

Board of Supervisors
Thursday, September 8th, 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 Eric Strauss, NW Press Reporter Elsa Kerschner, and approximately 6 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Public Comment: (1) Resident, Russell Wambold addressed the board with concerns that the grass hasn't been cut in Ontelaunee Park. The BOS stated that the grass hasn't been cut for over two weeks because of the enormous amounts of rain that have fallen and that the township is currently taking care of hiring someone to take over the grass cutting since the summer employee has returned to college. (2) Resident, Richard Metzger stated that the entrance to Ontelaunee Park should be graded. Kevin Deppe stated that Bruce Raber has already graded the area more than once to help with the water issue, but will look into it.

Accept the Minutes and Direct the Treasurer to pay the bills: A motion was made by Kermit E. DeLong and seconded by David C. Najarian to accept the minutes from 08/11/11. Motion carried unanimously. A motion was made by David C. Najarian and seconded by Kermit E. DeLong to pay all the bills except the Horwith fuel bill. Motion carried unanimously. A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich to direct the treasurer to pay the Horwith bill. 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.

Subdivisions: NW Self Storage extension request: No motion needed for extension. Extension automatically granted based on Senate Bill 1042 which contains a requirement that the validity of a wide variety of permits, including UCC building permits, which are issued or in effect during the period of December 31, 2008 through July 2, 2013, shall be extended during this period. Susan Schall planning module: A motion was made by David C. Najarian and seconded by Kermit E. DeLong to table the sewage planning module until the planning commission does the feasibility review. Motion carried unanimously.

Road Report: Road Master Bruce Raber reported for the month of **August:** (1) Set up for night in the country and then took everything down and put away. (2) Re-graded Blue Mt. House Rd. from Leaser Rd. to the top of Blue Mt. House. (3) Filled in edges of road with large stone and 4" stone on Leaser Rd. (4) took off the 91 Chevy fuel tank and had it repaired because of fuel leak. (5) Filled in and regraded part of Frey Rd. (6) Worked on cutting up and removing trees from roads. (7) Continued second round of shoulder mowing. (8) Cut grass at recycling center. *Anticipated work for September:* (1) Finish up shoulder mowing. (2) Coated roof of small shed and cleaned the inside up. (3) Do some small paving jobs. (4) Work on some dirt roads because of heavy rain. (5) Start some tree trimming.

Resolution 2011-19: A motion was made by David C. Najarian and seconded by Kermit E. DeLong approving Resolution 2011-19: **A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA FOR THE TRANSFER OF UNENCUMBERED MONEYS FROM ONE TOWNSHIP ACCOUNT TO ANOTHER.** Motion carried unanimously. The motion was for Subdivision #11-04 Kemmerer Subdivision and the ADA parking spots that were done in Ontelaunee Park.

Magisterial Notice of Judgment: Tetz Judgment: Dave Najarian stated that at this time there is no action to be taken until the 30 day appeal period is up.

Trick or Treat Night: The board set Trick or Treat night for Saturday, October 29, 2011 from 6 pm to 8pm.

Conveyance Agreement (Lynn Township Sewer System): Solicitor Marc Fisher is still working on the agreement. As stated in last month's minutes; the final agreement will be ready for the October 13th BOS meeting.

Peaceable Kingdom: David Najarian stated the township is not responsible to pay any type of donation and that Lynn Township was contracted with Peaceable Kingdom for the 1st 3 quarters of 2010 and the contract was for free trap, neuter and release (no cost to the township).

Managers Report: *Kevin Deppe, Township Manager, reported:* (1) Copier/Fax: The 5 year contract on our copier/fax machine will be ending. Ikon has stated that they will lease a new machine and allow us to keep the old one under the same terms and costs. A motion was made by David C. Najarian and seconded by Kermit E. DeLong approve the chairman to sign the contract with Ikon as soon as Kevin Deppe confirms all the details. Motion carried unanimously. (2) Compost Facility: Discussion was held on possible looking into a company, Mid Smithfield Materials, to do the chipping at the transfer station or have the debris taken off site to be chipped. The BOS also stated that a chipper could possible be purchased within the COG. Bruce Raber stated that Lynn has a small chipper as well as Weisenberg; however neither of the chippers has the capability needed to chip the size of debris. Bruce Raber also stated that a bigger chipper would be very costly. A motion was made by David C. Najarian and seconded by Brian C. Dietrich that the transfer station will only

except grass clippings and leaves after October 1, 2011. Motion carried unanimously. (3) Budget: The 2012 Budget has been started and there will be a meeting on Wednesday, September 28, 2011 at 6pm.

Miscellaneous: (1) Dave Najarian stated that the last time the Tax Collector was audited was year ending 2007 and that the elected auditors do not audit the tax collector but in fact just reconcile receipts. The Tax Collector's fiscal year ends in July. The 2012 budget will include the expense for outside auditors. (2) Bank Barn: Dave Najarian stated that he was in favor of the applicant. The BOS discussed the denial of the zoning permit for the bank barn. A motion was made by David C. Najarian and seconded by Brian C. Dietrich to waive all fees associated with the appeal to the Zoning Hearing Board. Kermit DeLong abstained from the motion. Motion carried. David Najarian stated that he will voice his opinion in favor of the appeal at the zoning hearing board meeting.

Public Comment: None

Announcements: Pioneer Days will be Saturday, October 1, 2011 in Ontelaunee Park,

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 September 30, 2011

Account	Balance
General Fund	576,401.74
Capital Reserve	5,280.32
CD's	470,000.00
Zoning/Subdivision	14,276.85
HLLW COG	49,745.87
State Road	60,170.24
Street Light	3,625.53
Park	24,392.19
Recreation	464.53
Total	1,204,357.27

Sep 11

Income-GENERAL FUND

301 - Real Property Taxes

301.10 - Real Estate Tax-Current 2,006.34

301.40 - Delinquent RE Tax-Tax Claim 498.74

Total 301 - Real Property Taxes 2,505.08

310 - Local Tax Enabling Act

310.03 - Per Capita - Delinquent 55.00

310.10 - Real Estate Transfer Tax 4,568.76

310.20 - Earned Income Tax

310.21 - Earned Income Tax-Current 55,396.62

Total 310.20 - Earned Income Tax 55,396.62

Total 310 - Local Tax Enabling Act 60,020.38

331 - Fines

331.10 - Court - Magistrate 237.99

Total 331 - Fines 237.99

341 - Interest

341.01 - Interest on Checking 6.97

Total 341 - Interest 6.97

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

361.81 - Business Permit 125.00

361.94 - Misc. Billing 630.00

Total 361 - General Government 755.00

362 - Public Safety

362.40 - Protective Inspection Fees

362.41 - Building Permit

362.41A · Permit for Ag. Bldg.	135.00
362.41B · BLDG/Alter/Repair Permit	574.00
362.41K · Deck, Patios, Patio Roof, Porch	75.00
362.41N · Re-inspection	<u>50.00</u>
Total 362.41 · Building Permit	834.00
362.42 · Electrical Permit	228.00
362.43 · Plumbing Permit	129.00
362.44 · Sewage Permits (SEO Fees)	<u>3,555.00</u>
Total 362.40 · Protective Inspection Fees	4,746.00
362 · Public Safety - Other	<u>30.00</u>
Total 362 · Public Safety	4,776.00
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	1,685.40
364 · Sanitation - Other	<u>25.00</u>
Total 364 · Sanitation	<u>1,710.40</u>
Total 360 · Gen. Govt. Charges for Services	7,241.40
389 · Unclassified Income	20.00
392 · Interfund Operating Transfer	
392.97 · Transfer from Park	2,215.48
392.98 · Transfer from SubD/Zoning	<u>600.62</u>
Total 392 · Interfund Operating Transfer	2,816.10
395 · Refunds of Prior Yr Expenditure	
395.99 · Refunds of Prior Year Exp.	<u>2,738.09</u>
Total 395 · Refunds of Prior Yr Expenditure	<u>2,738.09</u>
Total Income	76,686.01
Expense	
400 · General Government	
400.00 · Legislative (Governing) Body	
400.05 · Supervisor Salaries	<u>423.05</u>
Total 400.00 · Legislative (Governing) Body	423.05
403 · Tax Collection	
403.16 · Commission Paid as Compensation	<u>6,034.55</u>
Total 403 · Tax Collection	6,034.55
404 · Solicitor/Legal Services	1,444.81
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	<u>1,052.30</u>
Total 405 · Secretary/Clerk	1,052.30
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	953.21
406.21 · Office Supplies	100.05
406.23 · Postage	247.99
406.32 · Communication - Phone/Wireless	433.98
406.34 · Advertising	25.68
406.38 · Rentals	251.08
406.99 · Payroll	<u>168.95</u>
Total 406 · Other General Govt. Admin	2,180.94
408 · Engineering Services	
408.99 · Township engineer	<u>393.75</u>
Total 408 · Engineering Services	393.75
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	347.99
409.37 · Repairs and Maint.	60.00
409 · General Government Bldg&Plants - Other	<u>188.59</u>

Total 409 · General Government Bldg&Plants	<u>596.58</u>
Total 400 · General Government	12,125.98
410 · Public Safety	
412 · Ambulance/Rescue	
412.98 · Fuel	<u>-510.14</u>
Total 412 · Ambulance/Rescue	-510.14
413 · Code Enforcement	
413.31 · Code enforcement pro. service	1,880.00
413.45 · Contracted Services	<u>124.00</u>
Total 413 · Code Enforcement	2,004.00
414 · Planning & Zoning	
414.34 · ZB Advertising, Print, & Bind	68.32
414.99 · Salary Zoning Officer	<u>1,709.26</u>
Total 414 · Planning & Zoning	1,777.58
419 · Other Public Safety	
419.99 · PA One Call	<u>22.54</u>
Total 419 · Other Public Safety	<u>22.54</u>
Total 410 · Public Safety	3,293.98
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	251.45
426.44 · Sanitation Services	<u>848.00</u>
Total 426 · Gen Gov Recycling Col & Dis	<u>1,099.45</u>
Total 420 · Health and Human Services	1,099.45
430 · Public Works Hwy,Rds,Streets	
437 · Repair of Tools & Machinery	
437.99 · Truck Repair	<u>461.25</u>
Total 437 · Repair of Tools & Machinery	461.25
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	4,260.97
438.25 · Repairs & Maint Supplies	349.19
438.47 · Drug & Alcohol Testing	60.00
438.99 · Truck Fuel	<u>2,926.55</u>
Total 438 · Road/Bridge Maint. and Repair	<u>7,596.71</u>
Total 430 · Public Works Hwy,Rds,Streets	8,057.96
450 · Culture-Recreation	
454 · GF Parks	
454.15 · Parks part time staff (GF)	203.63
454.37 · Repairs and Maint. serv (park)	<u>2,192.50</u>
Total 454 · GF Parks	<u>2,396.13</u>
Total 450 · Culture-Recreation	2,396.13
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	754.44
481.20 · Employer paid Medicare	175.97
481.30 · Employer paid Unemployment Comp	22.91
483.30 · Non-Uniform Pension Contr.	<u>435.00</u>
Total 481 · Employer paid Taxes	1,388.32
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	10,240.73
487.02 · Life Insurance	<u>40.30</u>
Total 487 · Other Group Insurance Benefits	10,281.03
489 · All other unclassified Expenses	

489.98 · Clothing Allowance	182.42
489.99 · EE withholding taxes	2,498.64
Total 489 · All other unclassified Expenses	2,681.06
Total 480 · Misc. Expense	14,350.41
Total Expense	41,323.91
Net Income	35,362.10

Sep 11

Income-LIGHT FUND	
383.03 · Street Light Delinquent	261.93
383.11 · Street Lighting Tax	122.99
Total Income	384.92
Expense	
434 · Street Lighting	
434.36 · Street Lighting Electric	917.24
Total 434 · Street Lighting	917.24
Total Expense	917.24
Net Income	-532.32

Sep 11

Income-LIQUID FUEL FUND	
	0.00
Expense	
430 · LFF Public Works	
438 · Maint./Repair Roads & Bridges	3,607.55
Total 430 · LFF Public Works	3,607.55
Total Expense	3,607.55
Net Income	-3,607.55

Sep 11

Income-ESCROW FUND	
	0.00
Expense	
492 · Interfund Operating Transfers	
492.02 · Transfer to GFMM	600.62
Total 492 · Interfund Operating Transfers	600.62
Total Expense	600.62
Net Income	-600.62

Sep 11

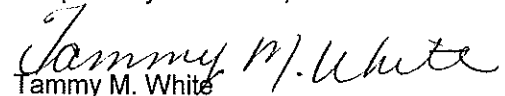
Income-PARK FUND	
342.59 · Rental of Park Facilities	100.00
387 · Contributions and Donations	420.75
Total Income	520.75
Expense	
454 · Parks	
454.25 · Repairs & Maintenance Supplies	593.22
454.36 · Public Utilities	105.21
Total 454 · Parks	698.43
492 · Interfund Operating Transfers	
492.02 · Transfer to GFMM	2,215.48
Total 492 · Interfund Operating Transfers	2,215.48
Total Expense	2,913.91
Net Income	-2,393.16

Total Income (all accounts)	77,591.68
Total Expense (all accounts)	49,363.23

Net Income(all accounts)

28,228.45

Respectfully Submitted,



Tammy M. White
Secretary/Treasurer

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