

Board of Supervisors
Monday, October 1st, 2007 @ 5:30 P M
Lynn Twp.- 7911 Kings Hgwy., New Tripoli

Call to Order: The regular meeting of the Lynn Township Board of Supervisors was called to order by Chairman Thomas C. Creighton III, at 5:30 pm in the Municipal Building. Present were Chairman Thomas C. Creighton III, Vice Chairman David C. Najarian, and Charles Lenhart III, Zoning Officer Kevin N. Deppe, Secretary/Treasurer Tammy M. White, Engineer Roy Stewart, East Penn Press Reporter Ken Petrini, and approximately 12 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Public Comment: Kermit DeLong stated he felt that the BOS meeting time of 5:30pm was early. Dave Najarian stated that the time of the BOS meeting could possibly be looked at for the Re-org meeting.

Accept the Minutes and Direct the Treasurer to pay the bills: David C. Najarian made a motion to accept the minutes from the BOS meeting, 09/13/2007, minus the detailed explanation of the security proposals and Charles Lenhart III seconded the motion. Motion carried unanimously. David C. Najarian made a motion to direct the treasurer to pay the bills and Charles Lenhart III seconded the motion. Motion carried unanimously. David C. Najarian made a motion to accept the minutes from the Public Hearing on 09/13/07 and Charles Lenhart III seconded the motion. Motion carried unanimously.

Road Report: *Road master Bruce Raber reported for the month of September:* 1. One truck hauled around 45 loads of free shale into our yard from the Northwestern School. 2. Mowing of shoulders and roads is almost complete. 3. Ross Valley Rd. bridge project is completed. 4. Cleared all road signs of branches and weeds for better visibility. 5. Replaced and repaired road signs. 6. Cut trees and mowed grass in and around recycling center. 7. Lines were painted on roads. 8. Installed new pipe and build up road on Blue Mt. House Rd. 9. Started mowing with the boom mower. 10. Started cleaning out and cutting shoulders on Mnt. Rd. and started building up the centers of the roads. 11. Cleaned out some gutters with backhoe. *Anticipated work for October 2007:* 1. Continue working on Mnt. Rd. and some other dirt roads. 2. Continue boom mowing. Bruce Raber informed the BOS that he attended the 6 township meeting. Bruce stated that everyone in attendance at the 6 township meeting was in favor of raising the current .02 cents cost per gallon for the chipper spreader, which is in the COG, to .04 cents per gallon. The BOS gave direction for the additional .02 cents per gallon. A formal resolution will be drafted when all of the townships are in agreement. Dave Najarian shared a letter from the KMIT Safety Program. The letter shared the results of a review that was conducted on 9/11/07 with the Lynn Township road crew. The letter commended the township and Bruce Raber on the effectiveness of their safety precautions. Tom Creighton asked Bruce Raber if he foreseen any equipment purchases in the future that would need to be included in the budget. Bruce Raber stated that he would like to purchase a broom for the front loader and that a few years down the road he may need a new truck. Bruce Raber added that the road crew is checking into a bucket truck which would be purchased by the 4 townships and added to the COG. Tom Creighton asked Bruce Raber if he foreseen a problem with the Fire Companies, Ambulance Corp. and Rescue Squad begin to use the diesel tank. Bruce stated that a complete procedure needs to be in place first. Kevin Deppe stated that a procedure will be in place as soon as he hears back from David Wright, Fire Chief at Lynnport Fire Co. David Wright is looking into a touch pad systems that could be used and possibly more effective than a regular key entry. Tom Creighton stated that he would like a date set as to when the Fire Companies and Ambulance Corp. and Rescue Squad can begin using the diesel pump. Dave Najarian directed Tammy White to send a thank you letter to the Northwestern School District for their generous donation of shale. Dave Najarian also added that a thank you letter should also be sent to Wessner Excavating for the hauling of the shale.

Park Report: *Park Manager Richard Matthias reported for the month of September:* 1. Regular maintenance. 2. Cut grass. 3. Weed Trimming. 4. Worked on play ground several times. 5. Picked up timbers for playground and put in ground. 6. Put down felt cloth on ground. 7. Purchased rubber mulch and put on playground equipment area. 8. Playground is complete and ready for use. 9. Worked on flag pole project. 10. Greg Snyder installed partitions and toilet paper holders in bathroom. 11. Installed paper towel holders and soap dispensers in bathrooms. Richard Matthias reported that Donald Christ gave him catalogs that advertise playground equipment. Richard Matthias would like to possibly purchase a swing set for the park. Richard Matthias also stated that he would be willing to look at playground equipment for Madison Park North Tot-Lot. Playground equipment would be considerably less expensive to purchase now rather than in the spring. Richard Matthias spoke with Ed Snyder concerning the removal of stumps by the old sand bottom pond. The cost to have the stumps removed would be \$2,500.00. The removal of the stumps would save a great deal of time in maintaining the area as well as making the area more presentable. Roy Stewart stated that there is no problem removing the stumps as long as the area was not within 75 feet of the creek bank. The BOS was fine with the decision. Richard Matthias will call Ed Snyder. Tennis Court location: Roy Stewart stated that if the area of disturbance is under 5 acres, no permits are required. Roy Stewart requested an accurate Ontelaunee Park plan layout plus anything that is being planned for the future in the park, for preparation for updating the plans. Richard Metzger asked the BOS if there was a schedule soccer game this Saturday, October 6, 2007. Richard Metzger had concerns that if a soccer game

was scheduled it would conflict with the parade festivities. Richard Matthias stated that he never received a schedule from the NYAA.

Module Review: *Shirley A. Wisser-Module Review-5177 Schochary Rd., N.T.* David C. Najarian made a motion to grant approval of sewage planning module for on lot septic for Shirley A. Wisser and Charles Lenhart III seconded the motion. Motion carried unanimously.

Ordinance: AN ORDINANCE OF LYNN TOWNSHIP, LEHIGH COUNTY, PA AMENDING THE ZONING ORDINANCE TO ALTER THE MANDATORY CONNECTION REQUIREMENTS FOR CERTAIN PROPERTIES TO A PUBLIC SANITARY SEWAGE DISPOSAL SYSTEM (2007-03)(review EAC COMMENTS) Ordinance to be enacted 10/11/07

AN ORDINANCE OF THE TOWNSHIP OF LYNN, COUNTY OF LEHIGH, COMMONWEALTH OF PA, AMENDING THE LYNN TOWNSHIP SUBDIVISION AND LAND DEVELOPMENT ORDINANCE TO CLARIFY WHEN FINAL APPROVAL SHALL HAVE BEEN GRANTED AND ADDING A PLAN NOTATION DIRECTED TO THE RECORDER OF DEEDS (2007-04) (review EAC COMMENTS) Ordinance to be enacted 10/11/07

David C. Najarian made a motion to send the EAC Comments regarding the above referenced Ordinances to Solicitor Ed Healy for the necessary change to be made and Charles Lenhart III seconded the motion. Motion carried unanimously.

Approval of 2008 MMO: David C. Najarian made a motion to approve the 2008 MMO (Minimum Municipal Obligation Pension Plan) as presented and Charles Lenhart III seconded the motion. Motion carried unanimously.

Resolution: David C. Najarian made a motion to adopt Resolution 2007-22, A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF LYNN, LEHIGH COUNTY, PENNSYLVANIA, REVISING REGULATIONS FOR THE HEIDELBERG/LYNN EARNED INCOME TAX BUREAU and Charles Lenhart III seconded the motion. Motion carried unanimously.

Act 537: The BOS reviewed the draft Resolution, prepared by Ed Healy, adopting the 537 Plan. The BOS were in agreement that the Resolution should model the sample Resolution written by DEP excluding the footnote language. Ed Healy will be notified.

Speed Limit Issue: Speed study results were received from the Department of Transportation on state route 309, from Hartman's Butcher Shop through corner to Loy Road. The study revealed that there is no one factor or combination of factors that warrants the lowering of the existing 55 mph speed limit on this portion of state route 309.

Diesel Fuel Tank: A procedure is in the process of being set up. It will consist of a key entry or a touch pad entry.

Skate Park: Mel Charles asked the BOS for a letter of support and possible contribution for the skate park. Mel Charles stated that all Townships will be asked for a letter of support and contribution. Mel Charles would like to have an answer from all the townships so that the letter of support and possible contributions can be included when submitting a grant. Mel Charles presented the program guidelines for the grant. It was stated that the REC fields are giving an area designated for the skate park. Mel Charles also stated that she has a 2nd grant for playground equipment. This grant would be for playground equipment purchases after July 1st 2007. The grant would have to be submitted by December 28th 2007. Richard Matthias is interested in purchasing a swing set for the playground in Ontelaunee Park and playground equipment is needed for the Tot-Lot located in Madison Park North. Purchases would have to be under \$10,000. If purchases exceed \$10,000 bids will have to be submitted. If purchases are between \$4,000 and \$10,000 three quotes are required and any purchases under \$4,000 require no quotes or bids. Janet Henritzky offered to help with the grant process for the playground equipment.

Trick or Treat Night: David C. Najarian made a motion to amend the motion made on 9/13/07 for Trick or Treat Night and to schedule Trick or Treat Night for Saturday, October 27, 2007 from 6:00 pm till 8:00 pm for Lynn Township and Charles Lenhart III seconded the motion.

Miscellaneous: Dave Najarian stated that Steckel & Stopp Law Offices has a Server that they are willing to donate to Lynn Township at no cost. Dave Najarian also noted that the server would provide the township with a disaster relief backup. Dave Najarian also submitted from Lehigh Technical Services a proposal to install the server, software, parts, supplies and labor. The total cost totaled \$2,295.00. The issue will be discussed at the 10/11/07 meeting.

Public Comment: Larry Heinzelman asked what the status was of the speed limit & no parking issues on Gun Club Road. Kevin Deppe stated that the speed study is almost done. Kevin Deppe is waiting to hear back with comments from Bruce Raber. In order to erect "NO PARKING" signs, an ordinance would have to be prepared by the solicitor and it would then have to be sent to the Planning Commission for their review. Larry Heinzelman asked what kind of time frame a procedure like this would entail. Dave Najarian stated that it could take a couple of months. It was also noted that a study must be done in order to have a street changed to a "ONE WAY" street.

Announcements: *Lynn-Heidelberg 255th Anniversary.* Lynn-Heidelberg Historical Society announces a PARADE Saturday, October 6, 2007 @ 10:00am Rain or Shine. Pioneer Festival will follow @ 11:00am in Ontelaunee Park with a closing band concert @ 4:00pm by the Pioneer Band of Allentown. Anyone interested in participating, please contact Tina Everett @610.298.2645 (day) or 610.298.0093 (evening), or contact Sylvia Gardner @ 610.298.8555 or (cell) 917.710.7016 or via e-mail sbetzgarder@yahoo.com or teverett@ptd.net ****Note:** Dedication & presenting to Lynn Twp

the New Tripoli Bank Pavilion will be held @ 3:30pm in the park followed by 1 hr. Allentown Pioneer Band Concert compliments of the Bank.

Adjournment: A motion was made by Charles Lenhart III and seconded by David C. Najarian to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 6:30 pm.

September 2007

| Account | Balance |
|--------------------|---------------------|
| General Fund | 500,585.11 |
| Capital Reserve | 436,937.68 |
| Zoning/Subdivision | 38,198.54 |
| HLLW COG | 33,444.97 |
| State Road | 2,567.30 |
| Street Light | 4,659.48 |
| Park | 23,048.30 |
| Recreation | 10,671.61 |
| Shade Tree | 2,365.11 |
| Total | 1,052,478.10 |

| | <u>Sep 07</u> |
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| Income | |
| GENERAL FUND | |
| 01.301 · Real Property Taxes | |
| 301.10 · Real Estate Tax-Current | 11,540.26 |
| 301.40 · Delinquent RE Tax-Tax Claim | <u>57.54</u> |
| Total 01.301 · Real Property Taxes | 11,597.80 |
| 01.310 · Local Tax Enabling Act | |
| 310.03 · Per Capita - Delinquent | 71.50 |
| 310.10 · Real Estate Transfer Tax | 6,708.10 |
| 310.20 · Earned Income Tax | |
| 310.21 · Earned Income Tax-Current | <u>45,316.38</u> |
| Total 310.20 · Earned Income Tax | 45,316.38 |
| Total 01.310 · Local Tax Enabling Act | 52,095.98 |
| 01.331 · Fines | |
| 331.10 · Court - Magistrate | <u>83.32</u> |
| Total 01.331 · Fines | 83.32 |
| 01.342 · Interest, Rents & Royalties | |
| 342.53 · Royalties from Cell Tower Rent | <u>1,000.00</u> |
| Total 01.342 · Interest, Rents & Royalties | 1,000.00 |
| 01.355 · Shared Revenue & Entitlements | |
| 355.04 · Alcoholic Beverage Licenses | 600.00 |
| 355.06 · Suppl State Pension Assistance | 12,825.56 |
| 355.99 · Fire Relief Account | <u>28,792.29</u> |
| Total 01.355 · Shared Revenue & Entitlements | 42,217.85 |
| 01.361 · General Government | |
| 361.100 · General Contractor Registration | 125.00 |
| 361.30 · Zoning-Subdiv-Land Dev Fees | |
| 361.32 · Fees for Eng., Insp, & Reviews | <u>461.87</u> |
| Total 361.30 · Zoning-Subdiv-Land Dev Fees | 461.87 |
| 361.87 · Sale of Maps & Publications | 23.00 |
| 361.88 · Copy Fee | 18.75 |
| 361.92 · Electrical Registrations | 100.00 |
| 361.94 · Misc. Billing | 162.50 |
| 361.97 · Zoning Board Appeal Fee | <u>500.00</u> |
| Total 01.361 · General Government | 1,391.12 |
| 01.362 · Public Safety | |
| 362.40 · Protective Inspection Fees | |

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| 362.41 · Building Permit | |
| 362.41A · Permit for Ag. Bldg. | 250.00 |
| 362.41B · BLDG/Alter/Repair Permit | 1,328.00 |
| 362.41D · Driveway Permit | 250.00 |
| 362.41F · Building Permit Filled | 1,025.00 |
| 362.41K · Deck, Patios, Patio Roof, Porch | 208.00 |
| 362.41N · Re-inspection | 150.00 |
| 362.41R · Renew BLDG, Zone, Plumb | 450.00 |
| 362.41S · Accessory Struc < 1000 ft | <u>150.00</u> |
| Total 362.41 · Building Permit | 3,811.00 |
| 362.42 · Electrical Permit | 620.00 |
| 362.43 · Plumbing Permit | 179.00 |
| 362.48 · Demolition Permit | <u>129.00</u> |
| Total 362.40 · Protective Inspection Fees | 4,739.00 |
| 362.98 · Sign Permit | <u>110.00</u> |
| Total 01.362 · Public Safety | 4,849.00 |
| 364 · Sanitation | |
| 364.30 · Solid Waste Collection/Disposal | <u>1,402.00</u> |
| Total 364 · Sanitation | 1,402.00 |
| 395 · Refunds of Prior Yr Expenditure | <u>500.00</u> |
| Total Income | 115,137.07 |
| Expense | |
| 01.400 · Legislative (Governing) Body | |
| 400.05 · Supervisor Salaries | <u>402.93</u> |
| Total 01.400 · Legislative (Governing) Body | 402.93 |
| 01.403 · Tax Collection | |
| 403.16 · Commission Paid as Compensation | 5,065.28 |
| 403.21 · Office Supplies | 53.01 |
| 403.33 · Transportation | 14.55 |
| 403.46 · Meetings, Conferences, Cont. Ed | <u>50.00</u> |
| Total 01.403 · Tax Collection | 5,182.84 |
| 01.405 · Secretary/Clerk | |
| 405.12 · Salary Township Secretary | <u>1,960.10</u> |
| Total 01.405 · Secretary/Clerk | 1,960.10 |
| 01.406 · Other General Govt. Admin | |
| 406.12 · Salary Full Time Staff | 3,611.43 |
| 406.21 · Office Supplies | 39.36 |
| 406.32 · Communication - Phone/Wireless | 701.12 |
| 406.33 · Travel Expense | 69.68 |
| 406.34 · Advertising | 90.24 |
| 406.38 · Rentals | 123.00 |
| 406.46 · Mtg., Conf., Cont. Ed. | 59.70 |
| 406.98 · transcription/stenographer | 190.00 |
| 406.99 · Payroll | <u>206.13</u> |
| Total 01.406 · Other General Govt. Admin | 5,090.66 |
| 01.408 · Engineering Services | |
| 408.31 · Engineering for 537 | 760.00 |
| 408.99 · Township engineer | <u>1,592.38</u> |
| Total 01.408 · Engineering Services | 2,352.38 |
| 01.409 · General Government Bldg&Plants | |
| 409.44 · Laundry/Other Sanitary Services | <u>189.88</u> |
| Total 01.409 · General Government Bldg&Plants | 189.88 |
| 01.413 · Code Enforcement | |
| 413.31 · Code enforcement pro. service | <u>1,956.00</u> |

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| Total 01.413 · Code Enforcement | 1,956.00 |
| 01.414 · Planning & Zoning | |
| 414.15 · ZHB/PC Salaries | 120.00 |
| 414.31 · Professional services | 1,260.00 |
| 414.33 · Transportation Costs | 300.00 |
| 414.34 · ZB Advertising, Print, & Bind | 99.68 |
| 414.42 · Dues, Subscriptions, and Mships | 98.78 |
| 414.98 · Zoning Recording/Transcription | 205.00 |
| 414.99 · Salary Zoning Officer | <u>3,017.72</u> |
| Total 01.414 · Planning & Zoning | 5,101.18 |
| 01.419 · Other Public Safety | |
| 419.99 · PA One Call | <u>17.00</u> |
| Total 01.419 · Other Public Safety | 17.00 |
| 01.426 · Gen Gov Recycling Col & Dis | |
| 426.15 · Transfer/Recycle Salaries | 617.30 |
| 426.44 · Sanitation Services | <u>60.00</u> |
| Total 01.426 · Gen Gov Recycling Col & Dis | 677.30 |
| 01.437 · Repair of Tools & Machinery | |
| 437.99 · Truck Repair | <u>111.65</u> |
| Total 01.437 · Repair of Tools & Machinery | 111.65 |
| 01.438 · Road/Bridge Maint. and Repair | |
| 438.14 · Salaries for Road Maint | 7,874.83 |
| 438.15 · PT Salaries for Road Crew | 1,248.31 |
| 438.25 · Repairs & Maint Supplies | 97.50 |
| 438.38 · Road/Bridge-Rental of Machinery | 2,236.07 |
| 438.98 · Twp. paid road maint mat. | <u>3,785.08</u> |
| Total 01.438 · Road/Bridge Maint. and Repair | 15,241.79 |
| 01.454 · GF Parks | |
| 454.12 · Parks full time staff (GF) | 1,861.98 |
| 454.15 · Parks part time staff (GF) | 1,344.01 |
| 454.71 · Parks-Cap.Expenditure.Land | <u>9,988.58</u> |
| Total 01.454 · GF Parks | 13,194.57 |
| 01.481 · Employer paid Taxes | |
| 481.10 · Employer paid FICA | 1,860.46 |
| 481.20 · Employer paid Medicare | 435.11 |
| 481.30 · Employer paid Unemployment Comp | <u>73.54</u> |
| Total 01.481 · Employer paid Taxes | 2,369.11 |
| 01.487 · Other Group Insurance Benefits | |
| 487.01 · Health Insurance | 8,802.34 |
| 487.02 · Life Insurance | <u>37.50</u> |
| Total 01.487 · Other Group Insurance Benefits | 8,839.84 |
| 01.491 · Other Financing Uses | |
| 491 · Refund of prior year revenues | <u>180.19</u> |
| Total 01.491 · Other Financing Uses | 180.19 |
| 452 · Participant Recreation | |
| 452.15 · Participant Recreation - P/T | <u>513.95</u> |
| Total 452 · Participant Recreation | 513.95 |
| 489 · All other unclassified Expenses | |
| 489.98 · Clothing Allowance | 187.94 |
| 489.99 · EE withholding taxes | <u>6,777.02</u> |
| Total 489 · All other unclassified Expenses | 6,964.96 |
| 492 · Interfund Operating Transfer | |
| 492.96 · Transfer to HLLW COG | <u>1,204.60</u> |
| Total 492 · Interfund Operating Transfer | 1,204.60 |

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| Total Expense | 71,550.93 |
| Net Income | <u>43,586.14</u> |
| | <u>Sep 07</u> |
| Income STREET LIGHT | |
| 301 · Real Property Taxes | |
| 301.10 · Real Estate Taxes-Current | 351.99 |
| Total 301 · Real Property Taxes | 351.99 |
| 383.11 · Street Lighting Tax | 30.03 |
| Total Income | 382.02 |
| Expense | 0.00 |
| Net Income | <u>382.02</u> |
| | <u>Sep 07</u> |
| Income COG | |
| 392.01 · Transfer from General Fund | 1,204.60 |
| Total Income | 1,204.60 |
| Expense | |
| 437 · Repairs of tools and machinery | 1,211.57 |
| Total Expense | 1,211.57 |
| Net Income | <u>-6.97</u> |
| | <u>Sep 07</u> |
| Income REC | |
| 341.01 · Interest on Checking | 3.68 |
| 367.99 · Rec Fee from Subdivision | 4,000.00 |
| Total Income | 4,003.68 |
| Expense | 0.00 |
| Net Income | <u>4,003.68</u> |
| | <u>Sep 07</u> |
| Income PARK | |
| 342.59 · Rental of Park Facilities | 200.00 |
| 387 · Contributions and Donations | 5,200.00 |
| Total Income | 5,400.00 |
| Expense | |
| 454 · Parks | |
| 454.25 · Repairs & Maintenance Supplies | 3,797.01 |
| 454.38 · Rental | 85.00 |
| Total 454 · Parks | 3,882.01 |
| Total Expense | 3,882.01 |
| Net Income | <u>1,517.99</u> |
| Total Income (all accounts) | 126,127.37 |
| Total Expense (all accounts) | 76,644.51 |
| Net Income(all accounts) | <u>49,482.86</u> |

Respectfully Submitted,

Tammy M. White
 Tammy M. White
 Secretary/Treasurer