

Board of Supervisors
Thursday, June 9th, 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, Member David C. Najarian, Zoning Officer Kevin N. Deppe, Secretary/Treasurer Tammy M. White, Solicitor Marc Fisher, Engineer Roy Stewart, NW Press Reporter Elsa Kerschner, and approximately 20 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 David C. Najarian and seconded by Brian C. Dietrich to accept the minutes from 05/12/11 to direct the treasurer to pay all the bills except for the Horwith bill. Kermit E. DeLong abstained from the motion due to a Divine Spring water bill. Motion carried. A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich to direct the treasurer to pay the Horwith bill. 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. Motion carried.

Pension: A motion was made by David C. Najarian and seconded by Kermit E. DeLong adopting Resolution 2011-15: **A RESOLUTION OF THE LYNN TOWNSHIP BOARD OF SUPERVISORS OF LEHIGH COUNTY PA CONVERTING THE DEFINED BENEFIT PENSION PLAN TO A DEFINED CONTRIBUTION PLAN FOR LYNN TOWNSHIP NON-UNIFORMED EMPLOYEES AND ACCEPTING A PROPOSAL FOR ACTUARIAL AND RECORD KEEPING SERVICES.** Motion carried unanimously.

Subdivisions: Terry & Jacqueline Kemmerer Preliminary: A motion was made by David C. Najarian and seconded by Kermit E. DeLong approving the Kemmerer preliminary plan. Motion carried unanimously. **John Scully extension:** A motion was made by David C. Najarian and seconded by Kermit E. DeLong granting John Scully an extension thru December 31, 2011 contingent upon compliance with agreement and security and payment of any fees and outstanding bills. Motion carried unanimously. **Miller Rd. Farm #4 Final:** A motion was made by David C. Najarian and seconded by Kermit E. DeLong granting final approval of Miller Rd. Farm #4. Motion carried unanimously.

Road Report: A motion was made by David C. Najarian and seconded by Kermit E. DeLong accepting the Road Report. Motion carried unanimously. Bruce Raber had to leave the meeting due to a downed tree in the township. **Reported for the month of May:** (1) Finished shoulder paving on 5 roads that were listed as job numbers (Hernhutter Strass, Sweitz, Cardinal, Stoney Ridge & Oswald). (2) Went over most dirt roads. (3) Scrap Metal \$326.40. (4) Cans \$288.00. (5) Repairs and Oil Change to equipment and trucks. (6) Cut up trees and cleared roads of debris from heavy wind and rain. (7) Half way done shoulder mowing. (8) Cut weeds and grass at transfer station. (9) Spot paving on 3 different roads. **Anticipated work for June:** (1) Continue shoulder mowing. (2) Work on 2 or 3 dirt roads. (3) Get ready to oil & chip.

Resolution 2011-12: A motion was made by David C. Najarian and seconded by Kermit E. DeLong approving Resolution 2011-12: **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.

Resolution 2011-13: A motion was made by David C. Najarian and seconded by Kermit E. DeLong approving Resolution 2011-13: **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.

SA/BOS Joint meeting: A motion was made by Kermit E. DeLong and seconded by David C. Najarian adopting Resolution 2011-14: **A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA DIRECTING LYNN TOWNSHIP SEWER AUTHORITY TO CONVEY ITS ASSETS TO LYNN TOWNSHIP AND TO NOTIFY THE BOARD OF SUPERVISORS OF ITS WILLINGNESS TO CONVEY ITS ASSETS DIRECTLY TO LEHIGH COUNTY AUTHORITY.** Motion carried unanimously.

Managers Report: Kevin Deppe, Township Manager, reported: (1) **HOP Permit:** The HOP permit for the old pool entrance, adjacent to Rt. 143, has expired. The BOS stated that they felt the entrance should be closed. (2) **Bank Funds:** Three, 60 month, options for investing the Townships GFMM money in the amount of 470K, were given to the BOS for review. Option #1 brought an interest return of \$8,750.00; Option #2 brought an interest return of \$12,925.00; and Option #3 brought an interest return of \$7,849.00. The BOS agreed to Option 3. Kevin Deppe and Tammy M. White will be in contact with the New Tripoli Bank. (3) **Mower for Park:** Two zero turn lawn mowers were demonstrated in Ontelaunee Park by Kevin Deppe. Kevin Deppe gave his recommendation for the Farris model. Dave Najarian stated that the purchase of the mower should be done at the end of the year so the Township knows where they stand financially and incorporate the cost into the 2012 budget. The BOS also directs that Kevin Deppe also demo other models. (4) Kathy Lansinger, leader of Girl Scout troop 215, reported at the April 2011 BOS meeting, that March 2012 will mark the

100th year of Girl Scouting and as part of the celebration they would like to form a Halloween Parade. The BOS informed her that it would require state permits and that she may want to check with the Lynn-Heidelberg Historical Society for more information. Kathy Lansinger did look into the legality of forming the parade and due to all the requirements, decided that with approval from the township, they could possibly hold a parade in Ontelaunee Park.

Miscellaneous: (1) Brian Dietrich addressed the township with the need for the road crew to have a form of lighting for when they are called out at night for emergency tree removal. Dave Najarian stated that it should be taken into consideration for some sort of light apparatus when possible purchasing a new truck. Bruce Raber stated that he would prefer a trailer with a generator. The BOS directed Kevin Deppe and Bruce Raber to gather ideas and prices. (2) The BOS stated that the Township of Lynn is responsible for the hiring of the replacement for George Rauch's position as maintenance for the REC fields.

Public Comment: (1) LVMI: Michael McKenna presented to the BOS the Lehigh Valley Music Awards 13 Summer Jam. A motion was made by David C. Najarian and seconded by Brian C. Dietrich approving the use of the Park to the LVMA requiring adequate insurance and naming the township as additional insured and stipulating that the back entrance off Allemaengel Road not to be used. Motion carried unanimously.

Announcements: (1) 3rd Annual Car & Motorcycle Show; Sunday, July 17, 2011; 2pm till 6pm Ontelaunee Park. \$7 entrance fee for all cars, trucks and biked; free admission for spectators.

Adjournment: A motion was made by David C. Najarian and seconded by Kermit E. DeLong to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:30 pm.

As of June 30, 2011

Account	Balance
General Fund	550,926.12
Capital Reserve	470,569.19
Zoning/Subdivision	14,663.21
HLLW COG	46,139.21
State Road	154,256.84
Street Light	4,891.27
Park	33,695.87
Recreation	24,449.20
Total	1,299,590.91

Jun 11

Income-GENERAL FUND

301 · Real Property Taxes	
301.10 · Real Estate Tax-Current	51,579.73
301.40 · Delinquent RE Tax-Tax Claim	226.82
Total 301 · Real Property Taxes	51,806.55
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	2,770.95
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	47,796.32
Total 310.20 · Earned Income Tax	47,796.32
Total 310 · Local Tax Enabling Act	50,567.27
331 · Fines	
331.10 · Court - Magistrate	8.56
331.13 · State Police	4,366.56
Total 331 · Fines	4,375.12
341 · Interest	
341.01 · Interest on Checking	6.29
Total 341 · Interest	6.29
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	
361.21 · Office Supplies	400.00
361.88 · Copy Fee	0.50

361.94 · Misc. Billing	205.00
361 · General Government - Other	8.75
Total 361 · General Government	614.25
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41A · Permit for Ag. Bldg.	65.00
362.41B · BLDG/Alter/Repair Permit	2,024.00
362.41F · Building Permit Filed	600.00
362.41N · Re-inspection	75.00
362.41S · Accessory Struc < 1000 ft	155.00
362.41 · Building Permit - Other	75.00
Total 362.41 · Building Permit	2,994.00
362.42 · Electrical Permit	878.00
362.43 · Plumbing Permit	262.00
362.44 · Sewage Permits (SEO Fees)	1,390.00
Total 362.40 · Protective Inspection Fees	5,524.00
Total 362 · Public Safety	5,524.00
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	1,739.00
364 · Sanitation - Other	10.00
Total 364 · Sanitation	1,749.00
Total 360 · Gen. Govt. Charges for Services	7,887.25
389 · Unclassified Income	20.00
392 · Interfund Operating Transfer	
392.96 · Transfer from the REC	16,417.26
392.98 · Transfer from SubD/Zoning	287.50
Total 392 · Interfund Operating Transfer	16,704.76
Total Income	132,467.24
Expense	
400 · General Government	
400.00 · Legislative (Governing) Body	
400.05 · Supervisor Salaries	423.05
Total 400.00 · Legislative (Governing) Body	423.05
403 · Tax Collection	
403.16 · Commission Paid as Compensation	11,149.23
Total 403 · Tax Collection	11,149.23
404 · Solicitor/Legal Services	2,048.16
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	1,057.19
405 · Secretary/Clerk - Other	2,150.96
Total 405 · Secretary/Clerk	3,208.15
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	3,024.72
406.21 · Office Supplies	225.04
406.23 · Postage	72.99
406.32 · Communication - Phone/Wireless	430.96
406.34 · Advertising	100.24
406.38 · Rentals	253.95
406.46 · Mtg., Conf., Cont.Ed.	259.56
406.99 · Payroll	263.40
Total 406 · Other General Govt. Admin	4,630.86
408 · Engineering Services	
408.99 · Township engineer	700.00

Total 408 · Engineering Services	700.00
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	442.27
409.37 · Repairs and Maint.	180.00
409.44 · Laundry/Other Sanitary Services	<u>548.91</u>
Total 409 · General Government Bldg&Plants	<u>1,171.18</u>
Total 400 · General Government	23,330.63
410 · Public Safety	
411 · Fire	
411.98 · New Tripoli FC Fuel	<u>475.63</u>
Total 411 · Fire	475.63
412 · Ambulance/Rescue	
412.98 · Fuel	<u>670.77</u>
Total 412 · Ambulance/Rescue	670.77
413 · Code Enforcement	
413.31 · Code enforcement pro. service	<u>1,800.00</u>
Total 413 · Code Enforcement	1,800.00
414 · Planning & Zoning	
414.15 · ZHB/PC Salaries	705.10
414.31 · Professional services	340.00
414.99 · Salary Zoning Officer	<u>5,217.69</u>
Total 414 · Planning & Zoning	6,262.79
419 · Other Public Safety	
419.99 · PA One Call	<u>15.77</u>
Total 419 · Other Public Safety	<u>15.77</u>
Total 410 · Public Safety	9,224.96
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	684.03
426.44 · Sanitation Services	<u>838.00</u>
Total 426 · Gen Gov Recycling Col & Dis	<u>1,522.03</u>
Total 420 · Health and Human Services	1,522.03
430 · Public Works Hwy,Rds,Streets	
437 · Repair of Tools & Machinery	
437.99 · Truck Repair	<u>867.13</u>
Total 437 · Repair of Tools & Machinery	867.13
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	12,614.36
438.25 · Repairs & Maint Supplies	973.21
438.98 · Twp. paid road maint mat.	2,215.48
438.99 · Truck Fuel	4,344.42
438 · Road/Bridge Maint. and Repair - Other	<u>1,204.88</u>
Total 438 · Road/Bridge Maint. and Repair	<u>21,352.35</u>
Total 430 · Public Works Hwy,Rds,Streets	22,219.48
450 · Culture-Recreation	
454 · GF Parks	
454.15 · Parks part time staff (GF)	1,272.99
454.25 · Repairs & Maint Supplies	<u>144.99</u>
Total 454 · GF Parks	<u>1,417.98</u>
Total 450 · Culture-Recreation	1,417.98
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	2,449.09

481.20 · Employer paid Medicare	572.77
481.30 · Employer paid Unemployment Comp	269.09
483.30 · Non-Uniform Pension Contr.	500.00
Total 481 · Employer paid Taxes	3,790.95
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	
489.99 · EE withholding taxes	8,476.58
Total 489 · All other unclassified Expenses	8,476.58
Total 480 · Misc. Expense	22,548.56
Total Expense	80,263.64
Net Income	52,203.60

Jun 11

Income-LIGHT FUND

383.11 · Street Lighting Tax	4,269.07
Total Income	4,269.07

Expense

434 · Street Lighting	
434.36 · Street Lighting Electric	907.87
Total 434 · Street Lighting	907.87

Total Expense	907.87
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Net Income	3,361.20
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Jun 11

Income-LIQUID FUEL FUND

0.00

Expense

430 · LFF Public Works	
438 · Maint./Repair Roads & Bridges	1,887.39
439 · HW Construction/Rebuilding Proj	36,090.61
Total 430 · LFF Public Works	37,978.00

Total Expense	37,978.00
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Net Income	-37,978.00
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Jun 11

Income-REC FUND

0.00

Expense

492.98 · Transfer to GFMM	16,417.26
492.99 · Transfer to Ontelaunne Park	2,582.74

Total Expense	19,000.00
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Net Income	-19,000.00
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Jun 11

Income-ESCROW FUND

0.00

Expense

492 · Interfund Operating Transfers	
492.02 · Transfer to GFMM	287.50
Total 492 · Interfund Operating Transfers	287.50

Total Expense	287.50
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Net Income	-287.50
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Jun 11

Income-PARK FUND

342.59 · Rental of Park Facilities	450.00
351 · Fed Capital & Operating Grants	
351.07 · Culture-Recreation	<u>-2,325.00</u>
Total 351 · Fed Capital & Operating Grants	<u>-2,325.00</u>
387 · Contributions and Donations	-66.00
392 · Interfund Operating Transfer	
392.97 · Transfer from Recreation Fund	<u>2,582.74</u>
Total 392 · Interfund Operating Transfer	<u>2,582.74</u>

Total Income	641.74
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Expense

454 · Parks	
454.24 · General Supplies	67.50
454.25 · Repairs & Maintenance Supplies	840.79
454.36 · Public Utilities	<u>149.08</u>
Total 454 · Parks	<u>1,057.37</u>

Total Expense	1,057.37
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Net Income	-415.63
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Total Income (all accounts)	<u>137,378.05</u>
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Total Expense (all accounts)	<u>139,494.38</u>
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Net Income(all accounts)	<u><u>-2,116.33</u></u>
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Respectfully Submitted,

Tammy M. White
 Tammy M. White
 Secretary/Treasurer