

**Board of Supervisors**  
**Mon. June 4th, 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 p.m. in the Municipal Building. Present were Chairman Thomas C. Creighton III, Vice Chairman Dave C. Najarian, Zoning Officer Kevin N. Deppe, Secretary/Treasurer Tammy M. White, Engineer Roy Stewart, Northwestern Press Reporter Elsa Kerschner, TV 13 Reporter, and approximately 16 citizens.

**Pledge of Allegiance:**

The Pledge of Allegiance was conducted.

**Public Comment:**-Richard N. Snyder from 6700 Madison St. New Tripoli addressed concerns about the water drainage on Madison and Decatur Streets. Kevin Deppe will follow up on a previous phone call that he made to the State addressing this issue. Roy Stewart will work with Kevin Deppe on drafting a letter.

**Opening of Stone & Bituminous Materials Bids-Line Painting-Heating Oil/Diesel Fuel-**

Bids were opened. Dave C. Najarian reviewed the bids for review and tabled the results till the end of the meeting for approval.

**Accept the Minutes and Direct the Assistant Treasurer to pay the bills:**

A motion was made by Vice Chairman, David C. Najarian and seconded by Chairman, Thomas C. Creighton III, to accept the minutes from May 10, 2007, and direct the Treasurer to pay the bills. Motion carried unanimously.

**Road Report:**-Bruce Raber reported that for the month of May, 2007. The Road Crew finished up dirt roads and pot hole patching on black top roads. They build up the shoulders of roads using concrete from the old Park Pool (along Streams). The old Grader was moved to the Park. Some shoulders were cut on black top roads. The bank on Gun Club Rd. was sloped back for better visibility. New road name signs were installed along with new pipe on Frey Rd. They started mowing shoulders of roads. Nineteen loads of shale were hauled up to the park for Richard Mathias and 33 loads were hauled to the Township lot for use on dirt roads. The salt spreaders were cleaned up and painted.

Bruce Raber also reported that one of his workers hauled stone for Lowhill one day, and another worker helped Weisenberg oil & chip for 3 days.

Anticipated work for June, 2007 is to cut shoulders on roads to be oiled & chipped, scratch paving using the Grader, clean out some gutters with the Back Hoe and continue mowing shoulders of roads.

Bruce Raber also stated that he interviewed Randy Schmoyer for the P/T position with the Road Crew. Randy's status will be discussed at the meeting on Thursday, June 14<sup>th</sup>.

Bruce Raber mentioned the fact that there is an abundance of wood chips located at the Township and is free if anyone is interested. The wood chips are also used up in the Park.

Kermit DeLong also addressed the issue of speed limits signs on Weiss Road. Kevin Deppe has already contacted DEP concerning this issue. Kermit stated that there use to be a 45 MPH sign on Weiss road years ago. Kevin Deppe will look for a previous ordinance stating the erection of the 45 MPH sign on Weiss road and for 25 MPH sign on Gun Club Road.

Greg Bredbenner of 8562 Gun Club Road, New Tripoli and Frank Kelly of 8401 Gun Club Road, New Tripoli addressed their concerns on the continuous traffic flow of the large trucks using Gun Club Road as a short cut off of Rte. 309 to Rte. 143. They asked if signs could be erected that state "For Local Deliveries Only". Kevin Deppe will look into the signs and Dave C. Najarian said that he would check into the issue of possibly needing and Ordinance to erect the sign.

**Park Report-** Richard L. Mathias reported that regular maintenance continues (equipment, mowing grass, weed whacking, removing garbage, picking weeds from gardens and mulch). The all purpose field and surrounding grounds were spread with lime, seed, and fertilizer. Railings were installed at the Band Shell. Work was done with Donald Christ on the Flag Pole project. Nineteen loads of shale were hauled in for the play ground area. The Pavilion areas were prepared for an up coming Family Reunion and Boy Scout Eagle Project Award. Five benches were put together and holes were dug for the installation of the benches. Three were placed at the bridge and two were placed along the Ontelaunee Creek. The Park received a \$500.00 check for a bench and \$117.00 to purchase a tree. The Park also received a Grant in the amount of \$2,000.00 for the Play Ground area. Richard Mathias also reported the he checks the Park on weekends.

Tom C. Creighton asked about the cement poles that are located at the Park. Bruce Raber said the Donald Christ said that they should not be removed because he wanted to use them in the stream. Richard Mathias will talk to Donald Christ about the cement poles and will report back to the Board of Supervisors at the Thursday, June, 14<sup>th</sup> meeting.

Richard Mathias stated that he will begin to level the location for the play ground equipment as soon as it dries out from the previous rain we had. Tom suggested looking into having someone come in and assemble the play ground equipment.

**Park Signs-** Richard will have a list ready for the next meeting on Thursday, June 14<sup>th</sup>.

**Linda Tyson-** Linda Tyson, Lynn Township Tax Collector, is inquiring about a new computer. The Northwestern School District was lending her one and has now requested to have it back. However, the Northwestern School District is willing to pay \$200.00 towards a new computer for Linda. Linda Tyson asked the BOS if they would be willing to pay for the remainder of what the cost would be for a new computer. No decision was made by the BOS because they need a complete purchase price. Kevin Deppe will work with Linda Tyson on acquiring a complete purchase price on a specific Computer package.

**Fee Schedule-** Tom C. Creighton made a motion to adopt Resolution 2007-18 to establish a User Fee Schedule, Lynn Township Building, Zoning and Sewage and David C. Najarian seconded the motion. Motion carried unanimously.

**Corrective Action Plan -** A new Resolution was drafted for the CAP. David C. Najarian made a motion to adopt Resolution 2007-19 approving a proposed Corrective Action Plan of the Lynn Township Sewer Authority and Tom C. Creighton seconded the motion. Motion carried unanimously. Dave C. Najarian directed Secretary/Treasurer, Tammy White to fax and overnight an attested copy of the adopted Resolution 2007-19 to Scott Novatnik at DEP.

**Act 537-** Britt Bassett is scheduled to have their comments done on or before June 11, 2007. Marvin Charles, Secretary of the Lynn Township Sewer Authority stated that he would like a final decision by June 19, 2007.

**Privacy List-** A more detailed list will be drafted and sent to Dave C. Najarian so a Resolution can be drafted.

**"KCE Invoices/Blaine Herb"-** Blaine Herb is rejecting the invoice that he has been sent because he feels he was overcharged by Keystone Consulting Engineers. David C. Najarian made a motion to direct Solicitor, Ed Healy to handle this matter for collections and Tom C. Creighton seconded the motion. Motion carried unanimously.

**Beitler Land Surveying-** Northwestern Self Storage Sewage issue. Kevin Deppe stated that according to our Zoning, NW Self Storage would have to hook up to the Township sewer. The question arose if the Township would want to clarify their Zoning Ordinance to co-inside with the 2<sup>nd</sup> Class Township Code. It was also stated that NW Self Storage could present their issue in front of the Zoning Hearing Board. David C. Najarian made a motion to direct Solicitor Ed Healy to submit a proposal that addresses the ambiguity in our Ordinance and Tom C. Creighton seconded the motion. Motion carried unanimously. Marvin Charles, Lynn Township Sewer Authority Secretary, also suggested that because the plan is filed under SALDO, that possibly a waiver could be granted.

**Tot-Lot -** David C. Najarian spoke with Peg Dissinger on a possible purchase of the lot that was designated for the Tot-Lot. David C. Najarian stated that this issue will be tabled till the end of the meeting and that an executive session will be held concerning this issue.

**Pioneer Day Parade-** Silvia Gardner, from the Lynn Township Historical Society, addressed the BOS for their approval on the Pioneer Day Parade that is scheduled for Saturday, October 6, 2007 from 8:30am to 10:00am. The BOS stated that they support the endeavor. Sylvia Gardner also asked if Lynn Township would be willing to donate \$300.00 for refreshments for those participating in the Parade. Tom C. Creighton said that we would consider adding Pioneer Day Parade to our list of Donations/Contributions, which will be discussed at our July 2<sup>nd</sup> meeting. David C. Najarian made a motion to delegate Tom C. Creighton as contact coordinator of the Board of Supervisors and Tom C. Creighton seconded the motion. Motion carried unanimously.

**Opening of Stone & Bituminous Materials Bids-Line Painting-Heating Oil/Diesel Fuel-Heating Oil/Diesel Fuel** - Horwith submitted a bid but no decision was made. The bid proposal was sent to Solicitor Ed Healy for review and will be discussed at the June 14<sup>th</sup> meeting.

*Stone & Bituminous Materials* - Eastern Industries and Lehigh Asphalt submitted bids but no decision was made. The bid proposals were sent to Solicitor Ed Healy for review and will be discussed at the June 14<sup>th</sup> meeting.

David C. Najarian made a motion to table the acceptance of the Heating Oil/Diesel Fuel and Stone & Bituminous Materials until Thursday, June 14<sup>th</sup>, with Solicitor Ed Healy present, and Tom C. Creighton seconded the motion. Motion carried unanimously.

*Line Painting* - David C. Najarian made a motion to accept two bids, one from Interstate Road and the second one from A-1 Traffic Control and Tom C. Creighton seconded the motion. Motion carried unanimously. Upon conclusion of the Executive Session, David C. Najarian made a motion to award the lowest bid for line painting to Interstate Road and Tom C. Creighton seconded the motion. Motion carried unanimously.

## Bids - Received for Line Painting 105,600 LF Double Yellow Traffic Lines with Glass Beads

Line Painting Bids Received	105,600 LF Double Yellow Traffic Lines with Glass Beads
Interstate Road Management Corp. P.O. Box 188 Hazleton, PA 18201-0188	Unit Price \$ 0.069 Total \$7,286.40
A-1 Traffic Control Products LLC 430 Hallman Road Douglassville, PA 19518	Unit Price \$ .0725 Total \$7,656.00

**Proposal & Contract** - David C. Najarian made a motion to accept the proposal of the Codification of Ordinances and Tom C. Creighton seconded the motion. Kevin Deppe stated that it will cost \$5,460 and \$3,000 in grant money has already been received for it. Kevin Deppe also stated that we will receive 10 books plus a CD all of which are able to be duplicated.

**Office Quotes**- Kevin Deppe received 3 quotes for construction to be done to the Lynn Township Zoning Office. Kevin will call Codemaster to make sure they need sealed plans. Roy Stewart will draw up the plans if needed to be sent to Codemaster. Tom C. Creighton made a motion for Kevin Deppe to finalize this proposal to get plans from Roy Stewart and David C. Najarian seconded the motion. Motion carried unanimously. Issue to be discussed at the next meeting on Thursday, June 14<sup>th</sup>.

**Community Map** - Tom C. Creighton made a motion to authorize Tina Everett to proceed with the Community Map and David C. Najarian seconded the motion. Motion carried unanimously.

**Miscellaneous**- Richard Snyder addressed the issue of 3 phase electric needed in reference to the Beitler, NW Self Storage. Richard also stated that the 537 will also need 3 phase electric.

**Public Comment**- Glen Smith also discussed his concern with the speed limit in Ontelaunee Park. Park Manager, Richard Mathias said he will address the issue of speed limits, with the Advisory Committee and decide on speed limit signs.

**Picnic Table** - David C. Najarian made a motion to purchase a picnic table to be located at the Township building and Tom C. Creighton seconded the motion. Motion carried unanimously.

**Executive Session** - David C. Najarian and Tom C. Creighton went into an Executive Session at 7:20 pm.

*Results from Executive Session:* No motion was taken on the Real Estate issue pertaining to the Madison Park Tot-Lot.

David C. Najarian made a motion to offer P/T employment in the Park to Joe Nemeth @ \$8.00 per hour subject to terms and provisions and Tom C. Creighton seconded the motion. Motion carried unanimously.

David C. Najarian made a motion to extend the offer of P/T employment to Rodney Schuck and Randy Schmoyer @ \$12.00 per hour with a starting date to be determined and Tom C. Creighton seconded the motion. Motion carried unanimously.

Security checks need to be performed on all new hires. David C. Najarian will inform Kevin Deppe as to the procedure.

**Announcements-**

"Free Concert" @ Ontelaunee Park. Sat. July 14<sup>th</sup> @ 6:00pm - Raindate Sat. July 21<sup>st</sup>

Music by: The Lehigh Valley Italian-American Band.

**Adjournment-**

A motion was made by Vice Chairman, David C. Najarian, seconded by Thomas C. Creighton to adjourn meeting. Motion carried unanimously. Meeting adjourned at 7:30pm.

Balance Sheet as of 5/31/2007

Account	Balance
General Fund	421,382.79
Capital Reserve	431,407.51
Zoning/Subdivision	54,546.16
HLLW COG	31,053.17
State Road	201,728.13
Street Light	1,081.73
Park	38,002.84
Recreation	2,661.14
Shade Tree	<u>2,359.93</u>
<b>Total</b>	<b>1,184,223.40</b>

Profit and Loss Report as for May 2007

	<u>May 07</u>
<b>Income General Fund</b>	
01.301 · Real Property Taxes	
301.10 · Real Estate Tax-Current	15,634.05
301.12 · Street Light Tax-Current	998.55
301.40 · Delinquent RE Tax-Tax Claim	<u>303.95</u>
Total 01.301 · Real Property Taxes	16,936.55
01.310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	7,642.04
310.20 · Earned Income Tax	
310.21 · Earned income Tax-Current	<u>108,054.43</u>
Total 310.20 · Earned income Tax	108,054.43
310.60 · Amusement /Admissions Tax	
310.62 · Amusement/Admis. - Prior Year	<u>193.77</u>
Total 310.60 · Amusement /Admissions Tax	193.77
Total 01.310 · Local Tax Enabling Act	<u>115,890.24</u>
01.331 · Fines	
331.10 · Court - Magistrate	<u>28.59</u>
Total 01.331 · Fines	28.59
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
01.361 · General Government	
361.100 · General Contractor Registration	125.00
361.30 · Zoning-Subdiv-Land Dev Fees	
361.32 · Fees for Eng., Insp, & Reviews	<u>1,953.80</u>
Total 361.30 · Zoning-Subdiv-Land Dev Fees	1,953.80
361.81 · Business Permit	75.00
361.87 · Sale of Maps & Publications	63.00

361.88 · Copy Fee	8.25
361.91 · Plumbing Registrations	75.00
361.94 · Misc. Billing	150.00
361.97 · Zoning Board Appeal Fee	<u>1,000.00</u>
Total 01.361 · General Government	3,450.05
01.362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41A · Permit for Ag. Bldg.	410.00
362.41D · Driveway Permit	75.00
362.41F · Building Permit Filed	1,200.00
362.41K · Deck, Patios, Patio Roof, Porch	406.00
362.41N · Re-inspection	300.00
362.41R · Renew BLDG, Zone, Plumb	375.00
362.41S · Accessory Struc < 1000 ft	<u>285.00</u>
Total 362.41 · Building Permit	3,051.00
362.42 · Electrical Permit	480.00
362.44 · Sewage Permits (SEO Fees)	<u>2,275.00</u>
Total 362.40 · Protective Inspection Fees	5,806.00
362.98 · Sign Permit	110.00
362.99 · Logging/Timber Harvest	<u>100.00</u>
Total 01.362 · Public Safety	<u>6,016.00</u>
01.389 · Unclassified Income	25.00
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	1,522.00
364 · Sanitation - Other	<u>322.00</u>
Total 364 · Sanitation	1,844.00
392 · Interfund Operating Transfer	
392.98 · Transfer from SubD/Zoning	<u>2,070.01</u>
Total 392 · Interfund Operating Transfer	2,070.01
395 · Refunds of Prior Yr Expenditure	
395.35 · Insurance & Bonding	3,082.00
395 · Refunds of Prior Yr Expenditure - Other	<u>29.66</u>
Total 395 · Refunds of Prior Yr Expenditure	<u>3,111.66</u>
Total Income	150,372.10
Expense	
Void	0.00
01.400 · Legislative (Governing) Body	
400.05 · Supervisor Salaries	<u>349.42</u>
Total 01.400 · Legislative (Governing) Body	349.42
01.403 · Tax Collection	
403.16 · Commission Paid as Compensation	<u>2,499.48</u>
Total 01.403 · Tax Collection	2,499.48
01.404 · Solicitor/Legal Services	1,061.89
01.405 · Secretary/Clerk	
405.12 · Salary Township Secretary	<u>1,889.02</u>
Total 01.405 · Secretary/Clerk	1,889.02
01.406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	3,588.75
406.15 · Salaries Part Time Staff	197.10
406.21 · Office Supplies	1,743.32
406.23 · Postage	712.57
406.32 · Communication - Phone/Wireless	447.34
406.33 · Travel Expense	51.10
406.34 · Advertising	552.74
406.38 · Rentals	-1,529.07
406.46 · Mtg., Conf., Cont.Ed.	95.00
406.48 · Internet Fees/Web Design	11.95
406.99 · Payroll	<u>119.13</u>
Total 01.406 · Other General Govt. Admin	5,989.93

01.408 · Engineering Services	
408.31 · Engineering for 537	1,979.41
408.99 · Township engineer	<u>2,441.25</u>
Total 01.408 · Engineering Services	4,420.66
01.409 · General Government Bldg&Plants	
409.37 · Repairs and Maint.	50.00
409.44 · Laundry/Other Sanitary Services	179.90
409.99 · Heating - Oil/Propane	<u>126.73</u>
Total 01.409 · General Government Bldg&Plants	356.63
01.413 · Code Enforcement	
413.31 · Code enforcement pro. service	<u>9,514.55</u>
Total 01.413 · Code Enforcement	9,514.55
01.414 · Planning & Zoning	
414.15 · ZHB/PC Salaries	120.00
414.31 · Professional services	1,871.00
414.33 · Transportation Costs	300.00
414.34 · ZB Advertising, Print, & Bind	55.28
414.42 · Dues, Subscriptions, and Mships	100.00
414.98 · Zoning Recording/Transcription	677.65
414.99 · Salary Zoning Officer	<u>2,981.12</u>
Total 01.414 · Planning & Zoning	6,105.05
01.419 · Other Public Safety	
419.99 · PA One Call	<u>17.85</u>
Total 01.419 · Other Public Safety	17.85
01.426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	558.60
426.44 · Sanitation Services	<u>50.00</u>
Total 01.426 · Gen Gov Recycling Col & Dis	608.60
01.437 · Repair of Tools & Machinery	
437.98 · Repair of Machinery	100.68
437.99 · Truck Repair	<u>1,358.52</u>
Total 01.437 · Repair of Tools & Machinery	1,459.20
01.438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	7,896.59
438.98 · Twp. paid road maint mat.	257.00
438.99 · Truck Fuel	911.05
01.438 · Road/Bridge Maint. and Repair - Other	<u>84.00</u>
Total 01.438 · Road/Bridge Maint. and Repair	9,148.64
01.454 · GF Parks	
454.12 · Parks full time staff (GF)	1,974.75
454.15 · Parks part time staff (GF)	931.98
454.74 · Machinery & Equipment	<u>2,043.00</u>
Total 01.454 · GF Parks	4,949.73
01.481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,758.99
481.20 · Employer paid Medicare	411.38
481.30 · Employer paid Unemployment Comp	<u>240.54</u>
Total 01.481 · Employer paid Taxes	2,410.91
01.486 · Insurance	
486.10 · Insurance - Liability	<u>300.00</u>
Total 01.486 · Insurance	300.00
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
01.489 · All other unclassified Expenses	
489.99 · EE withholding taxes	<u>6,396.25</u>
Total 01.489 · All other unclassified Expenses	6,396.25

452 · Participant Recreation	
452.15 · Participant Recreation - P/T	603.29
Total 452 · Participant Recreation	<u>603.29</u>
492 · Interfund Operating Transfer	
492.98 · Transfer to Electric Light Fund	998.55
Total 492 · Interfund Operating Transfer	<u>998.55</u>
Total Expense	<u>67,919.49</u>
Net Income	<u>82,452.61</u>

Income Zoning/Subdivision Expense	0.00
414 · Planning and Zoning	
414.97 · Escrow Refunds	222.38
Total 414 · Planning and Zoning	<u>222.38</u>
492 · Interfund Operating Transfers	
492.01 · Transfer to General Fund	2,070.01
Total 492 · Interfund Operating Transfers	<u>2,070.01</u>
Total Expense	<u>2,292.39</u>
Net Income	<u>-2,292.39</u>

Income State (LFF)	
432 · Winter Maintenance	-3,402.32
438 · Maint./Repair Roads & Bridges	-855.34
Total Income	<u>-4,257.66</u>
Expense	0.00
Net Income	<u>-4,257.66</u>

May 07

Income Street Light	
392 · Interfund Operating Transfers	
392.01 · Transfer from General Fund	998.55
Total 392 · Interfund Operating Transfers	<u>998.55</u>
Total Income	998.55
Expense	
434 · Street Lighting	
434.36 · Street Lighting Electric	721.19
Total 434 · Street Lighting	<u>721.19</u>
Total Expense	<u>721.19</u>
Net Income	<u>277.36</u>

Income Park Fund	
342.59 · Rental of Park Facilities	500.00
354.07 · Culture-Recreation	2,000.00
387 · Contributions and Donations	817.00
Total Income	<u>3,317.00</u>
Expense	
454 · Parks	
454.25 · Repairs & Maintenance Supplies	3,741.63
454.36 · Public Utilities	66.72
454.37 · Equipment Repair	109.80
454.38 · Rental	593.20
454.98 · Fuel for equipment	24.76
454.99 · Signs	102.62
Total 454 · Parks	<u>4,638.73</u>
Total Expense	<u>4,638.73</u>
Net Income	<u>-1,321.73</u>

Respectfully Submitted,

*Tammy M. White*

Tammy M. White  
Secretary/Treasurer