

**Board of Supervisors**  
**Friday, February 19th, 2010 @ 6:30 PM**  
**Lynn Twp.-7911 Kings Hgwy., New Tripoli**

**Call to Order:** The regular meeting of the Lynn Township Board of Supervisors, rescheduled from February 11, 2010, was called to order by Chairman David C. Najarian, at 6:30 pm in the Municipal Building. Present were Chairman David C. Najarian, Vice Chairman Brian C. Dietrich, Member Kermit E. DeLong Jr., Zoning Officer Kevin N. Deppe, Secretary/Treasurer Tammy M. White, Solicitor Marc Fisher, NW Press Reporter Ken Petrini, and approximately 11 citizens.

**Pledge of Allegiance:** The Pledge of Allegiance was conducted.

**Executive Session:** Chairman, Dave Najarian announced that an executive session was held on Wednesday, February 3, 2010 @ 9:00 AM to discuss an employment issue.

**Public Comment:** (1) Resident, Richard Snyder stated that in 1990 he suggested an environmental impact study be done on traffic and nothing has been done yet even though there have been a lot of issues and planning brought before the board. Dave Najarian stated that in December of 2009 there was a consensus with the board to form a committee. (2) Resident, Rob Sadler congratulated the previous BOS that in a difficult economic time the township showed a surplus for last year. Mr. Sadler stated that it shows a lot of effort and observation on the part of the board and staff. Mr. Sadler noted that there will still be hard times and 2009 will be tough to duplicate. Tammy M. White informed Mr. Sadler that the 50K donation for the rescue truck was taken out in 2009. Mr. Sadler added that his opinion is that any excess funds not needed by the township should be returned to the tax payers. (3) Resident, Greg Snyder stated his opinion on the rezoning of the GC/GI to allow mixed used. There was a short discussion between the BOS and Mr. Snyder regarding changes to the GC/GI zoning district to allow for mixed uses in that district.

**Accept the Minutes and Direct the Treasurer to pay the bills:** A motion was made by Brian C. Dietrich and seconded by Kermit E. DeLong to accept the minutes from 01/14/10. Motion carried unanimously. A motion was made by Brian C. Dietrich and seconded by Kermit E. DeLong to direct the treasurer to pay the bills. David C. Najarian abstained from the vote. Motion carried. Dave Najarian prepared a Conflict of Interest Memorandum of Abstention in January 2008 because he recused himself in the event a bill would need to be paid to the Lynnport Fire Company.

**Subdivision-** (1) Brandon Junge driveway waivers, lot line adjustment plan: A motion was made by Brian C. Dietrich and seconded by Kermit E. DeLong granting both the driveway waiver and lot line adjustment. Motion carried unanimously. A second motion was made by David C. Najarian and seconded by Brian C. Dietrich conditionally granting the waivers based upon any and all outstanding fees and escrow accounts being paid in full and that the lot line discussed is labeled "Rear" lot line on the plan and that a note is placed on the plan concerning the waiver of the 2002-01 Driveway Ordinance section 4, #10 and #11. Motion carried unanimously. (2) NW Self Storage extension: A motion was made by Brian C. Dietrich and seconded by Kermit E. DeLong to grant an extension thru September 30, 2011 contingent upon any outstanding fees & costs. Motion carried unanimously.

**Road Report:** Bruce Raber, Roadmaster, reported for the month of January: (1) Tree trimmed 3 roads. (2) Boom mowed. (3) Filled pot holes on dirt roads. (4) Built cage for scrap metal at the Transfer Station. (5) Installed new signs and made repairs to others. (6) Repairs made to plow hitches and salt spreaders and boom mower. (7) Plowed, salted & cindered roads. Anticipated work for February: (1) Continue boom mowing. (2) Tree Trimming. The BOS commended the Road Crew for a great job of maintaining the roads during the snow storm on February 10, 2010. The BOS also stated that the township is not responsible for any mailboxes that were damaged during the storm due to the fact that the majority of mailboxes are in the townships right a way.

**Managers Report:** Kevin Deppe, Township Manager, reported for the month of January: (1) A motion was made by Brian C. Dietrich and seconded by Kermit E. DeLong to budget the EAC \$500. Motion carried unanimously. (2) A motion was made by David C. Najarian and seconded by Kermit E. DeLong to retain Greg Snyder to further check the piping in the kitchen facility in the park with hopes to try and solve the water testing issue. (3) A motion was made by David C. Najarian and seconded by Kermit E. DeLong authorizing Marc Fisher to prepare a lease for the Historical Society. Motion carried unanimously. Bill Beitler has offered to survey the section of land for the Historical Society at no cost. (4) A quote pf 18K was received for the band shell railings. Kevin Deppe will obtain a quote from Wallace, who originally did the construction of the railings. (5) Historical Society President, Willard Snyder will be contacted to ask if the Historical Society would possible be interested in the old grader that currently is located in the park. There were suggestion to donate it to the Historical Society or possible sell it. (6) The BOS held discussion on a plan to house the park maintenance equipment in the park. The equipment is currently housed at the Sewer Authority. It was discussed that the lower part of the old pavilion could be closed in. Roadmaster, Bruce Raber stated that the road crew would be able to do the enclosure. Kevin Deppe will check into the legality of such a project. (7) The BOS directed Kevin Deppe to put a list together of ordinances such as the Junk car / Junk Yard / Nuisance, for revamping. (8) Kevin Deppe received a quote for the conference room to upgrade the meeting table. Dave Najarian was not prepared to make a decision. (9) Upon DEP's response to the 30 day public notice period which ended on 02/13/10 for the sewage planning module for Larry Bachman,



Kevin Deppe has filed a new planning module with DEP. (10) DEP has responded to the R2K request submitted by state representative Gary Day, concerning the report of wet land coverage in Ontelaunee Park. DEP has asked for another 30 day due to under staffing. This brings the deadline to March 5, 2010. Kevin Deppe will check with Gary Day upon the deadline. (11) Kevin Deppe announced that 116 letters have been sent to residents of Madison Park North. The letters were sent on behalf of the snow storm on February 10, 2010. Kevin Deppe noted in the letter, ordinance 96-5. (12) Kevin Deppe informed the BOS that due to the storm, gutters and downspouts have been torn from the main office building. Kevin Deppe will check with the insurance company concerning deductibles. (13) SMP for the entire township will be discussed at a future meeting.

**Ag Security:** *Alice J. P. Bastian 7566 Zeisloff Rd 3 parcels: A motion was made by Brian C. Dietrich and seconded by David C. Najarian to accept the ~~Proposal~~ Alice J. P. Bastian 7566 Zeisloff Rd (3 parcels) - 7566 Zeisloff RD. NT - into the Agricultural Security Area. Motion carried unanimously. This will be passed by resolution 180 days from the time the motion to accept the parcel into the Ag Security. Resolution will be prepared for the 08/12/10 BOS meeting.*

**Resolution 2010-12:** *A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich to adopt RESOLUTION 2010-12; A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA FOR THE TRANSFER OF UNENCOMBERED MONEYS FROM ONE TOWNSHIP ACCOUNT TO ANOTHER. Motion carried unanimously.*

**Declaration of Disaster:** *A motion was made by David C. Najarian and seconded by Brian C. Dietrich that the storm that hit on Wednesday, February 10, 2010 was declared a disaster. Motion carried unanimously. Dave Najarian added that when a declaration of disaster emergency is declared the township may be eligible for a state reimbursement.*

**Regional Planning Meeting:** *Kevin Deppe will confer with the other townships for a possible date for a meeting.*

**Conflict Council:** *A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich to appoint John O. Stover, Jr. as Lynn Township's Conflict Council at the rate stated in Mr. Stover's resume letter. Motion carried unanimously.*

**2009 Audit:** *The BOS stated that a "Close out Audit Mtg." should be advertised in The Morning Call edition on 02/23/10 with the meeting being held on Wednesday, February 24, 2010 @ 10 AM. Audit Chairman, Robert Hamm thanked the office staff for all of their help.*

**Review of Ordinances:** *Discussed under Managers report.*

**Park Directors Position:** *A motion was made by Brian C. Dietrich and seconded by Kermit E. DeLong to dissolve the title "Park Director". Motion carried unanimously. A motion was made by Kermit E. DeLong and seconded by David C. Najarian to set the part time road crew rate, for Richard Matthias to \$15.00/hr.*

**Miscellaneous:** *None*

**Public Comment:** *None*

**Announcements:** (1) 3rd Annual Ontelaunee Park Pow-Wow; May 14-15-16 Gates open @ 10am \$7.00 admission; \$5.00 seniors; children under 12 free. (2) 2010 Census will be mailed March 15<sup>th</sup> thru the 17<sup>th</sup> and will be due back by April 15, 2010.

**Adjournment:** *A motion was made by Brian C. Dietrich and seconded by Kermit E. DeLong to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:00 pm.*

#### As of February 28, 2010

Account	Balance
General Fund	400,016.56
Capital Reserve	463,983.59
Zoning/Subdivision	10,230.62
HLLW COG	44,758.62
State Road	7,420.77
Street Light	1,363.69
Park	27,903.96
Recreation	25,335.81
<b>Total</b>	<b>981,013.62</b>

#### Feb 10

#### Income-GENERAL FUND

301 · Real Property Taxes	
301.23 · 515 Rollback - prior years	294.12
301.40 · Delinquent RE Tax-Tax Claim	43.22
<b>Total 301 · Real Property Taxes</b>	<b>337.34</b>
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	47,038.89
310.20 · Earned Income Tax	

310.21 · Earned Income Tax-Current	144.14
Total 310.20 · Earned Income Tax	144.14
Total 310 · Local Tax Enabling Act	47,183.03
331 · Fines	
331.10 · Court - Magistrate	25.26
Total 331 · Fines	25.26
342 · Interest, Rents & Royalties	
342.53 · Royalties from Cell Tower Rent	1,100.00
Total 342 · Interest, Rents & Royalties	1,100.00
360 · Gen. Govt. Charges for Services	
361 · General Government	
361.30 · Zoning-Subdiv-Land Dev Fees	
361.32 · Fees for Eng., Insp, & Reviews	56.25
361.30 · Zoning-Subdiv-Land Dev Fees - Other	503.75
Total 361.30 · Zoning-Subdiv-Land Dev Fees	560.00
361.88 · Copy Fee	6.25
361.94 · Misc. Billing	5.00
Total 361 · General Government	571.25
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	194.00
362.41D · Driveway Permit	75.00
362.41F · Building Permit Filed	200.00
362.41N · Re-inspection	50.00
362.41R · Renew BLDG, Zone, Plumb	150.00
362.41S · Accessory Struc < 1000 ft	90.00
Total 362.41 · Building Permit	759.00
362.42 · Electrical Permit	124.00
Total 362.40 · Protective Inspection Fees	883.00
Total 362 · Public Safety	883.00
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	700.00
Total 364 · Sanitation	700.00
Total 360 · Gen. Govt. Charges for Services	2,154.25
389 · Unclassified Income	25.00
395 · Refunds of Prior Yr Expenditure	
395.99 · Refunds of Prior Year Exp.	6,097.40
Total 395 · Refunds of Prior Yr Expenditure	6,097.40
<b>Total Income</b>	<b>56,922.28</b>
Expense	
400 · General Government	
400.00 · Legislative (Governing) Body	
400.05 · Supervisor Salaries	285.73
400.33 · Travel Expense	10.00
400.46 · Meetings & Conferences	50.00
Total 400.00 · Legislative (Governing) Body	345.73
402 · Auditing/Bookkeeping Services	
402.05 · Auditor Salary	742.31
Total 402 · Auditing/Bookkeeping Services	742.31
403 · Tax Collection	
403.16 · Commission Paid as Compensation	1,367.47
403.46 · Meetings, Conferences, Cont. Ed	-40.00



Total 403 · Tax Collection	1,327.47
404 · Solicitor/Legal Services	468.50
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	<u>2,038.14</u>
Total 405 · Secretary/Clerk	2,038.14
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	1,964.12
406.23 · Postage	200.00
406.32 · Communication - Phone/Wireless	714.27
406.34 · Advertising	89.50
406.38 · Rentals	264.96
406.46 · Mtg., Conf.,Cont.Ed.	155.00
406.99 · Payroll	<u>137.62</u>
Total 406 · Other General Govt. Admin	3,525.47
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	501.81
409.37 · Repairs and Maint.	313.01
409.44 · Laundry/Other Sanitary Services	818.88
409.99 · Heating - Oil/Propane	<u>3,037.50</u>
Total 409 · General Government Bldg&Plants	<u>4,671.20</u>
Total 400 · General Government	13,118.82
410 · Public Safety	
411 · Fire	
411.97 · Lynnpport FC Fuel	64.47
411.98 · New Tripoli FC Fuel	<u>223.74</u>
Total 411 · Fire	288.21
412 · Ambulance/Rescue	
412.98 · Fuel	<u>452.31</u>
Total 412 · Ambulance/Rescue	452.31
413 · Code Enforcement	
413.31 · Code enforcement pro. service	<u>1,316.95</u>
Total 413 · Code Enforcement	1,316.95
414 · Planning & Zoning	
414.34 · ZB Advertising, Print, & Bind	97.82
414.42 · Dues, Subscriptions, and Mships	161.00
414.99 · Salary Zoning Officer	<u>3,406.75</u>
Total 414 · Planning & Zoning	3,665.57
419 · Other Public Safety	
419.99 · PA One Call	<u>6.30</u>
Total 419 · Other Public Safety	<u>6.30</u>
Total 410 · Public Safety	5,729.34
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	185.21
426.44 · Sanitation Services	<u>1,357.82</u>
Total 426 · Gen Gov Recycling Col & Dis	<u>1,543.03</u>
Total 420 · Health and Human Services	1,543.03
430 · Public Works Hwy,Rds,Streets	
432 · Winter Maintenance	
432.14 · Salaries Winter Maintenance	11,815.66
432.15 · P/T Winter Salary	941.11
432.98 · Twp paid winter maint. mats.	<u>10,492.58</u>
Total 432 · Winter Maintenance	23,249.35
437 · Repair of Tools & Machinery	

437.99 · Truck Repair	1,456.77
Total 437 · Repair of Tools & Machinery	1,456.77
438 · Road/Bridge Maint. and Repair	
438.25 · Repairs & Maint Supplies	969.76
438.98 · Twp. paid road maint mat.	138.30
438.99 · Truck Fuel	4,384.95
Total 438 · Road/Bridge Maint. and Repair	5,493.01
Total 430 · Public Works Hwy,Rds,Streets	30,199.13
450 · Culture-Recreation	
454 · GF Parks	
454.15 · Parks part time staff (GF)	246.96
Total 454 · GF Parks	246.96
Total 450 · Culture-Recreation	246.96
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,652.38
481.20 · Employer paid Medicare	386.45
481.30 · Employer paid Unemployment Comp	1,527.99
Total 481 · Employer paid Taxes	3,566.82
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	9,451.89
487.02 · Life Insurance	37.50
487.03 · Workmans Compensation	5,380.00
Total 487 · Other Group Insurance Benefits	14,869.39
489 · All other unclassified Expenses	
489.99 · EE withholding taxes	6,387.65
Total 489 · All other unclassified Expenses	6,387.65
Total 480 · Misc. Expense	24,823.86

Total Expense	75,661.14
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Net Income	-18,738.86
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Feb 10

Income-LIGHT FUND	0.00
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Expense

434 · Street Lighting	
434.36 · Street Lighting Electric	764.34
Total 434 · Street Lighting	764.34

Total Expense	764.34
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Net Income	-764.34
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Feb 10

Income-LFF FUND	0.00
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Expense

430 · LFF Public Works	
438 · Maint./Repair Roads & Bridges	2,096.27
Total 430 · LFF Public Works	2,096.27

Total Expense	2,096.27
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Net Income	-2,096.27
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Feb 10

Income-REC FUND

341.01 · Interest on Checking	5.03
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Total Income	5.03
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Expense	0.00
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Net Income	5.03
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Feb 10
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Income- <b>ESCROW FUND</b>	0.00
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Expense

492 · Interfund Operating Transfers

492.02 · Transfer to GFMM	503.75
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Total 492 · Interfund Operating Transfers	503.75
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Total Expense	503.75
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Net Income	-503.75
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Feb 10
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Income-**PARK FUND**

342.59 · Rental of Park Facilities	350.00
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Total Income	350.00
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Expense

454 · Parks

454.36 · Public Utilities	91.11
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454.37 · Equipment Repair	436.30
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454.38 · Rental	76.00
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Total 454 · Parks	603.41
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Total Expense	603.41
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Net Income	-253.41
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Total Income (all accounts)	57,277.31
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Total Expense (all accounts)	79,628.91
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Net Income(all accounts)	-22,351.60
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Respectfully Submitted,

*Tammy M. White*

Tammy M. White

Secretary/Treasurer