

**SALISBURY TOWNSHIP**  
**Lehigh County, Pennsylvania**  
**Board of Commissioners Meeting**  
**Regular Meeting Agenda—December 12, 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. Financial Report – Oct. 2024 & Bills Payables – Period 11/23/24-12/6/24**

**5. Approval of the Minutes –Nov. 26, 2024**

**6. New Business**

**A. PUBLIC HEARING** regarding Vacation of Nottingham Road between Yorkshire Road and Cul-de-Sac

**B. ORDINANCES**

1. Public Comment regarding 2025 Budget Approval and Ordinance Setting/Reaffirming Tax Rates for Year 2025 and Approving 2025 Budget Appropriations
2. Ordinance Amending Non-Uniformed Defined Benefit (PMRS) Pension Plan to Set Employee Contribution Rate for Year 2025

**C. RESOLUTIONS**

1. Resolution Increasing Water and Sewer Rates effective 01/01/25
2. Resolution Setting the Police Pension Plan Employee Contribution Rate for Year 2025

**D. MOTIONS**

1. Motion Approving Non-Uniformed Defined Contribution (DC) Pension Plan Funding for Year 2024
2. Motion Approving Payment #1 to Wexcon, Inc. for the 2024 Sanitary Sewer Rehabilitation Project in the Amount of \$66,870
3. Motion Approving Payment #2 in the Amount of \$205,080.84 and Change Order #1 for \$53,019.30 Increase for Wexcon, Inc. for the Louise Lane Waterline Project
4. Motion Approving Payment from Fire Fund Capital Reserves for Repair of WSFD Apparatus in the amount of \$15,044.19

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**D. MOTIONS (continued)**

5. Motion Appointing 3rd Ward Representative to Environmental Advisory Committee (EAC)

6. Motion Appointing Civil Service Commission (CSC) Alternate

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

**8. Adjournment**

**Income Statement- Summary by Fund**  
**1/1 - 10/31/2024**

	General Fund	Capital Fund-General	Fire Fund	Capital Fund-Fire	Library Fund	Recreation Fund	Water Fund	Sewer Fund	Refuse & Recycling Fund	Debt Service Fund	Highway Aide Fund	Payroll Fund	Combined-All Funds
2024 YTD Revenues	9,504,616	905,235	625,998	203,826	77,138	4,500	2,063,877	1,896,255	2,214,441	49,621	457,847	1,361	18,004,715
2024 YTD Expenditures	<u>10,362,780</u>	<u>925,613</u>	<u>525,151</u>	<u>203,826</u>	<u>43,065</u>	<u>61,232</u>	<u>2,024,257</u>	<u>1,892,535</u>	<u>1,601,624</u>	<u>49,621</u>	<u>436,778</u>	<u>-</u>	<u>18,126,482</u>
2024 YTD Surplus (Deficit)	<u>(858,164)</u>	<u>(20,378)</u>	<u>100,847</u>	<u>-</u>	<u>34,073</u>	<u>(56,732)</u>	<u>39,620</u>	<u>3,720</u>	<u>612,817</u>	<u>-</u>	<u>21,069</u>	<u>1,361</u>	<u>(121,768)</u>
2023 YTD Surplus (Deficit)	<u>(2,328,175)</u>	<u>144,551</u>	<u>81,891</u>	<u>-</u>	<u>32,926</u>	<u>-</u>	<u>(22,130)</u>	<u>338,832</u>	<u>490,952</u>	<u>-</u>	<u>(163,277)</u>	<u>1,141</u>	<u>(1,423,289)</u>
Variance over Prior YTD	1,470,011	(164,929)	18,956	-	1,147	(56,732)	61,751	(335,112)	121,864	-	184,346	219	1,301,521

GENERAL FUND SUMMARY	2024 BOARD APPROVED BUDGET	1/1 - 10/31/2024 ACTUAL	% OF ANNUAL BUDGET
<b>REVENUES:</b>			
<b>OPERATING:</b>			
TAXES	\$ 8,926,404	\$ 8,191,337	91.8%
PERMITS, FEES & INTEREST	1,040,512	761,310	73.2%
OTHER OPERATING REVENUE	165,850	281,382	169.7%
TRANSFERS FROM OTHER FUNDS	426,000	64,277	15.1%
FROM PRIOR-YEAR RESERVES	140,799	-	0.0%
<b>TOTAL OPERATING REVENUE</b>	<b>\$ 10,699,565</b>	<b>\$ 9,298,305</b>	<b>86.9%</b>
<b>NON-OPERATING:</b>			
DEVELOPMENT GRANTS & CONTRIBUTIONS	160,000	168,880	105.6%
PRIOR YEAR EXPENSE REFUNDS	175,000	37,431	21.4%
<b>TOTAL NON-OPERATING REVENUE</b>	<b>\$ 335,000</b>	<b>\$ 206,311</b>	<b>61.6%</b>
<b>TOTAL REVENUES</b>	<b>\$ 11,034,565</b>	<b>\$ 9,504,616</b>	<b>86.1%</b>
<b>EXPENDITURES:</b>			
<b>OPERATING:</b>			
(A) GENERAL GOVERNMENT	\$ 1,678,386	\$ 1,598,461	95.2%
(B) PUBLIC SAFETY	4,885,648	4,322,061	88.5%
(D) PUBLIC WORKS	3,206,489	3,085,276	96.2%
(E) RECREATION	123,818	113,047	91.3%
(F) CONSERVATION OF NATURAL RESOURCES	13,100	11,970	91.4%
(G) CONTRIBUTIONS & MISCELLANEOUS	27,300	58,053	212.6%
(H) INSURANCE & BENEFITS	257,100	268,677	104.5%
(I) TRANSFERS TO OTHER FUNDS	842,724	905,235	107.4%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 11,034,565</b>	<b>\$ 10,362,780</b>	<b>93.9%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 11,034,565</b>	<b>\$ 10,362,780</b>	<b>93.9%</b>
<b>SURPLUS (DEFICIT)</b>	<b>\$ -</b>	<b>\$ (858,164)</b>	

GENERAL FUND SUMMARY	1/1 - 10/31/2024 ACTUAL	1/1 - 10/31/2023 ACTUAL	Increase (Decrease) Over Prior YTD	% Change over Prior YTD
<b>REVENUES:</b>				
<b>OPERATING:</b>				
TAXES	\$ 8,191,337	\$ 7,310,140	\$ 881,197	12.1%
PERMITS, FEES & INTEREST	761,310	798,989	(37,679)	-4.7%
OTHER OPERATING REVENUE	281,382	566,889	(285,507)	-50.4%
TRANSFERS FROM OTHER FUNDS	64,277	-	64,277	
FROM PRIOR-YEAR RESERVES	-	-	-	0.0%
<b>TOTAL OPERATING REVENUE</b>	<b>\$ 9,298,305</b>	<b>\$ 8,676,017</b>	<b>\$ 622,288</b>	<b>7.2%</b>
<b>NON-OPERATING:</b>				
DEVELOPMENT GRANTS & CONTRIBUTIONS	168,880	151,050	17,830	11.8%
PRIOR YEAR EXPENSE REFUNDS	37,431	93,076	(55,645)	-59.8%
<b>TOTAL NON-OPERATING REVENUE</b>	<b>\$ 206,311</b>	<b>\$ 244,126</b>	<b>\$ (37,815)</b>	<b>-15.5%</b>
<b>TOTAL REVENUES</b>	<b>\$ 9,504,616</b>	<b>\$ 8,920,143</b>	<b>\$ 584,473</b>	<b>6.6%</b>
<b>EXPENDITURES:</b>				
<b>OPERATING:</b>				
(A) GENERAL GOVERNMENT	\$ 1,598,461	\$ 1,358,909	\$ 239,552	17.6%
(B) PUBLIC SAFETY	4,322,061	3,940,715	381,346	9.7%
(D) PUBLIC WORKS	3,085,276	2,363,178	722,098	30.6%
(E) RECREATION	113,047	125,161	(12,113)	-9.7%
(F) CONSERVATION OF NATURAL RESOURCES	11,970	13,167	(1,197)	-9.1%
(G) CONTRIBUTIONS & MISCELLANEOUS	58,053	35,674	22,379	62.7%
(H) INSURANCE & BENEFITS	268,677	252,600	16,076	6.4%
(I) TRANSFERS TO OTHER FUNDS	905,235	3,158,914	(2,253,679)	-71.3%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 10,362,780</b>	<b>\$ 11,248,318</b>	<b>\$ (885,538)</b>	<b>-7.9%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 10,362,780</b>	<b>\$ 11,248,318</b>	<b>\$ (885,538)</b>	<b>-7.9%</b>
<b>SURPLUS (DEFICIT)</b>	<b>\$ (858,164)</b>	<b>\$ (2,328,175)</b>	<b>\$ 1,470,011</b>	<b>-63.1%</b>

## GENERAL FUND- REVENUES

REVENUE DESCRIPTION	2024 BOARD APPROVED BUDGET	1/1 - 10/31/2024 ACTUAL	% OF BUDGET REC'D
PROPERTY TAXES	\$ 3,950,000	\$ 3,807,064	96.4%
LOCAL ENABLING TAXES	4,390,000	3,786,027	86.2%
STATE-SHARED REVENUE	586,404	598,246	102.0%
<b>Total Tax Revenue</b>	<b>\$ 8,926,404</b>	<b>\$ 8,191,337</b>	<b>91.8%</b>
BUS LICENSES & PERMITS	220,000	104,700	47.6%
NON-BUS LICENSES & PERMITS	11,700	7,402	63.3%
FINES	67,000	49,736	74.2%
INTEREST	114,000	67,047	58.8%
RENTS & ROYALTIES	41,927	35,844	85.5%
SERVICE FEES	178,000	151,011	84.8%
REVIEW FEES	195,400	135,292	69.2%
PUBLIC SAFETY FEES	203,485	204,203	100.4%
RECREATIONAL USER FEES	9,000	6,075	67.5%
<b>Total Permits, Fees &amp; Interest Revenue</b>	<b>\$ 1,040,512</b>	<b>\$ 761,310</b>	<b>73.2%</b>
FEDERAL GRANTS	2,850	6,060	212.6%
STATE GRANTS	66,000	211,780	320.9%
SNOW REMOVAL	2,700	-	0.0%
SANITATION FEES	1,000	2,268	226.8%
MEMBERSHIP FEES	24,000	22,430	93.5%
MISCELLANEOUS REVENUE	9,300	8,382	90.1%
ASSET DISPOSAL	60,000	30,461	50.8%
<b>Total Other Operating Income</b>	<b>\$ 165,850</b>	<b>\$ 281,382</b>	<b>169.7%</b>
INTERFUND TRANSFERS	426,000	64,277	15.1%
<b>Total Interfund Transfer Revenue</b>	<b>\$ 426,000</b>	<b>\$ 64,277</b>	<b>15.1%</b>
PRIOR YEAR RESERVES	140,799	-	0.0%
<b>Total Prior Year Reserves</b>	<b>\$ 140,799</b>	<b>\$ -</b>	<b>0.0%</b>
CONTRIBUTIONS	160,000	168,880	105.6%
<b>Total Grants &amp; Contribution Revenue</b>	<b>\$ 160,000</b>	<b>\$ 168,880</b>	<b>105.6%</b>
PRIOR YEAR EXPENSE REFUND	175,000	37,431	21.4%
<b>Total Prior Year Expense Refund</b>	<b>\$ 175,000</b>	<b>\$ 37,431</b>	<b>21.4%</b>
<b>Total General Fund Revenues</b>	<b>\$ 11,034,565</b>	<b>\$ 9,504,616</b>	<b>86.1%</b>

## GENERAL FUND- REVENUES

REVENUE DESCRIPTION	1/1 - 10/31/2024 ACTUAL	1/1 - 10/31/2023 ACTUAL	Increase (Decrease) Over Prior YTD	% Change over Prior YTD
PROPERTY TAXES	\$ 3,807,064	\$ 3,230,832	\$ 576,231	17.8%
LOCAL ENABLING TAXES	3,786,027	3,525,075	260,952	7.4%
STATE-SHARED REVENUE	598,246	554,233	44,014	7.9%
<b>Total Tax Revenue</b>	<b>\$ 8,191,337</b>	<b>\$ 7,310,140</b>	<b>\$ 881,197</b>	<b>12.1%</b>
BUS LICENSES & PERMITS	104,700	142,771	(38,071)	-26.7%
NON-BUS LICENSES & PERMITS	7,402	3,720	3,682	99.0%
FINES	49,736	42,539	7,197	16.9%
INTEREST	67,047	81,595	(14,548)	-17.8%
RENTS & ROYALTIES	35,844	37,745	(1,901)	-5.0%
SERVICE FEES	151,011	208,240	(57,229)	-27.5%
REVIEW FEES	135,292	48,277	87,015	180.2%
PUBLIC SAFETY FEES	204,203	228,202	(23,999)	-10.5%
RECREATIONAL USER FEES	6,075	5,900	175	3.0%
<b>Total Permits, Fees &amp; Interest Revenue</b>	<b>\$ 761,310</b>	<b>\$ 798,989</b>	<b>\$ (37,679)</b>	<b>-4.7%</b>
FEDERAL GRANTS	6,060	-	6,060	
STATE GRANTS	211,780	456,143	(244,363)	-53.6%
SNOW REMOVAL	-	-	-	0.0%
SANITATION FEES	2,268	6,531	(4,263)	-65.3%
MEMBERSHIP FEES	22,430	23,670	(1,240)	-5.2%
MISCELLANEOUS REVENUE	8,382	8,045	338	4.2%
ASSET DISPOSAL	30,461	72,500	(42,039)	-58.0%
<b>Total Other Operating Income</b>	<b>\$ 281,382</b>	<b>\$ 566,889</b>	<b>\$ (285,507)</b>	<b>-50.4%</b>
INTERFUND TRANSFERS	64,277	-	64,277	
<b>Total Interfund Transfer Revenue</b>	<b>\$ 64,277</b>	<b>\$ -</b>	<b>\$ 64,277</b>	
PRIOR YEAR RESERVES	-	-	-	0.0%
<b>Total Prior Year Reserves</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>
CONTRIBUTIONS	168,880	151,050	17,830	11.8%
<b>Total Grants &amp; Contribution Revenue</b>	<b>\$ 168,880</b>	<b>\$ 151,050</b>	<b>\$ 17,830</b>	<b>11.8%</b>
PRIOR YEAR EXPENSE REFUND	37,431	93,076	(55,645)	-59.8%
<b>Total Prior Year Expense Refund</b>	<b>\$ 37,431</b>	<b>\$ 93,076</b>	<b>\$ (55,645)</b>	<b>-59.8%</b>
<b>Total General Fund Revenues</b>	<b>\$ 9,504,616</b>	<b>\$ 8,920,143</b>	<b>\$ 584,473</b>	<b>6.6%</b>

# GENERAL FUND EXPENDITURES

EXPENDITURE CATEGORY	2024 BOARD APPROVED BUDGET	1/1 - 10/31/2024 ACTUAL	% OF ANNUAL BUDGET SPENT
LEGISLATIVE	\$ 21,295	\$ 17,585	82.6%
EXECUTIVE	478,642	416,565	87.0%
FINANCIAL ADMINISTRATION	339,730	302,331	89.0%
TAX COLLECTION	66,015	59,890	90.7%
LEGAL SERVICES	72,364	118,936	164.4%
PERSONNEL ADMIN	31,700	19,021	60.0%
INFORMATION TECHNOLOGY	258,379	218,869	84.7%
ENGINEERING SERVICES	160,000	188,684	117.9%
BUILDINGS & PLANT	250,261	256,580	102.5%
POLICE	3,994,555	3,486,390	87.3%
FIRE	216,888	186,723	86.1%
PLANNING & ZONING	659,803	635,561	96.3%
EMERGENCY MANAGEMENT	14,402	13,387	93.0%
PUBLIC WORKS: Highway, Roads & Streets	2,701,289	2,332,631	86.4%
TRAFFIC CONTROL	41,500	33,443	80.6%
STORM SEWERS	20,000	18,135	90.7%
REPAIRS/MAINT OF TOOLS & MACHINERY	80,000	104,519	130.6%
REPAIRS/MAINT OF ROADS	300,000	537,985	179.3%
STORM WATER MANAGEMENT (MS4)	63,700	58,563	91.9%
RECREATION ADMINISTRATION	67,100	58,129	86.6%
PARTICIPANT RECREATION	56,718	54,919	96.8%
CONSERVATION OF NATURAL RESOURCES	13,100	11,970	91.4%
CONTRIBUTIONS/MISCELLANEOUS	27,300	58,053	212.6%
INSURANCE	257,100	268,677	104.5%
INTERFUND OPERATING TRANSFERS	842,724	905,235	107.4%
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 11,034,565</u></b>	<b><u>\$ 10,362,780</u></b>	<b>93.9%</b>



## GENERAL FUND EXPENDITURES

EXPENDITURE CATEGORY	1/1 - 10/31/2024 ACTUAL	1/1 - 10/31/2023 ACTUAL	Increase (Decrease) Over Prior YTD	% Change over Prior YTD
LEGISLATIVE	\$ 17,585	\$ 17,230	\$ 355	2.1%
EXECUTIVE	416,565	358,148	58,417	16.3%
FINANCIAL ADMINISTRATION	302,331	294,049	8,283	2.8%
TAX COLLECTION	59,890	57,491	2,398	4.2%
LEGAL SERVICES	118,936	83,707	35,229	42.1%
PERSONNEL ADMIN	19,021	23,153	(4,132)	-17.8%
INFORMATION TECHNOLOGY	218,869	210,350	8,519	4.0%
ENGINEERING SERVICES	188,684	92,351	96,332	104.3%
BUILDINGS & PLANT	256,580	222,429	34,151	15.4%
POLICE	3,486,390	3,204,157	282,234	8.8%
FIRE	186,723	191,261	(4,538)	-2.4%
PLANNING & ZONING	635,561	538,835	96,726	18.0%
EMERGENCY MANAGEMENT	13,387	6,462	6,925	107.2%
PUBLIC WORKS: Highway, Roads & Streets	2,332,631	2,150,614	182,017	8.5%
TRAFFIC CONTROL	33,443	34,581	(1,138)	-3.3%
STORM SEWERS	18,135	24,563	(6,428)	-26.2%
REPAIRS/MAINT OF TOOLS & MACHINERY	104,519	81,194	23,325	28.7%
REPAIRS/MAINT OF ROADS	537,985	66,202	471,783	712.6%
STORM WATER MANAGEMENT (MS4)	58,563	6,024	52,539	872.2%
RECREATION ADMINISTRATION	58,129	75,147	(17,018)	-22.6%
PARTICIPANT RECREATION	54,919	50,014	4,905	9.8%
CONSERVATION OF NATURAL RESOURCES	11,970	13,167	(1,197)	-9.1%
CONTRIBUTIONS/MISCELLANEOUS	58,053	35,674	22,379	62.7%
INSURANCE	268,677	252,600	16,076	6.4%
INTERFUND OPERATING TRANSFERS	905,235	3,158,914	(2,253,679)	-71.3%
<b>TOTAL EXPENDITURES</b>	<b>\$ 10,362,780</b>	<b>\$ 11,248,318</b>	<b>\$ (885,538)</b>	<b>-7.9%</b>

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	CK082982	06-448.375	Refund-Duplicate Pymt	10/06/23	53.81-	.00	
A & A Auto Stores	CK082982	08-429.375	Refund-Duplicate Pymt	10/06/23	53.80-	.00	
Total A & A Auto Stores:					107.61-	.00	
<b>ABE Laboratories LLC</b>							
ABE Laboratories LLC	47254	06-448.316	Coliform/E Coli Sample - Linden Ct	11/19/24	58.00	.00	
ABE Laboratories LLC	47268	06-448.316	Coliform/E Coli Sample - Linden Ct	11/20/24	58.00	.00	
Total ABE Laboratories LLC:					116.00	.00	
<b>Advanced Rehabilitation Technology</b>							
Advanced Rehabilitation Te	5671	08-429.375	Installation of OBIC Liner System into Manholes	11/22/24	140,509.50	.00	
Total Advanced Rehabilitation Technology:					140,509.50	.00	
<b>AFLAC</b>							
AFLAC	20241128	90-223000	Aflac Deductions Payroll date 11/28/24	11/28/24	221.75	221.75	11/26/24
Total AFLAC:					221.75	221.75	
<b>Agentis Plumbing</b>							
Agentis Plumbing	0000149287	01-409.373	Sink Drain Clog - Admin Bldg	10/10/24	565.00	.00	
Total Agentis Plumbing:					565.00	.00	
<b>Amazon Business</b>							
Amazon Business	11NV-LQQD-XX3H	01-433.246	Signs	11/25/24	31.35	.00	
Amazon Business	19Y3-QQ93-WVM	41-409.600	SS Cover - Low Voltage - Radio Tower ECO	11/25/24	9.98	.00	
Amazon Business	1CTQ-GD4G-1GQ	01-401.260	Paper Shredder/Gloves	12/02/24	676.88	.00	
Total Amazon Business:					718.21	.00	
<b>American United Life Insurance Co</b>							
American United Life Insur	111924	01-401.158	2024-Dec-life/disability ins coverage	11/19/24	96.66	96.66	11/27/24
American United Life Insur	111924	01-402.158	2024-Dec-life/disability ins coverage	11/19/24	94.69	94.69	11/27/24
American United Life Insur	111924	01-407.158	2024-Dec-life/disability ins coverage	11/19/24	48.18	48.18	11/27/24
American United Life Insur	111924	01-409.158	2024-Dec-life/disability ins coverage	11/19/24	44.69	44.69	11/27/24
American United Life Insur	111924	01-410.158	2024-Dec-life/disability ins coverage	11/19/24	912.95	912.95	11/27/24
American United Life Insur	111924	01-414.158	2024-Dec-life/disability ins coverage	11/19/24	184.09	184.09	11/27/24
American United Life Insur	111924	01-430.158	2024-Dec-life/disability ins coverage	11/19/24	956.46	956.46	11/27/24
American United Life Insur	111924	06-401.158	2024-Dec-life/disability ins coverage	11/19/24	7.23	7.23	11/27/24
American United Life Insur	111924	06-430.158	2024-Dec-life/disability ins coverage	11/19/24	12.05	12.05	11/27/24
American United Life Insur	111924	06-448.158	2024-Dec-life/disability ins coverage	11/19/24	143.94	143.94	11/27/24
American United Life Insur	111924	08-401.158	2024-Dec-life/disability ins coverage	11/19/24	7.23	7.23	11/27/24
American United Life Insur	111924	08-429.158	2024-Dec-life/disability ins coverage	11/19/24	143.94	143.94	11/27/24
American United Life Insur	111924	08-430.158	2024-Dec-life/disability ins coverage	11/19/24	12.05	12.05	11/27/24
American United Life Insur	111924	10-426.158	2024-Dec-life/disability ins coverage	11/19/24	20.15	20.15	11/27/24

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total American United Life Insurance Co:					2,684.31	2,684.31	
<b>Amici Jr, Louis</b>							
Amici Jr, Louis	12124	01-364.900	2024-Distribution of Scrap Metal Proceeds	12/01/24	150.00	.00	
Amici Jr, Louis	1252024	01-430.171	2024 Health Reimbursement	12/05/24	250.00	.00	
Amici Jr, Louis	12524	01-430.192	2024 clothing/boot allowance	12/05/24	350.00	.00	
Total Amici Jr, Louis:					750.00	.00	
<b>Ballek, Clinton</b>							
Ballek, Clinton	12124	01-364.900	2024-Distribution of Scrap Metal Proceeds	12/01/24	150.00	.00	
Total Ballek, Clinton:					150.00	.00	
<b>Bank of America-1436</b>							
Bank of America-1436	110924	01-407.261	Ubiquiti Store - Cameras for Magistrate	11/09/24	2,122.00	2,122.00	12/02/24
Total Bank of America-1436:					2,122.00	2,122.00	
<b>Bank of America-1502</b>							
Bank of America-1502	110924	01-410.315	Johnny's Bagels - Sgt Testing	11/09/24	27.04	27.04	12/02/24
Bank of America-1502	110924	01-410.240	Staples - Folders/Pens/Labels	11/09/24	137.23	137.23	12/02/24
Bank of America-1502	110924	01-410.375	Amazon - Nikon Battery Charger	11/09/24	16.97	16.97	12/02/24
Bank of America-1502	110924	01-410.238	API Source - IACP Conference Merch	11/09/24	125.00	125.00	12/02/24
Bank of America-1502	110924	01-410.420	WYZE - WSFD Cameras	11/09/24	12.68	12.68	12/02/24
Bank of America-1502	110924	01-410.460	Royal Sonesta - Hotel for IACP Conference	11/09/24	2,030.56	2,030.56	12/02/24
Bank of America-1502	110924	01-409.373	Monks Security - Barrington Security	11/09/24	55.00	55.00	12/02/24
Bank of America-1502	110924	01-410.241	Safariland - Test Product	11/09/24	87.97	87.97	12/02/24
Bank of America-1502	110924	01-410.240	Staples - Calendar/Paper	11/09/24	374.11	374.11	12/02/24
Total Bank of America-1502:					2,866.56	2,866.56	
<b>Bank of America-1965</b>							
Bank of America-1965	110924	01-401.240	CDW - Staple Refill for Admin Copier	11/09/24	31.92	31.92	12/02/24
Bank of America-1965	110924	01-401.240	CDW - Paper Refill for Police Car Printers	11/09/24	131.56	131.56	12/02/24
Bank of America-1965	110924	01-407.261	Warehouse Battery Outlet - Battery Cartridge Replacement - Police UPS	11/09/24	89.90	89.90	12/02/24
Bank of America-1965	110924	01-407.261	CDW - Switch for Magistrate	11/09/24	557.99	557.99	12/02/24
Total Bank of America-1965:					811.37	811.37	
<b>Bank of America-8398</b>							
Bank of America-8398	110924	01-410.315	Dunkin - Coffee for Sgt Test	11/09/24	22.25	22.25	12/02/24
Total Bank of America-8398:					22.25	22.25	
<b>Bank of America-8701</b>							
Bank of America-8701	11924	01-430.240	Dollar General - Tablecloth for Employee Lunch	11/09/24	15.90	15.90	12/02/24
Bank of America-8701	11924	01-430.315	Lorenzo's	11/09/24	45.13	45.13	12/02/24
Bank of America-8701	11924	01-430.240	BJ's - Water/Drinks/Plates/Napkins	11/09/24	209.71	209.71	12/02/24
Bank of America-8701	11924	01-451.375	Best Choice Trailers - Tire for Parks Trailer	11/09/24	424.00	424.00	12/02/24
Bank of America-8701	11924	01-430.421	PSATS - Probable Cause Training for CDL Supervisor - Levernier	11/09/24	75.00	75.00	12/02/24
Bank of America-8701	11924	01-430.421	PSATS - Probable Cause Training for				

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
			CDL Supervisor - Hercik	11/09/24	75.00	75.00	12/02/24
Total Bank of America-8701:					844.74	844.74	
<b>Bank of America-9042</b>							
Bank of America-9042	110924	01-401.420	SHRM - Membership - Wilson	11/09/24	264.00	264.00	12/02/24
Bank of America-9042	110924	01-400.200	Dunkin - Volunteer Dinner	11/09/24	44.50	44.50	12/02/24
Bank of America-9042	110924	01-400.200	Wegmans - Supplies for Volunteer Dinner	11/09/24	46.21	46.21	12/02/24
Bank of America-9042	110924	01-400.200	Taste of Italy - Catering for Volunteer Dinner	11/09/24	948.70	948.70	12/02/24
Bank of America-9042	110924	01-401.325	Fed Ex Shipping	11/09/24	51.23	51.23	12/02/24
Bank of America-9042	110924	01-400.200	Wegmans - Refund for Cake	11/09/24	47.00-	47.00-	12/02/24
Bank of America-9042	110924	01-400.200	Taste of Italy - Refund for Return of Supplies	11/09/24	40.00-	40.00-	12/02/24
Bank of America-9042	110924	01-400.200	Action Party Rentals - Refund for Return of Supplies	11/09/24	100.00-	100.00-	12/02/24
Bank of America-9042	110924	01-401.420	The Morning Call - Qtr subscription	11/09/24	438.36	438.36	12/02/24
Bank of America-9042	110924	01-400.200	Action Party Rentals - Linens Volunteer Dinner	11/09/24	103.00	103.00	12/02/24
Total Bank of America-9042:					1,709.00	1,709.00	
<b>Benckini Landscaping Inc</b>							
Benckini Landscaping Inc	10177	01-455.240	Memoria Tree - Green Acres	11/19/24	325.00	.00	
Total Benckini Landscaping Inc:					325.00	.00	
<b>Berkheimer Associates</b>							
Berkheimer Associates	240	01-403.453	2024-Nov LST Comm	11/29/24	2,359.61	.00	
Total Berkheimer Associates:					2,359.61	.00	
<b>Bethlehem-010652-01, City of</b>							
Bethlehem-010652-01, City	20241122	06-448.363	Acct# 010652-01-Fountain-08/12/24-11/12/24	11/22/24	24.75	.00	
Total Bethlehem-010652-01, City of:					24.75	.00	
<b>Bonaskiewich, Cathy</b>							
Bonaskiewich, Cathy	12524	01-401.315	2024-Mileage to Various Meetings	12/05/24	81.34	.00	
Total Bonaskiewich, Cathy:					81.34	.00	
<b>Bringenberg, Richard</b>							
Bringenberg, Richard	12124	01-364.900	2024-Distribution of Scrap Metal Proceeds	12/01/24	150.00	.00	
Total Bringenberg, Richard:					150.00	.00	
<b>Builders Door &amp; Hardware Inc</b>							
Builders Door & Hardware I	725777	41-409.600	Doors (2) / Frame - Magistrate	11/18/24	6,319.60	.00	
Builders Door & Hardware I	725900	41-409.600	Locks - Magistrate	11/23/24	6,165.00	.00	
Total Builders Door & Hardware Inc:					12,484.60	.00	
<b>Buss, Stephen</b>							
Buss, Stephen	12124	01-364.900	2024-Distribution of Scrap Metal Proceeds	12/01/24	150.00	.00	
Total Buss, Stephen:					150.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>Cedar Glen Apartments</b>							
Cedar Glen Apartments	112724	99-107000	Refund for Overpayment of Utility Acct due to Faulty Water Meter	11/27/24	11,170.80	.00	
Total Cedar Glen Apartments:					11,170.80	.00	
<b>Coopersburg Materials</b>							
Coopersburg Materials	25901	06-448.245	19MM-Water Project Blacktop	11/09/24	325.44	325.44	11/26/24
Total Coopersburg Materials:					325.44	325.44	
<b>Csaszar, Brian</b>							
Csaszar, Brian	12124	01-364.900	2024-Distribution of Scrap Metal Proceeds	12/01/24	150.00	.00	
Total Csaszar, Brian:					150.00	.00	
<b>Cunningham II, Thomas R</b>							
Cunningham II, Thomas R	12124	01-415.149	EMC Deputy - Dec 2024	12/05/24	200.00	.00	
Total Cunningham II, Thomas R:					200.00	.00	
<b>Dallas Data Systems Inc.</b>							
Dallas Data Systems Inc.	27391	01-155000	2025 Caselle Annual Maintenance and Upgrade Agreement	10/25/24	19,159.50	.00	
Dallas Data Systems Inc.	27391	06-155000	2025 Caselle Annual Maintenance and Upgrade Agreement	10/25/24	2,554.60	.00	
Dallas Data Systems Inc.	27391	08-155000	2025 Caselle Annual Maintenance and Upgrade Agreement	10/25/24	2,554.60	.00	
Dallas Data Systems Inc.	27391	10-155000	2025 Caselle Annual Maintenance and Upgrade Agreement	10/25/24	1,277.30	.00	
Total Dallas Data Systems Inc.:					25,546.00	.00	
<b>Davis, James</b>							
Davis, James	12124	01-415.139	EMC Coordinator- Dec 2024	12/05/24	300.00	.00	
Total Davis, James:					300.00	.00	
<b>DeFiore Jr, Richard</b>							
DeFiore Jr, Richard	12124	01-364.900	2024-Distribution of Scrap Metal Proceeds	12/01/24	150.00	.00	
Total DeFiore Jr, Richard:					150.00	.00	
<b>Dickert, Ralph</b>							
Dickert, Ralph	12124	01-364.900	2024-Distribution of Scrap Metal Proceeds	12/01/24	150.00	.00	
Total Dickert, Ralph:					150.00	.00	
<b>Diesel Laptops</b>							
Diesel Laptops	SO105672	06-155000	Annual Renewal for Diesel Engine Diagnostic Tool Laptop	11/25/24	2,110.00	.00	
Diesel Laptops	SO105672	08-155000	Annual Renewal for Diesel Engine Diagnostic Tool Laptop	11/25/24	2,110.00	.00	
Total Diesel Laptops:					4,220.00	.00	
<b>DiMatteo, Francesco</b>							
DiMatteo, Francesco	12124	01-364.900	2024-Distribution of Scrap Metal Proceeds	12/01/24	150.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total DiMatteo, Francesco:					150.00	.00	
<b>Durner, Valentine</b>							
Durner, Valentine	12424	01-451.240	Reimb - Electric Usage Jul 2024 through Dec 2024	12/04/24	180.00	.00	
Total Durner, Valentine:					180.00	.00	
<b>Eastern Auto Parts Warehouse</b>							
Eastern Auto Parts Wareho	3IV1098894	01-451.375	L-Pack Tool Box Struts	09/09/24	45.48	.00	
Eastern Auto Parts Wareho	3IV1122218	01-437.375	#21-Headlight	11/21/24	7.87	.00	
Total Eastern Auto Parts Warehouse:					53.35	.00	
<b>Edwards Business Systems</b>							
Edwards Business System	3700697	01-401.375	Maintenance Agreement - DPW Copier	12/02/24	12.40	.00	
Total Edwards Business Systems:					12.40	.00	
<b>Embassy Bank</b>							
Embassy Bank	113024	41-492.200	2022 Note - Dec 2024 P&I	11/30/24	107,836.75	.00	
Total Embassy Bank:					107,836.75	.00	
<b>F.W. Webb Company</b>							
F.W. Webb Company	88320142	41-409.600	A/C Nitro/Vacuum Pump Oil	11/19/24	109.50	.00	
Total F.W. Webb Company:					109.50	.00	
<b>Fitzpatrick Lentz &amp; Bubba P.C.</b>							
Fitzpatrick Lentz & Bubba P	115844-00007-694	01-414.314	Zoning- Appeal Belles	11/19/24	1,930.50	.00	
Fitzpatrick Lentz & Bubba P	115844-00015-694	01-414.314	Zoning- Appeal Marantha Broadcasting Co	11/19/24	594.00	.00	
Fitzpatrick Lentz & Bubba P	115844-00016-694	01-414.314	Zoning-Appeal Saloum	11/19/24	643.50	.00	
Fitzpatrick Lentz & Bubba P	115844-00018-694	01-414.314	Zoning-Appeal Medina/Rodriguez	11/19/24	66.00	.00	
Total Fitzpatrick Lentz & Bubba P.C.:					3,234.00	.00	
<b>Gargone, Patrick</b>							
Gargone, Patrick	12124	01-364.900	2024-Distribution of Scrap Metal Proceeds	12/01/24	150.00	.00	
Total Gargone, Patrick:					150.00	.00	
<b>Hercik Jr, Robert F.</b>							
Hercik Jr, Robert F.	12124	01-364.900	2024-Distribution of Scrap Metal Proceeds	12/01/24	150.00	.00	
Total Hercik Jr, Robert F.:					150.00	.00	
<b>Isett &amp; Associates, Barry</b>							
Isett & Associates, Barry	00329023.005	01-404.318	Project#00329023.005-Sheffield Square-09/29/24-11/02/24	11/14/24	202.00	.00	
Isett & Associates, Barry	0194386	01-408.313	Project#00329024.569-909 E Paoli St Road Opening-11/04/24-11/08/24	11/08/24	1,200.00	.00	
Isett & Associates, Barry	0194609	01-408.313	Project#00329023.041-2710 Kingsbridge Ln Grading	11/12/24	828.00	.00	
Isett & Associates, Barry	0194613	01-408.313	Project#00329024.502-1401 Maumee Ave Grading-09/10/24-11/02/24	11/12/24	1,219.50	.00	
Isett & Associates, Barry	0194615	01-408.313	Project#00329024.511-2216 Melrose				

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
			Ln Pool-08/29/24-11/02/24	11/12/24	390.00	.00	
Isett & Associates, Barry	0194616	01-408.313	Project#00329024.512-1602	11/12/24	452.25	.00	
Isett & Associates, Barry	0194617	01-408.313	Broadway Grading-09/29/24-11/02/24 Project#00329024.515-2719 Lindberg Ave Grading-09/29/24-11/02/24	11/12/24	198.00	.00	
Isett & Associates, Barry	0194618	01-408.313	Project#00329024.516-1809 Woods Hollow Grading-09/29/24-11/02/24	11/12/24	372.75	.00	
Isett & Associates, Barry	0194619	01-408.313	Project#00329024.517-29556 Linden Ct Grading-09/29/24-11/02/24	11/12/24	936.00	.00	
Isett & Associates, Barry	0194620	01-408.313	Project#00329024.567-2019 Greenwood Rd Road Opening-09/29/24-11/02/24	11/12/24	607.00	.00	
Isett & Associates, Barry	0194730	08-429.313	Project#00329024.304-2024 LCA Act537 Plan-09/29/24-11/02/24	11/12/24	2,640.00	.00	
Isett & Associates, Barry	0194764	01-404.318	Project#00329023.007-South Mall Redevelopment Review	11/14/24	66.00	.00	
Isett & Associates, Barry	0194765	01-408.318	Project#00329023.016-Walnut Grove Review-09/29/24-11/02/24	11/14/24	66.00	.00	
Isett & Associates, Barry	0194768	01-408.318	Project#00329024.101-Vistas at South Mtn-09/29/24-11/02/24	11/14/24	198.00	.00	
Isett & Associates, Barry	0194769	01-404.318	Project#00329024.102-1507 Lehigh Ave Minor Subdivision	11/14/24	909.00	.00	
Isett & Associates, Barry	0194771	01-404.318	Project#00329024.103-Lynnwood Residential-09/29/24-11/02/24	11/14/24	264.00	.00	
Isett & Associates, Barry	0194773	01-404.318	Project#00329024.107-Girl Scout Review-09/29/24-11/2/24	11/14/24	1,489.25	.00	
Isett & Associates, Barry	0194971	01-408.313	Project#00329024.000-General Municipal Engineering-09/29/24-11/02/24	11/15/24	2,619.00	.00	
Isett & Associates, Barry	0194972	01-404.318	Project#00329023.039-1525 E Susquehanna St-09/29/24-11/02/24	11/15/24	1,159.25	.00	
Isett & Associates, Barry	112724	01-401.315	Reimb - 2024 LSA Statewide Grant Filing Fee	11/27/24	100.00	.00	
Total Isett & Associates, Barry:					15,916.00	.00	
<b>Kessler Freedman Inc.</b>							
Kessler Freedman Inc.	4544.1224	01-401.312	Nov 2024-Website updates	12/01/24	170.00	.00	
Total Kessler Freedman Inc.:					170.00	.00	
<b>Kubat, Seth</b>							
Kubat, Seth	12124	01-364.900	2024-Distribtion of Scrap Metal Proceeds	12/01/24	150.00	.00	
Total Kubat, Seth:					150.00	.00	
<b>Laible, Raymond</b>							
Laible, Raymond	12124	01-364.900	2024-Distribution of Scrap Metal Proceeds	12/01/24	150.00	.00	
Total Laible, Raymond:					150.00	.00	
<b>Land Logics Group</b>							
Land Logics Group	1529	06-155000	Annual Keynet subscription for Water Dept GPS Unit	11/23/24	1,000.00	.00	
Total Land Logics Group:					1,000.00	.00	
<b>Laub, Eric</b>							
Laub, Eric	112124	01-410.238	2024-Reimb Uniform Allowance	11/21/24	538.90	.00	
Total Laub, Eric:					538.90	.00	
<b>Lehigh County Law Department</b>							
Lehigh County Law Depart	20241203	01-400.240	Draft Ordinances 12-2024-670 & 671	12/03/24	40.00	40.00	12/05/24

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Lehigh County Law Department:					40.00	40.00	
<b>Losagio, Bryan</b>							
Losagio, Bryan	12124	01-410.260	Reimb-Mask for Santa Run	12/01/24	27.55	.00	
Total Losagio, Bryan:					27.55	.00	
<b>Lowe and Moyer Garage Inc.</b>							
Lowe and Moyer Garage In	391626-1	01-437.251	#22-Oil Filter/Kit	11/14/24	59.69	59.69	11/26/24
Total Lowe and Moyer Garage Inc.:					59.69	59.69	
<b>Madle's Hardware</b>							
Madle's Hardware	225841/1	01-430.240	Shop Supplies	11/20/24	11.99	.00	
Madle's Hardware	225847/1	01-430.260	Sledge Hammer	11/20/24	44.99	.00	
Madle's Hardware	22608/1	01-409.240	Christmas Lights - Admin	12/06/24	33.98	.00	
Total Madle's Hardware:					90.96	.00	
<b>Martinson, Karl</b>							
Martinson, Karl	12124	01-364.900	2024-Distribution of Scrap Metal Proceeds	12/01/24	150.00	.00	
Total Martinson, Karl:					150.00	.00	
<b>McKelley, Zachary</b>							
McKelley, Zachary	12124	01-364.900	2024-Distribution of Scrap Metal Proceeds	12/01/24	150.00	.00	
Total McKelley, Zachary:					150.00	.00	
<b>Morris, Jay</b>							
Morris, Jay	12124	01-364.900	2024-Distribution of Scrap Metal Proceeds	12/01/24	150.00	.00	
Total Morris, Jay:					150.00	.00	
<b>MRM Trust Worker's Comp Fund</b>							
MRM Trust Worker's Comp	2324AUD0010	01-401.162	2023-2024 Workers Comp Premium Audit	11/20/24	6.00-	.00	
MRM Trust Worker's Comp	2324AUD0010	01-402.162	2023-2024 Workers Comp Premium Audit	11/20/24	49.00-	.00	
MRM Trust Worker's Comp	2324AUD0010	01-407.162	2023-2024 Workers Comp Premium Audit	11/20/24	16.00	.00	
MRM Trust Worker's Comp	2324AUD0010	01-409.162	2023-2024 Workers Comp Premium Audit	11/20/24	350.00	.00	
MRM Trust Worker's Comp	2324AUD0010	01-410.162	2023-2024 Workers Comp Premium Audit	11/20/24	5,037.00	.00	
MRM Trust Worker's Comp	2324AUD0010	01-411.162	2023-2024 Workers Comp Premium Audit	11/20/24	28.00-	.00	
MRM Trust Worker's Comp	2324AUD0010	01-414.162	2023-2024 Workers Comp Premium Audit	11/20/24	25.00	.00	
MRM Trust Worker's Comp	2324AUD0010	01-430.162	2023-2024 Workers Comp Premium Audit	11/20/24	7,138.00	.00	
MRM Trust Worker's Comp	2324AUD0010	01-452.162	2023-2024 Workers Comp Premium Audit	11/20/24	264.00	.00	
MRM Trust Worker's Comp	2324AUD0010	06-401.162	2023-2024 Workers Comp Premium Audit	11/20/24	1.00-	.00	
MRM Trust Worker's Comp	2324AUD0010	06-430.162	2023-2024 Workers Comp Premium Audit	11/20/24	3.00	.00	
MRM Trust Worker's Comp	2324AUD0010	06-448.162	2023-2024 Workers Comp Premium Audit	11/20/24	1,209.00-	.00	
MRM Trust Worker's Comp	2324AUD0010	08-401.162	2023-2024 Workers Comp Premium Audit	11/20/24	1.00-	.00	



Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
MRM Trust Worker's Comp	2324AUD0010	08-429.162	2023-2024 Workers Comp Premium Audit	11/20/24	1,209.00-	.00	
MRM Trust Worker's Comp	2324AUD0010	08-430.162	2023-2024 Workers Comp Premium Audit	11/20/24	3.00	.00	
MRM Trust Worker's Comp	2324AUD0010	10-426.162	2023-2024 Workers Comp Premium Audit	11/20/24	36.00	.00	
MRM Trust Worker's Comp	2425PRJ3964	01-401.162	2025-Jan-Worker's Compensation Insurance	11/15/24	39.28	.00	
MRM Trust Worker's Comp	2425PRJ3964	01-402.162	2025-Jan-Worker's Compensation Insurance	11/15/24	32.46	.00	
MRM Trust Worker's Comp	2425PRJ3964	01-407.162	2025-Jan-Worker's Compensation Insurance	11/15/24	16.94	.00	
MRM Trust Worker's Comp	2425PRJ3964	01-409.162	2025-Jan-Worker's Compensation Insurance	11/15/24	298.35	.00	
MRM Trust Worker's Comp	2425PRJ3964	01-410.162	2025-Jan-Worker's Compensation Insurance	11/15/24	7,446.82	.00	
MRM Trust Worker's Comp	2425PRJ3964	01-411.162	2025-Jan-Worker's Compensation Insurance	11/15/24	13.55	.00	
MRM Trust Worker's Comp	2425PRJ3964	01-414.162	2025-Jan-Worker's Compensation Insurance	11/15/24	53.23	.00	
MRM Trust Worker's Comp	2425PRJ3964	01-430.162	2025-Jan-Worker's Compensation Insurance	11/15/24	4,382.36	.00	
MRM Trust Worker's Comp	2425PRJ3964	01-452.162	2025-Jan-Worker's Compensation Insurance	11/15/24	128.06	.00	
MRM Trust Worker's Comp	2425PRJ3964	06-401.162	2025-Jan-Worker's Compensation Insurance	11/15/24	3.41	.00	
MRM Trust Worker's Comp	2425PRJ3964	06-430.162	2025-Jan-Worker's Compensation Insurance	11/15/24	5.05	.00	
MRM Trust Worker's Comp	2425PRJ3964	06-448.162	2025-Jan-Worker's Compensation Insurance	11/15/24	769.61	.00	
MRM Trust Worker's Comp	2425PRJ3964	08-401.162	2025-Jan-Worker's Compensation Insurance	11/15/24	3.41	.00	
MRM Trust Worker's Comp	2425PRJ3964	08-429.162	2025-Jan-Worker's Compensation Insurance	11/15/24	769.61	.00	
MRM Trust Worker's Comp	2425PRJ3964	08-430.162	2025-Jan-Worker's Compensation Insurance	11/15/24	5.05	.00	
MRM Trust Worker's Comp	2425PRJ3964	10-426.162	2025-Jan-Worker's Compensation Insurance	11/15/24	69.03	.00	
Total MRM Trust Worker's Comp Fund:					24,405.22	.00	
<b>NinjaOne LLC</b>							
NinjaOne LLC	INV88161137	01-407.319	Patch Mgmt Software for Additional PC's	12/01/24	148.40	.00	
Total NinjaOne LLC:					148.40	.00	
<b>Overhead Door Company of Allentown</b>							
Overhead Door Company	C24.857	01-409.373	Replace Springs on DPW Garage Door	11/21/24	1,350.00	.00	
Total Overhead Door Company of Allentown:					1,350.00	.00	
<b>PA Municipal Retirement System</b>							
PA Municipal Retirement S	20241128	90-214000	PMRS Contributions Payroll Date 11/28/2024	11/28/24	1,841.23	1,841.23	11/26/24
Total PA Municipal Retirement System:					1,841.23	1,841.23	
<b>Patriot Workwear</b>							
Patriot Workwear	42018	01-410.238	Vest accessories-Losiago/Vasilik/Palansky/Baker/Laky	11/07/24	459.00	.00	
Total Patriot Workwear:					459.00	.00	
<b>PENNBOC</b>							
PENNBOC	1901	01-414.420	2025-Lopez membership-CN#1901	12/01/24	90.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total PENNBOC:					90.00	.00	
<b>PenTeleData</b>							
PenTeleData	B4609330	01-401.320	Acct#3042745-Cable modem rental - Dec2024	11/24/24	87.95	.00	
Total PenTeleData:					87.95	.00	
<b>Peterson, Matthew</b>							
Peterson, Matthew	12124	01-364.900	2024-Distribution of Scrap Metal Proceeds	12/01/24	150.00	.00	
Total Peterson, Matthew:					150.00	.00	
<b>Piskel, Jonathan</b>							
Piskel, Jonathan	12124	01-364.900	2024-Distribution of Scrap Metal Proceeds	12/01/24	150.00	.00	
Piskel, Jonathan	20241126	01-430.192	2024-Clothing Allowance	11/26/24	30.33	.00	
Total Piskel, Jonathan:					180.33	.00	
<b>PPL Electric Utilities</b>							
PPL Electric Utilities	1114	35-433.362	49130-02001	11/14/24	36.67	.00	
PPL Electric Utilities	111824	01-451.361	10550-10002	11/18/24	44.44	.00	
PPL Electric Utilities	11192024	08-429.361	82960-01000	11/19/24	24.86	.00	
PPL Electric Utilities	111924	01-451.361	93760-01007	11/19/24	34.29	.00	
PPL Electric Utilities	11202024	35-433.362	89989-11003	11/20/24	31.14	.00	
PPL Electric Utilities	112024	08-429.361	64170-11008	11/20/24	24.93	.00	
PPL Electric Utilities	11212024	08-429.361	20380-10009	11/21/24	24.86	.00	
PPL Electric Utilities	112124	08-429.361	21780-10003	11/21/24	26.98	.00	
PPL Electric Utilities	112220224	35-433.362	72390-08002	11/22/24	24.73	.00	
PPL Electric Utilities	112224	35-433.362	959790-09009	11/22/24	24.73	.00	
PPL Electric Utilities	112624	08-429.361	39790-24008	11/26/24	103.83	.00	
PPL Electric Utilities	14112024	08-429.361	35530-02004	11/14/24	24.81	.00	
PPL Electric Utilities	151124	35-433.362	53875-61001	11/15/24	34.34	.00	
PPL Electric Utilities	20241115	35-433.362	99940-01007	11/15/24	33.64	.00	
PPL Electric Utilities	20241122	01-451.361	92035-05005	11/22/24	34.05	.00	
PPL Electric Utilities	20241411	01-409.361	92051-48008	11/14/24	639.89	.00	
PPL Electric Utilities	241115	35-433.362	05340-01002	11/15/24	31.92	.00	
PPL Electric Utilities	241119	08-429.361	33760-14008	11/19/24	25.36	.00	
PPL Electric Utilities	241122	08-429.361	31590-08002	11/22/24	24.86	.00	
PPL Electric Utilities	241411	01-409.361	70730-17005	11/14/24	574.99	.00	
Total PPL Electric Utilities:					1,825.32	.00	
<b>Print-O-Stat Inc.</b>							
Print-O-Stat Inc.	130292	01-414.342	RTK-Lehigh Valley Porche	11/25/24	59.28	.00	
Total Print-O-Stat Inc.:					59.28	.00	
<b>Reliable Sign and Striping</b>							
Reliable Sign and Striping	6036	01-433.246	Street sign	11/26/24	901.00	.00	
Total Reliable Sign and Striping:					901.00	.00	
<b>Riley Sales Inc</b>							
Riley Sales Inc	523800	41-409.600	Fresh Air Makeup Duct - Magistrate	10/30/24	162.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Riley Sales Inc:					162.00	.00	
<b>Robbins, Matthew</b>							
Robbins, Matthew	12124	01-364.900	2024-Distribution of Scrap Metal Proceeds	12/01/24	150.00	.00	
Total Robbins, Matthew:					150.00	.00	
<b>Salisbury Township Employees</b>							
Salisbury Township Employ	20241128	90-229000	DPW Dues Payroll date 11/28/2024	11/28/24	200.00	200.00	11/26/24
Total Salisbury Township Employees:					200.00	200.00	
<b>Schmidt, Justin</b>							
Schmidt, Justin	12124	01-364.900	2024-Distribution of Scrap Metal Proceeds	12/01/24	150.00	.00	
Total Schmidt, Justin:					150.00	.00	
<b>Seitz Bros Exterminating Co</b>							
Seitz Bros Exterminating C	2470343	01-409.373	Pest control- ESFD	10/07/24	159.54	.00	
Total Seitz Bros Exterminating Co:					159.54	.00	
<b>Singles, Darrell</b>							
Singles, Darrell	12124	01-364.900	2024-Distribution of Scrap Metal Proceeds	12/01/24	150.00	.00	
Total Singles, Darrell:					150.00	.00	
<b>Smith, Christian</b>							
Smith, Christian	12124	01-364.900	2024-Distribution of Scrap Metal Proceeds	12/01/24	150.00	.00	
Total Smith, Christian:					150.00	.00	
<b>Soberick, Kevin J.</b>							
Soberick, Kevin J.	12124	01-406.172	22 of 60 Health Rembursement	12/05/24	250.00	.00	
Total Soberick, Kevin J.:					250.00	.00	
<b>Stametz, Kurt</b>							
Stametz, Kurt	12124	01-364.900	2024-Distribution of Scrap Metal Proceeds	12/01/24	75.00	.00	
Total Stametz, Kurt:					75.00	.00	
<b>Staples Advantage</b>							
Staples Advantage	6017567790	01-409.240	Towels/Soap/Toilet Paper/Tissues/Trash Bags	11/23/24	453.22	.00	
Staples Advantage	6017689649	01-401.240	Copy paper/Labels	11/24/24	101.40	.00	
Staples Advantage	6018039238	01-430.240	Deskpads-DPW	11/27/24	97.12	.00	
Total Staples Advantage:					651.74	.00	
<b>Staver Hydraulics Co Inc</b>							
Staver Hydraulics Co Inc	00064523	01-437.375	#21-Parts for Leaf Truck	11/22/24	330.78	.00	
Total Staver Hydraulics Co Inc:					330.78	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>STOPA</b>							
STOPA	20241128	90-226000	Police Dues Payroll Date 11/28/24	11/28/24	510.00	510.00	11/26/24
Total STOPA:					510.00	510.00	
<b>Stotz/Fatzinger Office Supply</b>							
Stotz/Fatzinger Office Supp	302259	01-409.240	Towels	09/20/24	181.11	.00	
Stotz/Fatzinger Office Supp	303889	01-430.240	Daily Diary Log Books	11/25/24	124.05	.00	
Total Stotz/Fatzinger Office Supply:					305.16	.00	
<b>Stout Jr, Dale</b>							
Stout Jr, Dale	12124	01-364.900	2024-Distribution of Scrap Metal Proceeds	12/01/24	150.00	.00	
Total Stout Jr, Dale:					150.00	.00	
<b>STR Business Solutions</b>							
STR Business Solutions	9588	01-401.240	Ink Cartridges for Postage Machine	12/03/24	239.00	.00	
Total STR Business Solutions:					239.00	.00	
<b>Suburban Propane-2022</b>							
Suburban Propane-2022	920224962111114	01-430.231	diesel	11/13/24	1,001.75	.00	
Suburban Propane-2022	920224962111114	06-448.231	diesel	11/13/24	57.57	.00	
Suburban Propane-2022	920224962111114	08-429.231	diesel	11/13/24	57.58	.00	
Suburban Propane-2022	920224962111114	03-413.231	diesel	11/13/24	174.02	.00	
Suburban Propane-2022	920224962111114	01-401.231	unleaded	11/13/24	23.19	.00	
Suburban Propane-2022	920224962111114	01-410.231	unleaded	11/13/24	819.46	.00	
Suburban Propane-2022	920224962111114	01-430.231	unleaded	11/13/24	273.48	.00	
Suburban Propane-2022	920224962111114	06-448.231	unleaded	11/13/24	99.44	.00	
Suburban Propane-2022	920224962111114	08-429.231	unleaded	11/13/24	99.45	.00	
Suburban Propane-2022	920224962111114	03-413.231	unleaded	11/13/24	81.71	.00	
Suburban Propane-2022	920224962171120	01-401.231	unleaded	11/19/24	22.95	.00	
Suburban Propane-2022	920224962171120	01-410.231	unleaded	11/19/24	811.25	.00	
Suburban Propane-2022	920224962171120	01-430.231	unleaded	11/19/24	270.74	.00	
Suburban Propane-2022	920224962171120	06-448.231	unleaded	11/19/24	98.45	.00	
Suburban Propane-2022	920224962171120	08-429.231	unleaded	11/19/24	98.46	.00	
Suburban Propane-2022	920224962171120	03-413.231	unleaded	11/19/24	80.89	.00	
Suburban Propane-2022	920224962171120	01-430.231	diesel	11/19/24	1,277.44	.00	
Suburban Propane-2022	920224962171120	06-448.231	diesel	11/19/24	73.42	.00	
Suburban Propane-2022	920224962171120	08-429.231	diesel	11/19/24	73.42	.00	
Suburban Propane-2022	920224962171120	03-413.231	diesel	11/19/24	221.91	.00	
Total Suburban Propane-2022:					5,716.58	.00	
<b>SWIF</b>							
SWIF	12224	03-155000	Policy#06283973-Worker's Compensation-Fire Co's	12/02/24	5,128.00	.00	
Total SWIF:					5,128.00	.00	
<b>The Neffs National Bank</b>							
The Neffs National Bank	81134	41-492.200	G O bond 2021-Dec 2024 P&I Pmt	11/30/24	211,865.22	.00	
The Neffs National Bank	81134	06-241206	G O bond 2021-Dec 2024 P&I Pmt	11/30/24	226,865.00	.00	
The Neffs National Bank	81134	06-472.204	G O bond 2021-Dec 2024 P&I Pmt	11/30/24	23,624.58	.00	
The Neffs National Bank	81134	08-241206	G O bond 2021-Dec 2024 P&I Pmt	11/30/24	58,155.00	.00	
The Neffs National Bank	81134	08-472.204	G O bond 2021-Dec 2024 P&I Pmt	11/30/24	5,664.32	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total The Neffs National Bank:					526,174.12	.00	
<b>Times News</b>							
Times News	100557239-112120	01-401.341	Ad: 11/20/24 2025 Proposed Budget	11/21/24	137.71	.00	
Times News	100558359-112120	01-414.341	Ad: 11/20/2024-Planning Commission Meeting	11/28/24	228.59	.00	
Total Times News:					366.30	.00	
<b>UGI Utilities Inc.-0316</b>							
UGI Utilities Inc.-0316	111524	01-409.230	411001980316	11/15/24	141.22	141.22	11/27/24
Total UGI Utilities Inc.-0316:					141.22	141.22	
<b>UGI Utilities Inc.-0555</b>							
UGI Utilities Inc.-0555	111424	01-409.230	411001980555	11/14/24	396.54	396.54	11/27/24
Total UGI Utilities Inc.-0555:					396.54	396.54	
<b>UGI Utilities Inc.-6649</b>							
UGI Utilities Inc.-6649	111424	03-411.320	411000866649-ESFD	11/14/24	246.78	246.78	11/27/24
Total UGI Utilities Inc.-6649:					246.78	246.78	
<b>UGI Utilities Inc.-9581</b>							
UGI Utilities Inc.-9581	111524	01-409.230	411001979581	11/15/24	28.73	28.73	11/27/24
Total UGI Utilities Inc.-9581:					28.73	28.73	
<b>Walck, Tad</b>							
Walck, Tad	12124	01-364.900	2024-Distribution of Scrap Metal Proceeds	12/01/24	150.00	.00	
Total Walck, Tad:					150.00	.00	
<b>Warehouse Battery Outlet Inc</b>							
Warehouse Battery Outlet I	INV764770	01-410.375	Motorcycle battery/Jumper Pack for PD Cars	12/03/24	210.48	.00	
Total Warehouse Battery Outlet Inc:					210.48	.00	
<b>WEX Bank</b>							
WEX Bank	101235439	06-448.231	Fuel Purchases	11/30/24	5.81	.00	
WEX Bank	101235439	08-429.231	Fuel Purchases	11/30/24	5.81	.00	
Total WEX Bank:					11.62	.00	
<b>Wexcon Inc</b>							
Wexcon Inc	20241028	06-448.600	Payment # 1 - Louise Ln Waterline Project	10/28/24	232,650.00	232,650.00	11/27/24
Total Wexcon Inc:					232,650.00	232,650.00	
<b>Windjammer Inc</b>							
Windjammer Inc	4630	01-410.238	Baker Cadet Uniforms	06/11/24	223.90	.00	
Windjammer Inc	4654	01-410.238	Palansky Cadet Uniforms	06/11/24	223.90	.00	
Total Windjammer Inc:					447.80	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>Ziegler, Curtis</b>							
Ziegler, Curtis	112224	01-410.238	Reimb - Glock Holster	11/22/24	262.62	.00	
Total Ziegler, Curtis:					262.62	.00	
<b>Zrinski, Cody</b>							
Zrinski, Cody	12124	01-364.900	2024-Distribution of Scrap Metal Proceeds	12/01/24	150.00	.00	
Total Zrinski, Cody:					150.00	.00	
<b>Zulic, Brian</b>							
Zulic, Brian	20241212	01-410.132	Heart & Lung 11/24/24-12/07/24	12/06/24	3,776.80	.00	
Total Zulic, Brian:					3,776.80	.00	
Grand Totals:					1,153,228.26	247,721.61	

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:					98,048.81	11,379.82	
<b>Fire Fund</b>							
Total Fire Fund:					5,933.31	246.78	
<b>Water Fund</b>							
Total Water Fund:					489,285.54	233,138.66	
<b>Sewer Fund</b>							
Total Sewer Fund:					211,929.12	163.22	
<b>Refuse &amp; Recycling Fund</b>							
Total Refuse & Recycling Fund:					1,402.48	20.15	
<b>Highway Aid Fund</b>							
Total Highway Aid Fund:					217.17	.00	
<b>Capital General Fund</b>							
Total Capital General Fund:					332,468.05	.00	
<b>Payroll Fund</b>							
Total Payroll Fund:					2,772.98	2,772.98	
<b>Cash Allocations</b>							
Total Cash Allocations:					11,170.80	.00	
Grand Totals:					1,153,228.26	247,721.61	

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

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

Board of Commissioners

**DRAFT**  
**ORDINANCE NO. 12-2024-670**

**AN ORDINANCE OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, SETTING AND REAFFIRMING THE RATES OF TAXATION, FIXING THE TAX RATE FOR THE YEAR 2025 AND APPROPRIATING SPECIFIC SUMS ESTIMATED TO BE REQUIRED FOR THE SPECIFIC PURPOSES OF THE TOWNSHIP GOVERNMENT DURING THE CURRENT FISCAL YEAR.**

**WHEREAS**, Article XVII, Section 1701 et seq. of the First-Class Township Code, P.L. 1955, No. 569, as amended, requires that the Board of Commissioners shall, inter alia, prepare and adopt a budget which shall reflect, as nearly as possible, the estimated revenues and expenditures of the Township for the year for which the budget is prepared; and

**WHEREAS**, the tax levied by the Board of Commissioners shall be fixed at such figure within the limit allowed by law, as with all other sources of revenue that will meet and cover said appropriations; and

**NOW, THEREFORE, BE IT ORDAINED** and enacted, and it is hereby ordained and enacted by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania.

SECTION 1: That for the expenses of the Township for the fiscal year 2025 the following amounts are hereby appropriated from the revenues available for the current year for the specific purposes set forth below, which amounts are more fully itemized in the budget form on file in the Township Secretary's Office.



2025 Adopted Budgets

**GENERAL FUND**

Revenue .....		\$ 12,082,281
Current Year.....	\$ 11,937,650	
Use of Prior Year Reserves.....	144,631	
Expenditures:.....		\$ 12,082,281
Operating Expenditures:		
General Government .....	\$ 1,921,240	
Police .....	4,317,558	
Public Safety (Non-Police).....	954,995	
Highways & Public Works .....	3,316,653	
Recreation .....	131,052	
Environmental Advisory.....	13,100	
Insurances & Benefits .....	257,000	
Contributions & Miscellaneous .....	24,600	
Total Operating Expenditures.....		\$ 10,936,198
Non-Operating Expenditures:		
Debt Service.....	369,143	
Capital.....	776,940	
Total Non-Operating Expenditures.....		\$ 1,146,083

**FIRE PROTECTION FUND**

Revenue .....		\$ 652,600
Current Year.....	\$ 652,600	
Expenditures:.....		\$ 652,600
Operating Expenditures .....	\$ 475,530	
Non-Operating Expenditures.....	19,863	
Transfer to Reserves.....	157,207	

**LIBRARY FUND**

Revenue .....		\$ 86,070
Current Year.....	\$ 80,100	
Use of Prior Year Reserves.....	5,970	
Operating Expenditures.....		\$ 86,070

**WATER FUND**

Revenue .....		\$ 2,978,650
Current Year.....	\$ 2,978,650	
Expenditures:.....		\$ 2,978,650
Operating Expenditures .....	\$ 2,770,876	
Non-Operating Expenditures.....	182,500	
Transfer to Reserves.....	25,274	

**SEWER FUND**

Revenue .....		\$ 2,768,000
Current Year.....	\$ 2,768,000	
Expenditures.....		\$ 2,768,000
Operating Expenditures .....	\$ 2,293,987	
Non-Operating Expenditures.....	412,500	
Transfer to Reserves.....	61,513	

**REFUSE & RECYCLING FUND**

Revenue .....		\$ 2,255,351
Current Year.....	\$ 2,243,600	
Use of Prior Year Reserves.....	11,751	
Operating Expenditures.....		\$ 2,255,351

**HIGHWAY AID FUND**

Revenue .....		\$ 478,280
Current Year.....	\$ 449,395	
Use of Prior Year Reserves.....	28,885	
Expenditures:.....		\$ 478,280
Operating Expenditures.....	\$ 224,280	
Capital Expenditures.....	254,000	

Further, in instances where expenditures exceed current year revenues, such expenditures shall be funded from the Fund Balance to cover such expenditures. In instances where current year revenues exceed expenditures, such surplus shall be transferred to Reserve account(s).

An estimate of the specific items making up the amount appropriated to the respective Departments shall be on file in the Office of the Township Manager, 2900 South Pike Avenue, Allentown, Pennsylvania.

SECTION 2: That a tax shall be and the same is hereby levied on all real property within the said Township subject to taxation for Township purposes for the fiscal year 2025, as follows:

The rate for general Township purposes, the sum of three and twenty-two hundredths (3.22) mills on each dollar of assessed valuation, or the sum of thirty-two and twenty hundredths' cents on each one hundred dollars of assessed valuation.

For fire protection purposes, the sum of forty-nine hundredths (0.49) mills on each dollar of assessed valuation, or the sum of four and ninety hundredths' cents on each one hundred dollars of assessed valuation.

For library services purposes, the sum of six hundredths (0.06) mills on each dollar of assessed valuation, or the sum of sixty hundredths cents on each one hundred dollars of assessed valuation.

The same being summarized in tabular form, as follows:

	<u>Mills on Each Dollar of Assessed Valuation</u>	<u>Cents on Each \$100 of Assessed Valuation</u>
Tax Rate for General Township Purposes	3.22000 Mills	32.2000 cents
Tax Rate for Fire Protection Purposes	0.49000 Mills	04.9000 cents
Tax Rate for Library Services Purposes	<u>0.06000 Mills</u>	<u>00.6000 cents</u>
	3.77000 Mills	37.7000 cents

A discount of two percent (2%) of the amount of any tax levied on real property under this Ordinance shall be allowed if payment in full is tendered or officially postmarked on or before May 31, 2025 and a penalty equal to ten percent (10%) of the amount of any such tax levied on real property under this Ordinance shall be added to the amount of said tax and shall be payable if payment in full of said tax is not tendered or officially postmarked on or before July 31, 2025.

Whenever the last day of a period during which payment may be made at a discount or with penalty shall fall on Saturday or Sunday or on any day made a legal holiday by the laws of the Commonwealth of Pennsylvania or of the United States, payment shall be considered timely if it is tendered or officially postmarked by the United States Postal Service on the succeeding secular or business day. The Tax Collector shall not refuse to accept payment tendered or official postmarked by the United States Postal Service in a timely manner pursuant to these guidelines. An official postmark shall include an actual date-stamp applied by the United States Postal Service. This does not include metered mail, “no-postage necessary” mailings, or prepaid, cancelled postage.

SECTION 3: That the tax levy of one percent (1%) presently imposed upon salaries, wages, commissions and other compensation earned by residents of the Township of Salisbury and earned in the Township by non-residents thereof, and the one percent (1%) tax presently levied upon the privilege of transferring or conveying, by deed or other document, any interest in any lands, tenements, or hereditaments in or partly in the Township of Salisbury, be, and they are, hereby enacted and levied, without change, for the year 2025.

SECTION 4: Any Ordinance or part of an Ordinance inconsistent or conflicting with this Ordinance or any part thereof is hereby repealed to the extent of such inconsistency or conflict.

**ENACTED** into an Ordinance this 12th day of December, 2024.

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

By: \_\_\_\_\_  
President, Board of Commissioners

Attest:

\_\_\_\_\_  
Secretary

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA**

**Ordinance No. 12-2024-671**

(Duly Adopted December 12, 2024)

**AN ORDINANCE AMENDING THE NON-UNIFORMED EMPLOYEES DEFINED BENEFIT PENSION PLAN ADMINISTERED BY THE PENNSYLVANIA MUNICIPAL RETIREMENT SYSTEM SO THAT EMPLOYEE CONTRIBUTIONS FOR CALENDAR YEAR 2025 ARE REDUCED TO THREE PERCENT (3.0%) OF COMPENSATION.**

**WHEREAS**, the Township of Salisbury, Lehigh County (“**Township**”) has established a defined benefit pension plan for its non-uniformed employees administered by the Pennsylvania Municipal Retirement System (“**PMRS**”); and

**WHEREAS**, this defined benefit pension plan is currently governed by ordinance 05-2019-622, codified at Code of Ordinances Chapter 1, Part 6(C), § 1-631 through § 1-638, and an Adoption Agreement between the Township and the governing board of PMRS and a System Base Plan Document referred to in § 1-632; and

**WHEREAS**, the Township and the Salisbury Township Public Works Employees Association (“**Association**”), the collective bargaining representatives of the Township’s non-managerial public works employees (“**PW Employees**”), have entered into a collective bargaining agreement (“**CBA**”) effective from January 1, 2023 through December 31, 2026; and

**WHEREAS**, the CBA makes changes to the pension program applicable to PW Employees, and the Board of Commissioners (“**Board**”) of the Township desires to comply with the CBA; and

**WHEREAS**, the Board desires to extend the pension program changes applicable to PW Employees to all non-uniformed employees of the Township; and

**WHEREAS**, the changes to the pension program include reducing employee contributions for calendar year 2025 to three percent (3.0%) of compensation; and

**WHEREAS**, prior to the adoption of this Ordinance the Board reviewed the following cost estimate of the effect of the changes made herein:

The amendment to the defined benefit plan reducing the employee contribution rate for calendar year 2025 from three and one-half percent (3.5%) of compensation to three percent (3.0%) of compensation does not change the cost of the plan at all, but only the allocation of payment between the Township and the employees. So, for every dollar that the employee is not required to pay in to the plan, the Township will have to contribute an additional dollar. Accordingly, the reduction for 2025 means that the Township must pay an extra one-half percent (0.5%) of all members' compensation for 2025 more than it would have if there had been no reduction. However, for very many years before 2025, the Township eliminated all employee contributions each year, and in 2019 the employee contribution rate was reduced to one percent (1.0%) of compensation, and so in 2025 the Township will actually be taking on a lesser portion of the "regular" employee contributions stated in the plan agreement than in previous years.

**NOW, THEREFORE**, be it **ORDAINED** and **ENACTED** by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, as follows:

**SECTION 1.** Salisbury Township Code of Ordinances Chapter 1, Part 6(C), § 1-638 shall be amended by adding the following new subsection (b), effective as of January 1, 2025:

**§ 1-638 Amendments Regarding Employee Contributions.**

\* \* \*

**(b) 2025.** The Board of Commissioners of the Township hereby authorizes and directs the President or Vice President of the Board and the Township Manager to execute on behalf of the Township an Adoption

Agreement Amendment in the form attached to Ordinance 12-2024-671 as Exhibit 1, in order to reduce employee contributions for calendar year 2025 only, subject to approval by the System. The Township shall file a duly certified copy of Ordinance 12-2024-671 and the executed Adoption Agreement Amendment with the System.

**SECTION 2.** The attached exhibit is hereby incorporated into this Ordinance by reference:

Exhibit 1: Adoption Agreement Amendment to Reduce Employee Contributions to 3.0% for 2025 only.

**DULY ORDAINED** and **ENACTED** by the Board of Commissioners of the Township of Salisbury, Lehigh County, this 12th day of December, 2024, in lawful session duly assembled.

BOARD OF COMMISSIONERS  
TOWNSHIP OF SALISBURY

\_\_\_\_\_  
Debra J. Brinton, President

Attest:

\_\_\_\_\_  
Cathy Bonaskiewich, Secretary

**EXHIBIT 1**





PENNSYLVANIA MUNICIPAL RETIREMENT SYSTEM
DEFINED BENEFIT PLAN
Adoption Agreement Amendment

The undersigned, Salisbury Township, Lehigh County, Pennsylvania ("Municipality"), pursuant to Article XVI of the Base Plan Document, is amending its Adoption Agreement having the effective date and the expiration date as shown below. The Municipality makes the following elections granted under the provisions of the Base Plan Document:

PLAN AMENDMENT

Amendment Effective Date: January 1, 2025
Adoption Agreement Effective Date: January 1, 2019
Application: General
Amendment Expiration Date: December 31, 2025
General Description: Establishes the Required Member Contribution amount for all Active Members for Calendar year 2025 only.
Affected Members: All Active Members.

AMENDED ADOPTION AGREEMENT SECTIONS

The Sections of the Adoption Agreement below are applicable to this Amendment and will be effective for the Affected Members between Amendment Effective Date and the Amendment Expiration Date. All other sections of the applicable Defined Benefit Plan Adoption Agreement 001 remain the same during the period between the Amendment Effective Date and the Amendment Expiration Date.

4.01 MEMBER PRE-TAX PICK-UP CONTRIBUTIONS. Contribution

Requirement (Select One)

- [ -- ] Not Required
[ X ] Required in an amount equal to three percent (3.00%) of Compensation

Contribution Remittance (Select One)

- [ X ] On a payroll basis
[ -- ] Per Weekly Period
[ X ] Per Bi-Weekly Period
[ -- ] Per Semi-Monthly Period
[ -- ] Per Monthly Period
[ -- ] Per Other Period:
[ -- ] On a monthly basis
[ -- ] On a quarterly basis



The Municipality hereby agrees to the provisions of this Adoption Agreement Amendment, and in witness of its agreement, the Municipality by its duly authorized officers has executed this Adoption Agreement Amendment, on the date specified below.

IN WITNESS WHEREOF, we have hereunto set our hands and seal the day, month and year above written.

ATTEST:

SALISBURY TOWNSHIP  
Lehigh County, Pennsylvania

BY \_\_\_\_\_  
Secretary

BY \_\_\_\_\_  
President, Board of Commissioners

DATE: \_\_\_\_\_

ATTEST

PENNSYLVANIA MUNICIPAL  
RETIREMENT BOARD

BY: \_\_\_\_\_  
Secretary

BY \_\_\_\_\_  
Board Chair

DATE: \_\_\_\_\_

Approved as to form and legality:

BY: \_\_\_\_\_  
Chief Counsel, PMRS

BY \_\_\_\_\_  
Office of General Counsel

BY: \_\_\_\_\_  
Office of Attorney General

**This Plan is an important legal document. Failure to properly fill out this Adoption Agreement Amendment may result in disqualification of this Plan. PMRS will inform you of any amendments made to the Base Plan Document. The address of PMRS is 1721 North Front Street, Harrisburg, PA 17102.**

**You may rely on an opinion letter issued by the Internal Revenue Service as evidence that this Plan is qualified under Code Section 401 only to the extent provided in Revenue Procedure 2015-36.**

**You may not rely on the opinion letter in certain other circumstances or with respect to certain qualification requirements, which are specified in the opinion letter issued with respect to the Plan and in Revenue Procedure 2015-36. In order to have reliance in such cases, an individual application for a determination letter must be made to Employee Plans Determinations of the Internal Revenue Service.**

**RESOLUTION NO. 12-2024-1838**

**A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, AMENDING §102(A) OF CHAPTER 26, PART 1, “WATER”, OF THE CODE OF ORDINANCES, IN ORDER TO ADJUST AND SET THE WATER RATE and AMENDING SECTIONS 302(1)(A)(1) AND 302(1)(B)(2) OF CHAPTER 18, PART 3, “SEWERS AND SEWAGE DISPOSAL”, OF THE CODE OF ORDINANCES, IN ORDER TO ADJUST AND SET THE SEWER RATES**

**WHEREAS**, the Township of Salisbury Board of Commissioners wishes to adjust and set the rates for water and sewer services.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, that §102 of Chapter 26, Part 1, “Water”, of the Code of Ordinances, and Sections 302(1)(a)(1) and 302(1)(b)(2) of Chapter 18, Part 3, “Sewers and Sewage Disposal” of the Code of Ordinances, shall be and the same hereby are amended as follows:

**ARTICLE I.** “Water” Chapter 26, Part 1, Section 102(A) shall be amended to read as follows:

- A. *Schedule of Meter Rates.*  
*There shall be a charge of ninety-seven ten thousandth Cents (\$.0097) for each gallon of water furnished to a consumer effective January 1, 2025. Thereafter, these rates may be amended or revised from time to time by duly enacted Resolution of the Board of Commissioners.*

**ARTICLE II.** “Sewer” Chapter 18, Part 1, Section 302(1)(A)(1) shall be amended to read as follows:

- A. Residential  
  
*(1) Beginning January 1, 2025, there shall be a charge to each private dwelling unit of \$356.00 per annum, payable at the rate of \$89.00 per quarterly billing period. Thereafter, these rates, may be amended, or*

*revised from time to time by duly enacted Resolution of the Board of Commissioners.*

**ARTICLE III. “Sewer”** Chapter 18, Part 1, Section 302(1)(B)(2) shall be amended to read as follows:

*(2) Beginning January 1, 2025, all owners of nonresidential improved properties connected to the sewer system shall pay sewer rentals or charges, except as hereinafter noted, at the rate of \$391.60 per annum, payable at the rate of \$97.90 per quarterly billing period per unit or at a rate set from time to time by duly enacted Resolution by the Board of Commissioners, on the basis of equivalent dwelling units determined or computed as follows:*

[Remainder of this Section to remain as adopted]

**APPROVED and ADOPTED** this 12th day of December, 2024.

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

By: \_\_\_\_\_  
President, Board of Commissioners

Attest:

\_\_\_\_\_  
Secretary

**RESOLUTION NO. 12-2024-1839**

**BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, PROVIDING FOR A REDUCTION IN THE YEAR 2025 OF THE AMOUNT WHICH MEMBERS OF THE SALISBURY TOWNSHIP POLICE DEPARTMENT ARE REQUIRED TO CONTRIBUTE TO THE SALISBURY TOWNSHIP POLICE PENSION FUND**

**WHEREAS**, the applicable law of the Commonwealth of Pennsylvania permits reductions in the amount which members of police departments in First Class Townships contribute to their police pension funds to amount to less than five percent (5%) of a member's compensation when such contributions are not needed to have the police pension fund remain actuarially sound; and

**WHEREAS**, the Police Pension Consultant employed by the Township of Salisbury prepared the January 1, 2023 Actuarial Report Valuation and the Township has certified its annual Minimum Municipal Obligation for 2025, which includes a total financial requirement to the Police Pension Plan in the amount of \$613,772; and

**WHEREAS**, the Township has determined that the amount of State Aid will be insufficient to pay for the total financial requirement, therefore necessitating the Police to contribute to the Plan an amount equal to three and twenty-five hundredths (3.25%) percent of their annual compensation during the year 2025; and

**WHEREAS**, the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania is desirous of setting the contribution rate for and during the year 2025 to three and twenty-five hundredths percent (3.25%) of a member's compensation.

**NOW, THEREFORE, BE IT RESOLVED** that contributions to the Salisbury Township Police Pension Fund by members of the Salisbury Township Police Department shall be at the rate of three and twenty-five hundredths percent (3.25%) of compensation for and during the year 2025.

**APPROVED AND ADOPTED** this 12th day of December, 2024 by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania at a regular public meeting.

Attest:

TOWNSHIP OF SALISBURY  
(Lehigh County, Pennsylvania)

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Cathy Bonaskiewich  
Township Secretary

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Debra J. Brinton  
Board of Commissioners