

Board of Supervisors
Thursday, July 14th, 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, NW Press Reporter Elsa Kerschner, and approximately 11 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Public Comment: Kermit DeLong stated that he is tired of hearing comments and constant conflict concerning Township Manager Kevin Deppe especially recently with issues concerning the Bank Barn. Kermit DeLong stated that the board, along with the township, needs to let Kevin Deppe do his job.

Accept the Minutes and Direct the Treasurer to pay the bills: A motion was made by David C. Najarian and seconded by Kermit E. DeLong to accept the minutes from 06/09/11 and to direct the treasurer to pay all the bills except for the Horwith 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.

Subdivisions: Terry & Jacqueline Kemmerer Preliminary: A motion was made by David C. Najarian and seconded by Brian C. Dietrich granting final approval for the Kemmerer subdivision contingent upon all escrow fees being paid. Motion carried unanimously.

Road Report: Road Master Bruce Raber reported for the month of June: (1) Finish shoulder mowing. (2) Cleaned & swept roads to be oil & chip. (3) Helped Lowhill Twp. with their shoulder paving. (4) Helped Weisenberg Twp. with their oil & chip. (5) Heidelberg, Lowhill, and Weisenberg helped Lynn Twp. with their oil & chip. (6) Helped Lowhill oil & chip. (7) Helped Heidelberg oil & chip. (8) Paved 2 handicap parking area's in the park. Anticipated work for July: (1) Work on dirt roads. (2) Start second round of shoulder mowing.

Donations: A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich to keep the 2011 donation the same as 2010. 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.

The donations are as follows:

Donations/Contributions: July 2011 to July 2012

LYNNPORT FIRE CO.....\$5,000

NEW TRIPOLI FIRE CO.....\$5,000

Note: Fire Companies invoice Township for payment.

NORTHWESTERN AMB. CORPS.....\$5,000

Fuel donation only-no extra donation; 07/10/08 BOS minutes

Invoice NW Ambulance for fuel when they reach \$5,000.00

NORTHWESTERN RESCUE SQUAD..... \$3,000

NORTHWESTERN REC. COMMISSION.....\$5,000 + \$500.00 Night in the Country.

Food Pantry.....\$1,500

Mixed Use Ordinance: Public hearing was held to discuss Ordinance 2011-4. A motion was made by Brian C. Dietrich and seconded by Kermit E. DeLong authorizing Solicitor Marc Fisher to advertise the Ordinance for action at the August 11, 2011 BOS meeting. Motion carried unanimously.

Resolution 2011-16: A motion was made by Kermit E. DeLong and seconded by David C. Najarian approving Resolution 2011-16: A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA AUTHORIZING, EMPOWERING AND DIRECTING THE PROPER OFFICERS OF THE LYNN TOWNSHIP TO APPOINT A LIASON, SECRETARY/TREASURER AND ADMINISTRATIVE SECRETARY, BETWEEN AND AMONG LYNN TOWNSHIP, THE LEHIGH TAX COLLECTION COMMITTEE AND BERKHEIMER, THE DULY APPOINTED TAX OFFICER FOR THE COLLECTION OF EARNED INCOME TAX, FOR THE EXPRESS PURPOSE OF SHARING CONFIDENTIAL TAX INFORMATION FOR OFFICIAL PURPOSES OR AS PROVIDED BY LAW.. Motion carried unanimously.

Ordinance 2011-05: A motion was made by David C. Najarian and seconded by Kermit E. DeLong authorizing Solicitor, Marc Fisher to advertise for the Ordinance. Motion carried unanimously. The Ordinance is for the restating and

amending of the EIT ordinance, establishing conformity with the local tax enabling act as amended by Act 32 of July 2, 2008.

Resolution 2011-17: A motion was made by Kermit E. DeLong and seconded by David C. Najarian approving Resolution 2011-17: 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.

Managers Report: Kevin Deppe, Township Manager, reported: (1) Multi Purpose field: Kevin reported that they are trying to keep up with watering the new multi purpose field in the Park.

Miscellaneous: (1) LCA take over of Sewer Authority: Marc Fisher reported that the BOS will be receiving the 1st draft agreement of LCA and Lynn Township for the boards review. The adopted resolution 2011-14 contains 2 provisions, those being: a) That a formal agreement with LCA was to be completed by August 15, 2011. This timeline no longer seems feasible. The BOS agreed to extend the deadline. b) That the sewer authority provides a list of their debts and assets by September 30, 2011. The BOS directed that a letter from the township be sent to the Sewer Authority requesting that they provide the information as soon as possible. Hornstein has sent the Sewer Authority a letter requesting that their tapping fees, totaling 96K, be returned. (2) Brian Dietrich and Dave Najarian stated that they would be unable to attend the EIT meeting on Monday, July 18, 2011. Kermit DeLong will be able to attend, but asked that we check with Carol Betz to see if she can reschedule the meeting. (3) An executive session was called at 7:30 pm to discuss personnel issues regarding the vacant position at the REC Fields. The regular meeting resumed at 7:35 pm.

Public Comment: (1) Bruce Raber thanked Kevin Deppe and Roy Stewart for obtaining the proper permits to proceed with receiving shale from the Leaser Lake Dam project to be used on township roads. (2) Vice Chairman of the REC Advisory Committee, Ben Giralico reported that the summer music program has been great. The committee received a 5K grant for Music in the Park. Ben Giralico also stated that the committee is looking for new members. (3) Secretary of the REC Advisory Committee, Sue Giralico reported on the 3rd annual Car Cruise and that they could use volunteers to help.

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 7:40 pm.

As of July 30, 2011

Account	Balance
General Fund	553,832.01
Capital Reserve	5,275.62
CD's	470,000.00
Zoning/Subdivision	14,586.47
HLLW COG	47,141.17
State Road	70,298.91
Street Light	4,720.76
Park	33,881.36
Recreation	24,455.40
Total	1,224,191.70

	<u>Jul 11</u>
Income-GENERAL FUND	
301 · Real Property Taxes	
301.10 · Real Estate Tax-Current	9,676.05
301.40 · Delinquent RE Tax-Tax Claim	84.21
Total 301 · Real Property Taxes	9,760.26
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	8,085.00
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	37,972.98
Total 310.20 · Earned Income Tax	37,972.98
Total 310 · Local Tax Enabling Act	46,057.98
331 · Fines	
331.10 · Court - Magistrate	304.93
Total 331 · Fines	304.93
341 · Interest	

341.01 · Interest on Checking	9.31
Total 341 · Interest	9.31
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
361.30 · Zoning-Subdiv-Land Dev Fees	
361.32 · Fees for Eng., Insp, & Reviews	103.50
Total 361.30 · Zoning-Subdiv-Land Dev Fees	103.50
361.94 · Misc. Billing	203.00
361.99 · Road Improvement Fees	2,425.50
Total 361 · General Government	2,332.00
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	559.00
362.41F · Building Permit Filed	300.00
362.41N · Re-inspection	75.00
362.41P · Pool/Hot Tub/Spa Permit	100.00
362.41S · Accessory Struc < 1000 ft	266.80
362.41 · Building Permit - Other	628.20
Total 362.41 · Building Permit	1,929.00
362.43 · Plumbing Permit	129.00
362.44 · Sewage Permits (SEO Fees)	565.00
362.40 · Protective Inspection Fees - Other	449.00
Total 362.40 · Protective Inspection Fees	3,072.00
362.99 · Logging/Timber Harvest	100.00
Total 362 · Public Safety	3,172.00
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	1,711.80
Total 364 · Sanitation	1,711.80
Total 360 · Gen. Govt. Charges for Services	7,215.80
389 · Unclassified Income	20.00
392 · Interfund Operating Transfer	
392.96 · Transfer from the REC	6,000.00
Total 392 · Interfund Operating Transfer	6,000.00
395 · Refunds of Prior Yr Expenditure	
395.99 · Refunds of Prior Year Exp.	59.00
Total 395 · Refunds of Prior Yr Expenditure	59.00
Total Income	70,527.28
Expense	
400 · General Government	
400.00 · Legislative (Governing) Body	
400.05 · Supervisor Salaries	281.99
400.00 · Legislative (Governing) Body - Other	141.06
Total 400.00 · Legislative (Governing) Body	423.05
403 · Tax Collection	
403.16 · Commission Paid as Compensation	5,202.00
Total 403 · Tax Collection	5,202.00
404 · Solicitor/Legal Services	749.20
405 · Secretary/Clerk	

405.12 · Salary Township Secretary	2,183.55
Total 405 · Secretary/Clerk	2,183.55
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	1,991.42
406.21 · Office Supplies	113.74
406.23 · Postage	78.24
406.32 · Communication - Phone/Wireless	438.72
406.34 · Advertising	23.60
406.46 · Mtg., Conf.,Cont.Ed.	80.00
406.99 · Payroll	108.00
Total 406 · Other General Govt. Admin	2,833.72
408 · Engineering Services	
408.99 · Township engineer	1,301.26
Total 408 · Engineering Services	1,301.26
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	262.84
409.44 · Laundry/Other Sanitary Services	542.90
Total 409 · General Government Bldg&Plants	805.74
Total 400 · General Government	13,498.52
410 · Public Safety	
411 · Fire	
411.98 · New Tripoli FC Fuel	866.63
Total 411 · Fire	866.63
412 · Ambulance/Rescue	
412.54 · Ambulance/Rescue Donations	3,000.00
412.98 · Fuel	986.19
412.99 · Ambulance/Rescue Expenses	58.11
Total 412 · Ambulance/Rescue	4,044.30
413 · Code Enforcement	
413.31 · Code enforcement pro. service	2,207.84
Total 413 · Code Enforcement	2,207.84
414 · Planning & Zoning	
414.33 · Transportation Costs	376.38
414.99 · Salary Zoning Officer	3,465.93
Total 414 · Planning & Zoning	3,842.31
419 · Other Public Safety	
419.99 · PA One Call	19.09
Total 419 · Other Public Safety	19.09
Total 410 · Public Safety	10,980.17
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	146.70
426.44 · Sanitation Services	972.00
Total 426 · Gen Gov Recycling Col & Dis	1,118.70
Total 420 · Health and Human Services	1,118.70
423 · Human Services	
423.54 · CCL Food Pantry Donation	1,500.00
Total 423 · Human Services	1,500.00
430 · Public Works Hwy,Rds,Streets	
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	9,044.44
438.25 · Repairs & Maint Supplies	41.12
438.99 · Truck Fuel	1,834.20

Total 438 · Road/Bridge Maint. and Repair	10,919.76
Total 430 · Public Works Hwy,Rds,Streets	10,919.76
450 · Cultlure-Recreation	
452 · Participant Recreation	
452.97 · Northwestern Rec Commission	5,500.00
Total 452 · Participant Recreation	5,500.00
454 · GF Parks	
454.15 · Parks part time staff (GF)	1,181.09
Total 454 · GF Parks	1,181.09
Total 450 · Cultlure-Recreation	6,681.09
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,531.28
481.20 · Employer paid Medicare	358.12
481.30 · Employer paid Unemployment Comp	166.22
Total 481 · Employer paid Taxes	2,055.62
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	10,240.73
487.02 · Life Insurance	40.30
487.03 · Workmans Compensation	3,987.00
Total 487 · Other Group Insurance Benefits	14,268.03
489 · All other unclassified Expenses	
489.98 · Clothing Allowance	62.99
489.99 · EE withholding taxes	5,212.42
Total 489 · All other unclassified Expenses	5,275.41
Total 480 · Misc. Expense	21,599.06
490 · Other Financing Uses-exp	
492 · Interfund Operating Transfer	
492.94 · Transfer to CR	4,500.00
492.96 · Transfer to HLLW COG	1,211.60
Total 492 · Interfund Operating Transfer	5,711.60
Total 490 · Other Financing Uses-exp	5,711.60
Total Expense	72,008.90
Net Income	-1,481.62
	Jul 11

Income-LIGHT FUND

383.11 · Street Lighting Tax	735.57
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Total Income	735.57
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Expense

434 · Street Lighting	
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434.36 · Street Lighting Electric	906.08
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Total 434 · Street Lighting	906.08
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Total Expense	906.08
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Net Income	-170.51
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Jul 11

Ordinary Income/Expense

Income-CAPITAL RESERVE

392 · Inter fund Operating Transfers	
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392.94 · Transfer form GFMM	4,500.00
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Total 392 · Inter fund Operating Transfers	4,500.00
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Total Income	4,500.00
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Net Ordinary Income	4,500.00
Net Income	<u>4,500.00</u>

Jul 11

Income-LFF FUND 0.00

Expense

430 · LFF Public Works

438 · Maint./Repair Roads & Bridges 84,063.73

Total 430 · LFF Public Works 84,063.73

Total Expense 84,063.73

Net Income -84,063.73

Jul 11

Income-COG FUND

392.01 · Transfer from General Fund 1,211.60

Total Income 1,211.60

Expense

437 · Repairs of tools and machinery 228.61

Total Expense 228.61

Net Income 982.99

Jul 11

Income-REC FUND

367.99 · Rec Fee from Subdivision 6,000.00

Total Income 6,000.00

Expense

492.98 · Transfer to GFMM 6,000.00

Total Expense 6,000.00

Net Income 0.00

Jul 11

Income-ESCROW FUND

Expense

414 · Planning and Zoning

414.97 · Escrow Refunds 81.66

Total 414 · Planning and Zoning 81.66

Total Expense 81.66

Net Income -81.66

Jul 11

Income-PARK FUND

342.59 · Rental of Park Facilities 375.00

387 · Contributions and Donations 1,138.63

Total Income 1,513.63

Expense

454 · Parks

454.24 · General Supplies 395.00

454.25 · Repairs & Maintenance Supplies 386.60

454.36 · Public Utilities 170.49

Total 454 · Parks 952.09

Total Expense 952.09

Net Income 561.54

Total Income (all accounts) 84,488.08

Total Expense (all accounts) 164,241.07

Net Income(all accounts) -79,752.99

Respectfully Submitted,

Tammy M. White

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Secretary/Treasurer

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