

**SALISBURY TOWNSHIP**  
**Lehigh County, Pennsylvania**  
**Board of Commissioners Meeting**  
**Regular Meeting Agenda—November 26, 2024**  
**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 – Period 11/9/24-11/22/24**

**5. Approval of the Minutes –November 14, 2024**

**6. New Business**

**A. ORDINANCES** (*none*)

**B. RESOLUTIONS**

1. Resolution Authorizing the Twp Manager & Assistant Manager to Execute Statewide Local Share Assessment (LSA) Grant Documents and Agreements for the Purchase of New Radios for Emergency Services Personnel
2. Resolution Approving the Preliminary/Final Major Subdivision Plan at 621 E. Lynnwood Street

**C. MOTIONS**

1. Motion Accepting a Time Extension to 12/20/24 for the Major Subdivision Project at 621 E. Lynnwood Street
2. Motion Approving Payment #1 to Wexcon, Inc. for the Louise Lane Waterline Project in the Amount of \$232,650
3. Motion Approving Pavilion Reservation Policy Update

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

**8. Adjournment**

*\*Workshop to follow*

*\*Executive Session*

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
<b>A &amp; A Auto Stores</b>							
A & A Auto Stores	446117	01-437.375	#21-Transfer Tank	11/06/24	849.00	.00	
A & A Auto Stores	446600	01-410.251	#210-Headlights	11/15/24	110.48	.00	
Total A & A Auto Stores:					959.48	.00	
<b>ABE Laboratories LLC</b>							
ABE Laboratories LLC	47094	06-448.316	Coliform/E Coli Sample - Linden Ct	11/08/24	58.00	.00	
ABE Laboratories LLC	47108	06-448.316	Coliform/E Coli Sample - Linden Ct	11/11/24	58.00	.00	
Total ABE Laboratories LLC:					116.00	.00	
<b>AlphaGraphics</b>							
AlphaGraphics	98946	41-409.600	Room Signs - Magistrate	11/14/24	1,715.60	.00	
Total AlphaGraphics:					1,715.60	.00	
<b>Amazon Business</b>							
Amazon Business	13LD-7MYF-1QPC	41-409.600	Mounts for TV's - Magistrate	11/10/24	159.96	.00	
Amazon Business	1H64-1K7J-1TRN	01-414.240	Mini Desk Calendar	11/19/24	12.92	.00	
Amazon Business	1WQ9-RYFP-TKK	41-409.600	TV's - Magistrate	11/09/24	1,311.96	.00	
Total Amazon Business:					1,484.84	.00	
<b>AT&amp;T Mobility-229</b>							
AT&T Mobility-229	287303312229X11	03-411.320	2024-Oct- ESFD Phones	10/31/24	75.46	.00	
AT&T Mobility-229	287303312229X11	10-401.320	2024-Oct- Trash Contractor Phone	10/31/24	43.49	.00	
AT&T Mobility-229	287303312229X11	01-414.320	2024-Oct-Community Dev-Phone	10/31/24	168.20	.00	
AT&T Mobility-229	287303312229X11	01-402.320	2024-Oct-Finance Dir -Phone/ipad	10/31/24	81.22	.00	
AT&T Mobility-229	287303312229X11	01-411.320	2024-Oct-Fire Insp- Tablets	10/31/24	75.46	.00	
AT&T Mobility-229	287303312229X11	01-407.320	2024-Oct-IT-Phone	10/31/24	43.49	.00	
AT&T Mobility-229	287303312229X11	01-409.320	2024-Oct-Maintenance-Phone	10/31/24	43.49	.00	
AT&T Mobility-229	287303312229X11	01-401.320	2024-Oct-Mgr-Phone/ipad-Commissioner ipad	10/31/24	269.87	.00	
AT&T Mobility-229	287303312229X11	01-430.320	2024-Oct-DPW-Phones	10/31/24	217.46	.00	
AT&T Mobility-229	287303312229X11	01-452.320	2024-Oct-Rec Dir.-Phone	10/31/24	43.49	.00	
AT&T Mobility-229	287303312229X11	06-448.320	2024-Oct-Water Dept Tablets	10/31/24	158.25	.00	
AT&T Mobility-229	287303312229X11	08-429.320	2024-Oct-Sewer Dept Tablet	10/31/24	158.26	.00	
Total AT&T Mobility-229:					1,378.14	.00	
<b>AT&amp;T Mobility-833</b>							
AT&T Mobility-833	287303254833X11	01-401.320	2024-Oct-Mgr-Tablet	10/31/24	78.62	.00	
AT&T Mobility-833	287303254833X11	01-410.320	2024-Oct-Police Phones/Tablets	10/31/24	2,445.42	.00	
AT&T Mobility-833	287303254833X11	01-411.320	2024-Oct-Fire Insp-tablets	10/31/24	113.19	.00	
AT&T Mobility-833	287303254833X11	01-414.320	2024-Oct-Community Dev-Tablets	10/31/24	75.46	.00	
AT&T Mobility-833	287303254833X11	01-415.320	2024-Oct-Emergency Management-Tablets/Phones	10/31/24	162.44	.00	
AT&T Mobility-833	287303254833X11	01-452.320	2024-Oct-Rec Dir-Tablet	10/31/24	37.73	.00	
AT&T Mobility-833	287303254833X11	03-411.320	2024-Oct-ESFD-Tablets	10/31/24	226.38	.00	
AT&T Mobility-833	287303254833X11	03-412.320	2024-Oct-WSFD-Tablets	10/31/24	226.38	.00	
Total AT&T Mobility-833:					3,365.62	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>ATIS Elevator Inspections Inc</b>							
ATIS Elevator Inspections I	IN377159	01-409.373	2024-Nov-Semi-Annual-Elevator Inspection-Police Bldg	11/13/24	140.00	.00	
Total ATIS Elevator Inspections Inc:					140.00	.00	
<b>Bethlehem-012968-01, City of</b>							
Bethlehem-012968-01, City	111024	06-448.368	Water for Resale	11/10/24	351.83	.00	
Total Bethlehem-012968-01, City of:					351.83	.00	
<b>Bethlehem-013011-00, City of</b>							
Bethlehem-013011-00, City	11102024	06-448.368	Hydrant Rental	11/10/24	880.00	.00	
Total Bethlehem-013011-00, City of:					880.00	.00	
<b>Bethlehem-038001-00, City of</b>							
Bethlehem-038001-00, City	11824	08-429.368	3Q24-Sewer	11/08/24	38,836.20	.00	
Total Bethlehem-038001-00, City of:					38,836.20	.00	
<b>Biros Utilities Inc</b>							
Biros Utilities Inc	198606	01-451.315	Portable Toilet Rental - Lindberg Park - 11/6/24-12/3/24	11/07/24	150.00	.00	
Biros Utilities Inc	199081	01-451.315	Portable Toilet Rental - Linden Ct - 11/18/24-12/15/24	11/18/24	125.00	.00	
Biros Utilities Inc	199197	01-451.315	Portable Toilet Rental - Laubach Park - 11/20/24-12/17-24	11/19/24	160.00	.00	
Total Biros Utilities Inc:					435.00	.00	
<b>Brown, James P.</b>							
Brown, James P.	20241118	01-301.100	Tax Refund- Decrease in Assessment 2024	11/18/24	1,993.29	1,993.29	11/19/24
Brown, James P.	20241118	01-301.100	Tax Refund- Decrease in Assessment 2024	11/18/24	323.42	323.42	11/19/24
Brown, James P.	20241118	04-301.100	Tax Refund- Decrease in Assessment 2024	11/18/24	39.60	39.60	11/19/24
Total Brown, James P.:					2,356.31	2,356.31	
<b>Chapter One Customs</b>							
Chapter One Customs	71158	01-410.375	K-9 Tint for Tahoes	11/12/24	720.00	.00	
Total Chapter One Customs:					720.00	.00	
<b>Charles Schwab &amp; Co Inc</b>							
Charles Schwab & Co Inc	111224	01-410.160	Corrective Contributions plus Interest for 2020-Schwab Acct #9291-8814	11/12/24	16.40	16.40	11/14/24
Charles Schwab & Co Inc	111224	01-410.160	Corrective Contributions plus Interest for 2020-Schwab Acct #9291-8814	11/12/24	363.08	363.08	11/14/24
Charles Schwab & Co Inc	111224	01-410.160	Corrective Contributions plus Interest for 2020-Schwab Acct #9291-8814	11/12/24	1,080.13	1,080.13	11/14/24
Total Charles Schwab & Co Inc:					1,459.61	1,459.61	
<b>Clear Flow Pumping &amp; Heating</b>							
Clear Flow Pumping & Hea	100919	06-448.317	Replaced Leaking Copper Water Line & Valve - 2858 Edgemont	10/24/24	254.96	.00	
Total Clear Flow Pumping & Heating:					254.96	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>Core &amp; Main</b>							
Core & Main	V901504	06-448.600	Jack Kelly Water Main	10/29/24	197.65	.00	
Total Core & Main:					197.65	.00	
<b>Dallas Data Systems Inc.</b>							
Dallas Data Systems Inc.	27461	06-448.325	Postage & Mailing Services for Utility Bills-Oct 2024	11/15/24	1,111.30	.00	
Dallas Data Systems Inc.	27461	08-429.325	Postage & Mailing Services for Utility Bills-Oct 2024	11/15/24	1,111.30	.00	
Dallas Data Systems Inc.	27461	10-401.325	Postage & Mailing Services for Utility Bills-Oct 2024	11/15/24	1,111.31	.00	
Dallas Data Systems Inc.	27461	06-448.342	Postage & Mailing Services for Utility Bills-Oct 2024	11/15/24	365.36	.00	
Dallas Data Systems Inc.	27461	08-429.342	Postage & Mailing Services for Utility Bills-Oct 2024	11/15/24	365.36	.00	
Dallas Data Systems Inc.	27461	10-401.342	Postage & Mailing Services for Utility Bills-Oct 2024	11/15/24	365.36	.00	
Total Dallas Data Systems Inc.:					4,429.99	.00	
<b>Eastern Auto Parts Warehouse</b>							
Eastern Auto Parts Wareho	3IV11118019	01-437.251	Air Filter Stock	11/08/24	44.30	.00	
Eastern Auto Parts Wareho	3IV11118021	01-437.251	#6-Air Filter	11/08/24	44.30	.00	
Eastern Auto Parts Wareho	3IV1117727	01-437.375	Air Filter - Leaf Machine	11/07/24	283.50	.00	
Eastern Auto Parts Wareho	3IV1117731	01-437.251	#32 & #17 - Oil Filters	11/07/24	26.92	.00	
Total Eastern Auto Parts Warehouse:					399.02	.00	
<b>Edwards Business Systems</b>							
Edwards Business System	3693117	01-401.375	Police Copier Maintenance Agreement	11/12/24	65.12	.00	
Total Edwards Business Systems:					65.12	.00	
<b>Emmaus, Borough of</b>							
Emmaus, Borough of	1-2024	10-431.303	Mulch Grinding	11/12/24	3,460.40	.00	
Emmaus, Borough of	2-2024	10-431.303	Mulch Grinding	11/12/24	2,029.80	.00	
Total Emmaus, Borough of:					5,490.20	.00	
<b>F.W. Webb Company</b>							
F.W. Webb Company	88207329	41-409.600	Kitchen Sink Parts/Faucet - Magistrate	11/12/24	474.19	.00	
F.W. Webb Company	88282427	41-409.600	HR Box Install - Nitrogen/Acetylene Refills	11/18/24	139.75	.00	
Total F.W. Webb Company:					613.94	.00	
<b>Fountain Hill, Borough of</b>							
Fountain Hill, Borough of	FH11/07/2024	08-429.531	3Q2024 sewer transmission & capital charge	11/07/24	920.00	.00	
Fountain Hill, Borough of	FH11/07/2024	08-429.536	3Q2024 sewer transmission & capital charge	11/07/24	750.00	.00	
Total Fountain Hill, Borough of:					1,670.00	.00	
<b>Fromm Electric Supply Corp</b>							
Fromm Electric Supply Cor	51167949-00	41-409.600	TV Wall Plates - EOC	11/08/24	10.49	.00	
Total Fromm Electric Supply Corp:					10.49	.00	
<b>Groff Tractor &amp; Equipment</b>							
Groff Tractor & Equipment	RSA066068-2	06-448.600	Credit for Ho Pac Rental	11/04/24	284.00-	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>Total Groff Tractor &amp; Equipment:</b>					284.00-	.00	
<b>Gross McGinley LLP</b>							
Gross McGinley LLP	32175.0000/22	01-404.310	Acct# 32175.0000 Oct 2024-Administration	11/01/24	2,213.50	.00	
Gross McGinley LLP	32175.0001/20	01-404.310	Acct# 32175.0001-Oct 2024-Code Enforcement	11/01/24	78.00	.00	
Gross McGinley LLP	32175.0003/22	01-404.310	Acct# 32175.0003-Oct 2024-Zoning	11/01/24	138.00	.00	
Gross McGinley LLP	32175.0004/22	01-404.318	Review Girl Scouts Consolidation Plan	11/01/24	273.00	.00	
Gross McGinley LLP	32175.0004/22	01-404.310	Review Engleman/Walck Dispute	11/01/24	78.00	.00	
Gross McGinley LLP	32175.0004/22	01-404.310	Research 1534 Heller Ave	11/01/24	429.00	.00	
Gross McGinley LLP	32175.0004/22	01-408.318	Review Sheffield Square	11/01/24	156.00	.00	
Gross McGinley LLP	32175.0004/22	01-408.318	Research Nottingham Rd Vacation	11/01/24	117.00	.00	
Gross McGinley LLP	32175.0004/22	01-408.318	Prepare for attend meeting re: Sheffield Square	11/01/24	195.00	.00	
Gross McGinley LLP	32175.0004/22	01-404.310	Review Status of Sheffield Square	11/01/24	273.00	.00	
Gross McGinley LLP	32175.0004/22	01-404.310	Research Abandonment - Plot 886	11/01/24	468.00	.00	
Gross McGinley LLP	32175.0004/22	01-404.310	Review & Finalize Plot 886 Release	11/01/24	234.00	.00	
Gross McGinley LLP	32175.0004/22	01-404.310	Prepare Resolution for Release of LOC for Plot 886	11/01/24	390.00	.00	
Gross McGinley LLP	32175.0005/6	01-404.310	Acct# 32175.0005-Bankruptcy-Oct 2024	11/01/24	57.50	.00	
Gross McGinley LLP	32175.0006/14	01-404.310	Acct# 32175.0006-RTK Request-Oct 2024	11/01/24	156.00	.00	
Gross McGinley LLP	32175.0011/2	01-404.310	Acct# 32175.0011-Apr 2024-Police	05/01/24	429.00	.00	
Gross McGinley LLP	32175.0012/1	01-404.310	Acct#32175.0012 Oct 2024-Municipal Lien	11/01/24	669.00	.00	
<b>Total Gross McGinley LLP:</b>					6,354.00	.00	
<b>Handwerk, Ronald &amp; Pamela</b>							
Handwerk, Ronald & Pame	111224	99-107000	Refund Erroneous Online Payment of Utilities	11/12/24	4,944.31	4,944.31	11/12/24
<b>Total Handwerk, Ronald &amp; Pamela:</b>					4,944.31	4,944.31	
<b>Home Depot Credit Services</b>							
Home Depot Credit Service	111324	41-409.600	Trim for Magistrate Hallway	11/13/24	56.66	.00	
Home Depot Credit Service	111324	01-430.240	Supplies-Tools	11/13/24	41.60	.00	
Home Depot Credit Service	111324	01-451.260	Grinder	11/13/24	299.14	.00	
Home Depot Credit Service	111324	01-436.370	Pallet Deposit Return	11/13/24	27.05-	.00	
Home Depot Credit Service	111324	01-436.370	Concrete mix	11/13/24	477.73	.00	
Home Depot Credit Service	111324	01-436.370	Mortar Mix	11/13/24	886.64	.00	
Home Depot Credit Service	111324	08-429.260	Parks Tools	11/13/24	1,665.22	.00	
Home Depot Credit Service	111324	01-451.240	Dodson Park Guardrail	11/13/24	70.86	.00	
Home Depot Credit Service	111324	41-409.600	Magistrate Drain Lines	11/13/24	45.72	.00	
Home Depot Credit Service	111324	41-409.600	Step Template	11/13/24	6.99	.00	
Home Depot Credit Service	111324	01-451.373	Antifreeze for Park Bathrooms	11/13/24	31.84	.00	
Home Depot Credit Service	111324	01-438.245	Tarp for Cold Patch	11/13/24	68.78	.00	
Home Depot Credit Service	111324	01-451.373	Racheting Screwdriver for Parks Bathrooms	11/13/24	19.97	.00	
<b>Total Home Depot Credit Services:</b>					3,644.10	.00	
<b>Isett &amp; Associates, Barry</b>							
Isett & Associates, Barry	VI-194911	01-414.306	Inspection Services-Commercial	11/14/24	3,236.00	.00	
Isett & Associates, Barry	VI-194911	01-414.306	Inspection Services-Residential	11/14/24	10,309.00	.00	
<b>Total Isett &amp; Associates, Barry:</b>					13,545.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>L&amp;W Supply</b>							
L&W Supply	1011668916-001	41-409.600	Drywall Patching - Magistrate	10/01/24	82.10	.00	
Total L&W Supply:					82.10	.00	
<b>L/B Water Service Inc</b>							
L/B Water Service Inc	3873359	06-448.600	Jack Kelly Water Main	11/06/24	3,662.73	.00	
L/B Water Service Inc	3874180	06-448.600	Jack Kelly Water Main	11/08/24	4,246.06	.00	
L/B Water Service Inc	3874187	06-448.600	Jack Kelly Water Main	11/08/24	333.74	.00	
Total L/B Water Service Inc:					8,242.53	.00	
<b>Lehigh County Authority</b>							
Lehigh County Authority	1122024	08-429.533	Kiss Relief Interceptor Predesign Work	11/12/24	8,256.29	.00	
Lehigh County Authority	1122024	08-429.534	Kiss Relief Interceptor Predesign Work	11/12/24	10,172.42	.00	
Lehigh County Authority	9753	06-448.367	3Q24-Other Water Sales	11/18/24	135,309.44	.00	
Lehigh County Authority	9754	06-448.367	2024-Oct water	11/18/24	123,982.61	.00	
Lehigh County Authority	9758	08-429.530	3Q24 LCA Sewer	11/18/24	1,111.52	.00	
Lehigh County Authority	9758	08-429.367	3Q24 LCA Sewer	11/18/24	215,501.77	.00	
Lehigh County Authority	9758	08-429.534	3Q24 LCA Sewer	11/18/24	22,758.34	.00	
Total Lehigh County Authority:					517,092.39	.00	
<b>Lowe and Moyer Garage Inc.</b>							
Lowe and Moyer Garage In	25901	06-448.245	Water Project Blacktop	11/09/24	325.44	.00	
Lowe and Moyer Garage In	391626	01-437.251	#22-Oil Filter/Kit	11/14/24	59.69	.00	
Total Lowe and Moyer Garage Inc.:					385.13	.00	
<b>Macmillian Oil Co of Allentown</b>							
Macmillian Oil Co of Allent	3004938	01-437.251	Shop Grease/Brake Cleaner	11/06/24	65.25	.00	
Total Macmillian Oil Co of Allentown:					65.25	.00	
<b>Madle's Hardware</b>							
Madle's Hardware	225717/1	01-438.245	LP Tank	11/13/24	21.99	.00	
Madle's Hardware	225722/1	01-451.371	Sealant	11/13/24	13.98	.00	
Madle's Hardware	225749/1	01-451.260	Leaf Rakes	11/14/24	179.88	.00	
Total Madle's Hardware:					215.85	.00	
<b>McFadden, Bernard</b>							
McFadden, Bernard	11132024	99-107000	Refund for Overpayment of Utility Acct due to Faulty Water Meter	11/13/24	825.54	.00	
Total McFadden, Bernard:					825.54	.00	
<b>Miller Municipal Supply LLC</b>							
Miller Municipal Supply LL	0000141310	01-433.246	Street signs	11/12/24	1,287.05	.00	
Total Miller Municipal Supply LLC:					1,287.05	.00	
<b>Monks Security Systems</b>							
Monks Security Systems	20940-24541	01-409.373	Alarm Upgrades at PD	11/15/24	3,777.00	.00	
Total Monks Security Systems:					3,777.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>Motors Plus Inc.</b>							
Motors Plus Inc.	44074	01-410.251	#202-Inapwxrion	10/09/24	97.60	.00	
Motors Plus Inc.	44078	01-410.251	#205-Oil Change/Inspection/Replace Broken Engine Mount	09/18/24	589.46	.00	
Motors Plus Inc.	44090	01-410.251	#207-Replace Engine Assembly/Replace Battery	10/25/24	6,779.27	.00	
Motors Plus Inc.	44138	01-410.251	#217-Mount & Balance Tires	10/02/24	61.00	.00	
Motors Plus Inc.	44150	01-410.251	#203-Oil Change/Top off Fluids	10/04/24	109.13	.00	
Motors Plus Inc.	44173	01-410.251	#210-Oil Change/Top off Fluids/Air Filters/Tire	10/10/24	468.62	.00	
Motors Plus Inc.	44196	01-410.251	#207-Diagnose & Replace Defective Purge Canister	10/25/24	325.45	.00	
Motors Plus Inc.	44199	01-410.251	#207-Replaced ESIM Module	10/14/24	543.38	.00	
Motors Plus Inc.	44216	01-410.251	#211-Replace Hose Assemblies	10/25/24	570.98	.00	
Motors Plus Inc.	44341	01-410.251	#203-Inspection	11/12/24	68.20	.00	
Total Motors Plus Inc.:					9,613.09	.00	
<b>MP Outfitters</b>							
MP Outfitters	64484-5	01-410.238	Shirt-Kress	11/01/24	124.99	.00	
MP Outfitters	64697-5	01-410.238	Pants-Palansky	11/15/24	189.99	.00	
Total MP Outfitters:					314.98	.00	
<b>New Enterprise Stone &amp; Lime Co Inc</b>							
New Enterprise Stone & Li	8468571	06-448.245	Blackto for Watermain Project	11/06/24	827.46	.00	
New Enterprise Stone & Li	8472933	01-438.245	Cold Patch - Potholes	11/12/24	2,815.00	.00	
Total New Enterprise Stone & Lime Co Inc:					3,642.46	.00	
<b>Overhead Door Company of Allentown</b>							
Overhead Door Company	C24.808	01-409.373	Fix Garage Door at DPW	11/05/24	995.00	.00	
Total Overhead Door Company of Allentown:					995.00	.00	
<b>PA Municipal Health Ins Coop</b>							
PA Municipal Health Ins Co	194395-0	01-401.156	2024 Dec coverage	11/11/24	4,460.62	.00	
PA Municipal Health Ins Co	194395-0	01-402.156	2024 Dec coverage	11/11/24	2,787.89	.00	
PA Municipal Health Ins Co	194395-0	01-410.156	2024 Dec coverage	11/11/24	42,707.94	.00	
PA Municipal Health Ins Co	194395-0	01-414.156	2024 Dec coverage	11/11/24	6,670.43	.00	
PA Municipal Health Ins Co	194395-0	01-430.156	2024 Dec coverage	11/11/24	36,304.26	.00	
PA Municipal Health Ins Co	194395-0	06-401.156	2024 Dec coverage	11/11/24	418.18	.00	
PA Municipal Health Ins Co	194395-0	06-448.156	2024 Dec coverage	11/11/24	9,506.70	.00	
PA Municipal Health Ins Co	194395-0	08-401.156	2024 Dec coverage	11/11/24	418.18	.00	
PA Municipal Health Ins Co	194395-0	08-429.156	2024 Dec coverage	11/11/24	9,506.70	.00	
PA Municipal Health Ins Co	194395-0	10-426.156	2024 Dec coverage	11/11/24	1,226.69	.00	
Total PA Municipal Health Ins Coop:					114,007.59	.00	
<b>PA Municipal Retirement System</b>							
PA Municipal Retirement S	20241114	90-214000	PMRS Contributions Payroll Date 11/14/2024	11/14/24	1,852.79	1,852.79	11/15/24
Total PA Municipal Retirement System:					1,852.79	1,852.79	
<b>PA One Call System Inc.</b>							
PA One Call System Inc.	0001075391	01-401.320	2024-Oct-Voice/Fax messages	10/31/24	487.22	.00	
Total PA One Call System Inc.:					487.22	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>PA State Assoc of Boroughs</b>							
PA State Assoc of Borough	20241120	01-414.421	Webinar- Stormwater Mangement (Lopez)	11/20/24	45.00	.00	
PA State Assoc of Borough	20241120	01-414.421	Webinar- MS4 Permitting specifics, BMPs (Lopez)	11/20/24	45.00	.00	
Total PA State Assoc of Boroughs:					90.00	.00	
<b>Patriot Workwear</b>							
Patriot Workwear	39115	01-411.238	Pant/Shirts - Griffin	10/05/23	280.00	.00	
Patriot Workwear	42085	01-410.260	Rain Pad - Hart	11/12/24	6.00	.00	
Patriot Workwear	42163	01-410.238	Vest carrier/Clip Upgrade-Nothstein	11/14/24	1,423.00	.00	
Total Patriot Workwear:					1,709.00	.00	
<b>Pennsylvania Steel Company Inc</b>							
Pennsylvania Steel Compa	2714077	01-437.375	#1-Chip/Leaf Box Build	11/12/24	1,211.27	.00	
Total Pennsylvania Steel Company Inc:					1,211.27	.00	
<b>PPL Electric Utilities</b>							
PPL Electric Utilities	103024	08-429.361	47020-14000	10/30/24	24.61	.00	
PPL Electric Utilities	11042024	08-429.361	15450-07020	11/04/24	25.00	.00	
PPL Electric Utilities	110424	08-429.361	32650-08001	11/04/24	24.86	.00	
PPL Electric Utilities	11052024	08-429.361	56060-06003	11/05/24	24.81	.00	
PPL Electric Utilities	110524	06-448.361	30460-06001	11/05/24	402.81	.00	
PPL Electric Utilities	111124	03-411.320	8290003000	11/11/24	502.38	.00	
PPL Electric Utilities	11142024	01-409.361	51930-02019	11/14/24	40.71	.00	
PPL Electric Utilities	111424	01-409.361	61089-84010	11/14/24	682.22	.00	
PPL Electric Utilities	11152024	01-409.361	68051-53008	11/15/24	89.70	.00	
PPL Electric Utilities	111524	01-409.361	97913-22005	11/15/24	24.61	.00	
PPL Electric Utilities	1142024	08-429.361	42850-08008	11/04/24	24.93	.00	
PPL Electric Utilities	11424	08-429.361	08450-07007	11/04/24	24.86	.00	
PPL Electric Utilities	11524	03-412.320	54260-05026	11/05/24	374.98	.00	
PPL Electric Utilities	20241114	01-409.361	22924-29015	11/14/24	31.59	.00	
PPL Electric Utilities	241114	01-409.361	51730-02013	11/14/24	24.61	.00	
Total PPL Electric Utilities:					2,322.68	.00	
<b>Print-O-Stat Inc.</b>							
Print-O-Stat Inc.	128962	01-414.342	RTK-3015 Barrington	11/14/24	111.75	.00	
Total Print-O-Stat Inc.:					111.75	.00	
<b>PSATC</b>							
PSATC	34064-1	01-400.420	2025 Dues	11/12/24	3,504.30	.00	
Total PSATC:					3,504.30	.00	
<b>PSATS</b>							
PSATS	INV-162149-C0G4	01-414.420	2024 PAAZO Fall Seminar - Lopez	11/13/24	125.00	.00	
Total PSATS:					125.00	.00	
<b>Purchase Power</b>							
Purchase Power	11182024	01-401.325	Postage meter refill	11/18/24	1,009.75	.00	
Total Purchase Power:					1,009.75	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>ReadyRefresh</b>							
ReadyRefresh	14K0436481527	01-409.366	Admin Bldg- Acct#0436481527	11/06/24	135.18	.00	
ReadyRefresh	14K0436481543	01-409.366	Police Dept - Acct #0436481543	11/08/24	225.50	.00	
ReadyRefresh	14K0436481576	01-409.366	DPW - Acct #0436481576	11/06/24	217.68	.00	
ReadyRefresh	24J0441704392	01-409.366	Franko - Acct#0441704392	11/02/24	20.00	.00	
Total ReadyRefresh:					598.36	.00	
<b>Reliable Sign and Striping</b>							
Reliable Sign and Striping	5948	01-410.241	Sign at LVHN	11/14/24	187.00	.00	
Total Reliable Sign and Striping:					187.00	.00	
<b>Robbins, Matthew</b>							
Robbins, Matthew	111824	01-430.192	2024-Reim Uniform Allowance	11/18/24	300.88	.00	
Total Robbins, Matthew:					300.88	.00	
<b>Roche Painting LLC</b>							
Roche Painting LLC	3996	41-409.600	Epoxy Floors - Magistrate	11/11/24	5,932.00	.00	
Total Roche Painting LLC:					5,932.00	.00	
<b>Saf-Gard Safety Shoe Company</b>							
Saf-Gard Safety Shoe Com	IN-3732643	01-430.192	Boots - Stametz	10/27/24	168.99	.00	
Total Saf-Gard Safety Shoe Company:					168.99	.00	
<b>Salisbury Township Employees</b>							
Salisbury Township Employ	20241114	90-229000	DPW Dues Payroll 11/14/2024	11/14/24	200.00	200.00	11/15/24
Total Salisbury Township Employees:					200.00	200.00	
<b>SCF Architechture LLC</b>							
SCF Architechture LLC	2423-008	41-409.600	Magistrate Office Rehab - MEP Engineer	11/14/24	475.00	.00	
Total SCF Architechture LLC:					475.00	.00	
<b>Schaedler Yesco</b>							
Schaedler Yesco	S7686616.003	41-409.600	Receptacle Materials - Magistrate	10/28/24	61.66	.00	
Schaedler Yesco	S7701336.001	41-409.600	MC Connectors for Lights - Magistrate	10/28/24	98.92	.00	
Schaedler Yesco	S7701336.002	41-409.600	Return	10/28/24	215.70-	.00	
Schaedler Yesco	S7701336.003	41-409.600	Return	10/28/24	4.40-	.00	
Schaedler Yesco	S7701336.004	41-409.600	Electric/Low Voltage Finish - Magistrate	10/29/24	826.44	.00	
Schaedler Yesco	S7704318.001	41-409.600	Light - Magistrate	11/01/24	82.20	.00	
Schaedler Yesco	S7704691.001	41-409.600	Light - Magistrate	10/30/24	134.07	.00	
Schaedler Yesco	S7705533.001	41-409.600	Finish Electric Items - Magistrate	10/30/24	52.36	.00	
Schaedler Yesco	S7705533.002	41-409.600	Spacer Shims - Magistrate	10/30/24	57.80	.00	
Schaedler Yesco	S7715458.001	41-409.600	TV Covers - Magistrate	11/07/24	34.22	.00	
Schaedler Yesco	S7715458.002	41-409.600	EOC Cover Plates - Magistrate	11/07/24	15.97	.00	
Total Schaedler Yesco:					1,143.54	.00	
<b>SealMaster</b>							
SealMaster	INV2086388	01-438.245	Tar/Cold Squeegee Tool	11/14/24	375.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total SealMaster:					375.00	.00	
<b>Seitz Bros Exterminating Co</b>							
Seitz Bros Exterminating C	2382681	01-401.315	Pest control-Police	11/13/24	52.50	.00	
Total Seitz Bros Exterminating Co:					52.50	.00	
<b>Service Electric Cable TV</b>							
Service Electric Cable TV	11012024	01-401.320	#0715417274	11/01/24	91.90	.00	
Total Service Electric Cable TV:					91.90	.00	
<b>Shammy Shine Car Washes</b>							
Shammy Shine Car Washes	103124	01-410.315	Police Car Washes-10/1/24-10/31/24	10/31/24	200.00	.00	
Total Shammy Shine Car Washes:					200.00	.00	
<b>Sinko, Michael</b>							
Sinko, Michael	111224	01-409.192	2024-Boot/Clothing Allowance	11/12/24	341.39	.00	
Total Sinko, Michael:					341.39	.00	
<b>Staples Advantage</b>							
Staples Advantage	6016481985	01-430.240	Office Chair - Roof	11/06/24	284.99	.00	
Total Staples Advantage:					284.99	.00	
<b>Staver Hydraulics Co Inc</b>							
Staver Hydraulics Co Inc	00063445	01-437.375	Bowmag SW900	11/07/24	161.26	.00	
Staver Hydraulics Co Inc	00063737	01-437.375	#21-Fitting	11/12/24	12.11	.00	
Total Staver Hydraulics Co Inc:					173.37	.00	
<b>STOPA</b>							
STOPA	20241114	90-226000	Police Dues Payroll 11/14/2024	11/14/24	510.00	510.00	11/15/24
Total STOPA:					510.00	510.00	
<b>Suburban Propane-2022</b>							
Suburban Propane-2022	920224962191107	01-430.231	diesel	11/06/24	1,325.74	.00	
Suburban Propane-2022	920224962191107	06-448.231	diesel	11/06/24	76.20	.00	
Suburban Propane-2022	920224962191107	08-429.231	diesel	11/06/24	76.20	.00	
Suburban Propane-2022	920224962191107	03-413.231	diesel	11/06/24	230.30	.00	
Suburban Propane-2022	920224962191107	01-401.231	unleaded	11/06/24	23.95	.00	
Suburban Propane-2022	920224962191107	01-410.231	unleaded	11/06/24	846.60	.00	
Suburban Propane-2022	920224962191107	01-430.231	unleaded	11/06/24	282.54	.00	
Suburban Propane-2022	920224962191107	06-448.231	unleaded	11/06/24	102.74	.00	
Suburban Propane-2022	920224962191107	08-429.231	unleaded	11/06/24	102.74	.00	
Suburban Propane-2022	920224962191107	03-413.231	unleaded	11/06/24	84.40	.00	
Total Suburban Propane-2022:					3,151.41	.00	
<b>U.S. Postal Service</b>							
U.S. Postal Service	112124	06-448.325	Postage for Water Lead & Copper Notice	11/21/24	1,136.17	1,136.17	11/22/24
Total U.S. Postal Service:					1,136.17	1,136.17	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>UGI Utilities Inc - 2269</b>							
UGI Utilities Inc - 2269	11112024	03-412.320	411004312269	11/11/24	38.58	.00	
Total UGI Utilities Inc - 2269:					38.58	.00	
<b>UGI Utilities Inc - 5711</b>							
UGI Utilities Inc - 5711	11112024	01-409.230	411015015711	11/11/24	25.12	.00	
Total UGI Utilities Inc - 5711:					25.12	.00	
<b>Valley Networks Inc</b>							
Valley Networks Inc	6448	01-407.319	Datto Monthly Cloud Backup-Dec 2024	11/15/24	928.50	.00	
Valley Networks Inc	6448	06-448.319	Datto Monthly Cloud Backup-Dec 2024	11/15/24	123.80	.00	
Valley Networks Inc	6448	08-429.319	Datto Monthly Cloud Backup-Dec 2024	11/15/24	123.80	.00	
Valley Networks Inc	6448	10-407.319	Datto Monthly Cloud Backup-Dec 2024	11/15/24	61.90	.00	
Total Valley Networks Inc:					1,238.00	.00	
<b>Verizon-950</b>							
Verizon-950	1122024	01-410.320	0563-Monitor Traffic Signals	11/02/24	46.01	.00	
Total Verizon-950:					46.01	.00	
<b>Whitehall Turf Equipment</b>							
Whitehall Turf Equipment	110067	01-451.375	Parks Gas Mix	11/06/24	83.72	.00	
Total Whitehall Turf Equipment:					83.72	.00	
<b>Whitetail Disposal</b>							
Whitetail Disposal	1325366	10-427.300	Trash/Recycling Services - Oct 2024	10/31/24	163,967.83	.00	
Whitetail Disposal	1325366	10-427.300	Refrigerator Removal - Oct 2024	10/31/24	165.00	.00	
Total Whitetail Disposal:					164,132.83	.00	
<b>Williams, Thomas</b>							
Williams, Thomas	111524	91-100400	Fire Escrow Release - 2915 Meadowbrook Cir N	11/15/24	33,500.00	.00	
Total Williams, Thomas:					33,500.00	.00	
<b>Winter Engine-Generator Serv Inc</b>							
Winter Engine-Generator S	0179298-IN	01-409.373	Generator Repair	11/13/24	761.00	.00	
Total Winter Engine-Generator Serv Inc:					761.00	.00	
<b>Witmer Public Safety Group</b>							
Witmer Public Safety Grou	INV556140	01-410.242	Glock 9mm (26)/Mounts/Sights	10/14/24	12,020.32	.00	
Total Witmer Public Safety Group:					12,020.32	.00	
<b>YCG Inc</b>							
YCG Inc	233664	01-410.375	Screw/Knob/Fuse	10/07/24	16.50	.00	
Total YCG Inc:					16.50	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>Zulic, Brian</b>							
Zulic, Brian	11142024	01-410.132	Heart & Lung- 10/27/24-11/9/24	11/14/24	3,399.12	3,399.12	11/14/24
Zulic, Brian	111824	01-410.132	Heart & Lung- 11/10/24-11/23/24 & 8 hrs from 11/14/24 Payroll Error	11/18/24	4,154.48	.00	
Total Zulic, Brian:					7,553.60	3,399.12	
Grand Totals:					1,003,241.31	15,858.31	

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
<b>General Fund</b>							
Total General Fund:					180,035.67	7,175.44	
<b>Fire Fund</b>							
Total Fire Fund:					1,758.86	.00	
<b>Library Fund</b>							
Total Library Fund:					39.60	39.60	
<b>Water Fund</b>							
Total Water Fund:					283,605.43	1,136.17	
<b>Sewer Fund</b>							
Total Sewer Fund:					311,983.37	.00	
<b>Refuse &amp; Recycling Fund</b>							
Total Refuse & Recycling Fund:					172,431.78	.00	
<b>Capital General Fund</b>							
Total Capital General Fund:					11,553.96	.00	
<b>Payroll Fund</b>							
Total Payroll Fund:					2,562.79	2,562.79	
<b>Subdivision Escrow Fund</b>							
Total Subdivision Escrow Fund:					33,500.00	.00	
<b>Cash Allocations</b>							
Total Cash Allocations:					5,769.85	4,944.31	
Grand Totals:					1,003,241.31	15,858.31	

Date: \_\_\_\_\_

President: \_\_\_\_\_

Board of Commissioners

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
November 14, 2024  
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 pm.

Commissioner Brinton announced that an Executive Session will take place after the Workshop to discuss a legal matter.

Commissioner Brinton turned the proceedings over to Ms. Bonaskiewich, Township Manager.

**ROLL CALL**

**Board Members Present:**

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

**Staff Present:**

Cathy Bonaskiewich, Township Manager  
Sandy Nicolo, Assistant Twp Manager/Community Development Director/MS4 Coordinator  
Paul Ziegenfus, Finance Director  
James Levernier, Director of Public Works  
Donald Sabo, Chief of Police  
Jack Gross, 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.

**Police Sergeant Swearing-In Ceremony.**

Commissioner Brinton performed the ceremonial swearing-in ceremony for Officer Losagio who was promoted to the rank of Sergeant. Sergeant Losagio thanked the Board for their support.

**APPROVAL OF THE LIST OF BILLS PAYABLE**

Commissioner Patnaik inquired whether the invoice for the sewer lining represented the final payment for the project. Mr. Levernier noted that additional payments are still pending, as the contractor's total cost was around \$300,000, with the final payment request expected soon.

**Motion by Commissioner Patnaik, seconded by Commissioner Karol, to approve the List of Bills Payable for the periods of 10/19/2024-11/8/2024, broken down as follows:**

\$140,093.78 = GENERAL  
\$2,523.51 = FIRE  
\$0 = LIBRARY  
\$35,652.31 = WATER  
\$77,134.28 = SEWER  
\$89.18 = REFUSE & RECYCLING  
\$91,606.69 = HIGHWAY AID  
\$27,457.21 = CAPITAL GENERAL  
\$2,788.54 = PAYROLL  
**\$377,345.50 = GRAND TOTAL ALL FUNDS**

**The Board voted:** 5 Ayes; 0 Nays.

**MINUTES**

**October 24, 2024**

Commissioner Brinton declared the Minutes from October 24, 2024 accepted as presented.

**NEW BUSINESS**

**ORDINANCES**

**None.**

## RESOLUTIONS

### Resolution Authorizing the Submission of Statewide Local Share Assessment (LSA) Grant Application for the Purchase of New Radios for Emergency Services Personnel and Authorizing Township Manager and Assistant Manager to Execute Grant Documents and Agreements.

Commissioner Brinton stated that this Resolution is required for the submission of the Township's LSA Grant Application to the Commonwealth Financing Authority. She commented that the project was caused by a required, unfunded, federal mandate to switch over a single radio system under the umbrella of the County.

Ms. Bonaskiewich commented that included within the Resolution is verbiage that pledges the Township's financial commitment of 20% of the estimated cost, or \$166,000, for the radio replacement. She noted that she is hopeful that the pledge will enhance the Township's likelihood of securing the grant.

Commissioner Lipkin further clarified that as a jurisdiction within the County, the Township is required to make the switch to P25 radios for all Township emergency personnel, regardless of whether or not the Township is successful in obtaining grant funding for the project.

**Motion by Commissioner Conn, seconded by Commissioner Patnaik, to adopt Resolution No. 11-2024-1834, authorizing the submission of the Statewide Local Share Assessment (LSA) grant application for the purchase of new radios for emergency services personnel and authorizing the Township Manager and Assistant Manager to execute the grant documents and agreements.**

The Board voted: 5 Ayes; 0 Nays.

### Resolution Approving Signage Request for Wildland's Conservancy's Black River Sanctuary.

Commissioner Patnaik inquired about the Ordinance requirements for signs. Mr. Nicolo explained that the sign they are proposing to install does not meet the Township's Ordinance requirements, but since it is not in an area that impacts the character of the development, the Ordinance section allows the Board to approve it.

**Motion by Commissioner Karol, seconded by Commissioner Lipkin, to adopt Resolution No. 11-2024-1836, approving the signage request for Wildland's Conservancy's Black River Sanctuary.**

The Board voted: 5 Ayes; 0 Nays.

### Resolution Adopting the 2024 Salisbury Township Emergency Operations Plan.

Mr. Wyatt Davis, the Township's Emergency Operations Manager, stated that with the adoption of the Lehigh County 2024 Hazard Mitigation Plan at the previous Board meeting, the Township's updated 2024 Emergency Operations Plan is required by Pennsylvania's Act 35.

**Motion by Commissioner Conn, seconded by Commissioner Patnaik, to adopt Resolution No. 11-2024-1835, adopting the 2024 Salisbury Township Emergency Operations Plan.**

The Board voted: 5 Ayes; 0 Nays.

### MOTIONS

**Motion Approving Collective Bargaining Agreement with the Salisbury Township Police Officers Association for Years 2025 through 2028.**

**Motion by Commissioner Lipkin, seconded by Commissioner Patnaik, to approve the Collective Bargaining Agreement with the Salisbury Township Police Officers Association for Years 2025 through 2028.**

The Board voted: 5 Ayes; 0 Nays.

**Motion Authorizing Advertisement of the Public Inspection Period for the Proposed 2025 Budget.**

Commissioner Brinton explained that two additional meetings will be held to discuss the budget before its final approval in December and noted any necessary changes could still be made during that time.

**Motion by Commissioner Karol, seconded by Commissioner Patnaik, to authorize the advertisement of the public inspection period for the proposed 2025 budget.**

The Board voted: 5 Ayes; 0 Nays.

**Motion Approving Mailbox Replacement Policy.**

Commissioner Karol commented that the new policy aligns more closely with the practices of surrounding municipalities.

Commissioner Lipkin explained that the Township would only be responsible for mailbox replacements if there is a direct strike from the plow.

Commissioner Brinton further explained that if a mailbox post is not strong enough to withhold the weight of the snow, or if it is not installed properly, the Township will not be responsible for the repair.

**Motion by Commissioner Conn, seconded by Commissioner Karol, to approve the Mailbox Replacement Policy.**

**The Board voted: 5 Ayes; 0 Nays.**

**Motion Approving Change Order #1 for the 2024 Sanitary Sewer System Rehabilitation Project for an Increased Cost of \$16,500.**

Mr. Wojciechowski stated that this work is for the project on Louise Lane. He explained that three depressions in the roadway led the contractor to discover that three laterals were separated and needed to be replaced.

**Motion by Commissioner Lipkin, seconded by Commissioner Patnaik, to approve Change #1 for the 2024 Sanitary Sewer System Rehabilitation Project with an increased cost of \$16,500.**

**The Board voted: 5 Ayes; 0 Nays.**

**Motion Accepting Time Extension to May 26, 2025 for the Sheffield Square Land Development at 206 East Lynnwood Street.**

**Motion by Commissioner Patnaik, seconded by Commissioner Karol, to accept the Time Extension to May 26, 2025 for the Sheffield Square Land Development at 206 East Lynnwood Street.**

**The Board voted: 5 Ayes; 0 Nays.**

**COURTESY OF THE FLOOR**

Commissioner Patnaik thanked the Department of Public Works for their efforts with leaf collection.

The Board thanked both Western and Eastern Fire Chiefs for including them at their recent banquet celebrations.

Ms. Bonaskiewich stated that the tree lighting ceremony, originally scheduled for Friday, December 6<sup>th</sup>, had to be cancelled because the tree had died. Mr. Levernier noted that in addition to the dry weather, the tree had fallen over a couple of times during the year. He commented that they plan to plant something a little smaller to allow it more time to establish strong roots.

Mr. Levernier stated that the Department of Public Works is continuing with their leaf collection process and noted that it is a very dusty season due to the lack of rain. He commented that the collection will most likely wrap up in mid-December, weather dependent.

Chief Sabo announced that the two new hires are set to graduate from the Police Academy on December 13th and will then enter the Township's Field Training Program. He also noted that the Township is expected to soon receive the PCCD grant funds, which covered the cost of the officers' academy training and equipment.

Chief Sabo commented that he is still awaiting responses from several grant applications, with the most significant being the one for the radio project.

Commissioner Brinton inquired if Township residents should conserve water due to the lack of rain. Mr. Levernier responded that DEP issued a drought watch for the area, which means a recommended 5% reduction in residents' water usage. He noted that if the designation changes to a warning, he will address it at that time.

**ADJOURNMENT**

Commissioner Patnaik made a motion to adjourn the meeting. Commissioner Lipkin seconded the motion. The time was 7:31 pm.

Respectfully submitted,

Cathy Bonaskiewich  
Township Secretary

These constitute the official Minutes of the Regular Meeting of the Board of Commissioners held on November 14, 2024.

Approved and certified on this date:

\_\_\_\_\_  
Cathy Bonaskiewich

Date: \_\_\_\_\_

SEAL

**TOWNSHIP OF SALISBURY**  
**LEHIGH COUNTY, PENNSYLVANIA**  
**RESOLUTION NO. 11-2024-1834**

**A RESOLUTION AUTHORIZING AND APPROVING THE SUBMISSION OF  
A LOCAL SHARE ACCOUNT STATEWIDE GRANT APPLICATION TO  
PURCHASE PORTABLE RADIO EQUIPMENT FOR THE TOWNSHIP FOR  
EMERGENCY SERVICES PERSONNEL**

**WHEREAS**, the Township of Salisbury, Lehigh County, Pennsylvania is mandated to update its radio communications systems in order to allow for interoperability with emergency communications; and

**WHEREAS**, the Township recognizes the critical importance that emergency responders, called to both day-to-day and large-scale incidents, must be able to communicate with each other regardless of the make or model of equipment; and

**WHEREAS**, the Township wishes to purchase updated radio and communication technology to allow for compliance with the P25 standards.

**BE IT RESOLVED** by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania that the Township of Salisbury, Lehigh County, Pennsylvania (Applicant) hereby requests a Local Share Account Statewide grant of \$663,733 from the Commonwealth Financing Authority to acquire updated radios and communication technology. This investment will significantly enhance coordination among our public safety agencies during emergencies, ultimately saving lives.

**BE IT FURTHER RESOLVED**, that the Applicant does hereby designate the Township Manager (Cathy Bonaskiewich) and/or Assistant Township Manager (Alessandro Nicolo), as the official(s) authorized to execute all documents and agreements between the Township of Salisbury and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

**BE IT FURTHER RESOLVED**, that the Township of Salisbury is willing to commit twenty (20%) percent from Township funds towards the total project cost of \$829,666.24.

**DULY ADOPTED** this 26<sup>th</sup> day of November, 2024, by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, in a lawful session duly assembled.

ATTEST:

**TOWNSHIP OF SALISBURY**  
(Lehigh County, Pennsylvania)

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Cathy Bonaskiewich  
Township Secretary

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Debra J. Brinton  
President, Board of Commissioners

I, Cathy Bonaskiewich, duly qualified Township Secretary of the Township of Salisbury, Lehigh County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Salisbury Township Board of Commissioners at a regular meeting held November 26<sup>th</sup>, 2024, and said Resolution has been recorded in the minutes of the Salisbury Township Board of Commissioners and remains in effect as of this date.

**IN WITNESS THEREOF**, I affix my hand and attach the seal of Salisbury Township, this 26<sup>th</sup> day of November, 2024.

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Cathy Bonaskiewich, Township Secretary  
TOWNSHIP OF SALISBURY, LEHIGH County (APPLICANT)

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

**RESOLUTION NO. 11-2024-1837**

**A RESOLUTION CONDITIONALLY APPROVING THE REVISED  
PRELIMINARY/FINAL MAJOR SUBDIVISION PLAN WITH  
RESPECT TO THE SUBDIVISION PROPOSED BY THOMAS P.  
WILLIAMS, SR. FOR THE PROPERTY LOCATED AT 621 EAST  
LYNWOOD STREET, ALLENTOWN, PA**

**WHEREAS**, on or about April 1, 2024 Thomas P. Williams, Sr. (the "Applicant") filed with the Township of Salisbury (the "Township") a revised "Major Subdivision Plan" for Project Number PZ-24-00024 (the "Plan") regarding a property located at 621 E. Lynwood Street, Allentown, PA (the "Subject Property"); and

**WHEREAS**, the Applicant, in pursuing development of the Subject Property, has requested four (4) waivers from the Salisbury Township Subdivision and Land Development Ordinance (the "SALDO") as follows:

1. SALDO Section(s) 22-302.1.C, 22-502.1.A and 22-602.1 (requiring separate Preliminary and Final Plan submissions);
2. SALDO Section 22-502.3.4.C (requiring existing man-made features on the site within One Hundred feet (100') be shown on the site plans);
3. SALDO Section 22-1010.I (requiring grading to prevent cross drainage between lots, and with the plans showing a swale along E. Granite Street to convey stormwater via a twenty feet (20') drainage easement);
4. SALDO Section 22-1011.7.C (requiring drive grades not exceed four percent (4%) in the initial twenty feet (20') behind the curb).

**WHEREAS**, the Planning Commission of the Township of Salisbury reviewed the Plan and recommended preliminary/final approval and approval of all requested waivers at the September 25, 2024 Planning Commission Meeting; and

**WHEREAS**, the purpose of this Resolution is to formally record the decision of the Board of Commissioners with respect to the Plan in accordance with the Municipalities Planning Code (the "MPC"), Salisbury Township Subdivision and Land Development Ordinance (the "SALDO") and the Salisbury Township Zoning Ordinance (the "ZO").

**NOW THEREFORE, BE IT RESOLVED AND ENACTED** by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania that Applicant's Plan, as follows:

1. The Plan is approved, and the requested waivers are granted, subject to the following conditions:

a. The Applicant shall comply with all conditions cited in the revised engineering review letter from the Township Engineer Barry Isett & Associates dated November 19, 2024 and the letter from Zoning Officer Kerry Rabold dated August 22, 2024; and

b. At the time of recording the Plan, the Developer shall record the Plan and submit copies with recording information to the Township; and

c. At the time of recording the Plan, the Developer shall, subject to the review and approval of the Township Engineer and the Township Solicitor, record any and all deeds required, if necessary; and

d. Execution and recording of a Land Development Improvements Agreement and Maintenance Agreement, secured by an irrevocable letter of credit, cash escrow, bond or other security in accordance with the MPC, SALDO and ZO and subject to approval by the Township Solicitor, if deemed necessary; and

e. Execution of a drainage easement in accordance with the plans showing a swale along E. Granite Street to convey stormwater via a twenty feet (20') drainage easement which shall be subject to the approval of the Township Solicitor, if deemed necessary; and

f. Execution and recording, if necessary, of a Stormwater Best Management Practices, Operation and Maintenance Agreement, subject to the approval of the Township Solicitor and Township Engineer; and

g. Additions of notes to the Plan identifying the approved waiver requests and the relief granted and conditions approved thereof; and

h. Payment of all review fees incurred by the Township prior to recording.

2. All revisions to the Plan shall be subject to review and approval by the Township Staff, Engineer and Solicitor.

3. Approval of the Plan is conditioned upon the Developer exercising good faith to timely secure all outside agency approvals, timely fulfilling all conditions of approval as set forth herein and timely recording of the Plan in accordance with Section 513 of the MPC.

4. This Resolution is further conditioned upon receipt by the Developer of all necessary outside agency approvals. If, in the opinion of the Township, any such approval results in a material modification of the Plan, as approved by this Resolution, the Township may require the filing, review and approval of amended plans.

5. The conditions of approval have been made known to the Developer, and the same are contingent expressly upon Developer's affirmative, written acceptance of said conditions on a form prescribed by the Township. Said form is to be executed by the Developer and returned in such a manner as to be received by the Township on or before the close of business on December 11, 2024. If an unconditional acceptance of the conditions of approval is not received as set forth herein, the application for approval shall be deemed DENIED based upon Developer's failure to fulfill said conditions or agree thereto.

**RESOLVED AND ADOPTED** this 26<sup>th</sup> day of November 2024 at a regular public meeting.

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

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Debra J. Brinton, President  
**BOARD OF COMMISSIONERS**

ATTESTED:

\_\_\_\_\_  
Cathy Bonaskiewich  
Township Secretary

DRAFT

**SALISBURY TOWNSHIP**  
Lehigh County, Pennsylvania  
**Board of Commissioners Workshop Meeting**  
**November 26, 2024**  
**7:30 p.m.**  
(approximate time)

**Topics of discussion:**

- Continued Review and Discussion of Proposed 2025 Budget