

SALISBURY TOWNSHIP
Lehigh County, Pennsylvania
Board of Commissioners Meeting
Regular Meeting Agenda—February 13, 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
- 4. Bills Payables – Period 1/18/25-2/7/25**
- 5. Approval of the Minutes –January 23, 2025**
- 6. New Business**
 - A. ORDINANCES** (*none*)
 - B. RESOLUTIONS**
 1. Resolution Approving Intermunicipal Agreement with South Whitehall Township Regarding the Purchase of Public Works Equipment/Machinery
 2. Resolution Amending Tax Collector Fees Charged for Reimbursement of Expenses
 - C. MOTIONS**
 1. Motion Authorizing Execution of Memorandum of Understanding (MOU) with the Salisbury Township School District
 - D. DISCUSSION** - Regarding Procedural Notification for Planning Commission matters
- 7. Courtesy of the Floor:** (opportunity for public comment on non-agenda items)
- 8. Adjournment**

**Executive Session to follow*

Report Criteria:

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

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
A & A Auto Stores							
A & A Auto Stores	449634	06-448.251	Wax and Buffer Pads	01/16/25	105.09	.00	
A & A Auto Stores	449634	08-429.251	Wax and Buffer Pads	01/16/25	105.10	.00	
A & A Auto Stores	449849	06-448.251	Cleaning Supplies for Trucks	01/20/25	71.79	.00	
A & A Auto Stores	449849	08-429.251	Cleaning Supplies for Trucks	01/20/25	71.79	.00	
Total A & A Auto Stores:					353.77	.00	
ABE Laboratories LLC							
ABE Laboratories LLC	49033	06-448.316	DEP Coliform Bacteria Water Analysis	01/28/25	570.00	.00	
Total ABE Laboratories LLC:					570.00	.00	
AFLAC							
AFLAC	20250123	90-223000	Aflac Payroll Date 01/23/25	01/22/25	221.75	221.75	01/23/25
AFLAC	20260206	90-223000	Aflac Deductions 01/19/25-2/1/25	02/05/25	85.85	85.85	02/05/25
AFLAC	20260206	90-223000	Aflac Deductions 01/19/25-2/1/25	02/05/25	135.90	135.90	02/05/25
Total AFLAC:					443.50	443.50	
Amazon Business							
Amazon Business	19YX-K69F-NVMP	06-448.240	Lights for Truck Cabinets	01/24/25	34.72	.00	
Amazon Business	19YX-K69F-NVMP	08-429.240	Lights for Truck Cabinets	01/24/25	34.73	.00	
Amazon Business	1JUX-YH6N-C4G4	01-430.240	Shop Supplies	01/23/25	13.56	.00	
Amazon Business	1LY4-P17L-KFPH	01-430.240	Tire Chain Parts	01/21/25	338.10	.00	
Amazon Business	1MVF-1VM9-MG9	01-430.240	Shop Supplies	01/21/25	26.97	.00	
Amazon Business	1TQ4-VXQM-1NM	01-410.260	Police Upfit - #212	01/27/25	110.55	.00	
Amazon Business	1YJL-6FDG-HXHJ	01-409.373	Lights for Admin Bldg	01/16/25	87.99	.00	
Total Amazon Business:					646.62	.00	
American Rock Salt Co LLC							
American Rock Salt Co LL	0780475	35-432.245	Bulk Ice Control Salt	01/13/25	7,895.95	.00	
American Rock Salt Co LL	0780972	35-432.245	Bulk Ice Control Salt	01/14/25	3,922.38	.00	
American Rock Salt Co LL	0781486	35-432.245	Bulk Ice Control Salt	01/15/25	2,280.39	.00	
American Rock Salt Co LL	0784583	35-432.245	Bulk Ice Control Salt	01/23/25	5,929.55	.00	
American Rock Salt Co LL	0785166	35-432.245	Bulk Ice Control Salt	01/24/24	16,346.15	.00	
Total American Rock Salt Co LLC:					36,374.42	.00	
American Stormwater Institute							
American Stormwater Instit	20250203	01-414.421	Order 17843- M Lopez Stormwater Inspector Requalification	02/03/25	299.00	.00	
Total American Stormwater Institute:					299.00	.00	
American United Life Insurance Co							
American United Life Insur	013025	01-401.158	2025-Feb-life/disability ins coverage	01/30/25	96.66	96.66	01/31/25
American United Life Insur	013025	01-402.158	2025-Feb-life/disability ins coverage	01/30/25	94.69	94.69	01/31/25
American United Life Insur	013025	01-407.158	2025-Feb-life/disability ins coverage	01/30/25	48.18	48.18	01/31/25
American United Life Insur	013025	01-409.158	2025-Feb-life/disability ins coverage	01/30/25	44.69	44.69	01/31/25
American United Life Insur	013025	01-410.158	2025-Feb-life/disability ins coverage	01/30/25	912.95	912.95	01/31/25
American United Life Insur	013025	01-414.158	2025-Feb-life/disability ins coverage	01/30/25	184.09	184.09	01/31/25
American United Life Insur	013025	01-430.158	2025-Feb-life/disability ins coverage	01/30/25	956.46	956.46	01/31/25

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
American United Life Insur	013025	06-401.158	2025-Feb-life/disability ins coverage	01/30/25	7.23	7.23	01/31/25
American United Life Insur	013025	06-430.158	2025-Feb-life/disability ins coverage	01/30/25	12.05	12.05	01/31/25
American United Life Insur	013025	06-448.158	2025-Feb-life/disability ins coverage	01/30/25	143.94	143.94	01/31/25
American United Life Insur	013025	08-401.158	2025-Feb-life/disability ins coverage	01/30/25	7.23	7.23	01/31/25
American United Life Insur	013025	08-429.158	2025-Feb-life/disability ins coverage	01/30/25	143.94	143.94	01/31/25
American United Life Insur	013025	08-430.158	2025-Feb-life/disability ins coverage	01/30/25	12.05	12.05	01/31/25
American United Life Insur	013025	10-426.158	2025-Feb-life/disability ins coverage	01/30/25	20.15	20.15	01/31/25
Total American United Life Insurance Co:					2,684.31	2,684.31	
Backwoods Outdoor Center							
Backwoods Outdoor Cente	52393	01-451.375	Chains for Chainsaw	01/17/25	80.96	.00	
Total Backwoods Outdoor Center:					80.96	.00	
Barbaz, John							
Barbaz, John	01222025	01-414.220	Planning Commission Mtg-1/22/25	01/22/25	40.00	.00	
Total Barbaz, John:					40.00	.00	
Biros Utilities Inc							
Biros Utilities Inc	201430	01-451.315	Portable Toilet Rental - Franko Park - 1/24/25-2/20/25	01/23/25	160.00	.00	
Biros Utilities Inc	201431	01-451.315	Portable Toilet Rental - Franko Drop-off - 1/24/25-2/20/25	01/23/25	150.00	.00	
Biros Utilities Inc	201432	01-451.315	Portable Toilet Rental - Devonshire Drop-off - 1/24/25-2/20/25	01/23/25	150.00	.00	
Total Biros Utilities Inc:					460.00	.00	
Brown, Michael							
Brown, Michael	13025	01-430.240	Replace Broken Mailbox	01/30/25	47.48	.00	
Total Brown, Michael:					47.48	.00	
Burcarow Entertainment LLC							
Burcarow Entertainment LL	01232025	01-452.200	Deposit for Concert-9/27/25	01/23/25	1,000.00	.00	
Total Burcarow Entertainment LLC:					1,000.00	.00	
Canns-Bilco Distributors Inc.							
Canns-Bilco Distributors In	CS125870	01-451.260	Honda Snowblower	01/21/25	3,399.00	.00	
Total Canns-Bilco Distributors Inc.:					3,399.00	.00	
Casey, Lisa							
Casey, Lisa	01292025	01-400.200	Reimb-Funeral Flowers for Keith Carson	01/29/25	119.99	.00	
Total Casey, Lisa:					119.99	.00	
CityLine-Hamilton Builders LLC							
CityLine-Hamilton Builders	01242025	91-248000	Release Fire Escrow: 2905 Edgemont Dr	01/24/25	84,681.73	.00	
Total CityLine-Hamilton Builders LLC:					84,681.73	.00	
Commonwealth of Pennsylvania							
Commonwealth of Pennsylv	1397943	06-448.318	2025-DEP Annual Fee-Inv 1397943/PWSID:3390062	01/10/25	10,000.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Commonwealth of Pennsylvania:					10,000.00	.00	
Crushcrete Inc							
Crushcrete Inc	61486	08-429.600	Utility Garage Rehab	01/17/25	55.00	.00	
Total Crushcrete Inc:					55.00	.00	
Cunningham II, Thomas R							
Cunningham II, Thomas R	13025	01-415.149	EMC Deputy - Feb 2025	01/30/25	200.00	.00	
Total Cunningham II, Thomas R:					200.00	.00	
Davis, James							
Davis, James	13025	01-415.139	EMC Coordinator - Feb 2025	01/30/25	300.00	.00	
Total Davis, James:					300.00	.00	
Dispatch Answering Service							
Dispatch Answering Servic	000204B207	01-401.320	Answr Service/Pump Stn Alm-Jan 2025	01/25/25	237.13	.00	
Dispatch Answering Servic	000204B207	01-430.320	610-782-5025 Jan 2025	01/25/25	24.95	.00	
Dispatch Answering Servic	000204B207	01-401.320	610-782-5572 Jan 2025	01/25/25	24.95	.00	
Total Dispatch Answering Service:					287.03	.00	
Eastern Auto Parts Warehouse							
Eastern Auto Parts Wareho	3CN178566	01-437.251	Core Battery Return Credits	01/17/25	69.00	.00	
Eastern Auto Parts Wareho	3IV1136975	01-437.251	Headlight Restock	01/16/25	37.79	.00	
Eastern Auto Parts Wareho	3IV1137107	01-437.251	Wiper Blades Restock	01/17/25	68.40	.00	
Total Eastern Auto Parts Warehouse:					37.19	.00	
Ecco Communications LLC							
Ecco Communications LLC	84125	01-410.251	#219-Spotlight Repair	01/17/25	334.00	.00	
Ecco Communications LLC	84140	01-410.251	#205-Check Push Bumper Lights/Replace cabling	01/21/25	102.80	.00	
Ecco Communications LLC	84151	01-437.251	#5-Radio Parts	01/23/25	26.50	.00	
Total Ecco Communications LLC:					463.30	.00	
Edwards Business Systems							
Edwards Business System	3721561	01-401.375	Police Copier Maintenance Agreement - Magistrate	01/22/25	5.42	.00	
Edwards Business System	3721563	01-401.375	Admin Copier Maintenance Agreement	01/22/25	38.23	.00	
Total Edwards Business Systems:					43.65	.00	
Emmaus, Borough of							
Emmaus, Borough of	7431	08-429.532	4Q2024 Sewer	01/15/25	5,007.68	.00	
Total Emmaus, Borough of:					5,007.68	.00	
Fitzpatrick Lentz & Bubba P.C.							
Fitzpatrick Lentz & Bubba P	115844-00019-697	01-414.314	Zoning- Appeal-Cavacini	01/22/25	115.50	.00	
Total Fitzpatrick Lentz & Bubba P.C.:					115.50	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Frankenfield, Frank							
Frankenfield, Frank	01222025	01-414.220	Planning Commission Mtg-01/22/2025	01/22/25	50.00	.00	
Total Frankenfield, Frank:					50.00	.00	
Gannett Fleming Inc.							
Gannett Fleming Inc.	079440-01-07	06-448.319	GIS Support - Dec 2024	01/17/25	452.10	.00	
Gannett Fleming Inc.	079440-01-07	08-429.319	GIS Support - Dec 2024	01/17/25	452.11	.00	
Total Gannett Fleming Inc.:					904.21	.00	
Gargone, Patrick							
Gargone, Patrick	01222025	01-430.192	Reim-2025 Clothing Allowance	01/22/25	40.06	.00	
Total Gargone, Patrick:					40.06	.00	
Groff Tractor & Equipment							
Groff Tractor & Equipment	PSO572561-1	01-437.375	Wheel Loader Service	01/23/25	721.67	.00	
Groff Tractor & Equipment	SWO234021-1	01-437.375	Service on Excavator	01/21/25	680.40	.00	
Total Groff Tractor & Equipment:					1,402.07	.00	
Harrison, Jason							
Harrison, Jason	01222025	01-410.251	Reimb-Vehicle Supplies	01/22/25	21.18	.00	
Total Harrison, Jason:					21.18	.00	
Hassick, Richard							
Hassick, Richard	01222025	01-414.220	Planning Commission Mtg - 01/22/2025	01/22/25	40.00	.00	
Total Hassick, Richard:					40.00	.00	
Home Depot Credit Services							
Home Depot Credit Service	01132025	01-409.260	PD 2nd FI Det Office Reno	01/13/25	160.31	.00	
Home Depot Credit Service	01132025	01-409.373	Trolley Parts - Heat	01/13/25	40.62	.00	
Home Depot Credit Service	01132025	41-409.600	Arbovitaes	01/13/25	299.90	.00	
Home Depot Credit Service	01132025	41-409.600	Arbovitaes	01/13/25	1,109.63	.00	
Home Depot Credit Service	01132025	41-409.600	Arbovitaes	01/13/25	89.97	.00	
Home Depot Credit Service	01132025	41-409.600	Arbovitaes	01/13/25	89.97	.00	
Home Depot Credit Service	01132025	41-409.600	Arbovitaes	01/13/25	1,169.61	.00	
Home Depot Credit Service	01132025	41-409.600	Arbovitaes	01/13/25	178.00	.00	
Home Depot Credit Service	01132025	41-409.600	Trash Can / Sink Parts - Magistrate	01/13/25	136.96	.00	
Home Depot Credit Service	01132025	41-409.600	Paint Trays - Magistrate	01/13/25	10.56	.00	
Home Depot Credit Service	01132025	06-448.240	Ratchet Strap / Electrical Tape	01/13/25	38.93	.00	
Home Depot Credit Service	01132025	41-409.600	Arbovitaes	01/13/25	1,322.51	.00	
Total Home Depot Credit Services:					4,646.97	.00	
Horwith Trucks Inc							
Horwith Trucks Inc	X101245954:01	01-437.251	#34-Mirror	05/06/24	211.81	.00	
Total Horwith Trucks Inc:					211.81	.00	
Isett & Associates, Barry							
Isett & Associates, Barry	0195982	01-408.318	Project#00329023.028-Grading Plan-2216 N Melrose-House-12/1/24-12/28/24	01/03/25	813.00	.00	
Isett & Associates, Barry	0195988	01-408.318	Project#00329024.517-2956 Linden Court Grading Permit	01/03/25	398.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Isett & Associates, Barry	0195991	01-408.318	Project#00329024.111-1031 Flexer Ave Plan Rev	01/03/25	987.00	.00	
Isett & Associates, Barry	0195992	01-408.318	Project#00329024.518-Lehigh Ave Grading	01/03/25	501.00	.00	
Isett & Associates, Barry	0195995	01-408.318	Project#00329024.511-Grading-2216 Melrose Ln-Pool-12/1/24-12/28/24	01/03/25	252.50	.00	
Isett & Associates, Barry	0195996	01-408.318	Project#00329024.110-Nottingham Rd Proposed Vacation	01/03/25	1,297.00	.00	
Isett & Associates, Barry	0196039	01-408.313	Project#00329024.002- McAuliffe Property Groundwater Sampling	01/06/25	306.00	.00	
Isett & Associates, Barry	0196069	01-408.318	Project#00329024.516-2719 Lindberg Avenue Grading	01/06/25	281.50	.00	
Isett & Associates, Barry	0196070	01-408.318	Project#00329024.519-1220 Fretz Grading Permit	01/06/25	804.00	.00	
Isett & Associates, Barry	0196177	01-408.318	Project#00329023.018 - 2740 Lanze Lane Grading Review	01/07/25	939.75	.00	
Isett & Associates, Barry	0196302	08-429.313	Project#00329024.300-Water and Sewer General	01/09/25	888.00	.00	
Isett & Associates, Barry	0196304	06-448.315	Project#00329024.307 LV Municipal Services	01/09/25	1,320.00	.00	
Isett & Associates, Barry	0196305	06-448.310	Project#00329024.303-Louise Ln Water Service-11/3/24-11/30/24	01/09/25	1,871.75	.00	
Isett & Associates, Barry	0196308	08-429.313	Project#00329024.304-2024 LCA Act537 Plan	01/09/25	3,318.00	.00	
Isett & Associates, Barry	0196311	08-429.313	Project#00329024.301-Sewer Rehab 2024	01/09/25	9,964.50	.00	
Isett & Associates, Barry	0196406	01-408.313	Project#00329024.000-General Municipal Engineering-12/01/24-12/31/24	01/10/25	1,020.50	.00	
Isett & Associates, Barry	0196407	01-408.318	Project#00329024.109-900 E Paoli St Min Sub	01/10/25	99.00	.00	
Isett & Associates, Barry	0196410	01-408.313	Project#00329023.038- Salt Shed Area Survey	01/10/25	2,000.00	.00	
Isett & Associates, Barry	0196412	01-408.318	Project#00329023.007-South Mall Rev	01/10/25	330.00	.00	
Isett & Associates, Barry	0196413	01-408.318	Project#00329024.104-Nottingham Road Minor Subdivision	01/10/25	234.00	.00	
Isett & Associates, Barry	0196414	01-408.318	Project#00329024.101-Vistas at South Mountain	01/10/25	4,276.00	.00	
Isett & Associates, Barry	0196415	01-408.318	Project#00329024.108-760 E Paoli Min Sub	01/10/25	134.00	.00	
Isett & Associates, Barry	0196497	01-408.313	Project#00329024.005 Chris Lane Basin Survey	01/10/25	1,799.75	.00	
Total Isett & Associates, Barry:					33,835.25	.00	
Jacoby, Kenneth							
Jacoby, Kenneth	010825	99-109000	Refund of Zoning App - Charged twice in error	01/08/25	75.00	.00	
Total Jacoby, Kenneth:					75.00	.00	
Kessler Freedman Inc.							
Kessler Freedman Inc.	4544.0225	01-401.312	January 2025 - Website updates	01/30/25	170.00	.00	
Total Kessler Freedman Inc.:					170.00	.00	
Klocek, Jessica							
Klocek, Jessica	01222025	01-414.220	Planning Commission Mtg - 01/22/2025	01/22/25	40.00	.00	
Total Klocek, Jessica:					40.00	.00	
Kutz Inc., E. M.							
Kutz Inc., E. M.	44029	01-437.375	#3-Spreader Controller Blast Switch	01/14/25	77.24	.00	
Kutz Inc., E. M.	44201	01-437.375	Snow plow parts	01/22/25	269.91	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total Kutz Inc., E. M.:					347.15	.00	
L&W Supply							
L&W Supply	116764-0001A	41-409.600	Drywall Patching - Magistrate	12/31/24	82.10	.00	
Total L&W Supply:					82.10	.00	
Lake, John							
Lake, John	01302025	10-364.300	Reimb Trash Service Address at 341 E Rock Rd - Commercial Property	01/30/25	324.00	.00	
Total Lake, John:					324.00	.00	
Lehigh County Authority							
Lehigh County Authority	012325	08-429.534	4Q24 LCA Sewer	01/23/25	10,172.42	.00	
Lehigh County Authority	012325	08-429.533	4Q24 LCA Sewer	01/23/25	8,154.84	.00	
Total Lehigh County Authority:					18,327.26	.00	
Lehigh Valley Health Network							
Lehigh Valley Health Netwo	012825	08-364.120	Refund of Sewer Payments Due to Demolition	01/28/25	1,034.20	.00	
Total Lehigh Valley Health Network:					1,034.20	.00	
Lopresti, Noah							
Lopresti, Noah	20250205	01-410.238	5.11 Ridge Pants	02/05/25	90.00	.00	
Total Lopresti, Noah:					90.00	.00	
LORCO Petroleum Co							
LORCO Petroleum Co	2009584-IN	01-430.240	Removal of Waste Oil	01/07/25	150.00	.00	
Total LORCO Petroleum Co:					150.00	.00	
Macmillian Oil Co of Allentown							
Macmillian Oil Co of Allent	3008623	01-437.251	DEF Fluid	01/17/25	391.00	.00	
Macmillian Oil Co of Allent	3008737	01-437.251	Rust Penetrant Aerosol Cans	01/22/25	40.09	.00	
Total Macmillian Oil Co of Allentown:					431.09	.00	
Madle's Hardware							
Madle's Hardware	226796/1	06-448.260	Step Van Tools	01/27/25	165.98	.00	
Total Madle's Hardware:					165.98	.00	
Monarch Precast Concrete Corp							
Monarch Precast Concrete	0412817-IN	01-436.370	Concrete Inlet Risers	01/14/25	1,504.00	.00	
Total Monarch Precast Concrete Corp:					1,504.00	.00	
Morning Call, The							
Morning Call, The	102776055000	01-414.341	Ad: 9/25/24-ZHB Meeting	10/31/24	1,690.52	1,690.52	01/30/25
Total Morning Call, The:					1,690.52	1,690.52	
MP Outfitters							
MP Outfitters	65501-5	01-410.238	Badge - Whitehead	01/17/25	16.99	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
MP Outfitters	65671-5	01-410.238	Pants- Palansky	01/31/25	124.38	.00	
Total MP Outfitters:					141.37	.00	
MRM Trust Worker's Comp Fund							
MRM Trust Worker's Comp	2425PRJ3966	01-401.162	2025-Mar-Worker's Compensation Insurance	01/15/25	39.28	.00	
MRM Trust Worker's Comp	2425PRJ3966	01-402.162	2025-Mar-Worker's Compensation Insurance	01/15/25	32.46	.00	
MRM Trust Worker's Comp	2425PRJ3966	01-407.162	2025-Mar-Worker's Compensation Insurance	01/15/25	16.94	.00	
MRM Trust Worker's Comp	2425PRJ3966	01-409.162	2025-Mar-Worker's Compensation Insurance	01/15/25	298.35	.00	
MRM Trust Worker's Comp	2425PRJ3966	01-410.162	2025-Mar-Worker's Compensation Insurance	01/15/25	7,446.82	.00	
MRM Trust Worker's Comp	2425PRJ3966	01-411.162	2025-Mar-Worker's Compensation Insurance	01/15/25	13.55	.00	
MRM Trust Worker's Comp	2425PRJ3966	01-414.162	2025-Mar-Worker's Compensation Insurance	01/15/25	53.23	.00	
MRM Trust Worker's Comp	2425PRJ3966	01-430.162	2025-Mar-Worker's Compensation Insurance	01/15/25	4,382.36	.00	
MRM Trust Worker's Comp	2425PRJ3966	01-452.162	2025-Mar-Worker's Compensation Insurance	01/15/25	128.06	.00	
MRM Trust Worker's Comp	2425PRJ3966	06-401.162	2025-Mar-Worker's Compensation Insurance	01/15/25	3.41	.00	
MRM Trust Worker's Comp	2425PRJ3966	06-430.162	2025-Mar-Worker's Compensation Insurance	01/15/25	5.05	.00	
MRM Trust Worker's Comp	2425PRJ3966	06-448.162	2025-Mar-Worker's Compensation Insurance	01/15/25	769.61	.00	
MRM Trust Worker's Comp	2425PRJ3966	08-401.162	2025-Mar-Worker's Compensation Insurance	01/15/25	3.41	.00	
MRM Trust Worker's Comp	2425PRJ3966	08-429.162	2025-Mar-Worker's Compensation Insurance	01/15/25	769.61	.00	
MRM Trust Worker's Comp	2425PRJ3966	08-430.162	2025-Mar-Worker's Compensation Insurance	01/15/25	5.05	.00	
MRM Trust Worker's Comp	2425PRJ3966	10-426.162	2025-Mar-Worker's Compensation Insurance	01/15/25	69.03	.00	
Total MRM Trust Worker's Comp Fund:					14,036.22	.00	
Nazareth Ford							
Nazareth Ford	310800	06-448.251	Service/Oil Change-2023 Ford F550	01/22/25	127.49	.00	
Nazareth Ford	310800	08-429.251	Service/Oil Change-2023 Ford F550	01/22/25	127.50	.00	
Nazareth Ford	310837	06-448.251	Inspection/Service-2023 Ford F350	01/23/25	256.86	.00	
Nazareth Ford	310837	08-429.251	Inspection/Service-2023 Ford F350	01/23/25	256.87	.00	
Total Nazareth Ford:					768.72	.00	
Overhead Door Company of Allentown							
Overhead Door Company	C25.12	01-409.373	Serviced Doors	01/03/25	405.00	.00	
Total Overhead Door Company of Allentown:					405.00	.00	
PA Department of Environmental							
PA Department of Environ	1400288	01-436.315	NPDES Annual Permit	02/01/25	500.00	.00	
Total PA Department of Environmental:					500.00	.00	
PA Municipal Retirement System							
PA Municipal Retirement S	20250123	90-214000	PMRS- Payroll Date 01/23/25	01/22/25	2,457.30	2,457.30	01/23/25
PA Municipal Retirement S	20250206	90-214000	PMRS- Payroll Date 02/06/2025	02/05/25	2,623.49	2,623.49	02/05/25
Total PA Municipal Retirement System:					5,080.79	5,080.79	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
PenTeleData							
PenTeleData	B4641004	01-401.320	Acct#3042745-Cable modem rental - Feb 2025	01/24/25	87.95	.00	
Total PenTeleData:					87.95	.00	
Peterson, Matthew							
Peterson, Matthew	013025	01-430.192	2024-Clothing Allowance	01/30/25	350.00	.00	
Total Peterson, Matthew:					350.00	.00	
Portnoff Law Associates							
Portnoff Law Associates	2380	01-403.454	Delinquency Notices	12/23/24	435.96	.00	
Total Portnoff Law Associates:					435.96	.00	
PPL Electric Utilities							
PPL Electric Utilities	01082025	08-429.361	56060-06003	01/08/25	24.75	.00	
PPL Electric Utilities	01142025	03-411.320	82900-03000	01/14/25	667.86	.00	
PPL Electric Utilities	01172025	01-409.361	51930-02019	01/17/25	47.29	.00	
PPL Electric Utilities	01172025-2	01-409.361	70730-17005	01/17/25	1,142.63	.00	
PPL Electric Utilities	011725	01-409.361	51730-02013	01/17/25	24.48	.00	
PPL Electric Utilities	01212025	01-409.361	68051-53008	01/21/25	132.74	.00	
PPL Electric Utilities	012125	01-451.361	97913-22005	01/21/25	24.47	.00	
PPL Electric Utilities	012225	01-451.361	10550-10002	01/22/25	35.20	.00	
PPL Electric Utilities	1172025	01-409.361	61089-84010	01/17/25	1,054.05	.00	
PPL Electric Utilities	11725	35-433.362	49130-02001	01/17/25	37.63	.00	
PPL Electric Utilities	12125	35-433.362	53875-61001	01/21/25	35.69	.00	
PPL Electric Utilities	20250108	06-448.361	30460-06001	01/08/25	539.93	.00	
PPL Electric Utilities	20250117	01-409.361	22924-29015	01/17/25	32.23	.00	
PPL Electric Utilities	2025-0117	01-409.361	92051-48008	01/17/25	951.05	.00	
PPL Electric Utilities	20250121	35-433.362	99940-01007	01/21/25	34.84	.00	
PPL Electric Utilities	20250131-01000	08-429.361	82960-01000	01/31/25	24.71	.00	
PPL Electric Utilities	20250131-01007	01-451.361	93760-01007	01/31/25	35.43	.00	
PPL Electric Utilities	20250131-05005	01-451.361	92035-05005	01/31/25	24.44	.00	
PPL Electric Utilities	20250131-08002	08-429.361	31590-08002	01/31/25	24.75	.00	
PPL Electric Utilities	20250131-10003	08-429.361	21780-10003	01/31/25	32.55	.00	
PPL Electric Utilities	20250131-10009	08-429.361	20380-10009	01/31/25	24.68	.00	
PPL Electric Utilities	20250131-11003	35-433.362	89989-11003	01/31/25	31.83	.00	
PPL Electric Utilities	20250131-11008	08-429.361	64170-11008	01/31/25	24.78	.00	
PPL Electric Utilities	20250131-14008	08-429.361	33760-14008	01/31/25	27.39	.00	
PPL Electric Utilities	250117	08-429.361	35530-02004	01/17/25	24.72	.00	
PPL Electric Utilities	250121	35-433.362	05340-01002	01/21/25	33.08	.00	
PPL Electric Utilities	39790-24008	08-429.361	20250131-24008	01/31/24	360.75	.00	
PPL Electric Utilities	72390-08002	35-433.362	20250131-08002	01/31/25	24.64	.00	
PPL Electric Utilities	95790-09009	35-433.362	20250131-09009	01/31/25	24.57	.00	
Total PPL Electric Utilities:					5,503.16	.00	
Print-O-Stat Inc.							
Print-O-Stat Inc.	138531	01-401.315	Right To Know File Transfer/Scans	02/04/25	415.35	.00	
Total Print-O-Stat Inc.:					415.35	.00	
PSATS							
PSATS	INV-167104-P2Z7	01-414.421	2025 PAAZO Spring Seminar - Rabold	01/29/25	125.00	.00	
PSATS	INV-167104-P2Z7	01-414.421	Planning/Zoning/SALDO Conference - Rabold	01/29/25	55.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total PSATS:					180.00	.00	
ReadyRefresh							
ReadyRefresh	13J0436481576	01-409.366	DPW - Acct #0436481576 Missing Invoice 10/23	12/31/24	73.83	73.83	02/05/25
ReadyRefresh	15A0436481543	01-409.366	Police Dept - Acct #0436481543	01/10/25	61.27	.00	
Total ReadyRefresh:					135.10	73.83	
Reliable Sign and Striping							
Reliable Sign and Striping	6121	01-433.246	Street signs	01/12/25	759.00	.00	
Total Reliable Sign and Striping:					759.00	.00	
Sabulsky, Kyle							
Sabulsky, Kyle	20240131	01-410.238	Ronin Shuto Duty Belt	01/31/25	190.00	.00	
Total Sabulsky, Kyle:					190.00	.00	
Saf-Gard Safety Shoe Company							
Saf-Gard Safety Shoe Com	IN-3885686	01-430.192	Boots-Buss/Gargone	01/12/25	359.98	.00	
Total Saf-Gard Safety Shoe Company:					359.98	.00	
Salisbury Township Employees							
Salisbury Township Employ	20250123	90-229000	DPW Dues Payroll Date 01/23/25	01/22/25	220.00	220.00	01/23/25
Salisbury Township Employ	20250206	90-229000	DPW Dues 01/19/25-2/1/25	02/05/25	220.00	220.00	02/05/25
Total Salisbury Township Employees:					440.00	440.00	
Schaedler Yesco							
Schaedler Yesco	S7705533.003	41-409.600	Shims/Wallplate/Connector	01/21/25	126.49-	.00	
Schaedler Yesco	S7753565.001	41-409.600	Controllers Blinds	01/09/25	144.00	.00	
Total Schaedler Yesco:					17.51	.00	
Schreiter P.L.S., Richard L.							
Schreiter P.L.S., Richard L.	01222025	01-414.220	Planning Commission Mtg - 01/22/2025	01/22/25	50.00	.00	
Total Schreiter P.L.S., Richard L.:					50.00	.00	
Seitz Bros Exterminating Co							
Seitz Bros Exterminating C	2479068	01-409.373	Post Control- Pole Building-Jan 2025	01/08/25	52.50	.00	
Total Seitz Bros Exterminating Co:					52.50	.00	
Smarch, Tamara							
Smarch, Tamara	012825	01-403.420	Reimb-Tax Collector Trainings-PATH	01/28/25	75.00	.00	
Total Smarch, Tamara:					75.00	.00	
Soberick, Kevin J.							
Soberick, Kevin J.	13025	01-406.172	27 of 60 Health Remibursement	01/30/25	250.00	.00	
Total Soberick, Kevin J.:					250.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Solar Energy Wind							
Solar Energy Wind	20250207	01-361.330	Refund on Cancelled Permit	02/07/25	400.00	.00	
Total Solar Energy Wind:					400.00	.00	
Staples Advantage							
Staples Advantage	6021450787	01-401.240	Stapler/Tissues	01/11/24	53.04	.00	
Total Staples Advantage:					53.04	.00	
Stotz/Fatzinger Office Supply							
Stotz/Fatzinger Office Supp	304767.1	01-403.240	Duster-Tax Office	01/07/25	17.11	.00	
Stotz/Fatzinger Office Supp	305014	01-400.240	Nameplate - Candia	01/21/25	12.95	.00	
Total Stotz/Fatzinger Office Supply:					30.06	.00	
STPOA							
STPOA	20250123	90-226000	Police Dues Payroll Date 01/23/25	01/22/25	560.00	560.00	01/23/25
STPOA	20250206	90-226000	Police Dues 01/19/25-2/1/25	02/05/25	560.00	560.00	02/05/25
Total STPOA:					1,120.00	1,120.00	
Suburban Propane-2022							
Suburban Propane-2022	20220047415	01-409.230	Propane- 1301 Black River Rd	01/17/25	1,133.12	.00	
Suburban Propane-2022	20220702356	01-409.230	Fuel Oil 3425 Eisenhower Dr	01/10/25	1,304.24	.00	
Suburban Propane-2022	920224962120109	01-401.231	unleaded	01/08/25	16.76	.00	
Suburban Propane-2022	920224962120109	01-410.231	unleaded	01/08/25	845.13	.00	
Suburban Propane-2022	920224962120109	01-430.231	unleaded	01/08/25	271.80	.00	
Suburban Propane-2022	920224962120109	06-448.231	unleaded	01/08/25	101.26	.00	
Suburban Propane-2022	920224962120109	08-429.231	unleaded	01/08/25	101.25	.00	
Suburban Propane-2022	920224962120109	03-413.231	unleaded	01/08/25	72.11	.00	
Suburban Propane-2022	920224962120109	01-430.231	diesel	01/08/25	874.59	.00	
Suburban Propane-2022	920224962120109	06-448.231	diesel	01/08/25	67.75	.00	
Suburban Propane-2022	920224962120109	08-429.231	diesel	01/08/25	67.75	.00	
Suburban Propane-2022	920224962120109	03-413.231	diesel	01/08/25	126.63	.00	
Suburban Propane-2022	920224962130116	01-401.231	unleaded	01/15/25	17.74	.00	
Suburban Propane-2022	920224962130116	01-410.231	unleaded	01/15/25	894.46	.00	
Suburban Propane-2022	920224962130116	01-430.231	unleaded	01/15/25	287.67	.00	
Suburban Propane-2022	920224962130116	06-448.231	unleaded	01/15/25	107.17	.00	
Suburban Propane-2022	920224962130116	08-429.231	unleaded	01/15/25	107.17	.00	
Suburban Propane-2022	920224962130116	03-413.231	unleaded	01/15/25	76.30	.00	
Suburban Propane-2022	920224962130116	01-430.231	diesel	01/15/25	1,368.18	.00	
Suburban Propane-2022	920224962130116	06-448.231	diesel	01/15/25	105.98	.00	
Suburban Propane-2022	920224962130116	08-429.231	diesel	01/15/25	105.98	.00	
Suburban Propane-2022	920224962130116	03-413.231	diesel	01/15/25	198.10	.00	
Suburban Propane-2022	920224962170123	01-401.231	unleaded	01/22/25	21.06	.00	
Suburban Propane-2022	920224962170123	01-410.231	unleaded	01/22/25	1,062.17	.00	
Suburban Propane-2022	920224962170123	01-430.231	unleaded	01/22/25	341.62	.00	
Suburban Propane-2022	920224962170123	06-448.231	unleaded	01/22/25	127.26	.00	
Suburban Propane-2022	920224962170123	08-429.231	unleaded	01/22/25	127.26	.00	
Suburban Propane-2022	920224962170123	03-413.231	unleaded	01/22/25	90.62	.00	
Suburban Propane-2022	920224962170123	01-430.231	diesel	01/22/25	2,499.87	.00	
Suburban Propane-2022	920224962170123	06-448.231	diesel	01/22/25	193.65	.00	
Suburban Propane-2022	920224962170123	08-429.231	diesel	01/22/25	193.65	.00	
Suburban Propane-2022	920224962170123	03-413.231	diesel	01/22/25	361.95	.00	
Total Suburban Propane-2022:					13,270.25	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Times News							
Times News	100560337-011620	01-401.341	Ad: 01/15/2025: Planning Comm Schedule of Mtg	01/16/25	149.85	.00	
Total Times News:					149.85	.00	
Tractor Supply Credit Plan							
Tractor Supply Credit Plan	20250204	01-430.192	Bringeneberg Clothing Allowance 2024	02/04/25	179.99	.00	
Total Tractor Supply Credit Plan:					179.99	.00	
TransUnion Risk & Alternative Data Solut							
TransUnion Risk & Alternat	5872431-202501-1	01-410.420	Background Check Investigation Site Subscription - Jan 2025	01/01/25	75.00	.00	
Total TransUnion Risk & Alternative Data Solut:					75.00	.00	
Trinity Solar							
Trinity Solar	20250203	01-361.330	Refund on Cancelled Permit Inspection Costs	02/03/25	316.00	.00	
Total Trinity Solar:					316.00	.00	
UGI Utilities Inc - 2269							
UGI Utilities Inc - 2269	01142025	03-412.320	411004312269	01/14/25	339.02	.00	
Total UGI Utilities Inc - 2269:					339.02	.00	
UGI Utilities Inc.-0316							
UGI Utilities Inc.-0316	011725	01-409.230	411001980316	01/17/25	1,254.82	.00	
Total UGI Utilities Inc.-0316:					1,254.82	.00	
UGI Utilities Inc.-0555							
UGI Utilities Inc.-0555	011725	01-409.230	411001980555	01/17/25	3,121.14	.00	
Total UGI Utilities Inc.-0555:					3,121.14	.00	
UGI Utilities Inc.-6649							
UGI Utilities Inc.-6649	011725	03-411.320	411000866649	01/17/25	1,575.66	.00	
Total UGI Utilities Inc.-6649:					1,575.66	.00	
UGI Utilities Inc.-9581							
UGI Utilities Inc.-9581	011725	01-409.230	411001979581	01/17/25	28.79	.00	
Total UGI Utilities Inc.-9581:					28.79	.00	
Vroman & Sons Excavating & Contracting							
Vroman & Sons Excavating	013025	91-248000	Refund Escrow Balance for 909 E Paoli St - Permit #24-0466	01/30/25	764.00	.00	
Total Vroman & Sons Excavating & Contracting:					764.00	.00	
Weiss, Holly							
Weiss, Holly	01222025	01-414.220	Planning Commission Mtg - 01/22/2025	01/22/25	40.00	.00	
Total Weiss, Holly:					40.00	.00	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Whitehall Turf Equipment							
Whitehall Turf Equipment	112665	01-451.375	Chainsaw Blades	01/28/25	123.98	.00	
Total Whitehall Turf Equipment:					123.98	.00	
Whitetail Disposal							
Whitetail Disposal	1420367	10-427.300	Trash Recycling Services - Jan 2025	01/31/25	168,066.58	.00	
Whitetail Disposal	1420367	10-427.300	Refrigerator Removal - Jan 2025	01/31/25	165.00	.00	
Total Whitetail Disposal:					168,231.58	.00	
Winzer							
Winzer	2912518	01-430.240	Shop supplies	01/14/25	896.93	.00	
Winzer	2924371	01-430.240	Shop supplies	01/15/25	156.80	.00	
Winzer	INV2952956	01-430.240	Return	01/20/25	410.51-	.00	
Total Winzer:					643.22	.00	
Wrap Technologies Inc							
Wrap Technologies Inc	INV2704	01-410.242	Bolawrap Cassettes	01/13/25	744.40	.00	
Total Wrap Technologies Inc:					744.40	.00	
YCG Inc							
YCG Inc	234004	01-410.375	ENRADD Calibration/Repair	12/09/24	304.00	.00	
Total YCG Inc:					304.00	.00	
Yeska & Son							
Yeska & Son	D20251470	08-429.600	Repairs to Pump Station	12/31/24	4,200.00	.00	
Total Yeska & Son:					4,200.00	.00	
Ziegler, Curtis							
Ziegler, Curtis	20250131	01-410.220	Placard/Plate Carrier/Helmet Cover/Rear Pouch	01/31/25	423.95	.00	
Total Ziegler, Curtis:					423.95	.00	
Zrinski, Cody							
Zrinski, Cody	20241231	01-430.192	Clothing Allowance- 2024	12/31/24	350.00	.00	
Total Zrinski, Cody:					350.00	.00	
Zulic, Brian							
Zulic, Brian	20250123	01-410.132	Heart & Lung- 01/05/25-01/18/25	01/22/25	3,928.00	3,928.00	01/23/25
Zulic, Brian	20250206	01-410.132	Heart & Lung- 01/19/25-02/01/25	02/04/25	3,928.00	3,928.00	02/06/25
Total Zulic, Brian:					7,856.00	7,856.00	
Grand Totals:					449,121.34	19,388.95	

Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
-------------	----------------	-------------------	-------------	--------------	--------------------	-------------	-----------

Report Criteria:

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

Vendor Name	Invoice Number	Description	GL Acct Number	Invoice Date	Net Invoice Amt	Amount Paid	Date Paid
General Fund							
Total General Fund:					80,004.72	11,958.07	
Fire Fund							
Total Fire Fund:					3,508.25	.00	
Water Fund							
Total Water Fund:					17,199.00	163.22	
Sewer Fund							
Total Sewer Fund:					46,056.17	163.22	
Refuse & Recycling Fund							
Total Refuse & Recycling Fund:					168,644.76	20.15	
Highway Aid Fund							
Total Highway Aid Fund:					36,596.70	.00	
Capital General Fund							
Total Capital General Fund:					4,506.72	.00	
Payroll Fund							
Total Payroll Fund:					7,084.29	7,084.29	
Subdivision Escrow Fund							
Total Subdivision Escrow Fund:					85,445.73	.00	
Cash Allocations							
Total Cash Allocations:					75.00	.00	
Grand Totals:					449,121.34	19,388.95	

Date: _____

President: _____

Board of Commissioners

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA
MINUTES FROM THE BOARD OF COMMISSIONERS
January 23, 2025
REGULAR MEETING – 7:00 PM**

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

PLEDGE OF ALLEGIANCE

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

CALL TO ORDER

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

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

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

ROLL CALL

Board Members Present:

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

Staff Present:

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

NOTIFICATION

Ms. Bonaskiewich informed the attendees that all sessions of the Salisbury Township Board of Commissioners regular meetings are recorded electronically for the purpose of taking the Minutes. All public comments on agenda items will be taken prior to the vote. All public comment related

to non-agenda items will be taken after the agenda has been satisfied. Ms. Bonaskiewich reminded everyone of the three-minute rule and asked that anyone who wishes to speak, come to the podium, announce oneself, and sign-in with name and address so as to assist Township administration with follow-ups.

APPROVAL OF THE LIST OF BILLS PAYABLE

Motion by Commissioner Patnaik, seconded by Commissioner Conn, to approve the List of Bills Payable for the periods of 1/4/25-1/17/25, broken down as follows:

\$449,139.79 = GENERAL
\$29,744.35 = FIRE
\$0 = LIBRARY
\$101,107.17 = WATER
\$44,414.97 = SEWER
\$167,002.30 = REFUSE & RECYCLING
\$107,830.03 = HIGHWAY AID
\$75,961.24 = CAPITAL GENERAL
\$3,3350.04 = PAYROLL
\$978,549.89 = GRAND TOTAL ALL FUNDS

The Board voted: 5 Ayes; 0 Nays.

MINUTES

January 9, 2024

Commissioner Brinton declared the Minutes from January 9, 2024 accepted as presented.

NEW BUSINESS

ORDINANCES

None.

RESOLUTIONS

Resolution Approving the 2025 Fee Schedule.

Motion by Commissioner Lipkin, seconded by Commissioner Karol, to adopt Resolution No. 01-2025-1843, approving the 2025 Fee Schedule.

The Board voted: 5 Ayes; 0 Nays.

Resolution Approving Revision of Township’s Official Sewage Facilities Plan to Include the Walnut Grove Land Development Plan at 1350 E. Susquehanna Street.

Mr. Wojciechowski explained that because the recently approved Land Development Plan at 1350 E. Susquehanna Street requires additional connections to the Township's sewer collection system, the Township is required to submit the revision to the Township's Official Sewage Facilities Act 537 Plan to DEP for approval by way of this resolution.

Motion by Commissioner Conn, seconded by Commissioner Patnaik, to adopt Resolution No. 01-2025-1844, approving the revision of the Township's Official Sewage Facilities Plan to include the Walnut Grove Land Development Plan at 1350 E. Susquehanna Street.

The Board voted: 5 Ayes; 0 Nays.

A representative from Bedminster Building inquired if the Township will forward the approved Resolution to DEP with the appropriate cover letter. Mr. Wojciechowski stated that yes, the Township is required to do so.

Resolution Approving Disposition of Public Works Equipment.

Commissioner Brinton noted that this is for the 1995 Freightliner Truck that was passed along to the Township from Western Salisbury Fire Department.

Motion by Commissioner Patnaik, seconded by Commissioner Conn, to adopt Resolution No. 01-2025-1845, approving the disposition of Public Works equipment.

The Board voted: 5 Ayes; 0 Nays.

MOTIONS

None.

COURTESY OF THE FLOOR

Chief Sabo stated that he met with the Lehigh Valley Planning Commission and PennDOT representatives at the intersections of S. Dauphin Street and E. Emmaus Avenue, as well as Gaskill Street and E. Emmaus Avenue, to discuss crosswalks and a list of options for those intersections in order to improve the safety of the students who are walking.

Chief Sabo announced that the two new officers have officially started their 16-week training program and are now working their 12-hour shifts with their Field Training Officers.

Mr. Levernier stated that the Department of Public Works has been working on snow removal and salting, as needed. He also noted that next week is the last week for curbside Christmas tree collection.

Ms. Bonaskiewich stated that one of the purchases included in the 2025 budget is a bulldozer that the Township will jointly purchase with South Whitehall Township. She noted that in order to

keep the process moving along, the Board will see the inner-municipal agreement on the agenda for the next meeting.

Commissioner Patnaik stated that Western Salisbury Fire Department is not getting their recycling picked up and inquired if there was another way for them to dispose of their recycling. Ms. Bonaskiewich noted that they should be collected as one of the Township properties, and the Township will follow-up on the issue.

Mr. Tony Biechy of Nazareth was present to speak to the Board about their company, Clothes Bin. He explained that they collect used clothing and shoes by way of bins that are distributed at schools or in local communities. Mr. Biechy stated that they pay a percentage of the portion back to the host sites. He requested to partner with the Township to place a bin at a Township-owned location.

A discussion ensued, and the Board noted that they will discuss the information.

ADJOURNMENT

Commissioner Patnaik made a motion to adjourn the meeting. Commissioner Lipkin seconded the motion. The time was 7:22 pm.

Respectfully submitted,

Cathy Bonaskiewich
Township Secretary

These constitute the official Minutes of the Regular Meeting of the Board of Commissioners held on January 23, 2025

Approved and certified on this date:

Cathy Bonaskiewich

Date: _____

SEAL

**TOWNSHIP OF SALISBURY
LEHIGH COUNTY, PENNSYLVANIA**

RESOLUTION NO. 02-2025-1846

(Duly Adopted February 13, 2025)

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF
THE TOWNSHIP OF SALISBURY, LEHIGH COUNTY,
PENNSYLVANIA, APPROVING AN INTERMUNICIPAL
COOPERATIVE AGREEMENT FOR SHARED PUBLIC WORKS
EQUIPMENT/MACHINERY BETWEEN SOUTH WHITEHALL
TOWNSHIP AND SALISBURY TOWNSHIP**

WHEREAS, pursuant to the Intergovernmental Cooperation Act (Act of December 19, 1996, P.L. 1158, No. 177, et seq., 53 Pa.C.S.A. §2301, et seq.), as amended, a local government may enter into intergovernmental cooperation with or delegate any functions, powers or responsibilities to one or more other local governments upon the passage of an ordinance or resolution by its governing body; and

WHEREAS, the South Whitehall Township Board of Commissioners and Salisbury Township Board of Commissioners have determined that collaboration between South Whitehall Township and Salisbury Township in the sharing of equipment to perform Public Works maintenance, construction, and related services will improve efficiency, improve quality of service and have the potential to save money for the Townships; and

WHEREAS, the South Whitehall Township Board of Commissioners and Salisbury Township Board of Commissioners have identified certain equipment/machinery which is conducive to a collaborative or sharing effort through an independent intermunicipal agreement; and

WHEREAS, the South Whitehall Township Board of Commissioners and Salisbury Township Board of Commissioners desire to enter into an independent Intermunicipal Cooperative Agreement for Shared Public Works Equipment/Machinery (hereinafter “Agreement”), which is attached hereto and incorporated herein as Exhibit “A”.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania hereby adopts the following:

1. The Board of Commissioners hereby approves the execution of the Agreement (Exhibit “A”) between South Whitehall Township and Salisbury Township and which inter alia provides for the following as required by 53 Pa.C.S.A. § 2307:
 - A. The Agreement does not contemplate cooperation with or delegation to other local governments, the Commonwealth, other states or the Federal Government;

- B. The duration of the initial term of the agreement shall be five (5) years and terms allowing for automatic renewal;
 - C. The Agreement's objectives and purposes, including the powers and scope of authority delegated therein are as set forth in the Agreement, specifically Section 1.02 which states that the desire is to eliminate duplicative services and to increase municipal efficiency, reduce costs and improve effectiveness of road repair and maintenance and other operations;
 - D. South Whitehall Township and Salisbury Township will utilize appropriated and budgeted funds in the sum up to One Hundred Forty-Four Thousand and Five Hundred and 00/100 Dollars (\$144,500.00);
 - E. Both Townships will use their existing organizational structures to implement the Agreement;
 - F. The personal property is to be jointly owned and titled by and between both Townships and further details regarding acquisition, management, licensing and disposal are as set forth in the Agreement; and
 - G. There is no new entity created as a result of this Agreement.
2. The Township Manager is hereby authorized and directed to execute on behalf of the Township of Salisbury the Intermunicipal Cooperative Agreement for Shared Public Works Equipment/Machinery (Exhibit "A").
 3. The Township Manager is hereby authorized and empowered to complete any and all necessary administrative actions and functions, including the advertisement of a bid for the joint purchase authorized hereunder and as set forth in the Agreement.

FURTHER RESOLVED, that all Resolutions or parts of Resolutions inconsistent with this Resolution are hereby repealed and superseded by this Resolution.

DULY ADOPTED this 13th day of February, 2025, by a majority of the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, at a duly advertised meeting of the Board of Commissioners at which a quorum was present. As part of this Resolution, the Board of Commissioners has directed that the President, or Vice-President in the absence of the President, execute this Resolution on behalf of the Board.

**TOWNSHIP OF SALISBURY
BOARD OF COMMISSIONERS**

Debra J. Brinton, President

ATTEST:

Cathy Bonaskiewich, Township Secretary

RESOLUTION NO. 02-2025-1847

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 (DUPLICATE BILLS) AND VARIOUS EXPENSES FOR THE ELECTED TAX COLLECTOR

WHEREAS, the Township Tax Collector has requested a nominal increase of fees for providing duplicate tax bills 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. In addition, the Tax Collector may charge a fee of \$10 for each duplicate bill or "information in lieu of bill" provided and a fee of \$25 for all returned checks. The aforesaid fees may be set by the Board of Commissioners either by ordinance or by resolution.

APPROVED and ADOPTED this 13th day of February, 2025.

Attest:

TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)

Secretary

By: _____
President, Board of Commissioners