

Board of Supervisors
Thursday, June 13th, 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 17 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Public Comment: (1) Resident, David Najarian: Dave Najarian questioned if the water was tested in Ontelaunee Park because DEP had not received the report. Tammy M. White stated that the water was tested prior to the opening of the park this year and the water tested fine. The office staff was unaware that the report had to be sent to DEP. Tammy M. White will forward the water report to DEP. (2) Resident, Faye Dietrich and Vice Chairman Brian C. Dietrich: Both Faye and Brian Dietrich asked Chairman, Justin N. Smith for a public apology for an email that was sent out by Justin N. Smith the day before the primary election regarding Farm Land Preservation. Justin N. Smith stated that he would not give a public apology. He added that he would double check the information that he received from Lehigh County and if the information was incorrect he would then apologize. Resident, Dave Najarian added he was also included in the email regarding Farm Land Preservation and that yes he did indeed receive farm land preservation money and he bought another farm. Dave Najarian had further discussion based on farm land preservation and also stated that he felt that he Mr. Smith demeaned him as a school bus driver in the email and added that he felt Mr. Smith should resign as head of education foundation and apologize to him along with the other school bus drivers and anyone who has a kid that puts them on the school bus as well as all those people who preserve their farms in Lynn Township.

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 05/09/13 and to direct the Treasurer to pay the bills. Motion carried unanimously.

Subdivision- (1) Stan Kelson Final; sewage planning module: A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich to approve the transmittal of the sewage planning modules to DEP. Motion carried unanimously. A second motion was made by Brian C. Dietrich and seconded by Kermit E. DeLong to table the plan till the next BOS meeting. Motion carried unanimously. The plan had to be resubmitted to the Lehigh Valley Planning Commission for their review. Before the plan can be approved by the BOS a letter must be received from the LVPC with their approval. Also before the plan can be accepted, road improvement fees in the amount of \$2,164.70 and Rec Fees for 2 lots totaling \$6,000.00 must be paid.

Fire Companies- New Tripoli Fire Chief Peter Christ updated the BOS with the NTFC report from April 2013 till present. Mr. Christ also added that the fire company is leasing the Lynnvile station and that the equipment that was housed there is now located at the fire company. The Lynnvile station was used when New Tripoli was servicing the Weisenberg area but since Weisenberg has their own fire company, they couldn't justify keeping the building for one piece of equipment. They decided to try leasing the building on a short term basis before actually selling the building.

Road Report: Bruce Raber, Road master, reported for the month of May: (1) Finished up sweeping roads. (2) Finished paving projects. (3) Worked on dirt roads. (4) Filled in at recycling center with shale and 2RC and cut grass and weed wacked. (5) Filled in spots with black top around our shop and zoning office parking lot with plans to oil and chip them. (6) Hauled 2 loads of scrap metal from recycling center \$187.20 & \$88.20. (7) Finished up the 1st round of shoulder mowing. (8) Did some shoulder cutting on black top road. (9) Weed wacked around bridges and at intersections. (10) Repaired-replaced stop signs and others and installed 4 new warning signs on Gun Club rd. (11) Changed oil on trucks & equipment and made some repairs. Anticipated work for June: (1) Maybe some spot paving. (2) Get ready to oil & chip roads. (3) Oil & chip roads. (4) Work on dirt roads. LCCD Meeting: Roadmaster, Bruce Raber added that he met with a representative from LCCD along with Engineer, Roy Stewart, and Vice Chairman, Brian C. Dietrich, in Ontelaunee Park regarding the stumps. LCCD stated that all uprooted stumps may be removed and that the remaining stumps can be cut or grind down and then fill in with wood chippings from the township. LCCD also added that the lot can be paved but Roadmaster, Bruce Raber stated that the area should be built up and oiled and chipped and do a possible 1 ½ overlay another year. The BOS was in favor. Falcon Court: Roadmaster, Bruce Raber also met with Municipal representative from Department of Transportation, Jeff Roback regarding the private road across from Falcon Court. Mr. Raber reported that Penn Dot has wiped their hands of it. The landowner would have to allow the township to build up the area in question as to filter the water better. Mr. Raber will check with the homeowners. Behler Road: 2 holes have opened up due to a collapsed pipe that was probably installed 30 to 50 years by someone along Rte. 863. Currently there is a warning cone placed at the site, however the site should be marked with a bigger barrier. Penn Dot has been at the site and claims the pipe is outside their right of way, however, they will fix it provided they get a letter signed by the township and the affected property owners saying that if they fix it, Penn Dot will not be responsible to fix it again in the future. A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich that a letter be drafted

from the township and affected property owners and to include in the letter that Penn Dot will not be responsible in the future. Motion carried unanimously. Park dump site: LCCD also suggested that the inactive dumpsite in the park be filled in with mulch. The BOS stated that the site will be looked at again later this year as it is hard to see the full extent with all of the tree and brush growth. Dave Najarian added that the EAC had concerns if the area was safe. LCC training trucks: Brian C. Dietrich stated he spoke with LCC about the training trucks using the park as a turn around. LCC will not be using the park as a turn around. Discussion of speed bumps was also a concern. Roadmaster, Bruce Raber stated that the road crew will install speed bumps out of asphalt and paint the speed bumps with yellow stripes.

Resolution 2013-16: A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich approving Resolution 2013-16; A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA FOR THE TRANSFER OF UNEMCOMBERED MONEYS FROM ONE TOWNSHIP ACCOUNT TO ANOTHER. Motion carried unanimously. The resolution was for the closure of Subdivisions #12-01 Greg Snyder, and #12-03 Nancy Smith.

Resolution 2013-17: A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich approving Resolution 2013-17; A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA AND METROPOLITAN EDISON COMPANY, WHEREBY SAID COMPANY SHALL FURNISH LIGHTING AND IT IS NECESSARY AND PROPER THAT ADDITIOANL LIGHTING SHOULD BE INSTALLED AND MAINTAINED FOR THE SERVICE AND ACCOMMODATION, CONVENIENCE AND SAFETY OF THE PUBLIC.FOR THE ADDITIONAL STREET LIGHTS FOR HEINZELMAN ESTATES DEVELOPMENT. Motion carried unanimously.

Resolution 2013-18: A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich approving Resolution 2013-18; A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, URGING THE GENERAL ASSEMBLY TO FREE OUT TAXPAYERS FROM THE UNDUE RISCAL BURDEN PLACED ON THEM BY THE PA PREVAILING WAGE ACT OF 1961. Motion carried unanimously.

Certificate of deposit maturity notice- A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich to take the matured CD and roll it over into a 60 month CD along with the accumulated interest. Motion carried unanimously.

Miscellaneous: (1) 2nd estimate for door lock: A total of 3 quotes were received to replace the lock on the township building. A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich to go with Dennis Smith Home Repairs and Locksmith Services LLC to install 1 Securitron Digital entry system and 1 electric latch at the cost of \$1,802.00. Justin N. Smith voted no. Motion carried. (2) Emergency Management Coordinator: A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich to reimburse Emergency Management Coordinator, Matt Nemeth \$100 per day (total of \$200.00/day divide equally by Heidelberg and Lynn Townships) for each day of work missed due to performing duties as the emergency Management coordinator during an emergency. Motion carried unanimously. (3) Fire Co. assist approval: A motion was made by Kermit E. DeLong and seconded by Brian D. Dietrich authorizing NTFC and LPFC to assist with traffic control within the Borough of Macungie during the following events: 1. Antique Truck Show, June 14, 15, 2013; 2. Das Awkscht Fescht Car Show, August 2, 3, & 4, 2013; 3. Wheels of Time Car Show, August 23, 24, & 25, 2013 and for NTFC to assist with traffic control at the Schnecksville Fair on June 20, 2013 to June 22, 2013 from 5pm till 10 pm. Motion carried unanimously. (4) Complaint: Engineer, Roy Stewart stated that he received a complaint from a resident concerning boulder removal on Anthony Stellar's property located on Springhouse road. Roy Stewart is trying to set up a meeting with Mr. Stellar and the complainant. The complainant informed Roy Stewart that they do not want to meet with Mr. Stellar on his property regarding the issue. Roy Stewart stated that he was going to contact Mr. Stellar to see if he can come out to the property to inspect and if Mr. Stellar does not wish for Mr. Stewart to come out, Mr. Stewart will call LCCD and set up a meeting for them to go out to the property and Mr. Stewart will accompany them. (5) Codification: Solicitor, Marc Fisher informed the BOS that he has met with Engineer, Roy Stewart. Marc Fisher stated that he will put together all amendments and send to Roy Stewart and when done will bring back to the BOS and LVPC for review and then back to the BOS for a hearing. Board member, Kermit E. DeLong asked Marc Fisher if he felt the codification can be dropped because he felt it was a waste of money. Marc Fisher stated that the zoning part will be more detail. Resident, Greg Snyder stated that he felt that if it has gone this far into the process that it should be continued. Roy Stewart added that the codification organizes. Roy Stewart also suggested that to keep things organized any changes that are made to ordinances to keep the changes in the front of the book. (6) Band Shell: The BOS stated that the Rotary Club be contacted if they would be interested or know of anyone that would be interested in staining the band shell. Janet Henritzky will obtain 3 quotes as well. (7) Eagle Scott project: There was interest if there was any ideas for an Eagle Scott project in Ontelaunee Park. The BOS stated that removing all the mulch and installing weed guard needs to be done in the Park. (8) REC field: Road master, Bruce Raber stated that at some point Ronald Utt will need assistance from the road crew to help with trucks to fill in the area at the REC fields that was previously designated for a skating rink. (9) Overhead doors: Road master, Bruce Raber informed the BOS that the overhead doors in the buildings are in need of repair. The BOS stated it was general maintenance and to move ahead in the repairs. (10) 91 Truck: The 91 Truck was advertised for 2 consecutive weeks, bids were received and the truck will be awarded at the July, 11, 2013 BOS meeting. (11) Zoning Officer: Kermit E. DeLong stated that he felt the township needed to have a permanent Zoning Officer. Brian C. Dietrich stated he felt things were fine the way they are and said he would be in favor of sharing a zoning officer with Heidelberg Township but added that further discussion can be held at budget time. Justin N. Smith also added that it

would be a good idea to have someone come in before Roy Stewart retires. (12) Phone calls: Kermit E. DeLong stated publically that he does not appreciate a certain individual calling him on Saturday's and publically asked if they would not call him on Saturday's. (13) License to spray: Tammy M. White will ask Bobby Acker where in the process he is in obtaining the license. (14) Transfer Station: Brian C. Dietrich stated that his wife Faye spoke with Sandy Acker at the transfer station and Sandy stated she was very pleased with the work the road crew did. **NOTE**: This BOS meeting was digitally recorded; however the batteries went dead at this point in the meeting.

Public Comment: (1) Concession Stand: Greg Snyder presented Lynn Township with a check from The New Tripoli Bank in the amount of \$16,180.00 for the completion of kitchen facilities in the new pavilion in Ontelaunee Park. The BOS thanked The New Tripoli Bank for their generous donation and their continued support as well as Nestle and the Rotary Club. Resident, Greg Snyder stated that in regards to previous discussion regarding commercial building that has been done without the proper permits, that a list should be forwarded to Solicitor, Marc Fisher and Engineer, Roy Stewart. Kermit E. DeLong stated that his previous statement be stricken from the minutes. At this time the original statement was taken out of the official minutes. (2) Lynn Water Company: The Lynn Water Company would like to have an agreement with the township regarding the grass cutting of a small section of land located at Jefferson Ct. Solicitor, Marc Fisher stated that it is not the township's property and no agreement should be drawn up. The BOS directed that a enforcement letter be sent out. (3) LCA: Brian C. Dietrich stated that LCA should be invited to the July BOS meeting for an update. Tammy M. White will call to see if Frank Leist can make the July BOS meeting and also discuss setting up quarterly updates.

Announcements: (1) 5th Annual Car & Motorcycle Show; Sunday, July 14, 2013; 1pm till 4pm in Ontelaunee Park. \$5 entrance fee for all cars, trucks and bikes; free admission for spectators. (2) Night in the Country is scheduled for Saturday, August 17, 2013 with a rain date of Sunday, August 18, 2013.

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 7:46 pm.

As of June 30, 2013

Account	Balance
General Fund	749,226.07
Capital Reserve	5,316.78
CD's	471,750.40
Zoning/Subdivision	15,548.79
HLLW COG	53,211.63
State Road	171,082.61
Street Light	6,672.38
Park	41,354.51
Recreation	20,942.26
Total	1,535,105.43

TOTAL

Income-GENERAL FUND

301 • Real Property Taxes	
301.10 • Real Estate Tax-Current	41,599.59
301.40 • Delinquent RE Tax-Tax Claim	421.71
301.60 • Real Estate Tax-Interim-Current	33.40
Total 301 • Real Property Taxes	42,054.70
310 • Local Tax Enabling Act	
310.10 • Real Estate Transfer Tax	5,935.12
310.20 • Earned Income Tax	
310.21 • Earned Income Tax-Current	34,746.56
310.23 • Earned Income Tax-Delinquent	17.61
Total 310.20 • Earned Income Tax	34,764.17
Total 310 • Local Tax Enabling Act	40,699.29
331 • Fines	
331.10 • Court - Magistrate	25.40
Total 331 • Fines	25.40
342 • Interest, Rents & Royalties	
342.53 • Royalties from Cell Tower Rent	1,100.00
Total 342 • Interest, Rents & Royalties	1,100.00
355 • Shared Revenue & Entitlements	

355.06 · Suppl State Pension Assistance	-629.00
Total 355 · Shared Revenue & Entitlements	-629.00
360 · Gen. Govt. Charges for Services	
361 · General Government	
361.30 · Zoning-Subdiv-Land Dev Fees	140.10
Total 361 · General Government	140.10
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	1,432.20
Total 364 · Sanitation	1,432.20
Total 360 · Gen. Govt. Charges for Services	1,572.30
392 · Interfund Operating Transfer	
392.98 · Transfer from SubD/Zoning	2,904.14
Total 392 · Interfund Operating Transfer	2,904.14
Total Income	87,726.83

Expense

400 · General Government	
400.00 · Legislative (Governing) Body	
400.05 · Supervisor Salaries	413.79
Total 400.00 · Legislative (Governing) Body	413.79
403 · Tax Collection	
403.16 · Commission Paid as Compensation	1,796.85
Total 403 · Tax Collection	1,796.85
404 · Solicitor/Legal Services	1,334.70
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	2,075.25
Total 405 · Secretary/Clerk	2,075.25
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	1,956.24
406.21 · Office Supplies	1,074.96
406.23 · Postage	49.49
406.32 · Communication - Phone/Wireless	331.42
406.34 · Advertising	104.10
406.38 · Rentals	193.00
406.99 · Payroll	248.98
Total 406 · Other General Govt. Admin	3,958.19
408 · Engineering Services	
408.99 · Township engineer	1,158.38
Total 408 · Engineering Services	1,158.38
409 · General Government Bldg&Plants	
409.37 · Repairs and Maint.	1,000.00
409.44 · Laundry/Other Sanitary Services	393.30
Total 409 · General Government Bldg&Plants	1,393.30
Total 400 · General Government	12,130.46
410 · Public Safety	
411 · Fire	
411.97 · Lynnport FC Fuel	165.36
411.98 · New Tripoli FC Fuel	773.72
Total 411 · Fire	939.08
412 · Ambulance/Rescue	
412.98 · Fuel	760.13
Total 412 · Ambulance/Rescue	760.13
413 · Code Enforcement	
413.31 · Code enforcement pro. service	2,828.75

Total 413 · Code Enforcement	2,828.75
414 · Planning & Zoning	
414.33 · Transportation Costs	0.00
414.99 · Salary Zoning Officer	913.50
Total 414 · Planning & Zoning	913.50
419 · Other Public Safety	
419.99 · PA One Call	15.60
Total 419 · Other Public Safety	15.60
Total 410 · Public Safety	5,457.06
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	506.42
426.44 · Sanitation Services	838.00
Total 426 · Gen Gov Recycling Col & Dis	1,344.42
Total 420 · Health and Human Services	1,344.42
430 · Public Works Hwy,Rds,Streets	
437 · Repair of Tools & Machinery	
437.99 · Truck Repair	992.92
Total 437 · Repair of Tools & Machinery	992.92
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	8,678.31
438.15 · PT Salaries for Road Crew	214.35
438.25 · Repairs & Maint Supplies	1,558.32
438.99 · Truck Fuel	1,097.37
Total 438 · Road/Bridge Maint. and Repair	11,548.35
Total 430 · Public Works Hwy,Rds,Streets	12,541.27
450 · Culture-Recreation	
454 · GF Parks	
454.15 · Parks part time staff (GF)	2,666.13
454.25 · Repairs & Maint Supplies	176.85
Total 454 · GF Parks	2,842.98
Total 450 · Culture-Recreation	2,842.98
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,549.20
481.20 · Employer paid Medicare	362.31
481.30 · Employer paid Unemployment Comp	436.56
483.49 · 457 Pension contribution	770.00
Total 481 · Employer paid Taxes	3,118.07
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	8,659.20
487.02 · Life Insurance	38.50
487.03 · Workmans Compensation	2,319.00
487.04 · Workers Compensation Vol Fire	1,168.00
Total 487 · Other Group Insurance Benefits	12,184.70
489 · All other unclassified Expenses	
489.98 · Clothing Allowance	39.98
489.99 · EE withholding taxes	5,516.50
Total 489 · All other unclassified Expenses	5,556.48
Total 480 · Misc. Expense	20,859.25
Total Expense	55,175.44
Net Income	32,551.39
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Income-LIGHT FUND	
383.11 · Street Lighting Tax	5,046.50
Total Income	5,046.50
Expense	0.00
Net Income	5,046.50
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Other Income/Expense-CR	
Other Income	
341.02 · Interest on Savings	996.36
Total Other Income	996.36
Net Other Income	996.36
Net Income	996.36
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Income-LIQUID FUEL FUND	
Expense	0.00
430 · LFF Public Works	
438 · Maint./Repair Roads & Bridges	26,993.99
Total 430 · LFF Public Works	26,993.99
Total Expense	26,993.99
Net Income	-26,993.99
Income-ESCROW FUND	
Expense	0.00
492 · Interfund Operating Transfers	
492.02 · Transfer to GFMM	2,904.14
Total 492 · Interfund Operating Transfers	2,904.14
Total Expense	2,904.14
Net Income	-2,904.14
Income-PARK FUND	
342.59 · Rental of Park Facilities	500.00
351 · Fed Capital & Operating Grants	-343.41
387 · Contributions and Donations	16,559.72
Total Income	16,716.31
Expense	
454 · Parks	
454.25 · Repairs & Maintenance Supplies	479.78
454.36 · Public Utilities	105.91
Total 454 · Parks	585.69
Total Expense	585.69
Net Income	16,130.62
Total Income (all accounts)	110,486.00
Total Expense (all accounts)	85,659.26
	24,826.74

Respectfully Submitted,

Tammy M. White

Tammy M. White
Secretary/Treasurer