

Board of Supervisors
Thurs. July 12th, 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 David C. Najarian, Charles E. Lenhart III, Zoning Officer Kevin N. Deppe, Secretary/Treasurer Tammy M. White, Solicitor Ed Healy, Northwestern Press Reporter Elsa Kerschner and approximately 24 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Public Comment: *Marvin Charles* of 8041 Springhouse Rd. New Tripoli asked to speak as one member of the Lynn Twp. Sewer Authority. His comments for the Proposed Mandatory Sewer Connection Ordinance were as follows:

(1) SALDO Section 442-Connection to a public sewer system shall be required where such system is proposed by the Township's official plan for sewer facilities, can be feasibly provided to the proposed subdivision tract...

(2) Code Section 2501-Is it the intent of the Supervisors to require hookup if lot is within 150' but outside the sewer service area? Section 2501 appears to be silent on this issue.

(3) ZO Section 538.2 (Commercial Campgrounds) - Sanitary sewage service shall be provided through hook up to the Township system. Note also that the only place this use appears to be permitted is in VC; however, is not cited as a permitted, accessory or special exception use. It appears only in the dimensions table.

(4) RR District.

a. All of the RR District is in the sewer service area, but the proposed ordinance does not mention the RR district. It is true that the existing ordinance provides a density "bonus" for hookup, but does not require such hookup. Is it the intent of the Supervisors to leave it that way?

b. In addition, Sections 394 and 395 (tables) have foot notes stating that, "can be reduced to 32,370 sq. ft. (0.75 acres) at a property owner's discretion so long as the principal residential structure is on a lot served by public sewer." The Supervisors should consider replacing 'served by' to 'hooked up to.'

c. Also, there are uses other than residential permitted in RR. The draft ordinance and the existing ordinance do not address public sewer requirements for these other uses.

Dennis Snyder of 7224 Decatur Street addressed Dave Najarian with concerns about a website which mentioned the Auditors. Dennis Snyder stated that he believed the website to be Dave Najarian's. Dave Najarian stated that if a website does not post the name of the person who created it, the website in question remains an anonymous website. Dave Najarian asked Dennis Snyder if he receives any type of income from the New Tripoli Fire Co. Dennis Snyder replied that he receives no monies from the Fire Co. and that his job there is strictly a volunteer position. Dave Najarian presented Solicitor, Ed Healy with the following question, "May an Auditor receive compensation from an organization that receives money from the Township?" Ed Healy responded with Section 916 from the Second Class Township Code Book, "Any Auditor who is financially interested, directly or indirectly, in any township transaction commits a summary offense. The Auditor shall forfeit the office and forfeit to the Township any financial benefit derived from the transaction." Dave Najarian directed Dennis Snyder to respond back to the website with any comments he may have.

Accept the Minutes and Direct the Assistant Treasurer to pay the bills: Thomas C. Creighton made a motion to accept the Minutes from June 14, 2007 and direct the Treasurer to pay the bills and David C. Najarian seconded the motion. Motion carried unanimously.

Supervisor Pay: Dave Najarian addressed the issue of Supervisors pay. He suggested that Supervisors pay should not be treated the same as employee pay. He stated that he feels Supervisors pay should come before the BOS for approval, in the same way bills are directed to be paid. Tom Creighton suggest that Dave Najarian compile a list of instructions as to how the issue of Supervisors pay should be handled and the BOS can discuss the issue at the next meeting.

Road Report: *Road Master Bruce Raber reported the following for June:*

1. Cleaned and fixed up washouts due to heavy rain.
2. Completed about ¾ of road shoulder mowing
3. Rolled 4 of our dirt roads, then used "Dust Oil" that Heidelberg Twp. Uses. The dust oil was used on two of our roads, Blue Mt. House & Herrnhutter Strass Rd. Another product called "Dust Down" was used on Sweitz Rd. & Ulrich Mill Rd. Heidelberg Twps. Truck sprayer was used to apply both products.
4. Helped Lowhill Twp. oil & chip and helped Heidelberg Twp. with paving.
5. Fixed Grates on Market St. by the New Tripoli Bank.
6. Cut shoulders on a few roads before paving.
7. Painted new lines in the Zoning Office parking lot.
8. Paved shoulders on Hunters Hill Rd. used about 92 Tons of 9.5 mm. Paved shoulders on Springhouse Rd. used about 94 Tons of 9.5 mm and also paved shoulders on Sassafras Rd. and used about 108 Tons of 9.5 mm. Help was given from Heidelberg Twp, Lowhill Twp, and Weisenberg Twp.

Anticipated work for July 2007:

1. Complete shoulder paving on Ulrich Mill Rd. used about 124 Ton of 9.5 mm also paved Red Rd. and Trout Lake Rd. about 140 Ton of 9.5 mm and Fort Everett Rd. used about 160 Ton of 9.5 mm. (Work completed by the July 12th meeting)
2. Small paving project at end of Zimmerman Rd. and Kistler Valley Rd. (Work completed by the July 12th meeting)
3. Continue to help Lowhill & Heidelberg Twp. oil & chip.
4. Sweep and clean our roads in preparation to oil & chip.

Park Report: Park Manager Richard Mathias reported the following for June:

1. Picked up all branches and stones and worked on flag poles and the pavers at the flag poles.
2. Mowed grass on playground area and rest of park and changed the mower blades.
3. Joe Wisser dug a trench for the water line and also for the flag pole steps and dug out a tree stump.
4. Greg Snyder worked on Pavilion and poured concrete for the steps at the flag pole.
5. Everett plumbing worked on the waterfall and did regular maintenance.
6. Regular park maintenance was done.

7. Two new employees started working at the park on June 18, 2007.

Richard Mathias also reported that he has been using the old John Deere 2755 industrial tractor in the park and would like to continue using it. The decision was made by the BOS not to advertise it for sale.

Richard Mathias would also like to begin work on the East & West gable ends of the Old Pavilion. A quote has already been obtained by Greg Snyder Contracting. The BOS stated that Richard will need three quotes before construction is started. David C. Najarian made a motion to proceed with the east & west gables on the old pavilion provided three competitive quotes are received for the same work and Thomas C. Creighton seconded the motion. Motion carried unanimously.

Bruce Raber stated concerns for storage of a road sweeper if the Twp. were to purchase one. Richard Mathias said he could keep the Old John Deere 2755 at the park under the pavilion which would leave Bruce with storage space for a sweeper.

2007 Donations/Contributions: The issue of the Fire Companies auto insurance was discussed. Lynnport Fire Co. stated that their auto insurance coverage is included in a package containing all of their insurance coverage and they would be unable to just cancel the auto coverage. Dave Najarian directed Lynnport Fire Co. to draft a letter stating their coverage. When the letter is received, Lynn Township would be able to go ahead and drop their auto insurance coverage. Lynn Township would then be entitled to a refund. The BOS asked that each organization that receives a monetary donation from Lynn Township needs to furnish the Township with a statement of account. Dennis Snyder stated that the Auditors had received statements from the Ambulance Dept. and Fire Co.'s. David C. Najarian made a motion to support the following community organization:

- LYNNPORT FIRE CO.....\$5,000 + FUEL \$1,600**
- NEW TRIPOLI FIRE CO.....\$5,000 + FUEL \$1,600**
- NORTHWESTERN AMB. CORPS.....\$5,000**
- NORTHWESTERN RESCUE SQUAD..... \$3,000**
- NORTHWESTERN REC. COMMISSION.....\$5,000 + \$500.00 Night in the Country.**
- BOOKLENDERS..\$1,000 + \$750.00 designated for the Summer Reading Program.**
- PIONEER DAY PARADE.....\$300.00**

with the amendment of the rescue squad which is \$500.00 more than last years donation and also with the stipulation that each organization supply the Township with an account summary and Charles Lenhart III seconded the motion. Motion carried unanimously.

The issue of installing a separate diesel fuel tank for both Fire Companies was also discussed. Kathryn VanAllen asked that the Ambulance Corp. also be included. Kevin Deppe is going to research the possible addition of a 2nd tank and will report on it at the next BOS meeting. David Wright, Dennis Snyder and Kathy VanAllen all stated that they will give an estimate on how much diesel fuel they use. The BOS stated that the tank issue is something that would be pursued for next year.

Stone Bid & Heating Oil/Diesel Fuel Results: Bids were opened and were reviewed by Ed Healy. Acceptance of bids and awarding of bids will be done later in the meeting.

Subdivision: Thomas C. Creighton made a motion to approve the retroactive extension from July 1, 2007 to July 12, 2007 and to approve agreement and the

signing of the maintenance agreement and David C. Najarian seconded the motion. Motion carried unanimously.

Ordinance: Ordinance amending Saldo will be discussed at the next meeting.

Stone Bid & Heating Oil/Diesel Fuel Results: Solicitor, Ed Healy suggested we table the Heating Oil bids till the next meeting.

Act 537: David C. Najarian made a motion to direct Solicitor, Ed Healy to take the appropriate steps for the submission of the Proposed 537 Plan to both the Lehigh Valley Planning Commission and the Lynn Township Planning Commission and to advertise the public comment period and Charles Lenhart III seconded the motion. Motion carried unanimously.

David C. Najarian made a motion for Solicitor, Ed Healy to prepare an Ordinance to define the sewage service area consistent with the 537 Plan with direction from Kevin Deppe and Engineer, Roy Stewart and Thomas C. Creighton seconded the motion. Motion carried unanimously.

Madison Park North: David C. Najarian made a motion to adopt **RESOLUTION 2007-20 A RESOLUTION OF THE TOWNSHIP OF LYNN, LEHIGH COUNTY, PENNSYLVANIA AUTHORIZING APPROPRIATE TOWNSHIP OFFICIALS TO ACCEPT A DEED IN LIEU OF CONDEMNATION FOR A CERTAIN PROPERTY SITUATE IN LYNN TOWNSHIP, LEHIGH COUNTY, IDENTIFIED IN THE OFFICE OF TAX ASSESSMENT OF LEHIGH COUNTY, PENNSYLVANIA AS PARCEL IDENTIFICATION NUMBER 542935373268-1** and to endorse the Agreement of Sale and to authorize payment of \$500.00 check for deposit on land which will be held in escrow until settlement and Charles Lenhart III seconded the motion. Motion carried unanimously.

2400 Series Color Printer & HP Office Jet 7100 Fax/Copier/Scanner, BW/Color: Lynn Township currently has these two pieces of equipment in storage and are not in need of them anymore. The BOS directed the township to check with any local organization to see if they would be interested in receiving them from the Township as a donation.

Natural Resources Inventory (NRI): Mel Charles stated that maps are provided to the Lehigh Valley Planning Commission and updated every year. She stated that the updates are two years behind. Mel Charles asked for permission from the BOS if it is their desire to pursue the creating of a Natural Resources Inventory (NRI) which is a compilation of Geographic Information System (GIS) maps containing the precise location, character, and quality of natural resources in the township such as wetlands, streams, aquifers, flood plains, watersheds, agricultural soils, forest, and open spaces. The BOS were all in agreement for Mel Charles to pursue the issue. Mel Charles will check into it and report back at a later meeting.

Outstanding Escrows: Solicitor, Ed Healy is working with Rob Sadler and proceedings were started on the outstanding Herb account. Ed Healy stated that he may need testimony from Rob Sadler the day of the hearing. The BOS stated that because Rob Sadler is no longer an employee of the Township he would be ineligible to provide testimony. If Ed Healy still requires testimony, he was directed by the

BOS to have Secretary/Treasurer, Tammy M. White or Asst. Treasurer, Janet L. Henritz attend the hearing with him.

Miscellaneous: Kevin Deppe asked the BOS if the Township would like to send something to Joe Howard and his wife for the recent birth of their son. The BOS said that we as employees could go together for something.

Stone Bid & Heating Oil/Diesel Fuel Results: David C. Najarian made a motion to accept the Stone bids from Berks Products and Stockertown Construction Materials.

Open Bids - 2007 Road Materials			
			500 Ton
Co.			#10 Stone
Berks Products			FOB
			\$8.00
			Total
			\$4,000.00
			Delivered
			\$13.52
			Total
			\$6,760.00
Stockertown Const. Mat.			FOB
Div. of Haines & Kibblehouse, Inc.			\$6.55
			Total
			\$3,275.00
			Delivered
			\$14.28
			Total
			\$7,140.00

David C. Najarian made a motion to award the 500 Ton of #10 Stone to Berks Product and Charles Lenhart III seconded the motion. Motion carried unanimously.

Public Comment: None

Announcements: -"Free Concert" @ Ontelaunee Park. Sat. July 14th @ 6:00pm-raindate Sat. July 21st Music by: The Lehigh Valley Italian-American Band.

"A Night In The Country" @ Northwestern Recreation Fields, Saturday, August 18, 2007 from 4:00pm - 10:00 pm-rain date Sunday, August 19th.

Adjournment:

A motion was made by Thomas C. Creighton, seconded by Charles Lenhart to adjourn meeting. Motion carried unanimously. Meeting adjourned at 7:54pm.

Balance Sheet as of 6/30/2007

Account	Balance
General Fund	488,698.25
Capital Reserve	432,794.66
Zoning/Subdivision	55,080.03
HLLW COG	31,098.04
State Road	182,321.52
Street Light	5,690.98
Park	37,245.22
Recreation	6,662.61
Shade Tree	2,361.23
Total	1,241,952.54

Profit and Loss Report as for June 2007

	<u>Jun 07</u>
Income	
01.301 · Real Property Taxes	
301.10 · Real Estate Tax-Current	77,726.90
301.40 · Delinquent RE Tax-Tax Claim	879.98
Total 01.301 · Real Property Taxes	78,606.88
01.310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	14,045.85
Total 01.310 · Local Tax Enabling Act	14,045.85
01.331 · Fines	
331.10 · Court - Magistrate	23.51
331.13 · State Police	3,916.77
Total 01.331 · Fines	3,940.28
01.342 · Interest, Rents & Royalties	
342.53 · Royalties from Cell Tower Rent	1,000.00
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	6,182.08
Total 361.30 · Zoning-Subdiv-Land Dev Fees	6,182.08
361.81 · Business Permit	250.00
361.87 · Sale of Maps & Publications	20.00
361.88 · Copy Fee	19.15
361.91 · Plumbing Registrations	50.00
361.92 · Electrical Registrations	250.00
361.94 · Misc. Billing	374.72
Total 01.361 · General Government	7,270.95
01.362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	15,834.00
362.41D · Driveway Permit	700.00
362.41F · Building Permit Filed	1,225.00
362.41K · Deck, Patios, Patio Roof, Porch	662.00
362.41N · Re-inspection	700.00
362.41P · Pool/Hot Tub/Spa Permit	870.00
362.41R · Renew BLDG, Zone, Plumb	350.00
362.41S · Accessory Struc < 1000 ft	745.00
Total 362.41 · Building Permit	21,086.00
362.42 · Electrical Permit	1,800.00
362.43 · Plumbing Permit	1,980.00

362.44 · Sewage Permits (SEO Fees)	1,670.00
362.48 · Demolition Permit	<u>181.00</u>
Total 362.40 · Protective Inspection Fees	26,717.00
362.41Z · Zoning Permit	1,500.00
362.98 · Sign Permit	<u>110.00</u>
Total 01.362 · Public Safety	28,327.00
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	<u>1,644.00</u>
Total 364 · Sanitation	1,644.00
395 · Refunds of Prior Yr Expenditure	<u>5,037.43</u>
Total Income	139,872.39
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	7,867.30
403.21 · Office Supplies	1,729.00
403.34 · Advertising, Printing & Binding	<u>942.48</u>
Total 01.403 · Tax Collection	10,538.78
01.404 · Solicitor/Legal Services	1,145.03
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	3,619.30
406.15 · Salaries Part Time Staff	97.72
406.21 · Office Supplies	446.25
406.23 · Postage	400.00
406.32 · Communication - Phone/Wireless	577.30
406.33 · Travel Expense	24.25
406.34 · Advertising	24.88
406.38 · Rentals	533.81
406.46 · Mtg., Conf., Cont.Ed.	643.74
406.48 · Internet Fees/Web Design	11.95
406.99 · Payroll	<u>235.76</u>
Total 01.406 · Other General Govt. Admin	6,614.96
01.408 · Engineering Services	
408.31 · Engineering for 537	658.00
408.99 · Township engineer	<u>925.25</u>
Total 01.408 · Engineering Services	1,583.25

01.409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	236.35
409.44 · Laundry/Other Sanitary Services	179.90
409.99 · Heating - Oil/Propane	<u>41.91</u>
Total 01.409 · General Government Bldg&Plants	458.16
01.413 · Code Enforcement	
413.31 · Code enforcement pro. service	<u>2,974.95</u>
Total 01.413 · Code Enforcement	2,974.95
01.414 · Planning & Zoning	
414.31 · Professional services	381.76
414.33 · Transportation Costs	300.00
414.42 · Dues, Subscriptions, and Mships	-132.06
414.45 · Contracted services (Other)	1,365.00
414.98 · Zoning Recording/Transcription	190.00
414.99 · Salary Zoning Officer	<u>2,907.94</u>
Total 01.414 · Planning & Zoning	5,012.64
01.419 · Other Public Safety	
419.99 · PA One Call	<u>30.55</u>
Total 01.419 · Other Public Safety	30.55
01.426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	617.30
426.44 · Sanitation Services	<u>750.73</u>
Total 01.426 · Gen Gov Recycling Col & Dis	1,368.03
01.437 · Repair of Tools & Machinery	
437.98 · Repair of Machinery	1,162.68
437.99 · Truck Repair	<u>1,214.66</u>
Total 01.437 · Repair of Tools & Machinery	2,377.34
01.438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	7,935.63
438.15 · PT Salaries for Road Crew	144.03
438.25 · Repairs & Maint Supplies	58.86
438.98 · Twp. paid road maint mat.	1,165.92
438.99 · Truck Fuel	<u>1,503.89</u>
Total 01.438 · Road/Bridge Maint. and Repair	10,808.33
01.454 · GF Parks	
454.12 · Parks full time staff (GF)	1,880.29
454.15 · Parks part time staff (GF)	<u>1,557.94</u>
Total 01.454 · GF Parks	3,438.23
01.481 · Employer paid Taxes	
481.10 · Employer paid FICA	2,026.89
481.20 · Employer paid Medicare	474.03

481.30 · Employer paid Unemployment Comp	<u>163.71</u>
Total 01.481 · Employer paid Taxes	2,664.63
01.487 · Other Group Insurance Benefits	
487.01 · Health Insurance	8,802.34
487.02 · Life Insurance	37.50
487.03 · Workmans Compensation	<u>3,831.00</u>
Total 01.487 · Other Group Insurance Benefits	12,670.84
01.489 · All other unclassified Expenses	
489.39 · Banking Service Charge Fees	10.00
489.98 · Clothing Allowance	35.00
489.99 · EE withholding taxes	<u>7,675.41</u>
Total 01.489 · All other unclassified Expenses	7,720.41
452 · Participant Recreation	
452.15 · Participant Recreation - P/T	<u>620.81</u>
Total 452 · Participant Recreation	620.81
492 · Interfund Operating Transfer	
492.97 · Transfer to LFF	<u>1,279.51</u>
Total 492 · Interfund Operating Transfer	<u>1,279.51</u>
Total Expense	<u>73,598.40</u>
Net Income	<u><u>66,273.99</u></u>

Respectfully Submitted,

Tammy M. White

Tammy M White
Secretary/Treasurer

Minutes7-12-07.doc