

Board of Supervisors
Thursday, March 12th, 2009 @ 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 Kermit E. DeLong Jr., at 6:30 pm in the Municipal Building. Present were Chairman Kermit E. DeLong Jr., Vice Chairman David C. Najarian, Member Thomas C. Creighton III, Zoning Officer Kevin N. Deppe, Secretary/Treasurer Tammy M. White, Solicitor Marc Fisher, Engineer Alan Fornwalt, and approximately 30 citizens.

Pledge of Allegiance: A reading "What are we holding on to" was read by Kermit E. DeLong. 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 David C. Najarian and seconded by Thomas C. Creighton to accept the minutes from 02/12/09. Motion carried unanimously. A motion was made by Thomas C. Creighton and seconded by Kermit E. DeLong to direct the treasurer to pay the bills. Motion carried. David C. Najarian abstained from the vote. 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.

Park Report: *Richard Matthias, Park Manager, reported for the month of February:* (1) Monitor park, evenings & weekends to deter vandalism. (2) Removed & disposed of pine tree & stump at entrance of park. (3) Removed & disposed of stumps on the north side of pond. (4) Removed & disposed of brush on the north side of pond. (5) Removed & disposed of branches. (6) Removed & disposed of trash to the transfer station. (7) Installed 4 signs reading: "Keep off ice/no swimming/no feeding ducks or geese." (8) Started spring maintenance on the tractors. (9) Helped road crew plow snow.

Road Report: *Bruce Raber, Roadmaster, reported for the month of February:* (1) Tree trimming (Springhouse & Behler roads). (2) Repaired & replaced some stop signs & road name signs that blew over from high winds. (3) Cleaned up tree & branch debris. (4) Made some truck repairs. (5) Filled holes on dirt roads. (6) Road Crew attended a Right-to-Know class that is scheduled on an annual basis. (7) Plowed snow, salt & cindered. (8) Started to clean intersections. *Anticipated work for March:* (1) Continue to clean intersections. (2) Start working on dirt roads. (3) Sweep roads where needed.

Bid Specs for Park: The following bid's were opened (after 7:30pm) and read in the order they appear:

Imperial Excavating & Paving, LLC; 1234 South 5 th Street; Allentown, PA 18103:	\$121,353.00
Grace Industries; P.O. Box 21777; Lehigh Valley, PA 18002-1777:	\$102,686.25
B. F. Brown & Company, Inc.; P.O. Box 1888; Bethlehem, PA 18016-1888:	\$ 99,350.00
Schlouch Inc.; Excelsior Industrial Park; P.O. Box 69; Blandon, PA 19510:	\$ 99,530.00
Wessner's Excavating, LLC; 6547 Hollenbach Road; New Tripoli, PA 18066:	\$ 95,950.00
Semmel Excavating, Inc.; 5000 Springside Court; Allentown, PA 18104:	\$118,930.00

The BOS will have Alan Fornwalt review all the bids. Further discussion will be held at the April 9, 2009 meeting.

Engineer Presentation: The following Engineering firms were in attendance to present their proposal for the potential appointment to the position of Engineer Firm for Lynn Township: **Spotts, Stevens, McCoy Engineer:** *Paul Pendzick, PE, RLA Vice President and Serena Dimagno, Asst. Vice President.* **Keystone Consulting Engineers:** *William Erdman, P.E. President and Roy Stewart, Engineer.* Both firms expressed concerns with the VIP process that is currently part of the 537 plan. Each firm's proposal is on record with the township.

Sewer Authority/Act 537: The LTSA were present in reference to a letter documented to the BOS, dated 3/11/09, in regards to the Act 537-Motions by the Authority. Where by the SA voted allowing Gannett Fleming, the newly hired engineer for the SA, to review the approved process in the 537 Plan. Several minutes of discussion between the BOS the SA and Township residents ensued. Where by a motion was made by Kermit E. DeLong and seconded by Thomas C. Creighton allowing the SA engineer, Gannett Fleming one month or until the next BOS meeting 04/09/09, to review and investigate alternative processes. Motion carried. David C. Najarian voted not in favor.

AARC: Solicitor, Marc Fisher reviewed the current draft ordinance regarding the AARC. A motion was made by David C. Najarian and seconded by Thomas C. Creighton authorizing Marc Fisher to proceed with preparing a draft AARC ordinance and present it at the 04/09/2009 BOS meeting. Motion carried unanimously. Dave Najarian also prepared a list of general concerns regarding the AARC and presented the list to March Fisher.

Letter of Resignation: A motion was made by David C. Najarian and seconded by Thomas C. Creighton to accept Elizabeth Brensinger's resignation letter from the EAC and to declare a vacancy. Motion carried unanimously.

Rails-to-Trails: A motion was made by David C. Najarian and seconded by Kermit E. DeLong authorizing Kevin to send the drafted letter to Heidelberg Twp. voicing support of the Rails-to-Trails project. Motion carried. Thomas C. Creighton voted no.

Weed Ordinance: Tabled until April 09, 2009 BOS meeting.

Miscellaneous: (1) The BOS were not in favor of allowing Stacey Anderson to use the Township building in regards to the 2010 census. (2) Trustees of the Nevin Kemmerling property have offered the Township the opportunity to purchase a parcel of land, .805 acre, along Mosserville and Rt. 143, adjacent to the park, at the cost of \$4,500.00. The property was appraised at \$3,500.00. Another parcel, 1.2 acre, opposite the Park is also available. The BOS agreed that money is an issue and that the township would be unable to make the purchase at this time. Issue was tabled. (3) Dave Najarian discussed concerns with the townships budget and the fact that there is no money coming in. Dave Najarian stated that there is not enough work for 3 F/T secretaries on staff. The BOS will schedule a meeting with the office staff to discuss the issue.

Public Comment: (1) NW Press reporter, Ken Petrini asked the BOS if a request can be made for the new draft of the AARC if presented at the 04/09/09 BOS meeting. The BOS stated once an ordinance is presented it becomes a public document. (2) Resident, Rob Sadler addressed the BOS with concerns that the 2008 audit showed a 116K deficit and that the BOS should have looked at it sooner. (3) Resident, Glenn Smith stated that he would like to eliminate from the AARC Ordinance the stipulation that the separate parking lot is not based on 2 cars per unit. (4) Resident, Mel Charles reminded the BOS that they would have another joint meeting with the PC and keep them informed as the AARC. (5) A motion was made by Thomas C. Creighton and seconded by Kermit E. DeLong to pay the Elected Auditors for the re-org and close out meetings. Motion carried. Dave Najarian voted no. Robert Hamm stated that they were not going to turn in mileage. Robert Hamm will turn in mileage only for round trip to the court house. (6) State Representative, Gary Day was present to introduce himself to the township.

Announcements: "Clean sweep 2009" Sat. April 4, 8 am -12 noon @ the Lowhill Twp Building, Rte 100
 "Beautify Lynn Day" Sat. April 4, 2008 - 8 am - 11 am Sponsored by Lynn Twp EAC

Adjournment: A motion was made by David C. Najarian and seconded by Thomas C. Creighton to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:55 pm.

As of March 31, 2009

Account	Balance
General Fund	341,436.19
Capital Reserve	456,714.94
Zoning/Subdivision	11,225.57
HLLW COG	39,648.39
State Road	7,677.85
Street Light	807.09
Park	1,166.64
Recreation	26,830.06
Total	885,506.73

	<u>Mar 09</u>
Income-General Fund	
301 · Real Property Taxes	
301.40 · Delinquent RE Tax-Tax Claim	15.35
301.60 · Real Estate Tax-Interim-Current	15.44
Total 301 · Real Property Taxes	30.79
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	2,634.21
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	16,392.88
Total 310.20 · Earned Income Tax	16,392.88
310.60 · Amusement /Admissions Tax	
310.62 · Amusement/Admis. - Prior Year	1,445.62
Total 310.60 · Amusement /Admissions Tax	1,445.62
Total 310 · Local Tax Enabling Act	20,472.71
321 · Business Licenses and Permits	
321.80 · Cable Television Francise	40,159.28
Total 321 · Business Licenses and Permits	40,159.28
331 · Fines	
331.10 · Court - Magistrate	41.18
Total 331 · Fines	41.18
341 · Interest	

341.99 · Interest income from tax col.	0.63
Total 341 · Interest	0.63
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	652.38
Total 361.30 · Zoning-Subdiv-Land Dev Fees	652.38
361.88 · Copy Fee	0.75
Total 361 · General Government	653.13
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41N · Re-inspection	100.00
362.41R · Renew BLDG, Zone, Plumb	150.00
Total 362.41 · Building Permit	250.00
362.44 · Sewage Permits (SEO Fees)	535.00
Total 362.40 · Protective Inspection Fees	785.00
Total 362 · Public Safety	785.00
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	1,464.00
364 · Sanitation - Other	5.00
Total 364 · Sanitation	1,469.00
Total 360 · Gen. Govt. Charges for Services	2,907.13
389 · Unclassified Income	10.00
391 · Proceeds of General Fixed Asset	
391.10 · Sale of Vehicles, Equip, land, etc	12,625.00
Total 391 · Proceeds of General Fixed Asset	12,625.00
395 · Refunds of Prior Yr Expenditure	
395.99 · Refunds of Prior Year Exp.	45,772.00
Total 395 · Refunds of Prior Yr Expenditure	45,772.00
Total Income	123,118.72
Expense	
400 · General Government	
400.00 · Legislative (Governing) Body	
400.05 · Supervisor Salaries	413.79
Total 400.00 · Legislative (Governing) Body	413.79
402 · Auditing/Bookkeeping Services	
402.05 · Auditor Salary	1,654.54
402.34 · Advertising	181.16
Total 402 · Auditing/Bookkeeping Services	1,835.70
403 · Tax Collection	
403.16 · Commission Paid as Compensation	4,835.38
403.23 · Postage for Tax Collector	168.00
Total 403 · Tax Collection	5,003.38
404 · Solicitor/Legal Services	1,710.76
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	2,047.28
Total 405 · Secretary/Clerk	2,047.28
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	3,879.43

406.21 · Office Supplies	172.32
406.23 · Postage	635.85
406.32 · Communication - Phone/Wireless	729.96
406.33 · Travel Expense	49.37
406.34 · Advertising	749.57
406.38 · Rentals	447.93
406.99 · Payroll	<u>218.87</u>
Total 406 · Other General Govt. Admin	6,883.30
408 · Engineering Services	
408.31 · Engineering for 537	724.50
408.99 · Township engineer	<u>3,000.31</u>
Total 408 · Engineering Services	3,724.81
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	348.33
409.37 · Repairs and Maint.	788.80
409.44 · Laundry/Other Sanitary Services	187.04
409.99 · Heating - Oil/Propane	<u>2,498.90</u>
Total 409 · General Government Bldg&Plants	<u>3,823.07</u>
Total 400 · General Government	25,442.09
410 · Public Safety	
411 · Fire	
411.97 · Lynnport FC Fuel	147.17
411.98 · New Tripoli FC Fuel	<u>265.12</u>
Total 411 · Fire	412.29
412 · Ambulance/Rescue	
412.98 · Fuel	<u>-24.68</u>
Total 412 · Ambulance/Rescue	-24.68
413 · Code Enforcement	
413.31 · Code enforcement pro. service	<u>1,453.97</u>
Total 413 · Code Enforcement	1,453.97
414 · Planning & Zoning	
414.42 · Dues, Subscriptions, and Mships	309.64
414.99 · Salary Zoning Officer	<u>3,496.04</u>
Total 414 · Planning & Zoning	3,805.68
419 · Other Public Safety	
419.99 · PA One Call	<u>12.75</u>
Total 419 · Other Public Safety	<u>12.75</u>
Total 410 · Public Safety	5,660.01
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	661.79
426.44 · Sanitation Services	<u>1,371.77</u>
Total 426 · Gen Gov Recycling Col & Dis	<u>2,033.56</u>
Total 420 · Health and Human Services	2,033.56
430 · Public Works Hwy,Rds,Streets	
432 · Winter Maintenance	
432.14 · Salaries Winter Maintenance	7,580.60
432 · Winter Maintenance - Other	<u>1,149.40</u>
Total 432 · Winter Maintenance	8,730.00
437 · Repair of Tools & Machinery	
437.74 · Equipment purchase	2,500.00
437.99 · Truck Repair	<u>2,443.30</u>
Total 437 · Repair of Tools & Machinery	4,943.30

438 · Road/Bridge Maint. and Repair	
438.25 · Repairs & Maint Supplies	304.65
438.47 · Drug & Alcohol Testing	60.00
438.98 · Twp. paid road maint mat.	2,073.05
438.99 · Truck Fuel	250.63
Total 438 · Road/Bridge Maint. and Repair	<u>2,688.33</u>
Total 430 · Public Works Hwy,Rds,Streets	16,361.63
450 · Culture-Recreation	
454 · GF Parks	
454.12 · Parks full time staff (GF)	1,835.50
454.15 · Parks part time staff (GF)	429.82
454.33 · Travel Expense	77.54
454.34 · Advertising	50.00
Total 454 · GF Parks	<u>2,392.86</u>
Total 450 · Culture-Recreation	2,392.86
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,729.36
481.20 · Employer paid Medicare	404.44
481.30 · Employer paid Unemployment Comp	1,027.09
Total 481 · Employer paid Taxes	<u>3,160.89</u>
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	11,226.00
487.02 · Life Insurance	1,832.50
487.03 · Workmans Compensation	707.00
487.98 · Employer Paid Disability	1,679.04
Total 487 · Other Group Insurance Benefits	<u>15,444.54</u>
489 · All other unclassified Expenses	
489.98 · Clothing Allowance	29.18
489.99 · EE withholding taxes	6,148.69
Total 489 · All other unclassified Expenses	<u>6,177.87</u>
Total 480 · Misc. Expense	<u>24,783.30</u>
Total Expense	<u>76,673.45</u>
Net Income	<u>46,445.27</u>
	<u>Mar 09</u>
Income-Light Fund	0.00
Expense	
434 · Street Lighting	
434.36 · Street Lighting Electric	745.01
Total 434 · Street Lighting	<u>745.01</u>
Total Expense	<u>745.01</u>
Net Income	<u>-745.01</u>
	<u>Mar 09</u>
Income-Recreation Fund	
341.01 · Interest on Checking	5.14
Total Income	5.14
Expense	0.00
Net Income	<u>5.14</u>
	<u>Mar 09</u>
Income-Escrow Fund	0.00
Expense	

414 · Planning and Zoning	
414.97 · Escrow Refunds	<u>126.78</u>
Total 414 · Planning and Zoning	<u>126.78</u>
Total Expense	<u>126.78</u>
Net Income	<u><u>-126.78</u></u>
	<u>Mar 09</u>
Income-Park Fund	
342.59 · Rental of Park Facilities	325.00
387 · Contributions and Donations	<u>125.00</u>
Total Income	450.00
Expense	
454 · Parks	
454.25 · Repairs & Maintenance Supplies	70.71
454.28 · Park Equipment	775.00
454.36 · Public Utilities	48.50
454.37 · Equipment Repair	379.75
454.38 · Rental	<u>76.00</u>
Total 454 · Parks	<u>1,349.96</u>
Total Expense	<u>1,349.96</u>
Net Income	<u><u>-899.96</u></u>
Total Income (all accounts)	<u>123,573.86</u>
Total Expense (all accounts)	<u>78,895.20</u>
Net Income(all accounts)	<u><u>44,678.66</u></u>

Respectfully Submitted,

Tammy M. White
 Tammy M. White
 Secretary/Treasurer