

Board of Supervisors
Thursday, March 14th, 2013 @ 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 Justin N. Smith, at 6:30 pm in the Municipal Building. Present were Chairman Justin N. Smith, Vice Chairman Brian C. Dietrich, Member Kermit E. DeLong, Secretary/Treasurer Tammy M. White, Asst. Secretary/Treasurer Janet L. Henritz, Road Master Bruce Raber, Engineer Roy Stewart, Solicitor Marc Fisher, NW Press Reporter Elsa Kerschner, and approximately 10 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Public Comment: (1) Susan Giralico, secretary to the REC Advisory Committee asked the BOS if the organization, "America on Wheels" could use the park as one of the stops for their poker run on October 12, 2013. A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich granting permission for the organization to use the park as a stop pending availability of the park. Motion carried unanimously. The BOS along with solicitor Marc Fisher confirmed for Susan Giralico that donations made to park can be claimed on the person's taxes but each individual should check with their tax professional. Susan Giralico will include this information in her thank you letters to individuals that give donations. A motion was made by Brian C. Dietrich and seconded by Kermit E. DeLong authorizing designated monies from the car cruise proceeds to go toward music in the park. Motion carried unanimously. Some discussion was held on the park becoming a 501 c3....the BOS along with the solicitor Marc Fisher stated that this can become a lot of work and is expensive.

Accept the Minutes and Direct the Treasurer to pay the bills: A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich to accept the minutes from 02/14/13 and to direct the treasurer to pay the bills. Motion carried unanimously.

Subdivision- (1) #Gary Snyder Sewage Final: A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich granting final approval. Motion carried unanimously.

(2) **Susan Schall:** A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich granting an extension until 03/19/2014. Motion carried unanimously.

(3) **Penn's View driveway extension:** Penn Dot has issued an extension for driveways at Penn's view. Kevin Deppe had already signed as Township Administrator. Tammy M. White will sign as Secretary/Treasurer and Engineer Roy Stewart will sign as a witness.

Fire Companies- NTFC Fire Chief Peter Christ: Mr. Christ turned in the majority of updated workers compensation employee notification forms from SWIF, the remaining few he will drop off. Mr. Christ reported 13 fire calls since the last meeting. Kermit DeLong asked if the fire companies have classes regarding issues of mentally or physically challenged people. Mr. Christ stated that the issue is incorporated in some of their classes but there is a specific class being organized to address this issue.

Road Report: Bruce Raber, Road master, reported for the month of February: (1) Finish boom mowing for the season. (2) Aluminum cans = \$176.00. (3) Minor repairs to trucks & plows. (4) Scrap metal from transfer station = \$182.00. (5) Repaired and replaced a few road name signs. (6) Filled pot holes on all dirt roads. (7) Started to fill pot holes on black top roads. (8) Started cleaning out gutters & cutting shoulders on dirt roads. (9) Started sweeping roads & Intersections. Anticipated work for March: (1) Continue working on dirt roads. (2) Continue filling pot holes on black top roads. (3) Finish sweeping roads. **Falcon Court:** Bruce Raber stated that he met with engineer Alan Fornwalt on site at Falcon Court to discuss the water runoff issue. Mr. Fornwalt and Mr. Raber both agree that the road crew could dig a swale to the water has to flow to the ditch. The BOS were in agreement to proceed with digging the swale. In addition, Bruce Raber suggested that they could put modified across the street where the private dirt road comes down to meet the state road Madison St. which would help deter the water before crossing Madison to Falcon. The BOS directed that letters be sent to the 3 homes that are located off of the dirt road and see if they would be ok with the proposed idea and to also see if the home owners are willing to pay for the modified stone. Bruce Raber stated he would speak with the 3 homeowners to see how they feel about the issue. Before anything is done in this specific area, the township needs to receive in writing from the homeowner's that they are in agreement to proceed with whatever type of action is taken at the location of the dirt road. **Stump Removal:** Bruce Raber also will be setting up an appointment to meet with a DEP representative and board member Brian Dietrich regarding the stump removal at Ontelaunee Park. **99 Chevy truck Purchase:** A motion was made by Brian C. Dietrich and seconded Kermit E. DeLong authorizing Bruce Raber to purchase the 99 Chevy truck from Upper Macungie as well as the body from EM Kutz totaling \$30,501.00 and to sell the current 91 Truck. Motion carried unanimously. Note that the Chairman, Justin N. Smith will have to sign for the transfer of the new purchase. **Assistant Road Master:** A motion was made by Brian C. Dietrich and seconded by Kermit E. DeLong appointing Joe Wisser as Assistant Road Master with the job description remaining the same as the Road Master. Motion carried unanimously.

Audit 2012: Gary Frey from Frey & Co. was present to review the 2012 audit.

Codification: Justin Smith had a few questions regarding the codification. Engineer Roy Stewart stated that the codification should be done in April.

Planning Commission Secretary: Brian Dietrich stated that he is disappointed with Justin Smith and Kermit DeLong regarding their decision not to re-appoint Kathy Hermany to the PC for 2013. Justin Smith and Kermit DeLong both feel that a member of the committee should take the minutes and or possibly take turns. Justin Smith stated he was going to attend the PC meeting on Tuesday, March 19, 2013 and further discussion will be held regarding the issue of the minutes and the preparation procedure prior to each meeting.

Miscellaneous: (1) Falcon Ct. Andrew Banner of Falcon Court presented the BOS with a petition that would have the township take over Falcon Ct. There has been no response to a letter that was sent to Mr. Pergosky. Discussion will be held at the April BOS meeting. (2) Broadtail Ct. A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich to go with Option-4 for the Met-Ed street lights for Heintzelman Estates. Motion carried unanimously. Option 4 states that the cost is approximately \$12.86 a month for each light when the installed cost of \$1,200.00 per light is paid in advance. The \$1,200.00 covers the cost of labor and material, with no profit on the installation. If in the future the street light is damaged, the customer has the option to pay for the repair/replacement cost or revert to the full Tariff Rate (\$26.10 a month) at that time. This rate would remain in effect until the time that the company filed for a rate change with the PUC. The six (6) street lights for "Heintzelman Estates" will be added by resolution to Lynn Township's existing street light contract. (3) Concession Stand plan proposal. A blueprint was received by Gouck Architects with a layout of the kitchen facility in the new pavilion at Ontelaunee Park. The BOS stated when plans are finished they have to be submitted to the inspection agency. The process is moving ahead. Dave Hunsicker, President of New Tripoli Bank stated that we should call him when everything is set up and prices have been submitted. (4) Historical Society Internet Service. The Heidelberg/Lynn Historical Society inquired if the society would be able to be hooked up to the townships internet service. Janet Hentritz called and our provider stated that they would not be able to do this and that the society is a separate entity and that they would be charged commercial fees. The BOS agreed this to be a dead issue. (5) Lincoln Ct. There is an abandoned vehicle located on Lincoln Ct. The Township has contacted the State Police and they have stated that there is nothing they can do. Roy Stewart suggested that letters can be sent to all the residents of Lincoln Ct. asking if they know who owns the vehicle and to also put a letter on the windshield. In addition Roy Stewart stated that there is tattoo advertisement logo on the vehicle with a phone number listed. Roy Stewart will call the number to see if he can come up with anything. The other option also suggested by Roy Stewart would be to make the T turnaround a no parking area by ordinance then the state police would do more. (6) Springhouse Rd. Lehigh County Conservation has been contacted regarding the storm drainage issue located on Springhouse Rd. No response has been received so Roy Stewart is going to set up a meeting with LCA and a board member to take care of this issue. (7) Kermit E. DeLong. Kermit E. DeLong announced that he will not be running for a second term. Kermit DeLong stated that when he took office 5 years ago he was anxious to help the people of this community but over the last 5 years he stated he has seen stealing, lying, manipulation, power struggles, so he felt it was in his best interest not to run for a 2nd term. Kermit DeLong stated that he is disappointed in himself because he promised Justin Smith he would run for a 2nd term. Kermit DeLong added that there have been tax payers that cost the township money for frivolous stuff. Kermit DeLong also stated that taxes are going to catch up with the township with all the farms going into Ag Preservation but noted that he has nothing against farming. Kermit DeLong made known that it was on video tape and paperwork, that over the years there was stealing, lying going on and does not want to be a part of it and he hopes the new supervisor coming in stays aware. Kermit DeLong stated when he first came in office, Kevin Deppe pulled him in his office and spoke with him about that fact that he knew Kermit came into office with his own agenda but stated to Kermit that he needed to do what was best for the township. Kermit DeLong stated that he took his advice and did what was best for the township and that he worked well with Kevin Deppe and he watched people and other supervisors, even before he took office, treat Kevin Deppe like trash. Kermit DeLong stated that Kevin Deppe was with the township 7 years and he cannot remember 3 supervisors backing him up. Kermit DeLong stated that he felt it was horrible, cause you do not hire people then do this to them. Kermit DeLong stated that he has seen ethic violations left go and nothing was done. Kermit DeLong stated that he has 9 more months and he intends to do what he came into office for. Kermit DeLong stated that he has been through bad mouthing, disgusting phone calls, and threats. Kermit DeLong stated that you do not get into this position to make friends but you don't want the people to make you become evil. The decision not to run for a 2nd term was decided by Kermit and his wife because they felt enough was enough. In closing, Kermit DeLong said thanks for the ride it was pretty good, politics are not fun and at the lowest level being local government, it's not surprising how things are at the state and federal levels cause the local level is just as bad and everyone just wants what's in it for themselves. Mr. DeLong asked that the new supervisor stay on top of everything. Kermit DeLong added that he should have brought these issues to the community but he just couldn't take it anymore and it wasn't fun anymore. (8) Park. Justin Smith asked if an ad should be put out for park help. Kermit DeLong stated he would help out in spring if needed but the college student will be home every weekend in April and will be returning in May. Tammy White will also pull the application received last year from an interested candidate.

Public Comment: (1) (2)

Announcements: (1) "Beautify Lynn Day" Sat. April 20, 2013, sponsored by the Lynn Twp EAC. (2) "Recycling Day" Sat April 13, 2013 9 am – 12 pm. (3) "Clean Sweep 2013" Sat April 6, 2013 8 am – 12 noon.

Adjournment: A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:39 pm.

As of March 31, 2013

Account	Balance
General Fund	677,577.51
Capital Reserve	5,312.76
CD's	470,754.04
Zoning/Subdivision	18,943.27
HLLW COG	53,174.54
State Road	54,018.96
Street Light	596.67
Park	25,288.70
Recreation	8,936.27
Total	1,314,602.72

	<u>TOTAL</u>
Income-GENERAL FUND	
301 · Real Property Taxes	
301.40 · Delinquent RE Tax-Tax Claim	107.54
301.60 · Real Estate Tax-Interim-Current	<u>3.36</u>
Total 301 · Real Property Taxes	110.90
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	1,471.02
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	<u>65,155.76</u>
Total 310.20 · Earned Income Tax	<u>65,155.76</u>
Total 310 · Local Tax Enabling Act	66,626.78
331 · Fines	
331.10 · Court - Magistrate	<u>368.29</u>
Total 331 · Fines	368.29
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	
361.81 · Business Permit	125.00
361.90 · Mechanical/HVAC Permit	54.00
361.94 · Misc. Billing	75.00
361.97 · Zoning Board Appeal Fee	<u>500.00</u>
Total 361 · General Government	754.00
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41A · Permit for Ag. Bldg.	115.00
362.41B · BLDG/Alter/Repair Permit	1,158.00
362.41F · Building Permit Filed	<u>604.00</u>
Total 362.41 · Building Permit	1,877.00
362.42 · Electrical Permit	422.00
362.43 · Plumbing Permit	258.00
362.44 · Sewage Permits (SEO Fees)	<u>2,130.00</u>
Total 362.40 · Protective Inspection Fees	<u>4,687.00</u>
Total 362 · Public Safety	4,687.00
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	<u>979.00</u>
Total 364 · Sanitation	<u>979.00</u>
Total 360 · Gen. Govt. Charges for Services	6,420.00

395 · Refunds of Prior Yr Expenditure	
395.99 · Refunds of Prior Year Exp.	<u>32.95</u>
Total 395 · Refunds of Prior Yr Expenditure	<u>32.95</u>
Total Income	74,658.92
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	
402.31 · Professional Auditing Services	7,000.00
402.34 · Advertising	<u>228.02</u>
Total 402 · Auditing/Bookkeeping Services	7,228.02
403 · Tax Collection	
403.23 · Postage for Tax Collector	<u>184.00</u>
Total 403 · Tax Collection	184.00
404 · Solicitor/Legal Services	1,015.34
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	2,075.25
405.34 · Travel Expense	<u>8.95</u>
Total 405 · Secretary/Clerk	2,084.20
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	1,956.24
406.23 · Postage	124.24
406.32 · Communication - Phone/Wireless	697.32
406.34 · Advertising	326.74
406.38 · Rentals	209.00
406.48 · Internet Fees/Web Design	60.00
406.99 · Payroll	<u>213.00</u>
Total 406 · Other General Govt. Admin	3,586.54
408 · Engineering Services	
408.99 · Township engineer	<u>3,155.88</u>
Total 408 · Engineering Services	3,155.88
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	639.58
409.44 · Laundry/Other Sanitary Services	148.07
409.99 · Heating - Oil/Propane	<u>2,436.85</u>
Total 409 · General Government Bldg&Plants	3,224.50
Total 400 · General Government	20,892.27
410 · Public Safety	
413 · Code Enforcement	
413.31 · Code enforcement pro. service	<u>3,168.00</u>
Total 413 · Code Enforcement	3,168.00
414 · Planning & Zoning	
414.99 · Salary Zoning Officer	<u>850.50</u>
Total 414 · Planning & Zoning	850.50
419 · Other Public Safety	
419.99 · PA One Call	<u>9.10</u>
Total 419 · Other Public Safety	9.10
Total 410 · Public Safety	4,027.60
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	496.75

426.44 · Sanitation Services	828.00
Total 426 · Gen Gov Recycling Col & Dis	<u>1,324.75</u>
Total 420 · Health and Human Services	1,324.75
430 · Public Works Hwy,Rds,Streets	
432 · Winter Maintenance	
432.14 · Salaries Winter Maintenance	9,124.98
432.15 · P/T Winter Salary	<u>136.94</u>
Total 432 · Winter Maintenance	9,261.92
437 · Repair of Tools & Machinery	
437.99 · Truck Repair	<u>926.25</u>
Total 437 · Repair of Tools & Machinery	926.25
438 · Road/Bridge Maint. and Repair	
438.25 · Repairs & Maint Supplies	734.92
438.99 · Truck Fuel	<u>2,197.71</u>
Total 438 · Road/Bridge Maint. and Repair	<u>2,932.63</u>
Total 430 · Public Works Hwy,Rds,Streets	13,120.80
450 · Culture-Recreation	
454 · GF Parks	
454.25 · Repairs & Maint Supplies	566.04
454.31 · Parks Professional services	<u>630.00</u>
Total 454 · GF Parks	<u>1,196.04</u>
Total 450 · Culture-Recreation	1,196.04
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,222.09
481.20 · Employer paid Medicare	285.81
481.30 · Employer paid Unemployment Comp	1,030.77
483.49 · 457 Pension contribution	<u>770.00</u>
Total 481 · Employer paid Taxes	3,308.67
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	8,659.20
487.02 · Life Insurance	38.50
487.03 · Workmans Compensation	32.00
487.04 · Workers Compensation Vol Fire	<u>1,168.00</u>
Total 487 · Other Group Insurance Benefits	9,897.70
489 · All other unclassified Expenses	
489.39 · Banking Service Charge Fees	15.00
489.98 · Clothing Allowance	189.99
489.99 · EE withholding taxes	<u>4,526.44</u>
Total 489 · All other unclassified Expenses	<u>4,731.43</u>
Total 480 · Misc. Expense	17,937.80
490 · Other Financing Uses-exp	
492 · Interfund Operating Transfer	
492.98 · Transfer to Electric Light Fund	<u>900.00</u>
Total 492 · Interfund Operating Transfer	<u>900.00</u>
Total 490 · Other Financing Uses-exp	900.00
Total Expense	<u>59,399.26</u>
Net Income	<u>15,259.66</u>
	<u>Mar 13</u>
Income-LIGHT FUND	
392 · Interfund Operating Transfers	
392.01 · Transfer from General Fund	900.00

Total 392 · Interfund Operating Transfers	<u>900.00</u>
Total Income	900.00
Expense	
434 · Street Lighting	
434.36 · Street Lighting Electric	<u>891.12</u>
Total 434 · Street Lighting	<u>891.12</u>
Total Expense	891.12
Net Income	<u>8.88</u>
	<u>Mar 13</u>
Income-LFF	0.00
Expense	
430 · LFF Public Works	
438 · Maint./Repair Roads & Bridges	<u>1,543.06</u>
Total 430 · LFF Public Works	<u>1,543.06</u>
Total Expense	1,543.06
Net Income	<u>-1,543.06</u>
	<u>Mar 13</u>
Income-PARK FUND	
342.59 · Rental of Park Facilities	<u>75.00</u>
Total Income	75.00
Expense	0.00
Net Income	<u>75.00</u>
Total Income (all accounts)	<u>75,633.92</u>
Total Expense (all accounts)	<u>61,833.44</u>
Net Income(all accounts)	<u>13,800.48</u>

Respectfully Submitted,

Tammy M. White
 Tammy M. White
 Secretary/Treasurer