

Board of Supervisors
Thursday, May 14th, 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., Member Thomas C. Creighton III, Zoning Officer/Township Manager Kevin N. Deppe, Secretary/Treasurer Tammy M. White, Solicitor Marc Fisher, NW Press reporter Ken Petrini, and approximately 24 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Public Comment: (1) - Resident Rob Sadler requested that the donation of 5K he made in September of 2007 towards the proposed tennis courts, be forwarded by the township to the Lowhill Food Bank. Rob Sadler also stated that he cannot, in good conscience, leave the money in the hands of the township. (2) Kermit DeLong announced that prior to tonight's meeting an executive session was held to discuss pending litigation. Present in the executive session were Kermit DeLong, Tom Creighton, and solicitor Marc Fisher. (3) Kermit DeLong also responded to a comment that was made by Rob Sadler at the 04/09/09 BOS meeting, by stating that he was the only board member who voted against lowering taxes and also noted that there are 3 board members making decisions and that he should not have been depicted as the only board member responsible for the 116K deficit for 2008 as stated by Mr. Sadler.

Accept the Minutes and Direct the Treasurer to pay the bills: A motion was made by Thomas C. Creighton and seconded by Kermit E. DeLong to accept the minutes from 04/09/09 and the 05/08/09 special meeting. 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 unanimously.

Subdivisions: Scully extension: A motion was made by Thomas C. Creighton and seconded by Kermit E. DeLong to grant an extension of 365 days pending compliance with the improvements agreement, requiring payment of all outstanding invoices and posting security through to the end of the extension period. Motion carried unanimously.

Park Report: Richard Matthias, Park Manager, reported for the month of April: (1) Leveled park benches. (2) Installed new benches & reinstalled two other benches. (3) Dug out rocks from grassy area. (4) Hauled garbage from park. (5) Cut grass. (6) Trimmed around pavilion. (7) Marked tables and benches with "Lynn Township". (8) Trimmed dead flowers. (9) Weeded flower beds. **Food Pantry:** Joe Mitleyng & Ralph Zettelmoyer were present to discuss the food pantry that is being constructed on Herber Road and that will furnish the needs of the four townships. **Community Service Project:** Damein Lobach was not present to discuss the community service project. Tom Creighton asked if the BOS and Richard Matthias would be in favor of having 3 girls from Kids Peace do community service in Ontelaunee Park. Tom Creighton also stated that the 3 girls would be supervised by Damein Lobach. Kermit DeLong stated that he had no problem with the community service project. Tom Creighton stated the Damein Lobach would coordinate everything with Richard Matthias. Later in the meeting, Dennis Snyder commented that in the past, the NTFC had participated in the community service project with Kids Peace and other juvenile centers and they no longer take part in the programs because of a lot of issues with the volunteers they received. **Volunteer:** Kermit DeLong also asked Marc Fisher if he could help cut grass at Ontelaunee Park, strictly on a volunteer basis. Marc Fisher stated that he did not see a problem as long as our insurance carrier had no problem.

Road Report: Bruce Raber, Roadmaster, reported for the month of April: (1) Pot hole patching on black top roads. (2) Finished all but one dirt road. (3) Swept all developments and other roads that were needed. (4) Truck and equipment repairs. (5) Installed new road name signs and stop signs. (6) Installed posts around propane tank. (7) Cleaned out storm water catch boxes. (8) Installed new pipe on Blue Mt. House Rd. (9) Hauled shale from Lynnville lot from Lyon Valley Rd. (10) Stated shoulder paving. (11) Two road crew workers helped cut grass in park for one day. **Anticipated work for May:** (1) Continue shoulder paving. Bruce Raber reported that four work area cones were stolen. Bruce Raber also stated that the road crew has been helping Richard Matthias with grass cutting at the park because Stanley Billig has been out due to medical reasons. Bruce Raber also added that Richard Matthias has been also helping the road crew. Kevin Deppe stated that Richard Matthias will soon have the part time guys for the summer and that everyone will work together to get things done.

Food Pantry: Joe Mitleyng & Ralph Zettelmoyer from Christ Lowhill Church were present to discuss the newly formed Food Pantry that is located at Herber and Lowhill Church Roads in the old Church School building which is being renovated. Christ Lowhill Church; Ebenezer Church and New Life Lutheran Church are currently working together to serve the needs of Heidelberg, Lynn, Lowhill and Weisenberg Townships. The Food Pantry is in need of donations for the paving of a parking area and also donations for food. A motion was made by Thomas C. Creighton and seconded by Kermit E. DeLong to make a donation to the Christ Lowhill Church Food Pantry in the amount of 2K to be used toward the paving project and also 1K to be used towards a food donation. Motion carried unanimously. A motion was made by Thomas C. Creighton and seconded by Kermit E. DeLong to forward Rob Sadler's donation of 5K, based on his earlier request that was made in September 2007 towards the Tennis courts, to the Lowhill Church Food Pantry. Motion carried unanimously. A motion was made by Thomas C. Creighton and seconded by Kermit E. DeLong to refund Gloria

Zimmerman's donation of 5K that was made in December of 2007 towards the Basketball Courts. Motion carried unanimously. Gloria Zimmerman had stated in her phone call, that when the construction of the basketball courts begins, she will resubmit her donation of 5K. Ralph Zettelmoyer thanked the community for their continued support.

Humane Society: The Humane Society agreement was tabled until further documentation is received.

Motion to transfer money: A motion was made by Thomas C. Creighton and seconded by Kermit E. DeLong to transfer \$800 from the GFMM to the Street Light Account. Motion carried unanimously. A motion was made by Thomas C. Creighton and seconded by Kermit E. DeLong to transfer \$2,553.06 from the REC fund to the GFMM; to reimburse the GF for 2 KCE invoices that should have originally been paid from the park for the tennis/bb court bid specs. Motion carried unanimously.

AARC: A motion was made by Thomas C. Creighton and seconded by Kermit E. DeLong directing Marc Fisher to insert the following to page 8 of the current draft AARC, AQC-OD: Section 397A-1, The maximum tract size shall be 200 acres where the base zoning district which underlies the AQC-OD is the VC zoning district. The maximum tract size shall be 200 acres where the base zoning district which underlies the AQZ-OD is the RR zoning district. Section 397A-2, The maximum density shall be 6 units per gross acre of tract size for development where the base zoning district which underlies the AQC-OD is the VC zoning district and 2.66 units per gross acre of tract size for development where the base zoning district which underlies the AQC-OD is the RR zoning district. Motion carried unanimously. The additions will be sent to the Planning Commission for their review.

Act 537: General Manager, Aurel M. Arndt was present from the Lehigh County Authority, Water and Wastewater Services, to present an overview & description of the Authority.

Cable Franchise Fee: Tom Creighton expressed concern in performing an audit of the cable franchise. Kevin Deppe stated that the new agreement with BRCTV states that the township has the right to audit. Kevin Deppe also added that he has already done an audit.

Historical Society: President of the Lynn-Heidelberg Historical Society, Willard Snyder was present to ask the BOS for their support in proceeding with the purchase of a Bank Barn that could be relocated to Ontelaunee Park which could display quite a bit of antique farm equipment which was purchased from the Carl Snyder sale with a grant that they obtained. The Historical Society would like to proceed with more grants, but would like to know if the township BOS would be in favor of them moving forward with the proposed project. Mr. Snyder stated that the Historical Society was thinking to keep the location of the Bank Barn in the vicinity of the Ft. Everett and Zeisloff House. The Bank Barn would be incorporated with the Ft. Everett and Zeisloff House and would be used for educational purposes. The BOS discussed issues of ownership agreement. Mr. Snyder stated that there has been no agreement for the last 10 years and has no problem with it remaining the same. A motion was made by Thomas C. Creighton and seconded by Kermit E. DeLong directing Tammy M. White to write a letter to the Historical Society showing the BOS support to see the proposed project in Ontelaunee Park. Motion carried unanimously.

Weed Ordinance: The weed ordinance will be ready for authorization of advertisement at the 06/04/09 BOS meeting.

Miscellaneous: Kevin Deppe reported: (1) The ARC GIS upgrade has arrived and will be installed. (2) The township received Nestlé's 2008 annual monitoring report. (3) The AED's are installed at the Park and REC fields. (4) The tree vitalization program is available to submit for a matching grant as the township did last year for trees in the park. The BOS directed Kevin Deppe to apply for the grant again. (5) A reimbursement of \$82,310 will be coming from DEP for expenditures on the 537. Kevin Deppe will draft a % of what is reimbursable to the SA and township. (6) A motion was made by Thomas C. Creighton and seconded by Kermit E. DeLong to advertise the repeal of the Amusement/Admissions tax Ordinance. Motion carried unanimously. (7) A motion was made by Thomas C. Creighton and seconded by Kermit E. DeLong confirming settlement of the Mattes agreement. Motion carried unanimously. (8) Tom Creighton added that the NYAA will be in need of additional use of the soccer fields in the park for the next 2 weeks. (9) Tom Creighton stated that he would be able to obtain fertilizer free that could be used in the park. Richard Matthias stated that 20 bags would be sufficient. Glenn Smith also stated that he would send hydrometrics to the township, of what is used at the Golf Course. Tom Creighton stated that Tony Oswald from the REC Commission should look into more space for more soccer fields at the park.

Public Comment: (1) New Tripoli Fire Company Fire Chief, Dennis Snyder asked the BOS to consider putting away money from the cable franchise for the fire companies because of rising costs. Dennis Snyder stated that they have applied for grants to help assist in rising costs. Kevin Deppe added that Heidelberg and Lowhill townships have an ordinance that helps defray unnecessary / nuisance calls. Marc Fisher will look into. Willard Snyder stated that he sees the predicament that the fire companies are in and supports the importance of their needs. (2) Kermit DeLong stated that Mel Charles is scheduled to use Ontelaunee Park to conduct a question and answer session for her campaign this Friday, May 15, 2009 @ 5:30 pm. Kermit DeLong stated that township property can not be used for campaign issues and would like if Kevin Deppe would contact Mel Charles to let her know.

Announcements: (1) The Pow-wow is scheduled in Ontelaunee Park this Friday, Saturday & Sunday, May 15th, 16th, 17th. (2) The next BOS meeting will be Thursday, June 4, 2009 @ 6:30.

Adjournment: A motion was made by Thomas C. Creighton and seconded by Kermit E. DeLong to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:30 pm.

As of May 31, 2009

Account	Balance
General Fund	329,526.07
Capital Reserve	458,331.39
Zoning/Subdivision	11,743.06
HLLW COG	39,698.93
State Road	193,738.58
Street Light	1,011.00
Park	2,344.63
Recreation	24,288.39
Total	1,060,682.05

	<u>May 09</u>
Income-GENERAL FUND	
301 · Real Property Taxes	
301.10 · Real Estate Tax-Current	17,262.59
301.60 · Real Estate Tax-Interim-Current	33.66
Total 301 · Real Property Taxes	<u>17,296.25</u>
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	6,523.37
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	<u>79,362.75</u>
Total 310.20 · Earned Income Tax	<u>79,362.75</u>
Total 310 · Local Tax Enabling Act	85,886.12
321 · Business Licenses and Permits	
321.80 · Cable Television Francise	<u>13,229.86</u>
Total 321 · Business Licenses and Permits	13,229.86
331 · Fines	
331.10 · Court - Magistrate	46.34
331.12 · Violation of Ordinances, Statue	<u>1,041.06</u>
Total 331 · Fines	1,087.40
342 · Interest, Rents & Royalties	
342.53 · Royalties from Cell Tower Rent	<u>1,100.00</u>
Total 342 · Interest, Rents & Royalties	1,100.00
360 · Gen. Govt. Charges for Services	
361 · General Government	
361.100 · General Contractor Registration	50.00
361.87 · Sale of Maps & Publications	91.00
361.88 · Copy Fee	0.25
361.92 · Electrical Registrations	25.00
361.94 · Misc. Billing	<u>75.00</u>
Total 361 · General Government	241.25
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	1,027.00
362.41D · Driveway Permit	125.00
362.41F · Building Permit Filed	254.00
362.41K · Deck, Patios, Patio Roof, Porch	104.00
362.41N · Re-inspection	100.00
362.41P · Pool/Hot Tub/Spa Permit	104.00
362.41R · Renew BLDG, Zone, Plumb	450.00
362.41S · Accessory Struc < 1000 ft	225.00
362.41 · Building Permit - Other	<u>54.00</u>

Total 362.41 · Building Permit	2,443.00
362.42 · Electrical Permit	679.00
362.43 · Plumbing Permit	154.00
362.44 · Sewage Permits (SEO Fees)	465.00
362.48 · Demolition Permit	<u>129.00</u>
Total 362.40 · Protective Inspection Fees	<u>3,870.00</u>
Total 362 · Public Safety	3,870.00
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	<u>1,523.00</u>
Total 364 · Sanitation	<u>1,523.00</u>
Total 360 · Gen. Govt. Charges for Services	5,634.25
392 · Interfund Operating Transfer	
392.96 · Transfer from the REC	<u>2,553.06</u>
Total 392 · Interfund Operating Transfer	2,553.06
395 · Refunds of Prior Yr Expenditure	
395.99 · Refunds of Prior Year Exp.	<u>997.41</u>
Total 395 · Refunds of Prior Yr Expenditure	<u>997.41</u>
Total Income	<u>127,784.35</u>

Expense

400 · General Government	
400.00 · Legislative (Governing) Body	
400.05 · Supervisor Salaries	<u>413.79</u>
Total 400.00 · Legislative (Governing) Body	413.79
402 · Auditing/Bookkeeping Services	
402.05 · Auditor Salary	<u>55.50</u>
Total 402 · Auditing/Bookkeeping Services	55.50
403 · Tax Collection	
403.16 · Commission Paid as Compensation	<u>7,198.34</u>
Total 403 · Tax Collection	7,198.34
404 · Solicitor/Legal Services	2,163.11
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	<u>2,083.90</u>
Total 405 · Secretary/Clerk	2,083.90
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	1,908.09
406.21 · Office Supplies	294.24
406.32 · Communication - Phone/Wireless	853.35
406.34 · Advertising	113.19
406.38 · Rentals	265.27
406.48 · Internet Fees/Web Design	400.00
406.99 · Payroll	<u>107.31</u>
Total 406 · Other General Govt. Admin	3,941.45
408 · Engineering Services	
408.99 · Township engineer	<u>42.00</u>
Total 408 · Engineering Services	42.00
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	277.67
409.37 · Repairs and Maint.	3,700.00
409.44 · Laundry/Other Sanitary Services	315.58
409.99 · Heating - Oil/Propane	<u>357.56</u>
Total 409 · General Government Bldg&Plants	<u>4,650.81</u>
Total 400 · General Government	20,548.90
410 · Public Safety	

412 · Ambulance/Rescue	
412.99 · Ambulance/Rescue Expenses	55.34
Total 412 · Ambulance/Rescue	55.34
413 · Code Enforcement	
413.31 · Code enforcement pro. service	1,815.91
Total 413 · Code Enforcement	1,815.91
414 · Planning & Zoning	
414.33 · Transportation Costs	393.25
414.42 · Dues, Subscriptions, and Mships	98.78
414.99 · Salary Zoning Officer	3,422.82
Total 414 · Planning & Zoning	3,914.85
419 · Other Public Safety	
419.99 · PA One Call	22.80
Total 419 · Other Public Safety	22.80
Total 410 · Public Safety	5,808.90
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	521.54
426.44 · Sanitation Services	714.32
Total 426 · Gen Gov Recycling Col & Dis	1,235.86
Total 420 · Health and Human Services	1,235.86
423 · Human Services	
423.54 · CCL Food Pantry Donation	8,000.00
Total 423 · Human Services	8,000.00
430 · Public Works Hwy,Rds,Streets	
437 · Repair of Tools & Machinery	
437.74 · Equipment purchase	33,000.00
437.99 · Truck Repair	2,285.84
Total 437 · Repair of Tools & Machinery	35,285.84
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	8,696.11
438.25 · Repairs & Maint Supplies	1,718.20
438.98 · Twp. paid road maint mat.	1,049.37
438.99 · Truck Fuel	2,471.57
Total 438 · Road/Bridge Maint. and Repair	13,935.25
Total 430 · Public Works Hwy,Rds,Streets	49,221.09
450 · Culture-Recreation	
452 · Participant Recreation	
452.15 · Participant Recreation - P/T	631.64
Total 452 · Participant Recreation	631.64
454 · GF Parks	
454.12 · Parks full time staff (GF)	1,581.54
454.15 · Parks part time staff (GF)	148.86
454.33 · Travel Expense	93.87
Total 454 · GF Parks	1,824.27
Total 450 · Culture-Recreation	2,455.91
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,621.05
481.20 · Employer paid Medicare	379.12
481.30 · Employer paid Unemployment Comp	105.95
Total 481 · Employer paid Taxes	2,106.12
487 · Other Group Insurance Benefits	

487.01 · Health Insurance	9,023.69
487.02 · Life Insurance	37.50
Total 487 · Other Group Insurance Benefits	9,061.19
489 · All other unclassified Expenses	
489.98 · Clothing Allowance	40.00
489.99 · EE withholding taxes	5,599.91
Total 489 · All other unclassified Expenses	5,639.91
Total 480 · Misc. Expense	16,807.22
490 · Other Financing Uses-exp	
491 · Refund of prior year revenues	5,000.00
492 · Interfund Operating Transfer	
492.98 · Transfer to Electric Light Fund	800.00
Total 492 · Interfund Operating Transfer	800.00
Total 490 · Other Financing Uses-exp	5,800.00
Total Expense	109,877.88
Net Income	17,906.47

May 09

Income-LIGHT FUND

383.11 · Street Lighting Tax	917.18
392 · Interfund Operating Transfers	
392.01 · Transfer from General Fund	800.00
Total 392 · Interfund Operating Transfers	800.00
Total Income	1,717.18

Expense

434 · Street Lighting	
434.36 · Street Lighting Electric	752.76
Total 434 · Street Lighting	752.76
Total Expense	752.76

Net Income

964.42

May 09

Income-LIQUID FUEL FUND

0.00

Expense

430 · LFF Public Works	
438 · Maint./Repair Roads & Bridges	10,616.09
Total 430 · LFF Public Works	10,616.09
Total Expense	10,616.09

Net Income

-10,616.09

May 09

Income-RECREATION FUND

0.00

Expense

492.98 · Transfer to GFMM	2,553.06
Total Expense	2,553.06

Net Income

-2,553.06

May 09

Income-PARK FUND

342.59 · Rental of Park Facilities	1,370.00
Total Income	1,370.00

Expense

454 · Parks	
454.25 · Repairs & Maintenance Supplies	339.17

454.34 · Advertising	35.72
454.36 · Public Utilities	102.25
454.37 · Equipment Repair	8.50
454.38 · Rental	95.00
454.95 · Township Engineer	84.00
454.98 · Fuel for equipment	22.21
Total 454 · Parks	<u>686.85</u>
Total Expense	<u>686.85</u>
Net Income	<u>683.15</u>
Total Income (all accounts)	<u>130,871.53</u>
Total Expense (all accounts)	<u>124,486.64</u>
Net Income(all accounts)	<u>6,384.89</u>

Respectfully Submitted,

Tammy M. White

Tammy M. White
Secretary/Treasurer