760 | 03-413.231 | unleaded | 12/27/22 | 95.21 | .00 | |
| Suburban Propane-2022 | 190761 | 01-430.231 | diesel | 12/27/22 | 1,049.12 | .00 | |
| Suburban Propane-2022 | 190761 | 06-448.231 | diesel | 12/27/22 | 49.33 | .00 | |
| Suburban Propane-2022 | 190761 | 08-429.231 | diesel | 12/27/22 | 49.33 | .00 | |
| Suburban Propane-2022 | 190761 | 03-413.231 | diesel | 12/27/22 | 164.27 | .00 | |
| Suburban Propane-2022 | 190841 | 01-401.231 | unleaded | 01/03/23 | 32.43 | .00 | |
| Suburban Propane-2022 | 190841 | 01-410.231 | unleaded | 01/03/23 | 1,021.92 | .00 | |
| Suburban Propane-2022 | 190841 | 01-430.231 | unleaded | 01/03/23 | 298.87 | .00 | |
| Suburban Propane-2022 | 190841 | 06-448.231 | unleaded | 01/03/23 | 125.80 | .00 | |
| Suburban Propane-2022 | 190841 | 08-429.231 | unleaded | 01/03/23 | 125.80 | .00 | |
| Suburban Propane-2022 | 190841 | 03-413.231 | unleaded | 01/03/23 | 102.07 | .00 | |
| Suburban Propane-2022 | 190842 | 01-430.231 | diesel | 01/03/23 | 693.59 | .00 | |
| Suburban Propane-2022 | 190842 | 06-448.231 | diesel | 01/03/23 | 32.61 | .00 | |
| Suburban Propane-2022 | 190842 | 08-429.231 | diesel | 01/03/23 | 32.61 | .00 | |
| Suburban Propane-2022 | 190842 | 03-413.231 | diesel | 01/03/23 | 108.60 | .00 | |
| Suburban Propane-2022 | 190882 | 01-401.231 | unleaded | 01/09/23 | 23.76 | .00 | |
| Suburban Propane-2022 | 190882 | 01-410.231 | unleaded | 01/09/23 | 748.55 | .00 | |
| Suburban Propane-2022 | 190882 | 01-430.231 | unleaded | 01/09/23 | 218.92 | .00 | |
| Suburban Propane-2022 | 190882 | 06-448.231 | unleaded | 01/09/23 | 92.15 | .00 | |
| Suburban Propane-2022 | 190882 | 08-429.231 | unleaded | 01/09/23 | 92.15 | .00 | |
| Suburban Propane-2022 | 190882 | 03-413.231 | unleaded | 01/09/23 | 74.77 | .00 | |
| Suburban Propane-2022 | 190883 | 01-430.231 | diesel | 01/09/23 | 789.00 | .00 | |
| Suburban Propane-2022 | 190883 | 06-448.231 | diesel | 01/09/23 | 37.10 | .00 | |
| Suburban Propane-2022 | 190883 | 08-429.231 | diesel | 01/09/23 | 37.10 | .00 | |
| Suburban Propane-2022 | 190883 | 03-413.231 | diesel | 01/09/23 | 123.54 | .00 | |
| Total Suburban Propane-2022: | | | | | 7,715.49 | .00 | |
| Times News | | | | | | | |
| Times News | 100529477-122920 | 01-414.341 | Ad: 1/11/23-ZHB | 01/05/23 | 228.75 | .00 | |
| Total Times News: | | | | | 228.75 | .00 | |
| Trius Inc | | | | | | | |
| Trius Inc | SI091874 | 01-437.251 | #3-tail/strobe light | 12/19/22 | 86.00 | .00 | |
| Total Trius Inc: | | | | | 86.00 | .00 | |

| Vendor Name | Invoice Number | GL Account Number | Description | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|---------------------------------------|----------------|-------------------|--|--------------|--------------------|-------------|-----------|
| United Site Services | | | | | | | |
| United Site Services | 6641278 | 01-451.315 | Franko Park-12/28/22-1/24/23 | 12/28/22 | 137.00 | .00 | |
| United Site Services | 6641279 | 01-451.315 | Laubach Park-12/28/22-1/24/23 | 01/01/23 | 189.10 | .00 | |
| United Site Services | 6641280 | 01-451.315 | Lindberg Park-12/28/22-1/24/23 | 01/01/23 | 189.10 | .00 | |
| Total United Site Services: | | | | | 515.20 | .00 | |
| Valley Networks Inc | | | | | | | |
| Valley Networks Inc | 5705 | 01-407.319 | Datto Monthly Cloud Backup-Jan 2023 | 01/12/23 | 575.00 | .00 | |
| Valley Networks Inc | 5705 | 06-448.319 | Datto Monthly Cloud Backup-Jan 2023 | 01/12/23 | 230.00 | .00 | |
| Valley Networks Inc | 5705 | 08-429.319 | Datto Monthly Cloud Backup-Jan 2023 | 01/12/23 | 230.00 | .00 | |
| Valley Networks Inc | 5705 | 10-407.319 | Datto Monthly Cloud Backup-Jan 2023 | 01/12/23 | 115.00 | .00 | |
| Total Valley Networks Inc: | | | | | 1,150.00 | .00 | |
| Veritext Mid-Atlantic | | | | | | | |
| Veritext Mid-Atlantic | 6298744 | 01-414.316 | ZHB-1/11/2023 | 01/17/23 | 425.00 | .00 | |
| Total Veritext Mid-Atlantic: | | | | | 425.00 | .00 | |
| Verizon-950 | | | | | | | |
| Verizon-950 | 1223 | 01-410.320 | 0563-Monitor Traffic Signals | 01/02/23 | 39.89 | .00 | |
| Total Verizon-950: | | | | | 39.89 | .00 | |
| Western Salisbury Fire Company | | | | | | | |
| Western Salisbury Fire Co | 123122 | 03-412.500 | 2022-2nd half-WSFD-volunteer incentive | 12/31/22 | 10,000.00 | .00 | |
| Total Western Salisbury Fire Company: | | | | | 10,000.00 | .00 | |
| Whitehall Turf Equipment | | | | | | | |
| Whitehall Turf Equipment | 69917 | 01-451.375 | Filers/oil mix/bolts | 01/09/23 | 281.72 | .00 | |
| Whitehall Turf Equipment | 69918 | 01-451.375 | Fuel mix | 01/09/23 | 83.72 | .00 | |
| Total Whitehall Turf Equipment: | | | | | 365.44 | .00 | |
| Grand Totals: | | | | | 511,986.32 | 8,321.52 | |

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: | | | | | 435,333.71 | 7,838.83 | |
| Fire Fund | | | | | | | |
| Total Fire Fund: | | | | | 11,760.17 | 482.69 | |
| Water Fund | | | | | | | |
| Total Water Fund: | | | | | 26,898.39 | .00 | |
| Sewer Fund | | | | | | | |
| Total Sewer Fund: | | | | | 33,706.15 | .00 | |
| Refuse & Recycling Fund | | | | | | | |
| Total Refuse & Recycling Fund: | | | | | 1,762.90 | .00 | |
| Highway Aid Fund | | | | | | | |
| Total Highway Aid Fund: | | | | | 234.35 | .00 | |
| Capital General Fund | | | | | | | |
| Total Capital General Fund: | | | | | 2,290.65 | .00 | |
| Grand Totals: | | | | | 511,986.32 | 8,321.52 | |

Date: _____

President: _____

Board of Commissioners

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
January 12, 2023
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 Ms. Cathy Bonaskiewich, Township Manager.

ROLL CALL

Board Members Present:

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

Staff Present:

Cathy Bonaskiewich, Township Manager
Sandy Nicolo, Assistant Township Manager/Code Enforcement Director/MS4 Coordinator
Paul Ziegenfus, Finance Director – EXCUSED
James Levernier, Director of Public Works
Donald Sabo, Chief of Police
Jason Ulrich, Esquire, representative of Gross McGinley, LLP, Township Solicitor
Stan Wojciechowski, representative of Barry Isett & Associates, Township Engineer

NOTIFICATION

Ms. Bonaskiewich 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 comment related to non-agenda items will be taken after the agenda has been satisfied. Ms. Bonaskiewich 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.

APPROVAL OF THE LIST OF BILLS PAYABLE

Motion by Commissioner Conn, seconded by Commissioner Patnaik, to approve the list of Bills Payable for the periods 12/3/22–12/16/22 and 12/17/22–1/6/23, broken down as follows:

12/3/22-12/16/22:

\$91,115.89 = GENERAL
\$17,193.56 = FIRE
\$0 = LIBRARY
\$455,074.73 = WATER
\$66,109.93 = SEWER
\$0 = REFUSE & RECYCLING
\$12,315.41 = HIGHWAY AID
\$224,511.66 = CAPITAL GENERAL
\$866,321.18 = GRAND TOTAL ALL FUNDS

12/17/22-1/6/23:

\$274,692.47 = GENERAL
\$3,339.05 = FIRE
\$0 = LIBRARY
\$130,057.17 = WATER
\$129,163.73 = SEWER
\$149,484.08 = REFUSE & RECYCLING
\$19,544.59 = HIGHWAY AID
\$42,291.71 = CAPITAL GENERAL
\$23,724.20 = CAPITAL FIRE
\$772,297.00 = GRAND TOTAL ALL FUNDS

The Board voted: 4 Ayes; 0 Nays.

MINUTES

December 8, 2022

Commissioner Brinton declared the Minutes from December 8, 2022 accepted as presented.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

None.

Review of Draft 2021 Audit with Frey & Company Representative(s).

Ms. Melanie Walsh, representative with Frey & Company, was present to review the 2021 Audit. She explained what an audit is and noted that they issued a “clean opinion” of the Township’s audit, which means the financial statements are materially correct, with the exception of the pension fund. Ms. Walsh commented that the state pension fund is behind on releasing its report so their opinion for the non-uniformed pension fund is based off 2020 data.

MOTIONS

Motion Approving 2021 Audited Financials.

Motion by Commissioner Patnaik, seconded by Commissioner Lipkin, to approve the 2021 Audited Financials.

The Board voted: 5 Ayes; 0 Nays

Motion Ratifying the Non-Uniformed Defined Contribution Pension Plan Funding Amount of \$68,922.34 for Year-Ended 2022.

Motion by Commissioner Conn, seconded by Commissioner Karol, to ratify the Non-Uniformed Defined Contribution Pension Plan funding amount of \$68,922.34 for year-ended 2022.

The Board voted: 5 Ayes; 0 Nays

Motion Accepting Time Extension to April 25, 2023 for the Land Development at 1525 East Susquehanna Street.

Mr. Wojciechowski stated that the Township had some concerns with the plan, so in order to get outside agency information together, the developer has requested an extension to April 25, 2023.

Motion by Commissioner Lipkin, seconded by Commissioner Conn, to accept the time extension to April 25, 2023 for the Land Development at 1525 East Susquehanna Street.

The Board voted: 5 Ayes; 0 Nays

Motion Rejecting All Bids for Township’s Sanitary Sewer System Dig Repairs and Installation of Backwater Valves Project.

Commissioner Brinton noted that the bids must be rejected because the ones received were over the budgeted amount.

Commissioner Patnaik inquired about the next steps for the project. Mr. Levernier noted that with the cost of materials and the amount of work that is available, the price came back very high. He suggested reassessing the project once he determines if grant money is available.

Commissioner Karol inquired about the necessity of the work. Mr. Levernier stated that there are breaks in the line that definitely need to be repaired, but they are currently not causing any issues. He noted that the timeline will depend on funding.

Motion by Commissioner Patnaik, seconded by Commissioner Karol, to reject all bids for the Township's Sanitary Sewer System dig repairs and installation of backwater valves project.

The Board voted: 5 Ayes; 0 Nays

COURTESY OF THE FLOOR

County Executive Phil Armstrong was present to address the Board. He stated that the County has a new community liaison position and encouraged the Board to reach out to Mr. Yorman De La Rosa with any needs or questions that may arise. Mr. Armstrong also spoke about the County's efforts with saving the Iron Pigs.

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

Attorney Ulrich noted that according to the Sunshine Law, an Executive Session should be listed as an agenda item. He stated that since it is not currently listed as an agenda item, a motion will have to be made to amend the agenda to add the Executive Session.

Motion by Commissioner Patnaik, seconded by Commissioner Lipkin, to amend the agenda to add an Executive Session after the Workshop.

The Board voted: 5 Ayes; 0 Nays

Commissioner Brinton brought forth concerns regarding residents not receiving their utility bills. Ms. Bonaskiewich commented that it is likely a postal service issue and has asked Mr. Ziegenfus to follow-up on the matter.

Chief Sabo announced that the monthly reports provided to the Board will change since he has been tracking all complaints that are received via email, social media and the Township's website. He noted that so far in the month of January, 26 complaints have been taken, and he believes that keeping track of complaints will ensure there is proper follow-up.

Chief Sabo stated that the new school bus safety program has been in effect for two and a half months and there have been 236 citations issued for passing school buses in the Township.

ADJOURNMENT

Commissioner Lipkin made a motion to adjourn the meeting. Commissioner Patnaik seconded the motion. The time was 7:50 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 12, 2023.

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL

DRAFT

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
BOARD OF COMMISSIONERS**

RESOLUTION NO. 1-2023-1771

**A RESOLUTION PROVIDING FOR RENUMBERING OF
PRIOR RESOLUTIONS TO ENSURE SECURE RECORDKEEPING
FOR SALISBURY TOWNSHIP**

WHEREAS, Salisbury Township enacts various Ordinances and Resolutions as part of its obligations to maintain the health, safety and welfare of the residents of Salisbury Township; and

WHEREAS, two (2) Resolutions were passed that included the Resolution number 11-2022-1762; and

WHEREAS, in order to ensure ease of recordkeeping for the residents of Salisbury Township

NOW THEREFORE, BE IT HEREBY RESOLVED, by the Board of Commissioners for the Township of Salisbury, that:

1. The Resolution numbered 11-2022-1762 and titled:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE
TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA,
AMENDING CIVIL SERVICE RULES AND REGULATIONS TO REMOVE
EXISTING 3.9E SUBSECTIONS (1) AND (2) BOTH REQUIRING AN
APPLICANT TO HAVE ACT 120 CERTIFICATION TO APPLY AS A POLICE
OFFICER AND MODIFYING SECTION 5.5 CONCERNING CONDITIONAL
APPOINTMENTS

is hereby renumbered to 11-2022-1770 for administrative and recordkeeping purposes.

2. The content of the newly renumbered Resolution 11-2022-1770 is not amended in any way, and shall retain its lawful purpose.

3. Any Resolution, or part of a Resolution, conflicting with the provisions of this Resolution is hereby repealed insofar as the same affects this Resolution.

4. The Township Manager, or her designated agents, shall distribute copies of this Resolution to the proper officers and other personnel whose further action is required to achieve the purpose of this Resolution.

RESOLVED AND ADOPTED this 26th day of January, 2023 at a regular public meeting, in lawful session, duly assembled by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania .

TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)

President, Board of Commissioners

ATTESTED:

Township Secretary

DRAFT

RESOLUTION NO. 01-2023-1772

**BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY,
LEHIGH COUNTY, PENNSYLVANIA, SETTING AND FIXING FEES FOR THE
TOWNSHIP FOR CALENDAR YEAR 2023**

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 2023 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 \$325 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 | \$80 |
| 3,000 to 5,999 square feet | \$120 |
| 6,000 to 9,999 square feet | \$180 |
| 10,000 to 24,999 square feet | \$300 |

| | |
|--------------------------------|-------|
| 25,000 to 49,999 square feet | \$450 |
| 50,000 to 99,999 square feet | \$550 |
| 100,000 to 499,999 square feet | \$700 |
| >500,000 square feet | \$800 |

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 | \$120 |
| >500,000 square feet | \$150 |

Reinspection Fee (2 or more reinspections): \$60 per reinspection

Failure to Comply Fee \$60

Certificate of Operation/Initial Inspection Fee (New Business) Fire Code Inspection Fee \$60

GREASE TRAPS

Industrial Waste Discharge Permit \$300

Industrial Waste Permit Transfer Fee \$300

Grease Trap Installation/Repair \$50 plus State Surcharge for Permits

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 | \$200 |
| | 2 inspections, mound systems | \$400 |
| | Each additional inspection required | \$200 |
| 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 | \$316 per annum (\$79 per quarter) |
|------------------------------|---------------------------------------|

| | |
|----------------------------------|---|
| Sewer services – Non-residential | \$347.60 per annum (\$86.90 per quarter) |
|----------------------------------|---|

SHADE TREES/STREET TREES

| | |
|-------------------------|-------|
| Application for removal | \$30 |
| 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 | \$150 + inspection costs |
| Permit - Replacement of existing curbing | \$150 + inspection costs |
| Permit – Curb-cuts for New Driveways | \$50 + inspection costs |
| Setting line and grade | \$15 per linear foot, with a minimum of \$60 |
| Opening and excavation permit fee (§ 21-102) | \$75 for first 100 sq ft plus \$50 for each additional 50 sq ft or part thereof + 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 | \$500 |

Underground apparatus, installation of (§ 21-104)

| | |
|-----------------------------|-------------------------|
| Occupancy fee, per facility | \$30 |
| Permit fee | \$50 + inspection costs |

SUBDIVISION, LAND DEVELOPMENT, AND GRADING

Grading and Development Permit

| | |
|-----------------|---------|
| Application fee | \$50 |
| Escrow deposit* | \$1,000 |

Minor Subdivision/Lot line Adjustment/Lot Consolidation

| | |
|------------------|---------|
| Filing fee | \$225 |
| Resubmission fee | \$225 |
| Escrow deposit* | \$1,000 |

Major Subdivision

| | |
|---|--|
| Filing fee | \$500 plus \$40 per lot |
| Resubmission fee | \$225 |
| Escrow deposit* | \$2,500 plus \$100 per lot |
| Land Development | |
| Filing Fee | \$500 plus \$40 per acre (or part thereof) |
| Resubmission fee | \$225 |
| Escrow deposit* | \$2,500 plus \$40 per acre (or part thereof) |
| Sketch Plan | |
| Filing Fee – If public meeting is requested | \$225 per submission |
| Filing Fee – If public meeting is not requested | \$125 per submission |
| Escrow deposit* | \$1,000 |

In addition to the fees listed above, applicant is responsible for all engineering and legal fees incurred by the Township for the project plus a 3% administration fee for residential projects and a 5% administration fee for non-residential projects.

* 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. At the applicant's request 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 Fees (Hourly):

| | |
|------------------------|-------|
| Township Solicitor | \$195 |
| Township Labor Counsel | \$195 |
| Paralegal Services | \$115 |

Note: The cost of reimbursable expenses that are in addition to the basic services will be itemized separately. Reimbursable expenses include, but are not limited to, priority/express mail and packages; preparation or materials for electronic transfer; hand delivery of materials; reproductions; prints; and any additional insurance coverage or limits (including professional liability insurance) requested in excess of that normal carried. Reimbursables are subject to sales tax.

Engineering Fees (Hourly):

Municipal

| | |
|----------------------------|----------|
| Sr. Municipal Engineer | \$130.00 |
| Municipal Engineer/Planner | \$180.00 |

Design/Drafting/Modeling

| | |
|------------------------------------|----------|
| Sr. Electrical/Mechanical Designer | \$158.00 |
| Registered Landscape Architect | \$118.00 |
| Landscape Designer | \$106.00 |
| Staff Professional | \$111.00 |
| Sr. Project Technician | \$100.00 |
| Staff Technician | \$90.00 |
| GIS Specialist | \$96.00 |

Environmental

| | |
|---------------------------------------|----------|
| Sr. Environmental Manager | \$114.00 |
| Sr. Environmental Scientist/Geologist | \$108.00 |
| Project Environmental Scientist | \$100.00 |

Site Observation

| | |
|--------------------------------|----------|
| Sr. Construction Manager | \$130.00 |
| Construction Manager | \$113.00 |
| Construction Building Official | \$100.00 |

| | |
|------------------------|---------|
| Construction Inspector | \$90.00 |
|------------------------|---------|

Survey

| | |
|-----------------------|----------|
| Professional Surveyor | \$110.00 |
|-----------------------|----------|

| | |
|-------------------|----------|
| Survey Crew Chief | \$101.00 |
|-------------------|----------|

| | |
|-----------------|----------|
| Survey/GPS Crew | \$171.00 |
|-----------------|----------|

| | |
|--------------------------|----------|
| Three-Person Survey Crew | \$208.00 |
|--------------------------|----------|

Additional Services

| | |
|-----------------------------|----------|
| Sr. Transportation Engineer | \$158.00 |
|-----------------------------|----------|

| | |
|---------------------------|----------|
| Sr. Geotechnical Engineer | \$200.00 |
|---------------------------|----------|

| | |
|---------------------------------|----------|
| Sr. Forensic Engineer/Architect | \$200.00 |
|---------------------------------|----------|

| | |
|-----------------------------|----------|
| Forensic Emergency Response | \$300.00 |
|-----------------------------|----------|

| | |
|--------------------------------|---------|
| Construction Materials Testing | \$68.00 |
|--------------------------------|---------|

| | |
|-----------------------------|---------|
| Certified Special Inspector | \$89.00 |
|-----------------------------|---------|

| | |
|-------------------|----------|
| Grants Specialist | \$113.00 |
|-------------------|----------|

| | |
|-----------------|---------|
| Project Support | \$66.00 |
|-----------------|---------|

Note: The cost of reimbursable expenses that are in addition to the basic services will be itemized separately. Reimbursable expenses include, but are not limited to, priority/express mail and packages; preparation or materials for electronic transfer; hand delivery of materials; reproductions; prints; and any additional insurance coverage or limits (including professional liability insurance) requested in excess of that normal carried. Reimbursables are subject to sales tax.

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

Recreation fee:

\$2,000 per dwelling unit

Recreation fee effective at time of initial grading permit, land development, or subdivision submission shall be paid prior to the recording of plans. Sketch plan submissions do not lock in

recreation fee rates.

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 | \$8.30 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 |

PLUMBING LICENSING

| | |
|-------------------------------|-------|
| Master License Application | \$100 |
| Master License Annual Renewal | \$50 |

BUILDING

Residential Permit Fees

A Pennsylvania State surcharge is added to all building permits and shall be paid at the time of submission.

A \$50 application fee will be required with each building permit at the time of

submission. The application fee will be applied to the final permit fee. A 10% administration fee will be added to all permit fees listed below.

INCLUDES PLAN REVIEW & INSPECTIONS FOR ALL DISCIPLINES:

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

| Type | Fee | Number of Site Visits* |
|---|--|------------------------|
| Single Family Dwelling | \$990 up to 3,500 SF \$22 for each additional 100 SF (or portion thereof) | 12 |
| Additions | \$660 up to 500 SF \$22 for each additional 100 SF (or portion thereof) | 7 |
| Renovations or Alterations | \$495 up to 500 SF \$17 for each additional 100 SF (or portion thereof) | 5 |
| Accessory Structure | \$275 up to 500 SF \$17 for each additional 100 SF (or portion thereof) | 3 |
| Manufactured Housing Mobile or with axle capabilities per unit on piers | \$303 | 3 |
| Manufactured Housing Mobile or with axle capabilities per unit with basement | \$523 | 6 |
| Industrialized Housing (Modular) | \$605 up to 3,500 SF \$11 for each additional 100 SF (or portion thereof) | 7 |
| Deck or Patio | \$220 up to 200 SF \$17 for each additional 100 SF (or portion thereof) | 3 |
| Deck, Patio, or Porch w/ roof | \$330 up to 200 SF \$17 for each additional 100 SF (or portion thereof) | 4 |
| Above-Ground Pool/Spa | \$198 | 2 |
| In-Ground Pool | \$330 | 4 |
| Solar and Photovoltaic Panel System installations (roof or ground mounted) | \$220 plus \$4 per panel | 3 |

MINOR ALTERATIONS

| | | |
|---|-------|---|
| Minor Alterations/Demolition 1/ 2 disciplines | \$198 | 2 |
|---|-------|---|

ELECTRIC

| | | |
|-----------------------------|-------|---|
| Electric service inspection | \$138 | 1 |
|-----------------------------|-------|---|

Plan review re-submission for incomplete or denied plans (hourly) \$66

Inspections only, re-inspections or additional inspections (hourly) \$66

* If the number of site visits exceeds the number listed above, the applicant will be charged for each additional inspection at the above stated rate.

All hourly rates are based on a one-hour minimum and billed in increments of 1/4 hour after the first hour.

All listed fees containing 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.

Demolition \$50

| | |
|-------------------------------|---------------------|
| Water line repair/replacement | \$150 |
| Sewer line repair/replacement | \$150 |
| Water tapping | |
| Application | \$550 |
| 5/8-inch water meter | \$245 |
| 1-inch water meter | \$380 |
| Larger water meters | At cost from vendor |
| Sewer tapping | \$1,550 |

Commercial Permit Fees

A Pennsylvania State surcharge is added to all building permits and shall be paid at the time of submission.

A \$50 application fee will be required with each building permit at the time of submission. The application fee will be applied to the final permit fee. A 10% administration fee will be added to all permit fees listed below.

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 | | \$220 | | N/A | 1 | \$110 | | N/A | 1 |
| Minor Change (1 visit) | N/A | | N/A | | \$220 | | N/A | 1 | \$121 | | \$110 | 1 |
| 1 to 2,000 | \$770 | Lump Sum | \$440 | 8 | \$605 | Lump Sum | \$440 | 6 | \$275 | Lump Sum | \$138 | 3 |
| 2,001 to 5,000 | \$0.47 | Per SF | \$495 | 11 | \$0.36 | Per SF | \$495 | 7 | \$385 | Per SF | \$165 | 4 |
| 5,001 to 10,000 | \$0.42 | Per SF | \$660 | 14 | \$0.32 | Per SF | \$660 | 7 | \$0.09 | Per SF | \$165 | 4 |
| 10,001 to 25,000 | \$0.39 | Per SF | \$770 | 18 | \$0.29 | Per SF | \$770 | 8 | \$0.08 | Per SF | \$193 | 5 |
| 25,001 to 50,000 | \$0.36 | Per SF | \$825 | 20 | \$0.27 | Per SF | \$825 | 8 | \$0.07 | Per SF | \$193 | 5 |
| 50,001 to 100,000 | \$0.30 | Per SF | \$880 | 25 | \$0.25 | Per SF | \$880 | 10 | \$0.06 | Per SF | \$220 | 6 |
| 100,0001 to 200,2000 | \$0.25 | Per SF | \$990 | 30 | \$0.20 | Per SF | \$990 | 12 | \$0.05 | Per SF | \$275 | 6 |
| 200,001 to 300,000 | \$0.20 | Per SF | \$1,100 | 40 | \$0.15 | Per SF | \$1,100 | 14 | \$0.04 | Per SF | \$275 | 8 |
| Over 300,001 | Quote | | Quote | Quote | Quote | | Quote | Quote | \$0.03 | Per SF | \$330 | 10 |

Plan review re-submission for incomplete or denied plans \$275

Inspections only, re-inspections or additional inspections (hourly) \$83

Solar and Photovoltaic Panel System installations (roof or ground Mounted) \$385 + \$4 per Panel

* If the number of site visits exceeds the number listed above, the applicant will be charged for each additional inspection at the above stated rate.

All hourly rates are based on a one-hour minimum and billed in increments of 1/4 hour after the first hour.

Phased projects may require more services and may be assessed additional fees.

All listed fees containing 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.

Demolition \$75

Water line replacement \$310

Sewer line replacement \$310

Water tapping permit

Application \$550

| | |
|----------------------|---------------------------|
| 5/8-inch water meter | \$245 |
| 1-inch water meter | \$380 At cost from vendor |
| Larger water meters | |

| | |
|---------------|---------|
| Sewer tapping | \$1,600 |
|---------------|---------|

ZONING

| | |
|--|-------------------------|
| Permit Application Fee – Residential | \$50 |
| Permit Application Fee – Non-Residential | \$75 |
| Plan revisions | \$30 per submission |
| Zoning Ordinance Book | At cost from vendor |
| Zoning Map | At cost from vendor |
| Appeal to Zoning Hearing Board or Board of Commissioners | |
| Special exception - non-residential | \$1,500 |
| Special exception - residential | \$1,200 |
| Variance - non-residential | \$1,500 |
| Variance - residential | \$1,200 |
| Conditional use – residential & non-residential | \$1,000 |
| Continuance of hearing by applicant | \$225 per add'l hearing |
| Continuance of hearing by Township or Board | No cost |
| Appeal of Zoning Officer’s Decision | \$1,800 |
| Appeal of Notice of Violation | \$1,800 |
| Curative amendment | \$2,500 |
| Challenge validity of Zoning Ordinance or Zoning Officer determination | \$2,500 |

| | |
|--|---------------------------|
| Application to Amend Zoning Ordinance | \$2,500 |
| Original stenographic record of hearing (to be paid by requestor) | Actual cost of transcript |
| Withdrawal of appeal to Zoning Hearing Board or Board of Commissioners | |
| Withdrawal prior to advertisement | 90% of fee refunded |
| Withdrawal after advertisement | 25% of fee refunded |

APPROVED AND ADOPTED this 26th day of January 2023 at a regular public meeting.

ATTESTED:

TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)

Township Secretary

President, Board of Commissioners

RESOLUTION NO. 01-2023-1773

BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, APPOINTING A PRIMARY SEWAGE ENFORCEMENT OFFICER AND ALTERNATE SEWAGE ENFORCEMENT OFFICERS FOR THE TOWNSHIP FOR CALENDAR YEAR 2023.

WHEREAS, the Board of Commissioners desires to appoint Scott Beiber (02047) of Lehigh Soils and Wetlands, 6071 St. Peters Road, Emmaus, PA 18049 as the Primary Township Sewage Enforcement Officer; and to appoint as Alternate Sewage Enforcement Officer(s) Ian Farrell (04114) of Lehigh Soils and Wetlands; Christopher A. Taylor (03138), Luke E. Eggert (04090), James P. Haklar (04081) and Jacob A. Schray (03134) of Hanover Engineering Associates, 252 Brodhead Road, Suite 100, Bethlehem, PA 18017-8944 for 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 the same to appoint Mr. Scott Beiber (02047) of Lehigh Soils and Wetlands as the Primary Township Sewage Enforcement Officer; and to appoint as Alternate Sewage Enforcement Officer(s) Ian Farrell (04114) of Lehigh Soils and Wetlands; Christopher A. Taylor (03138), Luke E. Eggert (04090), James P. Haklar (04081) and Jacob A. Schray (03134) of Hanover Engineering Associates; all terms to expire on January 1, 2024 or upon any such prior date at the discretion of the Board of Commissioners to terminate said services;.

BE IT FURTHER RESOLVED that the aforesaid Sewage Enforcement Officers shall be paid compensation on an hourly basis as outlined in their respective Fee Schedules attached hereto or upon such other basis as may be mutually agreed upon between the Township Sewage Enforcement Officer(s) and the Board of Commissioners for all work performed, as assigned by the Township.

BE IT FURTHER RESOLVED that the fee schedule applies to new and repair/replacement sewage systems. The Sewage Enforcement Officer(s) is authorized to

perform soil testing for sewage planning purposes and to sign the false swearing statement in the planning module. The Sewage Enforcement Officer(s) is authorized to collect all related fees and shall submit such fees to the Township on a regular basis. The Township shall remit such fees to the Sewage Enforcement Officer(s) as payment for services rendered, except for the \$50.00 administration fee. The Sewage Enforcement Officer(s) shall provide the Township with a project summary upon completion of each project or furnish the Board of Commissioners and Township Manager with reports, information or estimates of any Township sewage enforcement work and/or respond to questions by any of them in their official capacity.

APPROVED AND ADOPTED this 26th day of January, 2023 at a regular public meeting.

TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)

President, Board of Commissioners

ATTESTED:

Township Secretary

Cathy Bonaskiewich

From: sbieber <sbieber@ptd.net>
Sent: Wednesday, December 28, 2022 8:10 AM
To: Cathy Bonaskiewich
Cc: Kathy Hval
Subject: [External Sender Use Caution] SEO appointment for 2023
Attachments: Salisbury SEO fee changes for 2023.pdf

Hello Cathy,

I am willing to serve as the primary SEO for Salisbury Township for 2023. I also request that Ian Farrell be appointed as an alternate SEO. I have been training Ian for the past year in the activities and responsibilities of an SEO. He is a recent graduate of Penn State University and is a quick learner, hard worker and polite. He recently passed his SEO certification test with a 99% score. I can have him send you an application letter if you like.

I also request a slight fee increase for inspections from \$150 to \$200 per inspection. See attached . All other fees remain the same

Questions, issues ? Contact me. Thanks,

Scott

Requested fee changes for 2023

**SEWAGE ENFORCEMENT OFFICER-CHECK LIST SUBMITTAL FORM
FOR ON-LOT SEWAGE SYSTEM TESTING AND PERMITTING
SALISBURY TOWNSHIP**

DATE: _____
 PROPERTY OWNER: _____
 ADDRESS: _____
 APPLICANT: _____
 DEP PERMIT #: _____

| SERVICE | FEE | # OR AMT | TOTAL |
|---|--------------------------|----------|-------|
| Evaluate soil probes, max. 3 per lot | \$300.00 | | |
| Additional soil probes - beyond 3 | \$50.00 each | | |
| Perform six hole perc test | \$600.00 | | |
| Perc test observed by SEO | \$250.00 | | |
| | | | |
| Permit application & closeout, complete system | \$200.00 | | |
| Permit application & closeout, new tank or repair | \$100.00 | | |
| Design review, issue permit, complete system | \$150.00 | | |
| Design review, issue permit, new tank or repair | \$50.00 | | |
| Design review spray and drip systems | \$200.00 | | |
| Two inspections, mound systems | \$300.00 | | 400. |
| One inspection, in ground systems & tanks | \$150.00 | | 200. |
| Each additional inspection required | \$150.00 each | | 200. |
| | | | |
| Site Consultation | \$80.00 per hour | | |
| Verify prior soil testing | \$150.00 per test | | |
| Other duties - meetings, planning module review | \$80.00 per hour | | |
| Well isolation distance exemption request review waiver | \$80.00 per hour | | |
| Complaint investigation & enforcement actions | \$80.00 per hour | | |
| TOTAL | | | |

TOTAL CHECK AMOUNT _____ CHECK# _____
 - (MUST MATCH AMOUNTS CHECKED AND TOTAL)



HanoverEngineering

252 Brodhead Road • Suite 100 • Bethlehem, PA 18017-8944
Phone: 610.691.5644 • Fax: 610.691.6968 • HanoverEng.com

January 17, 2023

Ms. Cathy Bonaskiewich, Manager
Salisbury Township Municipal Building
2900 South Pike Avenue
Allentown, PA 18103

RE: Alternate Engineer and
Alternate Sewage Enforcement Officer
Reappointment for 2023
Salisbury Township, Lehigh County

Dear Ms. Bonaskiewich:

We sincerely thank the Board of Commissioners for considering the appointment of Hanover Engineering as the Alternate Engineer and Alternate Sewage Enforcement Officer for Salisbury Township in 2023.

Enclosed please find one (1) copy of our 2023 Professional Fee Schedule for your reference.

The Department of Environmental Protection requires appointment of named Sewage Enforcement Officers with their Certification Number at the beginning of each year. The record of your named Sewage Enforcement Officers, as officially approved by the Township, must be transmitted to the Department of Environmental Protection after approval. The appointment of more than one Officer from Hanover Engineering will ensure coverage and flexibility for any tasks we may need to assist with during the upcoming year. We request the following Officers be included:

Christopher A. Taylor – 03138
James P. Haklar – 04081

Jacob A. Schray – 03134
Luke E. Eggert – 04090

Thank you sincerely for the Township's consideration of these reappointments. Please contact me if you have any questions regarding the above-referenced information.

Respectfully,

HANOVER ENGINEERING

Jill Lipovsky Smith, PE
Vice President, COO

jls:sas

T:\Hanover Corporate\Yearly Rates\Reappointment-Rate Letters\2023 Reappointment Letters\SalisburyTwp_2023-01-17.doc

Enclosure(s)

HANOVER ENGINEERING ASSOCIATES, INC
2023 MUNICIPAL PROFESSIONAL FEE SCHEDULE

| <u>DESCRIPTION</u> | <u>HOURLY RATE</u> |
|---|--------------------|
| <u>ENGINEER</u> | |
| Senior Engineer | \$ 126.50 |
| Registered | 120.00 |
| Graduate Engineer (Nonregistered) | 104.00 |
| <u>CERTIFIED PLANNER</u> | 120.00 |
| <u>REGISTERED GEOLOGIST / SENIOR SCIENTIST</u> | 120.00 |
| <u>REGISTERED LANDSCAPE ARCHITECT</u> | 120.00 |
| <u>TRAFFIC SPECIALIST</u> | 120.00 |
| <u>REGISTERED SURVEYOR</u> | 113.00 |
| <u>SENIOR PROJECT MANAGER</u> | 121.00 |
| <u>ENVIRONMENTAL</u> | |
| Environmental Specialist | 106.00 |
| Environmental Technician | 93.00 |
| <u>GIS (GEOGRAPHIC INFORMATION SYSTEMS) WORK</u> | |
| GIS Specialist | 98.50 |
| GIS Technician | 83.00 |
| <u>DESIGN / DRAFTING / TECHNICAL WORK</u> | |
| Senior Designer/Senior Technician | 103.50 |
| Design/Calculations/Technician | 92.50 |
| Draftsperson 1 (CAD Drafting) | 82.50 |
| Draftsperson 3/Technician 3 | 61.00 |
| <u>GROUND PENETRATING RADAR / GLOBAL POSITIONING SERVICE FIELD PERSON</u> | 118.00 |
| <u>ZONING OFFICER / CODES ENFORCEMENT</u> | 96.50 |
| <u>SURVEY CREW</u> | |
| One-Person Field Crew | 106.00 |
| Two-Person Survey Crew (2 @ \$81.00 each) | 162.00 |
| Three-Person Survey Crew (3 @ \$68.00 each) | 204.00 |
| One-Person Crew w/Survey Equipment | 135.00 |
| 3D Scanning w/One-Person Crew | 200.00 |
| <u>CONSTRUCTION OBSERVER / SEWAGE OFFICER</u> | |
| Highway, Heavy, Commercial, or Residential Construction | 85.00 |
| Highway, Heavy, Commercial, or Residential Construction (Senior) | 91.50 |
| Certified Sewage Enforcement Officer | 83.50 |
| Onlot Sewer Percolation Test (Pass or Fail) | Lump Sum 485.00 |
| Observe Percolation Test | Lump Sum 408.00 |
| <u>SECRETARIAL / WORD PROCESSOR</u> | 46.00 |

-
1. Travel to and from the job site is chargeable time, with project mileage charged at current IRS rate for region.
 2. Overtime is charged at 1.5 times base rate.
 3. Ordinary overhead expenses are included in the above rates.
 4. Extraordinary expenses required specifically for a particular project will be billed at direct cost plus 5%. Examples of these expenses include special consultants, soil borings costs or testing laboratory charges. All such additional expenses are to be specifically approved by the client prior to their use.
 5. A special rate of \$200.00 per hour is established for formal hearings and court appearances as an expert witness for a Professional Engineer, Geologist, Surveyor, or other professional.
 6. Cost for plan copies is \$0.55 per square foot (black & white); \$2.00 per square foot (color).
 7. Cost for Mylars is \$1.65 per square foot (black & white); \$6.00 per square foot (color).
 8. Cost for photocopies is \$0.25 per page (black & white); \$0.55 per page (color).
 9. Field equipment usage will be charged as follows: Sewage Flow Meter - \$15.00/day, Traffic Counter - \$58.00/day, GPS Locator - \$25.00/day, RTKGPS - \$220.00/day, SUB-RTKGPS - \$55.00/day.
 10. Push Camera - \$12.50/hour for Televising; \$17.00/hour for Televising and Locating Services.

RESOLUTION NO. 01-2023-1774

BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, APPOINTING HANOVER ENGINEERING ASSOCIATES AS THE ALTERNATE TOWNSHIP ENGINEER FOR THE TOWNSHIP OF SALISBURY.

WHEREAS, the Board of Commissioners desires to appoint Hanover Engineering Associates as the Alternate Township Engineer for the Township of Salisbury; and

WHEREAS, it is the feeling of the Commissioners that the services which the Alternate Township Engineer 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 Hanover Engineering Associates, Inc. of 252 Brodhead Road, Suite 100, Bethlehem, PA 18017 be appointed to the office of Alternate Township Engineer for the Township of Salisbury; term to expire on January 1, 2024 or upon any such prior date at the discretion of the Board of Commissioners to terminate said services; and

BE IT FURTHER RESOLVED that the Alternate Township Engineer be paid compensation on an hourly basis, as outlined in the attached Fee Schedule, or upon such other basis as may be agreed upon between the Alternate Township Engineer and the Board of Commissioners, for all work performed, including, but not limited to, the construction, reconstruction, maintenance and repair of all streets, bridges, culverts, and other engineering work. The Alternate Township Engineer shall prepare plans, specifications and estimates of all such work undertaken by the Township and shall, whenever required, furnish the Board of Commissioners and Township Manager with reports, information or estimates of any Township engineering work and/or in response to questions by any of them in their official capacity.

AND BE IT FURTHER RESOLVED that said Alternate Township Engineer shall be authorized to designate other engineers who are engaged with the engineering firm of Hanover Engineering Associates, Inc. to render services required by the Township, provided, however, that the Alternate Township Engineer shall be responsible

for any and all engineering services rendered by the Alternate Township Engineer or anyone designated by the Alternate Township Engineer.

AND BE IT FURTHER RESOLVED that the Alternate Township Engineer shall not accept any commissions from outside “clients” requiring the processing of engineering work by Salisbury Township boards or commissions without the prior approval of the Board of Commissioners as documented in the minutes of the Board of Commissioners or in writing by the Township Manager as authorized by the Board of Commissioners.

APPROVED AND ADOPTED this 26th day of January, 2023 at a regular public meeting.

TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)

President, Board of Commissioners

ATTESTED:

Township Secretary

**HANOVER ENGINEERING ASSOCIATES, INC
2023 MUNICIPAL PROFESSIONAL FEE SCHEDULE**

| <u>DESCRIPTION</u> | <u>HOURLY RATE</u> |
|---|--------------------|
| <u>ENGINEER</u> | |
| Senior Engineer | \$ 126.50 |
| Registered | 120.00 |
| Graduate Engineer (Nonregistered) | 104.00 |
| <u>CERTIFIED PLANNER</u> | 120.00 |
| <u>REGISTERED GEOLOGIST / SENIOR SCIENTIST</u> | 120.00 |
| <u>REGISTERED LANDSCAPE ARCHITECT</u> | 120.00 |
| <u>TRAFFIC SPECIALIST</u> | 120.00 |
| <u>REGISTERED SURVEYOR</u> | 113.00 |
| <u>SENIOR PROJECT MANAGER</u> | 121.00 |
| <u>ENVIRONMENTAL</u> | |
| Environmental Specialist | 106.00 |
| Environmental Technician | 93.00 |
| <u>GIS (GEOGRAPHIC INFORMATION SYSTEMS) WORK</u> | |
| GIS Specialist | 98.50 |
| GIS Technician | 83.00 |
| <u>DESIGN / DRAFTING / TECHNICAL WORK</u> | |
| Senior Designer/Senior Technician | 103.50 |
| Design/Calculations/Technician | 92.50 |
| Draftsperson 1 (CAD Drafting) | 82.50 |
| Draftsperson 3/Technician 3 | 61.00 |
| <u>GROUND PENETRATING RADAR / GLOBAL POSITIONING SERVICE FIELD PERSON</u> | 118.00 |
| <u>ZONING OFFICER / CODES ENFORCEMENT</u> | 96.50 |
| <u>SURVEY CREW</u> | |
| One-Person Field Crew | 106.00 |
| Two-Person Survey Crew (2 @ \$81.00 each) | 162.00 |
| Three-Person Survey Crew (3 @ \$68.00 each) | 204.00 |
| One-Person Crew w/Survey Equipment | 135.00 |
| 3D Scanning w/One-Person Crew | 200.00 |
| <u>CONSTRUCTION OBSERVER / SEWAGE OFFICER</u> | |
| Highway, Heavy, Commercial, or Residential Construction | 85.00 |
| Highway, Heavy, Commercial, or Residential Construction (Senior) | 91.50 |
| Certified Sewage Enforcement Officer | 83.50 |
| Onlot Sewer Percolation Test (Pass or Fail) | Lump Sum 485.00 |
| Observe Percolation Test | Lump Sum 408.00 |
| <u>SECRETARIAL / WORD PROCESSOR</u> | 46.00 |

-
1. Travel to and from the job site is chargeable time, with project mileage charged at current IRS rate for region.
 2. Overtime is charged at 1.5 times base rate.
 3. Ordinary overhead expenses are included in the above rates.
 4. Extraordinary expenses required specifically for a particular project will be billed at direct cost plus 5%. Examples of these expenses include special consultants, soil borings costs or testing laboratory charges. All such additional expenses are to be specifically approved by the client prior to their use.
 5. A special rate of \$200.00 per hour is established for formal hearings and court appearances as an expert witness for a Professional Engineer, Geologist, Surveyor, or other professional.
 6. Cost for plan copies is \$0.55 per square foot (black & white); \$2.00 per square foot (color).
 7. Cost for Mylars is \$1.65 per square foot (black & white); \$6.00 per square foot (color).
 8. Cost for photocopies is \$0.25 per page (black & white); \$0.55 per page (color).
 9. Field equipment usage will be charged as follows: Sewage Flow Meter - \$15.00/day, Traffic Counter - \$58.00/day, GPS Locator - \$25.00/day, RTKGPS - \$220.00/day, SUB-RTKGPS - \$55.00/day.
 10. Push Camera - \$12.50/hour for Televising; \$17.00/hour for Televising and Locating Services.