

**SALISBURY TOWNSHIP**  
**Lehigh County, Pennsylvania**  
**Board of Commissioners Meeting**  
**Regular Meeting Agenda—January 9, 2025**  
**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
- **SWEARING-IN CEREMONY** – New Police Officers (Palansky, Baker)

**4. \*Annual Visit and Discussion with Lehigh County Executive Phillips Armstrong\***

**5. Financial Report – Nov. 2024 & Bills Payables – Period 12/21/24-1/3/25**

**6. Approval of the Minutes –December 12, 2024**

**7. New Business**

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

**B. RESOLUTIONS**

1. Resolution Approving Revision of Township’s Official Sewage Facilities Plan to Include the Major Subdivision Plan at 621 E. Lynnwood Street
2. Resolution Amending Tax Collector Fees Charged for Reimbursement of Expenses
3. Resolution Appointing Township Sewage Enforcement Officer and Alternates

**C. MOTIONS**

1. Motion Accepting a Time Extension to 04/30/25 for the Vistas at South Mountain Preliminary/Final Land Development Plan
2. Motion Ratifying the Non-Uniformed Defined Contribution Pension Plan Funding Amount of \$103,896.38 for Year-Ended 2024
3. Motion Appointing 3rd Ward Representative to Zoning Hearing Board (ZHB)
4. Motion Appointing 5th Ward Representative to Building Code Board of Appeals (BCBOA)
5. Motion Appointing At-Large Representative to Planning Commission (PC)

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

**9. Adjournment**

*\*Workshop to follow*

*\*Executive Session*

*2900 South Pike Ave, Allentown, PA 18103*

**Income Statement- Summary by Fund**  
**1/1 - 11/30/2024**

	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	10,231,175	944,246	628,728	203,826	77,487	4,857	2,141,904	1,958,427	2,227,940	49,621	458,150	1,441	18,927,803
2024 YTD Expenditures	<u>11,028,954</u>	<u>959,313</u>	<u>529,224</u>	<u>203,826</u>	<u>43,065</u>	<u>61,232</u>	<u>2,593,429</u>	<u>2,447,929</u>	<u>1,779,560</u>	<u>49,621</u>	<u>449,521</u>	<u>-</u>	<u>20,145,674</u>
2024 YTD Surplus (Deficit)	<u>(797,778)</u>	<u>(15,067)</u>	<u>99,504</u>	<u>-</u>	<u>34,422</u>	<u>(56,375)</u>	<u>(451,525)</u>	<u>(489,503)</u>	<u>448,380</u>	<u>-</u>	<u>8,629</u>	<u>1,441</u>	<u>(1,217,871)</u>
2023 YTD Surplus (Deficit)	<u>(2,165,305)</u>	<u>129,676</u>	<u>78,870</u>	<u>-</u>	<u>33,266</u>	<u>-</u>	<u>(37,094)</u>	<u>120,196</u>	<u>344,443</u>	<u>-</u>	<u>(175,542)</u>	<u>1,279</u>	<u>(1,670,211)</u>
Variance over Prior YTD	1,367,527	(144,743)	20,634	-	1,156	(56,375)	(414,431)	(609,698)	103,937	-	184,171	162	452,340

GENERAL FUND SUMMARY	2024 BOARD APPROVED BUDGET	1/1 - 11/30/2024 ACTUAL	% OF ANNUAL BUDGET
<b>REVENUES:</b>			
<b>OPERATING:</b>			
TAXES	\$ 8,926,404	\$ 8,824,046	98.9%
PERMITS, FEES & INTEREST	1,040,512	846,627	81.4%
OTHER OPERATING REVENUE	165,850	289,914	174.8%
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>\$ 10,024,865</b>	<b>93.7%</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>\$ 10,231,175</b>	<b>92.7%</b>
<b>EXPENDITURES:</b>			
<b>OPERATING:</b>			
(A) GENERAL GOVERNMENT	\$ 1,678,386	\$ 1,690,356	100.7%
(B) PUBLIC SAFETY	4,885,648	4,659,260	95.4%
(D) PUBLIC WORKS	3,206,489	3,277,019	102.2%
(E) RECREATION	123,818	118,350	95.6%
(F) CONSERVATION OF NATURAL RESOURCES	13,100	12,295	93.9%
(G) CONTRIBUTIONS & MISCELLANEOUS	27,300	58,752	215.2%
(H) INSURANCE & BENEFITS	257,100	268,677	104.5%
(I) TRANSFERS TO OTHER FUNDS	842,724	944,246	112.0%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 11,034,565</b>	<b>\$ 11,028,954</b>	<b>99.9%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 11,034,565</b>	<b>\$ 11,028,954</b>	<b>99.9%</b>
<b>SURPLUS (DEFICIT)</b>	<b>\$ -</b>	<b>\$ (797,778)</b>	

GENERAL FUND SUMMARY	1/1 - 11/30/2024 ACTUAL	1/1 - 11/30/2023 ACTUAL	Increase (Decrease) Over Prior YTD	% Change over Prior YTD
<b>REVENUES:</b>				
<b>OPERATING:</b>				
TAXES	\$ 8,824,046	\$ 8,028,947	\$ 795,100	9.9%
PERMITS, FEES & INTEREST	846,627	886,172	(39,544)	-4.5%
OTHER OPERATING REVENUE	289,914	575,761	(285,846)	-49.6%
TRANSFERS FROM OTHER FUNDS	64,277	-	64,277	
FROM PRIOR-YEAR RESERVES	-	-	-	0.0%
<b>TOTAL OPERATING REVENUE</b>	<b>\$ 10,024,865</b>	<b>\$ 9,490,879</b>	<b>\$ 533,986</b>	<b>5.6%</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>\$ 10,231,175</b>	<b>\$ 9,735,005</b>	<b>\$ 496,171</b>	<b>5.1%</b>
<b>EXPENDITURES:</b>				
<b>OPERATING:</b>				
(A) GENERAL GOVERNMENT	\$ 1,690,356	\$ 1,483,210	\$ 207,145	14.0%
(B) PUBLIC SAFETY	4,659,260	4,256,241	403,019	9.5%
(D) PUBLIC WORKS	3,277,019	2,544,613	732,406	28.8%
(E) RECREATION	118,350	129,064	(10,714)	-8.3%
(F) CONSERVATION OF NATURAL RESOURCES	12,295	15,322	(3,027)	-19.8%
(G) CONTRIBUTIONS & MISCELLANEOUS	58,752	35,855	22,897	63.9%
(H) INSURANCE & BENEFITS	268,677	252,600	16,076	6.4%
(I) TRANSFERS TO OTHER FUNDS	944,246	3,183,405	(2,239,158)	-70.3%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 11,028,954</b>	<b>\$ 11,900,310</b>	<b>\$ (871,356)</b>	<b>-7.3%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 11,028,954</b>	<b>\$ 11,900,310</b>	<b>\$ (871,356)</b>	<b>-7.3%</b>
<b>SURPLUS (DEFICIT)</b>	<b>\$ (797,778)</b>	<b>\$ (2,165,305)</b>	<b>\$ 1,367,527</b>	<b>-63.2%</b>

## GENERAL FUND- REVENUES

REVENUE DESCRIPTION	2024 BOARD APPROVED BUDGET	1/1 - 11/30/2024 ACTUAL	% OF BUDGET REC'D
PROPERTY TAXES	\$ 3,950,000	\$ 3,819,279	96.7%
LOCAL ENABLING TAXES	4,390,000	4,406,521	100.4%
STATE-SHARED REVENUE	586,404	598,246	102.0%
<b>Total Tax Revenue</b>	<b>\$ 8,926,404</b>	<b>\$ 8,824,046</b>	<b>98.9%</b>
BUS LICENSES & PERMITS	220,000	136,893	62.2%
NON-BUS LICENSES & PERMITS	11,700	7,822	66.9%
FINES	67,000	56,460	84.3%
INTEREST	114,000	72,606	63.7%
RENTS & ROYALTIES	41,927	39,358	93.9%
SERVICE FEES	178,000	169,738	95.4%
REVIEW FEES	195,400	136,618	69.9%
PUBLIC SAFETY FEES	203,485	221,057	108.6%
RECREATIONAL USER FEES	9,000	6,075	67.5%
<b>Total Permits, Fees &amp; Interest Revenue</b>	<b>\$ 1,040,512</b>	<b>\$ 846,627</b>	<b>81.4%</b>
FEDERAL GRANTS	2,850	6,060	212.6%
STATE GRANTS	66,000	213,693	323.8%
SNOW REMOVAL	2,700	2,727	101.0%
SANITATION FEES	1,000	2,961	296.1%
MEMBERSHIP FEES	24,000	22,520	93.8%
MISCELLANEOUS REVENUE	9,300	9,182	98.7%
ASSET DISPOSAL	60,000	32,771	54.6%
<b>Total Other Operating Income</b>	<b>\$ 165,850</b>	<b>\$ 289,914</b>	<b>174.8%</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>\$ 10,231,175</b>	<b>92.7%</b>

## GENERAL FUND- REVENUES

REVENUE DESCRIPTION	1/1 - 11/30/2024 ACTUAL	1/1 - 11/30/2023 ACTUAL	Increase (Decrease) Over Prior YTD	% Change over Prior YTD
PROPERTY TAXES	\$ 3,819,279	\$ 3,238,210	\$ 581,069	17.9%
LOCAL ENABLING TAXES	4,406,521	4,235,304	171,217	4.0%
STATE-SHARED REVENUE	598,246	555,433	42,814	7.7%
<b>Total Tax Revenue</b>	<b>\$ 8,824,046</b>	<b>\$ 8,028,947</b>	<b>\$ 795,100</b>	<b>9.9%</b>
BUS LICENSES & PERMITS	136,893	162,455	(25,562)	-15.7%
NON-BUS LICENSES & PERMITS	7,822	4,265	3,557	83.4%
FINES	56,460	51,031	5,429	10.6%
INTEREST	72,606	89,156	(16,550)	-18.6%
RENTS & ROYALTIES	39,358	39,132	227	0.6%
SERVICE FEES	169,738	233,240	(63,502)	-27.2%
REVIEW FEES	136,618	53,218	83,399	156.7%
PUBLIC SAFETY FEES	221,057	247,774	(26,717)	-10.8%
RECREATIONAL USER FEES	6,075	5,900	175	3.0%
<b>Total Permits, Fees &amp; Interest Revenue</b>	<b>\$ 846,627</b>	<b>\$ 886,172</b>	<b>\$ (39,544)</b>	<b>-4.5%</b>
FEDERAL GRANTS	6,060	-	6,060	
STATE GRANTS	213,693	461,341	(247,649)	-53.7%
SNOW REMOVAL	2,727	2,673	53	0.0%
SANITATION FEES	2,961	6,831	(3,870)	-56.7%
MEMBERSHIP FEES	22,520	23,850	(1,330)	-5.6%
MISCELLANEOUS REVENUE	9,182	8,565	618	7.2%
ASSET DISPOSAL	32,771	72,500	(39,729)	-54.8%
<b>Total Other Operating Income</b>	<b>\$ 289,914</b>	<b>\$ 575,761</b>	<b>\$ (285,846)</b>	<b>-49.6%</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>\$ 10,231,175</b>	<b>\$ 9,735,005</b>	<b>\$ 496,171</b>	<b>5.1%</b>

## GENERAL FUND EXPENDITURES

EXPENDITURE CATEGORY	2024 BOARD APPROVED BUDGET	1/1 - 11/30/2024 ACTUAL	% OF ANNUAL BUDGET SPENT
LEGISLATIVE	\$ 21,295	\$ 20,103	94.4%
EXECUTIVE	478,642	447,254	93.4%
FINANCIAL ADMINISTRATION	339,730	323,158	95.1%
TAX COLLECTION	66,015	66,620	100.9%
LEGAL SERVICES	72,364	125,902	174.0%
PERSONNEL ADMIN	31,700	19,383	61.1%
INFORMATION TECHNOLOGY	258,379	232,130	89.8%
ENGINEERING SERVICES	160,000	175,249	109.5%
BUILDINGS & PLANT	250,261	280,556	112.1%
POLICE	3,994,555	3,768,297	94.3%
FIRE	216,888	193,347	89.1%
PLANNING & ZONING	659,803	684,066	103.7%
EMERGENCY MANAGEMENT	14,402	13,549	94.1%
PUBLIC WORKS: Highway, Roads & Streets	2,701,289	2,498,528	92.5%
TRAFFIC CONTROL	41,500	39,158	94.4%
STORM SEWERS	20,000	19,472	97.4%
REPAIRS/MAINT OF TOOLS & MACHINERY	80,000	107,624	134.5%
REPAIRS/MAINT OF ROADS	300,000	553,674	184.6%
STORM WATER MANAGEMENT (MS4)	63,700	58,563	91.9%
RECREATION ADMINISTRATION	67,100	62,058	92.5%
PARTICIPANT RECREATION	56,718	56,292	99.2%
CONSERVATION OF NATURAL RESOURCES	13,100	12,295	93.9%
CONTRIBUTIONS/MISCELLANEOUS	27,300	58,752	215.2%
INSURANCE	257,100	268,677	104.5%
INTERFUND OPERATING TRANSFERS	842,724	944,246	112.0%
<b>TOTAL EXPENDITURES</b>	<b>\$ 11,034,565</b>	<b>\$ 11,028,954</b>	<b>99.9%</b>

## GENERAL FUND EXPENDITURES

EXPENDITURE CATEGORY	1/1 - 11/30/2024 ACTUAL	1/1 - 11/30/2023 ACTUAL	Increase (Decrease) Over Prior YTD	% Change over Prior YTD
LEGISLATIVE	\$ 20,103	\$ 18,307	1,796	9.8%
EXECUTIVE	447,254	386,384	60,871	15.8%
FINANCIAL ADMINISTRATION	323,158	320,597	2,561	0.8%
TAX COLLECTION	66,620	63,778	2,842	4.5%
LEGAL SERVICES	125,902	95,060	30,841	32.4%
PERSONNEL ADMIN	19,383	25,932	(6,549)	-25.3%
INFORMATION TECHNOLOGY	232,130	226,638	5,492	2.4%
ENGINEERING SERVICES	175,249	104,980	70,270	66.9%
BUILDINGS & PLANT	280,556	241,535	39,021	16.2%
POLICE	3,768,297	3,457,911	310,386	9.0%
FIRE	193,347	200,535	(7,188)	-3.6%
PLANNING & ZONING	684,066	590,171	93,896	15.9%
EMERGENCY MANAGEMENT	13,549	7,624	5,925	77.7%
PUBLIC WORKS: Highway, Roads & Streets	2,498,528	2,323,385	175,143	7.5%
TRAFFIC CONTROL	39,158	34,814	4,345	12.5%
STORM SEWERS	19,472	27,012	(7,539)	-27.9%
REPAIRS/MAINT OF TOOLS & MACHINERY	107,624	85,049	22,574	26.5%
REPAIRS/MAINT OF ROADS	553,674	66,793	486,881	728.9%
STORM WATER MANAGEMENT (MS4)	58,563	7,561	51,002	674.6%
RECREATION ADMINISTRATION	62,058	76,088	(14,030)	-18.4%
PARTICIPANT RECREATION	56,292	52,976	3,316	6.3%
CONSERVATION OF NATURAL RESOURCES	12,295	15,322	(3,027)	-19.8%
CONTRIBUTIONS/MISCELLANEOUS	58,752	35,855	22,897	63.9%
INSURANCE	268,677	252,600	16,076	6.4%
INTERFUND OPERATING TRANSFERS	944,246	3,183,405	(2,239,158)	-70.3%
<b>TOTAL EXPENDITURES</b>	<b>\$ 11,028,954</b>	<b>\$ 11,900,310</b>	<b>\$ (871,356)</b>	<b>-7.3%</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	448586	01-410.251	#216	12/26/24	99.95	.00	
Total A & A Auto Stores:					99.95	.00	
<b>ABE Laboratories LLC</b>							
ABE Laboratories LLC	48277	06-448.316	Coliform Bacteria Water Anaysis/Qtrly Chlorine Analyzer	12/19/24	615.00	.00	
Total ABE Laboratories LLC:					615.00	.00	
<b>AFLAC</b>							
AFLAC	20241226	90-223000	Aflac Deductions 12/8/24-12/21/24	12/26/24	85.85	85.85	12/26/24
AFLAC	20241226	90-223000	Aflac Deductions 12/8/24-12/21/24	12/26/24	135.90	135.90	12/26/24
Total AFLAC:					221.75	221.75	
<b>Allegra</b>							
Allegra	94362	01-401.212	2025 Township Calendar	12/19/24	5,955.18	.00	
Total Allegra:					5,955.18	.00	
<b>Allentown Equipment Corp</b>							
Allentown Equipment Corp	9156	06-448.251	#34-Inspection	12/11/24	48.00	.00	
Allentown Equipment Corp	9156	08-429.251	#34-Inspection	12/11/24	48.00	.00	
Total Allentown Equipment Corp:					96.00	.00	
<b>Amazon Business</b>							
Amazon Business	1Q6R-739J-3CF3	01-409.240	Toaster/Rolling Cart	12/23/24	104.98	.00	
Total Amazon Business:					104.98	.00	
<b>American Rock Salt Co LLC</b>							
American Rock Salt Co LL	0775370	35-432.245	Bulk Ice Control Salt	12/27/24	17,887.52	.00	
Total American Rock Salt Co LLC:					17,887.52	.00	
<b>Backwoods Outdoor Center</b>							
Backwoods Outdoor Cente	52283	01-451.375	Mower Parts	12/11/24	385.99	.00	
Total Backwoods Outdoor Center:					385.99	.00	
<b>Belles Tree Service</b>							
Belles Tree Service	18030	01-455.240	Tree Removal/Traffic Control - E Susquehanna St	12/16/24	2,800.00	.00	
Total Belles Tree Service:					2,800.00	.00	
<b>Bergey's Wholesale Parts</b>							
Bergey's Wholesale Parts	304927B	01-410.251	#216-Door/Window Switch	12/19/24	69.37	.00	
Total Bergey's Wholesale Parts:					69.37	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>Biros Utilities Inc</b>							
Biros Utilities Inc	200497	01-451.315	Portable Toilet Rental-Franko-12/27/24-1/23/25	12/26/24	160.00	.00	
Biros Utilities Inc	200498	01-451.315	Portable Toilet Rental - Franko Drop-off-12/27/24-1/23/25	12/26/24	150.00	.00	
Biros Utilities Inc	200499	01-451.315	Portable Toilet Rental - Devonshire Drop-off-12/27/24-1/23/24	12/26/24	150.00	.00	
Biros Utilities Inc	200676	01-451.315	Portable Toilet Rental-Lindberg Park-1/1/25-1/28/25	12/31/24	160.00	.00	
Total Biros Utilities Inc:					620.00	.00	
<b>Budget Instant Print</b>							
Budget Instant Print	20777	01-410.342	Business cards	12/27/24	160.00	.00	
Total Budget Instant Print:					160.00	.00	
<b>Buss, Stephen</b>							
Buss, Stephen	123024	01-430.192	2024-Clothing Allowance	12/30/24	16.70	.00	
Total Buss, Stephen:					16.70	.00	
<b>Charles Schwab &amp; Co Inc</b>							
Charles Schwab & Co Inc	20241223	01-402.160	2024 Defined Contribution Plan	12/23/24	6,251.91	6,251.91	12/23/24
Charles Schwab & Co Inc	20241223	01-407.160	2024 Defined Contribution Plan	12/23/24	8,411.68	8,411.68	12/23/24
Charles Schwab & Co Inc	20241223	01-410.160	2024 Defined Contribution Plan	12/23/24	5,120.77	5,120.77	12/23/24
Charles Schwab & Co Inc	20241223	01-414.160	2024 Defined Contribution Plan	12/23/24	12,641.44	12,641.44	12/23/24
Charles Schwab & Co Inc	20241223	01-430.160	2024 Defined Contribution Plan	12/23/24	56,040.09	56,040.09	12/23/24
Charles Schwab & Co Inc	20241223	06-448.160	2024 Defined Contribution Plan	12/23/24	7,715.24	7,715.24	12/23/24
Charles Schwab & Co Inc	20241223	08-429.160	2024 Defined Contribution Plan	12/23/24	7,715.25	7,715.25	12/23/24
Total Charles Schwab & Co Inc:					103,896.38	103,896.38	
<b>Core &amp; Main</b>							
Core & Main	W141745	06-448.600	Jack Kelly Water Main	12/10/24	78.05	.00	
Total Core & Main:					78.05	.00	
<b>Cunningham II, Thomas R</b>							
Cunningham II, Thomas R	123124	01-155000	EMC Deputy-Jan 2025	12/31/24	200.00	.00	
Total Cunningham II, Thomas R:					200.00	.00	
<b>Davis, James</b>							
Davis, James	123124	01-155000	EMC Coordinator- Jan 2025	12/31/24	300.00	.00	
Total Davis, James:					300.00	.00	
<b>Eastern Auto Parts Warehouse</b>							
Eastern Auto Parts Wareho	3IV1127622	01-410.251	Police-Battery	12/11/24	368.38	.00	
Eastern Auto Parts Wareho	3IV1130050	01-437.375	#21-Fuel/Water Separator	12/19/24	87.65	.00	
Eastern Auto Parts Wareho	3IV1130053	01-437.375	#21-Oil Filter/Light	12/19/24	45.83	.00	
Eastern Auto Parts Wareho	3IV1131582	01-437.375	Paver-Oil Filter/Air Filter	12/27/24	346.52	.00	
Eastern Auto Parts Wareho	3IV1132418	01-437.375	#22-Oil Filter/Fuel Water Separator/Air Filer	12/31/24	198.57	.00	
Total Eastern Auto Parts Warehouse:					1,046.95	.00	
<b>Eastern Salisbury Fire Co.</b>							
Eastern Salisbury Fire Co.	1225	03-411.540	2025-Stipend	01/02/25	65,000.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Eastern Salisbury Fire Co.	12312024	03-411.540	2024 Incentive Program-2nd pymt	12/31/24	15,000.00	.00	
Total Eastern Salisbury Fire Co.:					80,000.00	.00	
<b>Ecco Communications LLC</b>							
Ecco Communications LLC	83954	08-429.260	#5 - Radio	12/27/24	542.00	.00	
Ecco Communications LLC	84049	01-410.375	#207-Replace Antennas & Microphone	12/27/24	130.50	.00	
Ecco Communications LLC	84057	08-429.260	Antenna Mount/Connector	12/31/24	42.25	.00	
Total Ecco Communications LLC:					714.75	.00	
<b>Edwards Business Systems</b>							
Edwards Business System	E04429	41-409.700	Admin Copier	12/27/24	8,802.08	.00	
Edwards Business System	ESO2438	41-409.700	Police Copier - Magistrate	12/27/24	2,362.39	.00	
Total Edwards Business Systems:					11,164.47	.00	
<b>Ekos Inc</b>							
Ekos Inc	C219741	06-448.319	Fuel Site Module-1/1/25-12/31/25	12/31/24	1,074.00	.00	
Ekos Inc	C219741	08-429.319	Fuel Site Module-1/1/25-12/31/25	12/31/24	1,074.00	.00	
Total Ekos Inc:					2,148.00	.00	
<b>F.W. Webb Company</b>							
F.W. Webb Company	86496818-2	06-448.373	A/C-Water Dept Office Area	12/20/24	246.02	.00	
F.W. Webb Company	86496818-2	08-429.373	A/C-Water Dept Office Area	12/20/24	246.03	.00	
F.W. Webb Company	88732943	41-409.600	Kitchen Sink Pipe Drain - Magistrate	12/17/24	23.64	.00	
F.W. Webb Company	88770507	06-448.373	Gas Unit Heaters - Water Dept Garage	12/20/24	4,214.99	.00	
F.W. Webb Company	88770507	08-429.373	Gas Unit Heaters - Water Dept Garage	12/20/24	4,214.99	.00	
Total F.W. Webb Company:					8,945.67	.00	
<b>Fitzpatrick Lentz &amp; Bubba P.C.</b>							
Fitzpatrick Lentz & Bubba P	115844-00007-691	01-414.314	Zoning- Appeal Belles	09/13/24	709.50	.00	
Fitzpatrick Lentz & Bubba P	115844-00009-685	01-404.310	Zoning- Appeal Ramirez & Pinales	05/09/24	115.50	.00	
Fitzpatrick Lentz & Bubba P	115844-000110-68	01-404.310	Zoning-Rodale Appeal	05/09/24	99.00	.00	
Fitzpatrick Lentz & Bubba P	115844-00014-691	01-404.310	Zoning-Appeal Saucon Construction	09/13/24	148.50	.00	
Total Fitzpatrick Lentz & Bubba P.C.:					1,072.50	.00	
<b>Heacock Lumber</b>							
Heacock Lumber	42069	01-430.240	Sideboards for Trucks	12/20/24	186.00	.00	
Total Heacock Lumber:					186.00	.00	
<b>Hercik Jr, Robert F.</b>							
Hercik Jr, Robert F.	20241218	01-430.192		12/18/24	350.00	350.00	12/30/24
Total Hercik Jr, Robert F.:					350.00	350.00	
<b>Home Depot Credit Services</b>							
Home Depot Credit Service	121324	41-409.600	Power cord - Magistrate	12/13/24	13.47	.00	
Home Depot Credit Service	121324	41-409.600	Floor Mats/Door Stops - Magistrate	12/13/24	180.21	.00	
Home Depot Credit Service	121324	01-437.251	Shop Tools	12/13/24	35.94	.00	
Home Depot Credit Service	121324	41-409.600	Shelves - Magistrate	12/13/24	807.00	.00	
Home Depot Credit Service	121324	41-409.600	Microwave/Refrigerator - Magistrate	12/13/24	677.98	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Home Depot Credit Service	121324	41-409.600	Shelves/Finishings - Magistrate	12/13/24	553.30	.00	
Home Depot Credit Service	121324	01-410.260	Pole Building Tool Set	12/13/24	622.55	.00	
Home Depot Credit Service	121324	01-451.371	Shop Supplies	12/13/24	67.06	.00	
Total Home Depot Credit Services:					2,957.51	.00	
<b>Isett &amp; Associates, Barry</b>							
Isett & Associates, Barry	0195516	01-408.318	Project#00329024.516-1809 Woods Hollow Grading-11/3/24-11/30/24	12/10/24	268.00	.00	
Isett & Associates, Barry	0195517	01-408.318	Project#00329024.510-1766 Elinor Grading-11/3/24-11/30/24	12/10/24	637.00	.00	
Isett & Associates, Barry	0195519	01-408.318	Project#00329024.518-Lehigh Ave Grading-11/3/24-11/30/24	12/10/24	870.00	.00	
Isett & Associates, Barry	0195521	01-408.318	Project#00329024.568-2970 Fairfield Road Opening-11/3/24-11/30/24	12/10/24	3,476.00	.00	
Isett & Associates, Barry	0195534	01-408.318	Project#00329024.111-1031 Flexer Ave Plan Rev-11/3/24-11/30/24	12/10/24	1,055.25	.00	
Isett & Associates, Barry	0195540	08-429.313	Project#00329024.300-Water and Sewer General-11/3/24-11/30/24	12/10/24	363.00	.00	
Isett & Associates, Barry	0195543	08-429.313	Project#00329024.304-2024 LCA Act537 Plan-11/3/24-11/30/24	12/10/24	528.00	.00	
Isett & Associates, Barry	0195552	06-448.313	Project#00329024.303-Louise Ln Water Service-11/3/24-11/30/24	12/10/24	7,674.00	.00	
Isett & Associates, Barry	0195553	08-429.313	Project#00329024.301-Sewer Rehab 2024-11/3/24-11/30/24	12/10/24	9,636.76	.00	
Isett & Associates, Barry	0195564	01-408.318	Project#00329023.016-Walnut Grove Review-11/3/24-11/30/24	12/11/24	264.00	.00	
Isett & Associates, Barry	0195672	01-408.318	Project#00329024.003-Lynnwood Plan Rev-11/3/24-11/30/24	12/11/24	1,938.00	.00	
Isett & Associates, Barry	0195673	01-408.313	Project#00329024.000-General Municipal Engineering-11/3/24-11/30/24	12/11/24	759.00	.00	
Isett & Associates, Barry	0195675	01-408.318	Project#00329024.101-Vistas at South Mtn-11/2/24-11/30/24	12/11/24	457.25	.00	
Isett & Associates, Barry	0195677	01-408.318	Project#00329024.109-900 E Paoli St Min Sub-11/3/24-11/30/24	12/11/24	1,099.25	.00	
Isett & Associates, Barry	0195678	01-408.318	Project#00329024.108-760 E Paoli Min Sub-12/1/24-12/31/24	12/11/24	1,256.50	.00	
Isett & Associates, Barry	0195685	01-408.318	Project#00329023.007-South Mall Rev-11/3/24-11/30/24	12/11/24	240.00	.00	
Total Isett & Associates, Barry:					30,522.01	.00	
<b>Johnson, Kevin</b>							
Johnson, Kevin	12202024	01-410.241	Reimb-Patrol Rifle Scope Cover/Gun Cleaning Supplies	12/20/24	70.96	.00	
Johnson, Kevin	122024	01-410.420	Reimb-DVNA Dues	12/20/24	25.00	.00	
Total Johnson, Kevin:					95.96	.00	
<b>Kessler Freedman Inc.</b>							
Kessler Freedman Inc.	4544.0125	01-401.312	Dec 2024-Website updates	12/26/24	170.00	.00	
Total Kessler Freedman Inc.:					170.00	.00	
<b>Kubat, Seth</b>							
Kubat, Seth	123024	01-430.192	2024 Clothing Allowance	12/30/24	16.70	.00	
Kubat, Seth	12312024	01-430.171	2024-Health Reimbursement	12/13/24	77.55	.00	
Total Kubat, Seth:					94.25	.00	
<b>L/B Water Service Inc</b>							
L/B Water Service Inc	3885242	06-448.240	Wire Box Risers	12/17/24	9,254.00	.00	
L/B Water Service Inc	3885578	06-448.240	Wire Box Risers - Credit	12/18/24	668.78-	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total L/B Water Service Inc:					8,585.22	.00	
<b>Laible, Raymond</b>							
Laible, Raymond	12312024	01-430.171	2024-Health Reimbursement	12/31/24	250.00	.00	
Laible, Raymond	123124	01-430.192	2024 Clothing Allowance	12/31/24	348.68	.00	
Total Laible, Raymond:					598.68	.00	
<b>Lehigh Soils &amp; Wetlands</b>							
Lehigh Soils & Wetlands	122724	01-414.306	Residential inspections & services-10/3/24-12/31/24	12/27/24	2,250.00	.00	
Total Lehigh Soils & Wetlands:					2,250.00	.00	
<b>Lowe and Moyer Garage Inc.</b>							
Lowe and Moyer Garage In	1266161	01-437.251	#2-Fuel Pump	12/20/24	622.11	.00	
Total Lowe and Moyer Garage Inc.:					622.11	.00	
<b>Macmillian Oil Co of Allentown</b>							
Macmillian Oil Co of Allent	3007835	01-437.251	Rebuilt Kit Waste Oil Pump	12/31/24	150.00	.00	
Total Macmillian Oil Co of Allentown:					150.00	.00	
<b>Madle's Hardware</b>							
Madle's Hardware	226386/1	01-430.240	Shovel/Tape	12/27/24	141.93	.00	
Total Madle's Hardware:					141.93	.00	
<b>Monarch Precast Concrete Corp</b>							
Monarch Precast Concrete	0412714-IN	08-429.240	MH Adj Ring 24" Access 2"	12/30/24	25.00	.00	
Total Monarch Precast Concrete Corp:					25.00	.00	
<b>Morris, Jay</b>							
Morris, Jay	123124	01-430.192	2024 Clothing/Boot Allowance	12/31/24	246.00	.00	
Total Morris, Jay:					246.00	.00	
<b>MRM Trust Worker's Comp Fund</b>							
MRM Trust Worker's Comp	2425PRJ3965	01-401.162	2025-Feb-Worker's Compensation Insurance	12/13/24	39.26	.00	
MRM Trust Worker's Comp	2425PRJ3965	01-402.162	2025-Feb-Worker's Compensation Insurance	12/13/24	32.46	.00	
MRM Trust Worker's Comp	2425PRJ3965	01-407.162	2025-Feb-Worker's Compensation Insurance	12/13/24	16.94	.00	
MRM Trust Worker's Comp	2425PRJ3965	01-409.162	2025-Feb-Worker's Compensation Insurance	12/13/24	298.35	.00	
MRM Trust Worker's Comp	2425PRJ3965	01-410.162	2025-Feb-Worker's Compensation Insurance	12/13/24	7,446.82	.00	
MRM Trust Worker's Comp	2425PRJ3965	01-411.162	2025-Feb-Worker's Compensation Insurance	12/13/24	13.55	.00	
MRM Trust Worker's Comp	2425PRJ3965	01-414.162	2025-Feb-Worker's Compensation Insurance	12/13/24	53.23	.00	
MRM Trust Worker's Comp	2425PRJ3965	01-430.162	2025-Feb-Worker's Compensation Insurance	12/13/24	4,382.36	.00	
MRM Trust Worker's Comp	2425PRJ3965	01-452.162	2025-Feb-Worker's Compensation Insurance	12/13/24	128.06	.00	
MRM Trust Worker's Comp	2425PRJ3965	06-401.162	2025-Feb-Worker's Compensation Insurance	12/13/24	3.41	.00	
MRM Trust Worker's Comp	2425PRJ3965	06-430.162	2025-Feb-Worker's Compensation Insurance	12/13/24	5.05	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
MRM Trust Worker's Comp	2425PRJ3965	06-448.162	2025-Feb-Worker's Compensation Insurance	12/13/24	769.61	.00	
MRM Trust Worker's Comp	2425PRJ3965	08-401.162	2025-Feb-Worker's Compensation Insurance	12/13/24	3.41	.00	
MRM Trust Worker's Comp	2425PRJ3965	08-429.162	2025-Feb-Worker's Compensation Insurance	12/13/24	769.61	.00	
MRM Trust Worker's Comp	2425PRJ3965	08-430.162	2025-Feb-Worker's Compensation Insurance	12/13/24	5.05	.00	
MRM Trust Worker's Comp	2425PRJ3965	10-426.162	2025-Feb-Worker's Compensation Insurance	12/13/24	69.05	.00	
Total MRM Trust Worker's Comp Fund:					14,036.22	.00	
<b>Nelson Wire Rope</b>							
Nelson Wire Rope	342427-1	08-429.260	Chain Binders	12/12/24	539.12	.00	
Total Nelson Wire Rope:					539.12	.00	
<b>PA Chiefs of Police Association</b>							
PA Chiefs of Police Associa	8008	01-410.420	Fingerprint machine	12/13/24	1,025.00	.00	
Total PA Chiefs of Police Association:					1,025.00	.00	
<b>PA Municipal Retirement System</b>							
PA Municipal Retirement S	20241226	90-214000	PMRS Contributions Payroll Date 12/26/24	12/26/24	1,926.59	1,926.59	12/26/24
Total PA Municipal Retirement System:					1,926.59	1,926.59	
<b>Patriot Workwear</b>							
Patriot Workwear	42387	01-410.238	Sleeve Embroidery - Sabo	12/16/24	54.00	.00	
Total Patriot Workwear:					54.00	.00	
<b>PenTeleData</b>							
PenTeleData	B4622475	01-155000	Acct#3042745-Cable modem rental - Jan 2025	12/24/24	87.95	.00	
Total PenTeleData:					87.95	.00	
<b>PowerDMS Inc</b>							
PowerDMS Inc	INV-122188	01-407.319	PowerPolicy Professional Subscription/PowerSTANDARDS for PCPA members	10/28/24	5,184.43	.00	
Total PowerDMS Inc:					5,184.43	.00	
<b>PPL Electric Utilities</b>							
PPL Electric Utilities	121224	03-411.320	82900-03000	12/12/24	536.05	.00	
PPL Electric Utilities	12172024	01-409.361	70730-17005	12/17/24	973.39	.00	
PPL Electric Utilities	12172024-2	01-409.361	22924-29015	12/17/24	32.38	.00	
PPL Electric Utilities	121724	01-409.361	92051-48008	12/17/24	893.59	.00	
PPL Electric Utilities	12182024	01-409.361	68051-53008	12/18/24	111.74	.00	
PPL Electric Utilities	121824	35-433.362	05340-01002	12/18/24	32.86	.00	
PPL Electric Utilities	121924	01-451.361	10550-10002	12/19/24	43.41	.00	
PPL Electric Utilities	12202024	08-429.361	82960-01000	12/20/24	24.86	.00	
PPL Electric Utilities	122024	08-429.361	33760-14008	12/20/24	26.16	.00	
PPL Electric Utilities	12232024	08-429.361	64170-11008	12/23/24	24.98	.00	
PPL Electric Utilities	122324	35-433.362	89989-11003	12/23/24	32.00	.00	
PPL Electric Utilities	122824	35-433.362	97913-22005	12/18/24	24.61	.00	
PPL Electric Utilities	20241217	35-433.362	49130-02001	12/17/24	37.99	.00	
PPL Electric Utilities	2024-1217	01-409.361	22924-29015	12/17/24	32.38	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
PPL Electric Utilities	20241218	35-433.362	99940-01007	12/18/24	34.58	.00	
PPL Electric Utilities	20241220	01-451.361	93760-01007	12/20/24	34.48	.00	
PPL Electric Utilities	2024-1712	01-409.361	61089-84010	12/27/24	905.82	.00	
PPL Electric Utilities	241217	08-429.361	35530-02004	12/17/24	24.93	.00	
PPL Electric Utilities	24-1217	01-409.361	51730-02013	12/17/24	24.61	.00	
PPL Electric Utilities	241218	35-433.362	53875-61001	12/18/24	35.41	.00	
PPL Electric Utilities	24-1227	01-409.361	51930-02019	12/17/24	48.57	.00	
Total PPL Electric Utilities:					3,934.80	.00	
<b>ReadyRefresh</b>							
ReadyRefresh	14L0441704392	01-409.366	Franco - Acct#0441704392	12/14/24	4.23	.00	
Total ReadyRefresh:					4.23	.00	
<b>RecDesk LLC</b>							
RecDesk LLC	RD-000478	01-407.319	Annual RecDesk Subscription-1/1/25-12/31/25	12/18/24	2,950.00	.00	
Total RecDesk LLC:					2,950.00	.00	
<b>Roof, Alexis</b>							
Roof, Alexis	123124	01-430.171	2024-Health Reimbursement	12/31/24	125.00	.00	
Roof, Alexis	123124	06-448.171	2024-Health Reimbursement	12/31/24	62.50	.00	
Roof, Alexis	123124	08-429.171	2024-Health Reimbursement	12/31/24	62.50	.00	
Total Roof, Alexis:					250.00	.00	
<b>Sabulsky, Thomas</b>							
Sabulsky, Thomas	123124	01-410.238	Reimburse-pants/hat/jacket	12/31/24	543.49	.00	
Total Sabulsky, Thomas:					543.49	.00	
<b>Salisbury Township Employees</b>							
Salisbury Township Employ	20241226	90-229000	DPW Dues 12/8/24-12/21/24	12/26/24	210.00	210.00	12/26/24
Total Salisbury Township Employees:					210.00	210.00	
<b>Schaedler Yesco</b>							
Schaedler Yesco	S7773650.001	06-448.373	Wire-Water Dept Garage	12/20/24	446.14	.00	
Schaedler Yesco	S7773650.001	08-429.373	Wire-Water Dept Garage	12/20/24	446.15	.00	
Schaedler Yesco	S7773650.002	06-448.373	Conduit-Water Dept Garage	12/20/24	103.71	.00	
Schaedler Yesco	S7773650.002	08-429.373	Conduit-Water Dept Garage	12/20/24	103.72	.00	
Total Schaedler Yesco:					1,099.72	.00	
<b>Seitz Bros Exterminating Co</b>							
Seitz Bros Exterminating C	2473728	01-409.373	Post Control- Pole Building-Nov 2024	12/18/24	52.50	.00	
Seitz Bros Exterminating C	2476476	01-409.373	Post Control- Pole Building-Dec 2024	12/18/24	52.50	.00	
Total Seitz Bros Exterminating Co:					105.00	.00	
<b>Soberick, Kevin J.</b>							
Soberick, Kevin J.	11124	01-406.172	24 of 60 Health Remibursement	11/01/24	250.00	.00	
Soberick, Kevin J.	1125	01-406.172	26 of 60 Health Remibursement	01/01/25	250.00	.00	
Total Soberick, Kevin J.:					500.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>St. Luke's Hospital</b>							
St. Luke's Hospital	178969	01-406.315	Employee testing - Martinson/Singles/Smith	12/09/24	195.00	.00	
Total St. Luke's Hospital:					195.00	.00	
<b>Staples Advantage</b>							
Staples Advantage	6019321659	01-430.240	Credit Memo-DPW Deskpads	12/15/24	97.12-	.00	
Staples Advantage	6019531513	01-430.240	Deskpads-DPW	12/15/24	97.12	.00	
Staples Advantage	6019648730	01-409.240	Soap/Chair mat	12/18/24	381.04	.00	
Staples Advantage	6019703563	01-401.240	Copy Paper/Shipping Tape	12/19/24	77.09	.00	
Staples Advantage	6019781837	01-402.240	Toner-Finance Printer	12/20/24	124.12	.00	
Staples Advantage	6019848098	01-409.240	Towels/Wipes/Tissues	12/21/24	67.28	.00	
Total Staples Advantage:					649.53	.00	
<b>Staver Hydraulics Co Inc</b>							
Staver Hydraulics Co Inc	00065905	01-437.375	#21-Pump hose	12/17/24	455.94	.00	
Staver Hydraulics Co Inc	00066343	01-437.251	#6-Hose Assembly	12/26/24	125.21	.00	
Total Staver Hydraulics Co Inc:					581.15	.00	
<b>Stephenson Equipment Inc</b>							
Stephenson Equipment Inc	10221727	01-437.375	Paver-Filter	12/27/24	286.96	.00	
Total Stephenson Equipment Inc:					286.96	.00	
<b>STOPA</b>							
STOPA	20241226	90-226000	Police Dues 12/08/24-12/21/24	12/26/24	510.00	510.00	12/26/24
Total STOPA:					510.00	510.00	
<b>Suburban Propane-2022</b>							
Suburban Propane-2022	20220733523	01-409.230	Propane- 1301 Black River Rd	12/13/24	391.96	.00	
Suburban Propane-2022	920224962161212	01-401.231	unleaded	12/11/24	21.68	.00	
Suburban Propane-2022	920224962161212	01-410.231	unleaded	12/11/24	766.32	.00	
Suburban Propane-2022	920224962161212	01-430.231	unleaded	12/11/24	255.75	.00	
Suburban Propane-2022	920224962161212	06-448.231	unleaded	12/11/24	93.00	.00	
Suburban Propane-2022	920224962161212	08-429.231	unleaded	12/11/24	93.00	.00	
Suburban Propane-2022	920224962161212	03-413.231	unleaded	12/11/24	76.41	.00	
Suburban Propane-2022	920224962161212	01-430.231	diesel	12/11/24	1,147.68	.00	
Suburban Propane-2022	920224962161212	06-448.231	diesel	12/11/24	65.96	.00	
Suburban Propane-2022	920224962161212	08-429.231	diesel	12/11/24	65.96	.00	
Suburban Propane-2022	920224962161212	03-413.231	diesel	12/11/24	199.36	.00	
Suburban Propane-2022	920224962171219	01-401.231	unleaded	12/18/24	22.88	.00	
Suburban Propane-2022	920224962171219	01-410.231	unleaded	12/18/24	808.67	.00	
Suburban Propane-2022	920224962171219	01-430.231	unleaded	12/18/24	269.88	.00	
Suburban Propane-2022	920224962171219	06-448.231	unleaded	12/18/24	98.14	.00	
Suburban Propane-2022	920224962171219	08-429.231	unleaded	12/18/24	98.14	.00	
Suburban Propane-2022	920224962171219	03-413.231	unleaded	12/18/24	80.63	.00	
Suburban Propane-2022	920224962171219	01-430.231	diesel	12/18/24	1,361.41	.00	
Suburban Propane-2022	920224962171219	06-448.231	diesel	12/18/24	78.25	.00	
Suburban Propane-2022	920224962171219	08-429.231	diesel	12/18/24	78.25	.00	
Suburban Propane-2022	920224962171219	03-413.231	diesel	12/18/24	236.49	.00	
Total Suburban Propane-2022:					6,309.82	.00	
<b>SWIF</b>							
SWIF	123124	03-486.354	Worker's Comp Insurance for				



Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
			Voluntee Fire Companies-Policy #06283973	12/31/24	1,542.00	.00	
Total SWIF:					1,542.00	.00	
<b>Trans Edge Truck Center</b>							
Trans Edge Truck Center	95121P1	01-437.251	#5-Floor Mat/Ventalator	12/11/24	270.98	.00	
Total Trans Edge Truck Center:					270.98	.00	
<b>UGI Utilities Inc - 2269</b>							
UGI Utilities Inc - 2269	121724	03-412.320	411004312269	12/17/24	179.95	.00	
Total UGI Utilities Inc - 2269:					179.95	.00	
<b>UGI Utilities Inc - 5711</b>							
UGI Utilities Inc - 5711	121224	01-409.230	411015015711	12/12/24	16.67	.00	
Total UGI Utilities Inc - 5711:					16.67	.00	
<b>UGI Utilities Inc.-0316</b>							
UGI Utilities Inc.-0316	121724	01-409.230	411001980316	12/17/24	479.98	.00	
Total UGI Utilities Inc.-0316:					479.98	.00	
<b>UGI Utilities Inc.-0555</b>							
UGI Utilities Inc.-0555	121724	01-409.230	411001980555	12/17/24	2,145.42	.00	
Total UGI Utilities Inc.-0555:					2,145.42	.00	
<b>UGI Utilities Inc.-6649</b>							
UGI Utilities Inc.-6649	121724	03-411.320	411000866649	12/17/24	1,124.27	.00	
Total UGI Utilities Inc.-6649:					1,124.27	.00	
<b>UGI Utilities Inc.-9581</b>							
UGI Utilities Inc.-9581	121724	01-409.230	411001979581	12/17/24	30.15	.00	
Total UGI Utilities Inc.-9581:					30.15	.00	
<b>USI Insurance Services</b>							
USI Insurance Services	5321540	01-155000	Tax collector's bond-2025	12/11/24	583.00	.00	
Total USI Insurance Services:					583.00	.00	
<b>Warehouse Battery Outlet Inc</b>							
Warehouse Battery Outlet I	INV765294	01-437.251	#13 & #24 - Battery/Core Charge	12/20/24	447.60	.00	
Total Warehouse Battery Outlet Inc:					447.60	.00	
<b>Western Salisbury Fire Company</b>							
Western Salisbury Fire Co	1225	03-412.540	2025-Stipend	01/02/25	275,000.00	.00	
Total Western Salisbury Fire Company:					275,000.00	.00	
<b>Witmer Public Safety Group</b>							
Witmer Public Safety Grou	INV544330	01-410.210	Flir Truck Charger for K2 Thermal Camera - QRS Trucks	09/19/24	1,020.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Witmer Public Safety Group:					1,020.00	.00	
<b>Zulic, Brian</b>							
Zulic, Brian	20241226	01-410.132	Heart & Lung 12/08/24-12/21/24	12/26/24	3,776.80	3,776.80	12/23/24
Total Zulic, Brian:					3,776.80	3,776.80	
Grand Totals:					613,193.71	110,891.52	

Report Criteria:

- Detail report.
- Invoice detail records above \$0 included.
- Paid and unpaid invoices included.

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
<b>General Fund</b>							
Total General Fund:					160,998.71	92,592.69	
<b>Fire Fund</b>							
Total Fire Fund:					358,975.16	.00	
<b>Water Fund</b>							
Total Water Fund:					31,976.29	7,715.24	
<b>Sewer Fund</b>							
Total Sewer Fund:					26,801.12	7,715.25	
<b>Refuse &amp; Recycling Fund</b>							
Total Refuse & Recycling Fund:					69.05	.00	
<b>Highway Aid Fund</b>							
Total Highway Aid Fund:					18,084.97	.00	
<b>Capital General Fund</b>							
Total Capital General Fund:					13,420.07	.00	
<b>Payroll Fund</b>							
Total Payroll Fund:					2,868.34	2,868.34	
Grand Totals:					613,193.71	110,891.52	

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

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

Board of Commissioners

**TOWNSHIP OF SALISBURY  
LEHIGH COUNTY, PENNSYLVANIA  
MINUTES FROM THE BOARD OF COMMISSIONERS  
December 12, 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 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/Comm Devel Director/MS4 Coordinator  
Paul Ziegenfus, Finance Director  
James Levernier, Director of Public Works  
Donald Sabo, Chief of Police  
Jason Ulrich, Esquire, representative of Gross McGinley, LLP, Township Solicitor  
Charlie Myers, representative of Barry Isett & Associates, Township Engineer

**NOTIFICATION**

Ms. Bonaskiewich informed the attendees that all sessions of the Salisbury Township Board of Commissioners regular meetings are recorded electronically for the purpose of taking the Minutes. All public comments on agenda items will be taken prior to the vote. All public comment related to non-agenda items will be taken after the agenda has been satisfied. Ms. Bonaskiewich reminded everyone of the three-minute rule and asked that anyone who wishes to speak, come to the podium,

announce oneself, and sign-in with name and address so as to assist Township administration with follow-ups.

**APPROVAL OF THE FINANCIAL REPORT & LIST OF BILLS PAYABLE**

**Motion by Commissioner Lipkin, seconded by Commissioner Conn, to approve the unaudited Financial Report for the period ending October 31, 2024 and the List of Bills Payable for the period of 11/23/24-12/6/24, broken down as follows:**

\$98,048.81 = GENERAL  
\$5,933.31 = FIRE  
\$0 = LIBRARY  
\$489,285.54 = WATER  
\$211,929.12 = SEWER  
\$1,402.48 = REFUSE & RECYCLING  
\$217.17 = HIGHWAY AID  
\$332,468.05 = CAPITAL GENERAL  
\$0 = REFUSE & RECYCLING  
\$2,772.98 = PAYROLL  
\$11,170.80 = CASH ALLOCATIONS  
**\$1,153,228.26 = GRAND TOTAL ALL FUNDS**

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

**MINUTES**

**November 26, 2024**

Commissioner Brinton declared the Minutes from November 26, 2024 accepted as presented.

**NEW BUSINESS**

**PUBLIC HEARING**

**A Public Hearing Regarding Vacation of Nottingham Road Between Yorkshire Road and the Cul-de-Sac.**

Commissioner Brinton turned over the proceedings to Attorney Ulrich.

Attorney Ulrich noted that Attorney Rich Somach and Joseph Rentko from Black Forest Engineering were present on behalf of the applicant, Mr. Robert Bennett.

Attorney Somach provided a brief background on the property. He noted that the applicant wishes to vacate the road and give it the official designation of a private road.

Attorney Ulrich noted that this was reviewed by both the Planning Commission and the Township Engineer, and they had no additional recommendations with respect to the vacation. He commented that the only outstanding issue is that the Bennett subdivision has been approved, but the plans have not yet been recorded. Attorney Ulrich further explained that, to his understanding, the applicant is proceeding with this matter due to the ill health of the owner of an adjacent property, Mr. Dodo. He noted that the Dodo's are willing to execute a quitclaim deed, which would establish a unity of title along the road for the Bennett parcel.

Mr. Rentko stated that he addressed comments from the Township Engineer, which included the notation of a blanket easement on the section of the road for two public utilities. He commented that the Township Engineer also wanted it recorded that the Dodo's would rescind their rights. Mr. Rentko noted that he received a letter from the Township Engineer that stated he had no objection to the vacation of this section of the street. He also stated that the Dodo's have no interest in the property.

Commissioner Brinton inquired if this vacation would impact any other entity. Mr. Rentko commented that the Township does not plow the road, the trash company does not use it, and the school buses do not utilize it. Attorney Somach stated that it is paved, but it looks like a driveway.

Commissioner Patnaik asked what would happen if Mr. Bennett decides to sell the property. Attorney Ulrich stated that the deed restriction would require the establishment of a permanent access easement to the parcel, which would remain attached to the land. This ensures that, regardless of who purchases the dominant parcel, the servient parcel will retain access to the driveway for use. Attorney Ulrich further noted that the parties are required to file a maintenance agreement between the two parcels, ensuring that the Township is not burdened and that any issues are resolved between the property owners.

After hearing no additional comments, Attorney Ulrich closed the hearing.

**Motion by Commissioner Brinton, seconded by Commissioner Patnaik, to approve the vacation of Nottingham Road between Yorkshire Road and the cul-de-sac.**

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

### **ORDINANCES**

#### **Public Comment regarding 2025 Budget Approval and Ordinance Setting/Reaffirming Tax Rates for Year 2025 and Approving 2025 Budget Appropriations.**

Mr. Ziegenfus stated the tax rate proposed for 2025 is 3.77 mils, which is an increase of .20 mils that shall be earmarked for General Fund Capital purposes.

Mr. Michael Adelizza of 1765 33rd Street SW alleged that Salisbury Township has the second-highest total millage rate in Lehigh County for 2024 when combining the rates for the School District, Township, and County. He noted that the Township typically raises taxes only once every

two years and expressed his expectation for no increase this year, as his taxes had already risen by 22% last year.

Commissioner Brinton gave a brief description of why the taxes must be raised and noted that it was the consensus of the Board to raise them gradually over time instead of one large increase every other year.

Mr. Ziegenfus stated that the surrounding municipalities in Lehigh County have industry and growth in their Townships, while Salisbury does not.

Commissioner Patnaik explained that only five Townships in Lehigh County are classified as First-Class Townships and noted that the state code for Second-Class Townships is significantly different, particularly in terms of taxation rates. He commented that among the First-Class Townships, three are experiencing the fastest growth in real estate within the entire county; however, Salisbury is among the slowest-growing in terms of real estate development. Commissioner Patnaik stated that being landlocked limits the Township's ability to expand, and no substantial developments have occurred in the past 11 years. As a result, the Township's primary revenue source remains the per capita tax.

**Motion by Commissioner Lipkin, seconded by Commissioner Conn, to adopt Ordinance No. 12-2024-670, setting/reaffirming tax rates for Year 2025 and approving 2025 Budget Appropriations.**

The Board voted: 5 Ayes; 0 Nays.

**Ordinance Amending Non-Uniformed Defined Benefit (PMRS) Pension Plan to Set Employee Contribution Rate for Year 2025.**

Mr. Ziegenfus noted that this is the rate the employees who are in the defined pension plan have to contribute to their pension plan. This year is 3%, next year is 3.5% and was built in to the CBA.

**Motion by Commissioner Karol, seconded by Commissioner Patnaik, to adopt Ordinance No. 12-2024-671, amending the Non-Uniformed Defined Benefit (PMRS) Pension Plan to set the employee contribution rate for year 2025.**

The Board voted: 5 Ayes; 0 Nays.

**RESOLUTIONS**

**Resolution Increasing Water and Sewer Rates effective 01/01/2025.**

Commissioner Brinton commented that the rates are imposed on the Township from Lehigh County Authority.

**Motion by Commissioner Patnaik, seconded by Commissioner Karol, to adopt Resolution No. 12-2024-1838, increasing water and sewer rates effective 01/01/2025.**

The Board voted: 5 Ayes; 0 Nays.

**Resolution Setting the Police Pension Plan Employee Contribution Rate for Year 2025.**

Mr. Ziegenfus stated that the rate is per the police contract, and the amount withheld is now 3.25%.

**Motion by Commissioner Patnaik, seconded by Commissioner Conn, to adopt Resolution No. 12-2024-1839, setting the Police Pension Plan Employee Contribution Rate for Year 2025.**

The Board voted: 5 Ayes; 0 Nays.

**MOTIONS**

**Motion Approving Non-Uniformed Defined Contribution (DC) Pension Plan Funding for Year 2024.**

Mr. Ziegenfus commented that the final amount will be available after the last payroll of the year. He explained that the Township must credit plan members' accounts with an amount equal to eight percent of their annual W-2 compensation by December 31<sup>st</sup> of the current plan year. Mr. Ziegenfus stated that the Board must authorize the payment into the DC Plan by the year-end deadline. The Board will then need to ratify the account amount credited at the meeting on January 9. He noted that the amount is estimated at \$102,920.

**Motion by Commissioner Conn, seconded by Commissioner Karol, approving Non-Uniformed Defined Contribution (DC) Pension Plan Funding for Year 2024.**

The Board voted: 5 Ayes; 0 Nays.

**Motion Approving Payment #1 to Wexcon, Inc. for the 2024 Sanitary Sewer Rehabilitation Project in the Amount of \$66,870.**

Mr. Myers commented that this payment represents about 15% of the project.

**Motion by Commissioner Lipkin, seconded by Commissioner Conn, to approve Payment #1 to Wexcon, Inc. for the 2024 Sanitary Sewer Rehabilitation Project in the amount of \$66,870.**

The Board voted: 5 Ayes; 0 Nays.

**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.**

Mr. Myers stated that the change order was needed to address inconsistencies found in the pavement when they did the resurfacing work. He noted that the change order represents a significant amount of more work needed in order to rebuild the top of the road.



**Motion by Commissioner Karol, seconded by Commissioner Lipkin, to approve Payment #2 in the amount of \$205,080.84 and change order #1 for a \$53,019.30 increase for Wexcon, Inc. for the Louise Lane Waterline Project.**

The Board voted: 5 Ayes; 0 Nays.

**Motion Approving Payment from Fire Fund Capital Reserves for Repair of WSFD Apparatus in the amount of \$15,044.19.**

Mr. Ziegenfus explained that while the Township provides the Fire Departments with a stipend, if an extraordinary repair is needed, it comes out of the Fire Capital Fund.

Commissioner Patnaik suggested the use of a water softener on the trucks in order to prevent the hard water damage that keeps occurring and therefore offset the cost of repairs.

**Motion by Commissioner Patnaik, seconded by Commissioner Lipkin, to approve payment from the Fire Fund Capital Reserves for the Repair of WSFD Apparatus in the amount of \$15,044.19.**

The Board voted: 5 Ayes; 0 Nays.

**Motion Appointing 3<sup>rd</sup> Ward Representative to Environmental Advisory Committee (EAC).**

**Motion by Commissioner Lipkin, seconded by Commissioner Patnaik, to appoint Mr. Joseph El Chaar to the Environmental Advisory Committee (EAC) as the Third Ward representative.**

The Board voted: 5 Ayes; 0 Nays. Assistance

**Motion Appointing Civil Service Commission (CSC) Alternate.**

**Motion by Commissioner Conn, seconded by Commissioner Karol, to appoint Mr. Gabriel Candia to the Civil Service Commission (CSC) as an alternate member.**

The Board voted: 5 Ayes; 0 Nays.

**COURTESY OF THE FLOOR**

Commissioner Conn announced that he will not run for an additional term as the Fourth Ward Commissioner.

Chief Sabo noted that the two recruits in the academy will graduate on December 13, 2024. They will start with the Field Training Program after the New Year with the hope of being out on their own by May 2025.

Chief Sabo announced that the Township has received a \$14,000 grant to reimburse the cost of the cadets' academy training and uniforms. He also commented that the Township has been notified it will be reimbursed \$17,000, covering approximately 45% of the cadets' salaries during their time in the academy.

Chief Sabo reported that renovations in the former Magistrate's area are nearly complete. He invited the Board to visit the new Emergency Operations Center (EOC) and the expanded Police Department. He expressed gratitude to Mr. Paul Bringenberg, the Township's Building Maintenance Mechanic, for completing the renovations in-house, which helped save the Township money.

Mr. Joseph El Chaar of 450 Mountain Park Road expressed concerns about the water run-off on Mountain Park Road in the area of utility lines at the end of mountain. Mr. Levernier stated that he will look into the issue.

**ADJOURNMENT**

Commissioner Lipkin made a motion to adjourn the meeting. Commissioner Patnaik seconded the motion. The time was 8:05 pm.

Respectfully submitted,

Cathy Bonaskiewich  
Township Secretary

These constitute the official Minutes of the Regular Meeting of the Board of Commissioners held on December 12, 2024.

Approved and certified on this date:

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

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

SEAL



DEP Code No.

**RESOLUTION FOR PLAN REVISION  
FOR NEW LAND DEVELOPMENT**

RESOLUTION OF THE ~~(SUPERVISORS)~~ (COMMISSIONERS) ~~(COUNCILMEN)~~ of Salisbury  
(TOWNSHIP) ~~(BOROUGH)~~ (CITY), Lehigh COUNTY, PENNSYLVANIA (hereinafter "the municipality").

**WHEREAS** Section 5 of the Act of January 24, 1966, P.L. 1535, No. 537, known as the *Pennsylvania Sewage Facilities Act*, as Amended, and the rules and Regulations of the Pennsylvania Department of Environmental Protection (DEP) adopted thereunder, Chapter 71 of Title 25 of the Pennsylvania Code, require the municipality to adopt an Official Sewage Facilities Plan providing for sewage services adequate to prevent contamination of waters of the Commonwealth and/or environmental health hazards from sewage wastes, and to revise said plan whenever it is necessary to determine whether a proposed method of sewage disposal for a new land development conforms to a comprehensive program of pollution control and water quality management, and

**WHEREAS** Thomas P Williams has proposed the development of a parcel of land identified as  
land developer

Lynnwood Residential, and described in the attached Sewage Facilities Planning Module, and  
name of subdivision

proposes that such subdivision be served by: (check all that apply),  sewer tap-ins,  sewer extension,  new treatment facility,  individual onlot systems,  community onlot systems,  spray irrigation,  retaining tanks,  other, (please specify). \_\_\_\_\_

**WHEREAS**, Salisbury Township finds that the subdivision described in the attached  
municipality

Sewage Facilities Planning Module conforms to applicable sewage related zoning and other sewage related municipal ordinances and plans, and to a comprehensive program of pollution control and water quality management.

**NOW, THEREFORE, BE IT RESOLVED** that the ~~(Supervisors)~~ (Commissioners) ~~(Councilmen)~~ of the (Township) ~~(Borough) (City)~~ of Salisbury hereby adopt and submit to DEP for its approval as a revision to the "Official Sewage Facilities Plan" of the municipality the above referenced Sewage Facilities Planning Module which is attached hereto.

I \_\_\_\_\_, Secretary, **SALISBURY**  
(Signature) **COMMISSIONERS**

Township Board of ~~Supervisors (Borough Council) (City Councilmen)~~, hereby certify that the foregoing is a true copy of the Township (Borough) (City) Resolution # **01-2025-1841**, adopted, **January 9**, 20 **25**.

Municipal Address:

Salisbury Township  
2900 South Pike Ave  
Allentown, PA 18103  
Telephone (610) 797-4000

Seal of  
Governing Body

**RESOLUTION NO. 01-2025-1840**

**A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY, PENNSYLVANIA, AMENDING SECTION 1-816 OF CHAPTER 1, PART 8(B) ENTITLED "TAX COLLECTOR" OF THE SALISBURY TOWNSHIP CODE OF ORDINANCES TO SET THE REIMBURSEMENT RATE FOR VARIOUS EXPENSES FOR THE ELECTED TAX COLLECTOR**

**WHEREAS**, the Township Tax Collector has requested a nominal increase of fees for providing tax certifications and information in lieu of an invoice/bill; and

**WHEREAS**, the Board of Commissioners considers such a rate increase to be appropriate and in accordance with the First-Class Township Code and Local Tax Collection Law, respectively.

**NOW, THEREFORE, BE IT ORDAINED**, by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, that Section 1-816 of Chapter 1, Part 8(B) of the Salisbury Township Code of Ordinances shall be amended to read as follows:

*§ 1-816. Reimbursement for Expenses.*

*The Township will pay directly to the vendor for a tax collector bond and will pay for reasonable expenses of telephone and postal service, office supplies, photocopying and printing associated with the business of real estate tax collection, upon approval of a purchase order and receipt of an invoice.*

*The Tax Collector may assess, collect and retain as compensation for providing certification of payment or non-payment of Township real estate taxes, a fee of \$30 for each such certification provided. The aforesaid fees may be set by the Board of Commissioners either by ordinance or by resolution.*

**APPROVED and ADOPTED** this 9th day of January, 2025.

Attest:

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

\_\_\_\_\_  
Secretary

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

**RESOLUTION NO. 01-2025-1842**

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

**WHEREAS**, the Board of Commissioners desires to appoint Scott Beiber (02047) of Lehigh Soils and Wetlands, 6071 St. Peters Road, Emmaus, PA 18049 as the Primary Township Sewage Enforcement Officer; and to appoint as Alternate Sewage Enforcement Officer(s) Michele Lopez Gudino (04203) of Salisbury Township, 2900 S. Pike Ave. Allentown, PA 18103; Christopher A. Taylor (03138), Luke E. Eggert (04090), Paul G. Saba (04167) and Jacob A. Schray (03134) of Hanover Engineering Associates, 252 Brodhead Road, Suite 100, Bethlehem, PA 18017-8944 for the Township of Salisbury.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, and it is hereby resolved by the same to appoint Mr. Scott Beiber (02047) of Lehigh Soils and Wetlands as the Primary Township Sewage Enforcement Officer; and to appoint as Alternate Sewage Enforcement Officer(s) Michele Lopez Gudino (04203) of Salisbury Township; Christopher A. Taylor (03138), Luke E. Eggert (04090), Paul G. Saba (04167) and Jacob A. Schray (03134) of Hanover Engineering Associates; all terms to expire on January 1, 2026 or upon any such prior date at the discretion of the Board of Commissioners to terminate said services.

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

**BE IT FURTHER RESOLVED** that the fee schedule applies to new and repair/replacement sewage systems. The Sewage Enforcement Officer(s) is authorized to perform soil testing for sewage planning purposes and to sign the false swearing statement

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

**APPROVED AND ADOPTED** this 9<sup>th</sup> day of January, 2025 at a regular public meeting.

TOWNSHIP OF SALISBURY  
(Lehigh County, Pennsylvania)

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President, Board of Commissioners

ATTESTED:

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Township Secretary

**SALISBURY TOWNSHIP**  
Lehigh County, Pennsylvania  
**Board of Commissioners Workshop Meeting**  
**January 9, 2025**  
**7:30 p.m.**  
(approximate time)

**Topics of discussion:**

- **Discussion regarding Township Fire Prevention & Protection Ordinance pertaining to Outdoor Fires**
- **Review and discuss draft Township 2025 Fee Schedule**