

Workshop Meeting
Monday, December 4, 2006 – 5:30 PM

Call to Order

The workshop meeting of the Lynn Township Board of Supervisors was called to order at 5:30 PM in the Municipal Building by Chairman Thomas C. Creighton III.

Present were Chairman Thomas C. Creighton III, Vice Chairman Dave Najarian, Member Charles Lenhart, Interim Treasurer Robert Sadler, Road Master Bruce Raber, Park Manager Donald Christ, Engineer Roy Stewart, Secretary/Assistant Treasurer Tracy Miklus, Elsa Kerschner of the Northwester Press and approximately 9 citizens. Zoning Officer Kevin Deppe arrived at 6:55 PM.

Public Comment

None.

Road Report

Road Master Raber reviewed completed work for the month of November. It consisted of the following:

- Installed 120 feet of guide rail on Flint Hill Road
- Took down old shower rooms and broke-up old pool and fill it in at Ontelaunee Park
- Filled in and widened out at the Lynn Township Recycling Center
- Worked at Ontelaunee Park digging out and filling in to set concrete slabs for new bridge
- Gutter and pipe clean-outs

Road Master Raber stated what work was anticipated work for the month of December as follows:

- Trim, cut, and chip trees on roads that are to be oiled and chipped next year
- Clean out and shape up gutters on dirt roads

Chairman Creighton brought up employee evaluations to Roadmaster Raber. Vice Chairman Najarian stated that Zoning Officer Deppe was working on an evaluation form and asked Road Master Raber to get the form and evaluate his crew for the reorganization meeting on January 2, 2007. Roadmaster Raber said he would complete them by that time.

Ontelaunee Park Report

Park Manager Donald Christ reported on the following progress in the park:

- Regular maintenance continues; i.e., removing garbage, picking up branches, etc.)
- 11/06/2006 to 11/15/2006 – Removed bathhouse and filled in swimming pool
- 11/21/2006 – Dug foundation and put a cement pad for a bridge near flagpoles
- 12/01/2006 – Bridge was delivered and set by Greg Serfass, Richard Snyder, and Rolland Lenhart; Justin Selig sign in butterfly garden, Eagle Project complete; Historical Society prepares for open house 12/10/2006; Harry C. Trexler Trust Grant applied for playground area \$2,500
- 12/02/06 – Marie Kistler donated bridge in honor of Homer Snyder

Park Manager Christ said he wrapped up the Century Fund and Trexler Grant. He said a table was donated by Henry Weaver and a bench was donated by the Northwestern School District for the park; the School District also wants to buy something for around the flagpole. He also asked about purchasing recognition plaques for donated items and completed Eagle Scout Projects; he said they cost approximately \$25-\$30 each. He added that there were 10-15 events scheduled to happen in the park such as weddings, family reunions, etc.

Vice Chairman Najarian asked Secretary Miklus to write up a thank you note to send the New Tripoli Fire Company for their assistance with taking down the pool house.

Park Manager Christ said the park fund should be depleted after all things they need are purchased. He said the work around the flag pole will be reimbursed, but that work needs to be done on the Kistler Bridge.

Chairman Creighton asked about Springhouse; Nestlé put in pebbles and that there is still at least 3 feet of water over the pebbles, similar to a spring.

Park Manager Christ asked if he could continue work if weather permits and was told by Chairman Creighton to coordinate with Roadmaster Raber. Park Manager Christ asked to use part-timers, Brad Christ who works part-time for the Sewer Authority and Richard Matthias who works part-time for both the Township and Sewer Authority. Vice Chairman Najarian asked Member Lenhart if he had a preference as to which employees to use, he said he did not. Vice Chairman Najarian also asked if the Sewer Authority employees could be reimbursed by the park fund, Interim Treasurer Sadler said yes. Chairman Creighton said Park Manager Christ that he could use his son, Brad, till the end of the year and then the Board would designate from then on.

Vice Chairman Najarian made a motion, seconded by Member Lenhart, to authorize the purchase of plaques for those who completed Eagle Scout Projects in Ontelaunee Park. Motion carried unanimously.

Vice Chairman Najarian then brought up the playground equipment for Madison Park. He said we do not own the land, therefore, we have no place to put the playground. He said that Mr. Hornstein of Omega Homes position is if they would convey those lands to the Township, the Township would have to also take care of two retention ponds on the property; one on the right as you turn on to Lincoln and the other at the end of cul-de-sac on Jefferson.

Vice Chairman Najarian said a homeowner's association at the Penn View development will take care of the playground there; he said there was a homeowner's association in the original agreement for Madison Park, but it never came to fruition. Peg Dissinger of Omega Homes said she thinks the homeowner's should be involved and Park Manager Christ said he thinks a homeowner's association is better to take care of playgrounds.

Treasurer Report

Interim Treasurer Sadler said he would have the budget ready for the 12/07/2006 Board of Supervisors meeting.

Bassett Report

Chairman Creighton asked Park Manager Christ if he read the Bassett report regarding the sewer plant feasibility study. He said he had read it and that two things stood out, #1 – there was no recommended system and #2 – there was no cost estimate for a system; the Bassett report states that there are several recommended alternative systems. Vice Chairman Najarian said he read about a citation for political applicants of homeowner resistance and trying to eliminate infiltration into the system; he asked if Park Manager Christ knew what the context of that statement was. Park Manager Christ said politically he does not, but regarding homeowner's he did; he said it had to do with the Sewer Authority having the authority to check if they use a sump pump. Vice Chairman Najarian discussed the ARRO report and said he sees a number of options.

Treasurer Report

Interim Treasurer Sadler stated there were approximately 15 escrow accounts remaining and he was still working on them. Two accounts, Omega and Deskiewicz. He said approximate \$30,500 will be reimbursed.

He said he was still working on investing Township monies in T-Bills and that it requires a resolution.

He talked about changing the Township benefits to Benecon; Lehigh Valley Insurance Cooperative. He said he thought there should be a 5% to 7% savings over our current plan. He said he will review and have a recommendation for the Board.

Chairman Creighton then went to the appointment of Reinsel Kuntz Leshner for Auditor. Robert Hamm, one of the Township Auditors, asked, "What is a CPA gonna do that we didn't do?" Vice Chairman Najarian stated that no-one was suggesting that the Township Auditors did not do what their job was and that we are looking for a CPA to help us make suggestions and implement tighter controls to avoid some of the things found this past year; that it was not a short-coming of the Township Auditors the types of things found, but the Township needs to go beyond merely balancing and reconciling the books in view of discrepancies found in the past year. He talked about the escrow accounts that had gone stale and never been invoiced in the past. He said it was not the fault of the Auditors. Mr. Hamm asked the Vice Chairman, "Why are you putting the blame on us and you're getting CPA's?". Vice Chairman Najarian said that nobody was putting the blame on the Auditors. Mr. Hamm brought up an article in the newsletter, saying it blames the Auditors, although, it does not make that statement or mention the Township Auditors anywhere in the article. Vice Chairman Najarian asked Mr. Hamm numerous times if he had an alternative to hiring a CPA firm. Mr. Hamm had none.

Subdivisions

- **Dale & Patricia Layos** - Minor-2 Lots-7999 Bausch Rd.- Preliminary Plan and Sewage Planning Module Review. The Surveyor, Ribello Bertoni present. Township Engineer Stewart asked Mr. Bertoni if all issues were addressed from Zoning Officer Deppé's 11/06/2006 comments, he said they were. He will be present at the 12/07/2006 Board meeting.

- **Mary Y. Knerr** – Sewage Planning Module. Scot Dietrich of Beitler’s Survey talked with Township Engineer Stewart and the Board; he will be present at the 12/07/2006 Board meeting.
- **Mountain Road** – John McRoberts of Van Cleef Engineering Associates. Chairman Creighton and Vice Chairman Najarian asked Secretary Miklus to have the Resolution for Plan Revision ready by 12/07/2006 Board meeting. Mr. McRoberts will be present at the Board meeting.
- **Penn View 2-Phases 1 & 2** – Improvement cost estimates. Peg Dissinger of Omega Homes requested an extension for the development agreement. Vice Chairman Najarian made a motion, seconded by Member Lenhart, to grant an extension through 02/28/2007. Motion carried unanimously.

Miscellaneous

- Basset Report - The Board agreed that the report must be reviewed before making any recommendation.

Zoning Officer

- Community Map - Chairman Creighton thought it was a good service to offer, but Zoning Officer Deppe was not present to discuss.

Miscellaneous

- Newsletter - Vice Chairman Najarian brought up costs to publish a newsletter, which are approximately \$4,000 per year, to ask if it is a necessary expense. Township resident, Peter Crabb said he thought the newsletter was a “great gesture” and that he “relies on the information”; another resident, Harry Gruber, said he thought the newsletter is a “good idea”, Interim Treasurer Sadler said it was “informative” and if someone does work without the proper permit and denies knowing they needed one, you could say it was published in the newsletter, and Robert Hamm said we should keep the residents informed. All residents present agreed they were in favor of having the newsletter.

Zoning Officer

- Copier - Chairman Creighton asked about the copier, but Zoning Officer Deppe was not present so they decided to discuss it later.
- Zoning Law Library - Vice Chairman asked if this was “State specific” it might be a good idea, but it is not. Zoning Officer Deppe was not present, it will be discussed later.

Act 40 of 2005 and Enforcement of the Real Estate Transfer Tax

Chairman Creighton said the resolution should be ready for 12/07/2006 Board meeting; it will be on agenda for the meeting.

Resolutions

- Res. 2006-? - To amend and add to the existing agricultural Security Area (Pierre & Helga Le Fur); will be on 12/07/2006 Board meeting agenda
- Res. 2006-? - 2007 Tax Resolution; Chairman Creighton asked Secretary Miklus to have resolution ready for 12/07/2006 Board meeting, there will be no tax change.
- Res. 2006-? - Mountain Road subdivision plan revision; will be on 12/07/2006 Board meeting agenda
- Res. 2006-? - Re-establish Zoning Hearing Board fees; Vice Chairman Najarian will complete this resolution and it will be on 12/07/2006 Board meeting agenda
- Res. 2006-? - Act 40 of 2005 and Enforcement of the Real Estate Transfer Tax; will be on 12/07/2006 Board meeting agenda

Miscellaneous

- Billig Sign – Mr. Billig was invited to 12/07/2006 Board meeting; this will be on the agenda.
- Bassett Engineering Report Sewer Authority Feasibility Study; Vice Chairman Najarian said there are three issues; infiltration, technical recommendation and viable alternative to VLR. He said ARRO’s study could be denied or accepted. The Board wants a response from the Sewer Authority.
- Meeting times for 2007 – It was discussed about having one meeting or two meetings per month; Vice Chairman Najarian asked Secretary Miklus to poll our professionals to see what days and times they are available for meetings and to have it ready by the Reorganization meeting on 01/02/2007
- New desk for Secretary – Vice Chairman Najarian motioned, seconded by Member Lenhart, to authorize the purchase of a new desk for the Township Secretary, not to exceed \$1,500. Motion carried unanimously.
- NIMS Training – we have the required amount of persons with the training, no further training is required

- Annual Dinner – 01/20/2007 at the New Tripoli Fire Company; Tina Everett is coordinating the dinner
- New mileage rate for 2007 – Chairman Creighton asked Secretary Miklus was asked to create a resolution to follow the IRS guideline for mileage reimbursement

Zoning Officer

- Community Map – Zoning Officer Deppe brought up his concerns about companies asked to advertise on the map might be leery since the last time a map was attempted, the company making the map went belly-up and all monies paid were lost. Chairman Creighton asked if anyone had any recommendations; resident Peter Crabb, who had paid to advertise on the first map and lost his money, said he “might” want to advertise again, but would be leery. Chairman Creighton asked Zoning Officer Deppe was told by to find 3 companies that make these maps so they can be compared to see which has the best deal for the Township.
- Copier – Chairman Creighton told Zoning Officer Deppe to increase our monthly copies to 7,000 and find out the new cost and find out when our existing contract expires or if it can be rolled-over into a new one.
- Zoning Law Library – Vice Chairman Najarian said the CD library was not specific to PA, so it would not be helpful. He said he will get information for Zoning Officer Deppe to utilize and that Mr. Deppe should look for state specific publications in the future.
- A new office for Zoning Officer – Zoning Officer Deppe briefly discussed the need for a new office; Chairman Creighton asked him to draw up a plan and get prices to present to the Board.

Miscellaneous

- Chairman Creighton asked about a hearing in mid-December with Judge Black; the Board will update with Solicitor Healy at the 12/07/2006 Board meeting

Public Comment

- Harry Gruber gave advice to the Board regarding liability for injuries in the playgrounds if the Township oversees them; he was concerned for the Township and believes developers should be responsible for playgrounds. Vice Chairman Najarian explained that regarding Madison Park, there is no-one available to be responsible for a playground there. He said that no decision has been made.

Adjournment

Vice Chairman Dave Najarian made a motion to adjourn the meeting at 8:05 PM, seconded by Chairman Creighton. Member Lenhart left the meeting early at 7:55 PM.

Respectfully Submitted,

Tracy Miklus
Secretary/Assistant Treasurer

Minutes-120406.doc