

Board of Supervisors
Thursday, October 13th, 2011 @ 6:30 PM
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 Brian C. Dietrich, at 6:30 pm in the Municipal Building. Present were Chairman Brian C. Dietrich, Vice Chairman Kermit E. DeLong, and Member David C. Najarian (absent), Zoning Officer Kevin N. Deppe, Secretary/Treasurer Tammy M. White, Solicitor Marc Fisher, NW Press Reporter Elsa Kerschner, and approximately 13 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Public Comment: None

Accept the Minutes and Direct the Treasurer to pay the bills: A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich to accept the minutes from 09/08/11 BOS meeting and the 09/28/2011 Budget meeting and also direct the Treasurer to pay the bills. Motion carried unanimously.

Subdivisions: Susan Schall Subdivision; planning module: A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich to table the Susan Schall planning module. Motion carried unanimously. Kevin Deppe stated that they are working with LMOA to take it out of a flood plain. John Scully Waiver of Saldo tree requirement for Scully Ct.: A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich to table the request for a waiver until he gets written permission from the owners of the 3 lots agreeing to waive trees on their lots. Motion carried unanimously. John Scully owns 2 of the 5 lots.

Road Report: Road Master Bruce Raber reported for the month of September: (1) Finish up shoulder mowing. (2) Work on Dirt Roads. (3) Cleaned out all storm drains. (4) Coated roof of small shed. (5) Finished up 5 small paving projects. (6) Hauled 2 loads of scrap metal and 1 load of cans. (7) Filled pot holes on black top roads and dirt roads. (8) Changed oil on some trucks & equipment and made some small repairs. Anticipated work for October: (1) Finish up dirt roads. (2) Crack seal. (3) Tree trimming.

Executive Session: An executive session was called at 6:40 pm and resumed at 6:50 pm. The executive session was called to discuss the Magisterial Notice of Judgment for Joe Tetz.

Conveyance Agreement (Lynn Township Sewer System): Solicitor Marc Fisher stated that he working with LCA and the SA and that staff meeting is to be scheduled and he will report back at the November 3, 2011 BOS meeting.

Managers Report: Kevin Deppe, Township Manager, reported: (1) Outside vendor for Park maintenance: The cost of an outside vendor to cut and weed whack the park would approximately be 22K per year. Discussion was held on the purchase of a zero turn mower and retaining our current part time park employee's and possibly hiring an additional two part time employee's to use when the current part time employee's are unavailable. Andrew Faulk, the current outside vendor, will be called to see what he would propose for mowing and week whacking the park for 2012. (2) Phone System: An additional proposal will be obtained for the replacement of the current phone system. All proposals will be ready for the 11/03 BOS meeting so a decision can be made for the upgrade of the phone system which would be paid for out of the end of year surplus. (3) NYAA volunteer: The NYAA has been very helpful in supplying the man power to over-seed the multi-purpose field and fertilize it for the winter. (4) Aluminum can & Scrap metal: Kevin Deppe publicly thanked Old Homestead golf course for their donation of cans which filled the can trailer 2 times. A total of \$2,655.60 in scrap metal, from the transfer station has been collected. In addition a total of \$943 has been collected from the aluminum can trailer. The profits from the aluminum can trailer benefit Ontelaunee Park. (5) Natural Lands Trust stewardship program for Park: The BOS were in favor of Kevin Deppe moving ahead with the Natural Lands Trust stewardship program for the park. This is free to the township and paid for from a state grant. The report that is generated from this program will help us when applying for grant monies for the future programs in the park that deal with the undeveloped areas of the park, pond, and the stream. (6) Computer/Server upgrade: The lowest quote received for the server/computer upgrade is \$5,300.00. Kevin Deppe will acquire one more quote so a decision can be made for the upgrade of the server/computer at the 11/03 BOS meeting. The upgrade will be paid for out of the end of year surplus.

Miscellaneous: (1) Kermit DeLong iterated on Dave Najarian comment that he made at the budget meeting held on the 28th of September, that if anyone has any trouble with the staff at Lynn Township, they are to come directly to the board to discuss the issue and not badger the staff. (2) Brian Dietrich mentioned that Willard Snyder, President of the Lynn/Heidelberg Historical Society has requested a key for the new pavilion in Ontelaunee Park. Brian Dietrich stated that he was in favor of issuing a key to Mr. Snyder. Kermit DeLong stated that he was not in favor of issuing a key, not only to Mr. Snyder but to anyone else, because currently there are only 2 people with keys to the pavilion and if more keys are to be issued it may result in multiple copies being made which was previously an issue. The issue will be discussed at the next BOS meeting when Dave Najarian is present. (3) Bruce Raber stated that he ordered pipe that was needed.

Public Comment: (1) Scott Feinour had questions on the process of the denial letter in regards to the proposed Bank Barn and in addition had questions on the requirements of the code. Solicitor, Marc Fisher stated that the issue will be brought before the ZHB on Tuesday, October 25, 2011. Resident John Scully added that the first thing needed is a permit and without that nothing else can be acted on.

Announcements: Trick or Treat night set for Saturday, October 29, 2011 from 6pm to 8pm.

Adjournment: A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:25 pm.

As of October 31, 2011

Account	Balance
General Fund	568,830.47
Capital Reserve	5,282.27
CD's	470,000.00
Zoning/Subdivision	15,480.43
HLLW COG	49,991.71
State Road	56,710.12
Street Light	2,747.53
Park	23,773.87
Recreation	504.53
Total	1,193,320.93

	<u>Oct 11</u>
Income-GENERAL FUND	
301 · Real Property Taxes	
301.10 · Real Estate Tax-Current	1,213.75
301.40 · Delinquent RE Tax-Tax Claim	221.97
Total 301 · Real Property Taxes	1,435.72
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	6,592.17
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	51,575.29
Total 310.20 · Earned Income Tax	51,575.29
Total 310 · Local Tax Enabling Act	58,167.46
331 · Fines	
331.10 · Court - Magistrate	128.63
Total 331 · Fines	128.63
341 · Interest	
341.01 · Interest on Checking	5.75
Total 341 · Interest	5.75
342 · Interest, Rents & Royalties	
342.53 · Royalties from Cell Tower Rent	1,100.00
Total 342 · Interest, Rents & Royalties	1,100.00
355 · Shared Revenue & Entitlements	
355.01 · PURTA-Public Utility Realty Tax	982.71
355.06 · Suppl State Pension Assistance	33,669.83
355.99 · Fire Relief Account	50,113.73
Total 355 · Shared Revenue & Entitlements	84,766.27
360 · Gen. Govt. Charges for Services	
361 · General Government	
361.30 · Zoning-Subdiv-Land Dev Fees	
361.32 · Fees for Eng., Insp, & Reviews	44.38
Total 361.30 · Zoning-Subdiv-Land Dev Fees	44.38
361.81 · Business Permit	125.00
361.88 · Copy Fee	0.50
361.94 · Misc. Billing	5.00
361.97 · Zoning Board Appeal Fee	500.00
Total 361 · General Government	674.88
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	

362.41F · Building Permit Filed	700.00
362.41K · Deck, Patios, Patio Roof, Porch	104.00
362.41N · Re-inspection	100.00
362.41S · Accessory Struc < 1000 ft	250.00
362.41 · Building Permit - Other	<u>25.00</u>
Total 362.41 · Building Permit	1,179.00
362.42 · Electrical Permit	312.00
362.44 · Sewage Permits (SEO Fees)	240.00
362.48 · Demolition Permit	<u>25.00</u>
Total 362.40 · Protective Inspection Fees	<u>1,756.00</u>
Total 362 · Public Safety	1,756.00
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	<u>1,535.10</u>
Total 364 · Sanitation	<u>1,535.10</u>
Total 360 · Gen. Govt. Charges for Services	3,965.98
389 · Unclassified Income	20.00
395 · Refunds of Prior Yr Expenditure	
395.99 · Refunds of Prior Year Exp.	<u>264.00</u>
Total 395 · Refunds of Prior Yr Expenditure	<u>264.00</u>

Total Income	149,853.81
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Expense

400 · General Government	
400.00 · Legislative (Governing) Body	
400.05 · Supervisor Salaries	<u>423.05</u>
Total 400.00 · Legislative (Governing) Body	423.05
403 · Tax Collection	
403.16 · Commission Paid as Compensation	<u>11,649.28</u>
Total 403 · Tax Collection	11,649.28
404 · Solicitor/Legal Services	635.89
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	<u>1,088.86</u>
Total 405 · Secretary/Clerk	1,088.86
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	953.21
406.21 · Office Supplies	361.55
406.23 · Postage	78.99
406.32 · Communication - Phone/Wireless	784.96
406.34 · Advertising	48.16
406.38 · Rentals	241.78
406.42 · Membership/Dues	9.44
406.46 · Mtg., Conf., Cont. Ed.	15.00
406.99 · Payroll	<u>61.40</u>
Total 406 · Other General Govt. Admin	2,554.49
408 · Engineering Services	
408.99 · Township engineer	<u>262.50</u>
Total 408 · Engineering Services	262.50
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	381.02
409.37 · Repairs and Maint.	583.38
409.44 · Laundry/Other Sanitary Services	98.89
409.99 · Heating - Oil/Propane	<u>1,229.55</u>
Total 409 · General Government Bldg&Plants	<u>2,292.84</u>
Total 400 · General Government	18,906.91

410 · Public Safety

411 · Fire

411.98 · New Tripoli FC Fuel	51.55
411.99 · Fire Company - Miscellaneous	<u>50,113.74</u>

Total 411 · Fire 50,165.29

413 · Code Enforcement

413.31 · Code enforcement pro. service	915.00
413.45 · Contracted Services	<u>52.00</u>

Total 413 · Code Enforcement 967.00

414 · Planning & Zoning

414.31 · Professional services	1,280.00
414.33 · Transportation Costs	279.72
414.34 · ZB Advertising, Print, & Bind	145.04
414.42 · Dues, Subscriptions, and Mships	99.00
414.46 · Meetings, Conf. Seminars	170.00
414.98 · Zoning Recording/Transcription	629.30
414.99 · Salary Zoning Officer	<u>1,709.26</u>

Total 414 · Planning & Zoning 4,312.32

419 · Other Public Safety

419.99 · PA One Call	<u>20.75</u>
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Total 419 · Other Public Safety 20.75

Total 410 · Public Safety 55,465.36

420 · Health and Human Services

426 · Gen Gov Recycling Col & Dis

426.15 · Transfer/Recycle Salaries	251.81
426.44 · Sanitation Services	<u>972.00</u>

Total 426 · Gen Gov Recycling Col & Dis 1,223.81

Total 420 · Health and Human Services 1,223.81

430 · Public Works Hwy, Rds, Streets

437 · Repair of Tools & Machinery

437.99 · Truck Repair	<u>3,859.54</u>
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Total 437 · Repair of Tools & Machinery 3,859.54

438 · Road/Bridge Maint. and Repair

438.14 · Salaries for Road Maint	4,249.35
438.25 · Repairs & Maint Supplies	9,652.59
438.98 · Twp. paid road maint mat.	569.34
438.99 · Truck Fuel	<u>2,357.57</u>

Total 438 · Road/Bridge Maint. and Repair 16,828.85

Total 430 · Public Works Hwy, Rds, Streets 20,688.39

450 · Culture-Recreation

454 · GF Parks

454.15 · Parks part time staff (GF)	165.04
454.31 · Parks Professional services	<u>336.00</u>

Total 454 · GF Parks 501.04

Total 450 · Culture-Recreation 501.04

480 · Misc. Expense

481 · Employer paid Taxes

481.10 · Employer paid FICA	742.00
481.20 · Employer paid Medicare	173.53
481.30 · Employer paid Unemployment Comp	23.85
483.30 · Non-Uniform Pension Contr.	27,293.00
483.49 · 457 Pension contribution	<u>6,811.83</u>

Total 481 · Employer paid Taxes 35,044.21

487 · Other Group Insurance Benefits

487.01 · Health Insurance	10,240.73
487.02 · Life Insurance	40.30
Total 487 · Other Group Insurance Benefits	10,281.03
489 · All other unclassified Expenses	
489.98 · Clothing Allowance	188.97
489.99 · EE withholding taxes	2,465.85
Total 489 · All other unclassified Expenses	2,654.82
Total 480 · Misc. Expense	47,980.06
490 · Other Financing Uses-exp	
492 · Interfund Operating Transfer	
492.93 · Transfer to REC	50.00
Total 492 · Interfund Operating Transfer	50.00
Total 490 · Other Financing Uses-exp	50.00
Total Expense	144,815.57
Net Income	5,038.24
	Oct 11
Income-LIGHT FUND	
383.11 · Street Lighting Tax	42.57
392 · Interfund Operating Transfers	
392.03 · Transfer from Park Fund	293.33
Total 392 · Interfund Operating Transfers	293.33
Total Income	335.90
Expense	
434 · Street Lighting	
434.36 · Street Lighting Electric	1,213.90
Total 434 · Street Lighting	1,213.90
Total Expense	1,213.90
Net Income	-878.00
	Oct 11
Income-LIQUID FUEL FUND	0.00
Expense	
430 · LFF Public Works	
438 · Maint./Repair Roads & Bridges	3,486.37
Total 430 · LFF Public Works	3,486.37
Total Expense	3,486.37
Net Income	-3,486.37
	Oct 11
Income-HLLW COG	
342.40 · Rent of Machinery and Equipment	229.48
Total Income	229.48
Expense	0.00
Net Income	229.48
	Oct 11
Income-RECREATION FUND	
392 · Interfund Operating Transfers	
392.93 · Transfer from GFMM	50.00
Total 392 · Interfund Operating Transfers	50.00
Total Income	50.00
Expense	0.00
Net Income	50.00

	<u>Oct 11</u>
Income-ESCROW FUND	
361 · General Government	
361.96 · Subdivision Escrow Deposit	1,200.00
Total 361 · General Government	1,200.00
Total Income	1,200.00
Expense	0.00
Net Income	1,200.00
Income-PARK FUND	
342.59 · Rental of Park Facilities	125.00
387 · Contributions and Donations	266.05
Total Income	391.05
Expense	
454 · Parks	
454.25 · Repairs & Maintenance Supplies	275.00
454.36 · Public Utilities	96.36
454.38 · Rental	171.00
454.97 · Plant Purchases	200.00
Total 454 · Parks	742.36
492 · Interfund Operating Transfers	
492.03 · Transfer to the Electric Light	293.33
Total 492 · Interfund Operating Transfers	293.33
Total Expense	1,035.69
Net Income	-644.64
Total Income (all accounts)	152,060.24
Total Expense (all accounts)	150,551.53
Net Income(all accounts)	1,508.71

Respectfully Submitted,

Tammy M. White
 Tammy M. White
 Secretary/Treasurer