

Board of Supervisors
Thursday, September 12th, 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 6:35 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, Solicitor Marc Fisher, NW Press Reporter Jennifer Quinn, and approximately 28 citizens.

Executive Session: Chairman, Justin Smith stated that an executive session was held to discuss litigation matters. The BOS meeting started at 6:35pm.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Public Comment: (1) Resident and Secretary to the REC Advisory Committee, Susan Giralico asked the BOS if the township has ever considered upgrades for multiple use houses which would make the township more attractive. Justin Smith stated that the township has impervious coverage issues but would ask the PC for their opinion. (2) Resident, John Halasovski stated that you use to be able to get shale from the township and questioned if the township still allowed this. Road Master, Bruce Raber along with the BOS stated that shale is not made available to residents and that the shale that is received by the township is very hard to get and is used rather quickly to fill in washed out roads. (3) Resident, Tom Schissler that there is a vacant lot located near Jefferson Ct. that has not been maintained and he has acquired lymes disease as well as his dog's acquiring ticks. The vacant lot is owned by Omega Homes and the property is in an estate. The township has made numerous efforts to have this location maintained but have had no luck. Mr. Schissler was rather upset and insists that the township is responsible for following through in making sure it's taken care of or filing charges against the owner. Kermit DeLong stated that the township does not own this property and that he will check into it. (4) Resident, Gail Coffin asked the BOS if there were any regulations on putting up campaign signs. The BOS stated that the township ordinance is not enforceable.

Accept the Minutes and Direct the Treasurer to pay the bills: *A motion was made by Brian C. Dietrich and seconded by Kermit E. DeLong to accept the minutes from 08/08/13 and to direct the treasurer to pay the bills. Motion carried unanimously.*

Subdivision- (1) Peter Kahora; 2 waivers-driveway waiver & Saldo Waiver: *A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich accepting the waivers referencing section 426.1 dated 7/11/13 and section 4.4 dated 08/26/13. Motion carried unanimously.* (2) Robert Murphy, sewage planning module: *A motion was made by Brian C. Dietrich and seconded by Kermit E. DeLong to approve the transmittal of the sewage planning modules to DEP. Motion carried unanimously.* (3) Stan Kelson Final Plan: Tabled till the October 10, 2013 BOS meeting.

Fire Companies- NTFC Fire Chief, Peter Christ presented the BOS with their monthly report. Mr. Christ gave a special thank you to the road crew for the work they did in the fire company parking lot. Fire Prevention week is October 6-12.

Road Report: *Bruce Raber, Road master, reported for the month of August:* (1) Graded dirt roads and filled in with shale and build them up to prevent some of the water damage on hard hills during heavy rains. (2) Set up and tore down for Night in the Country. (3) Hauled Aluminum can trailer to scrap yard (cans \$180.00). (4) Repaired and replaced some road signs. (5) ¾ of the way finished with the second round of shoulder mowing. (6) Triple Oiled & Chipped front parking lot in park. (7) Installed 9 new 4' x 40' road pipe on Ulrich Mill rd. (8) Changed oil and made some repairs to trucks & equipment. (9) Started cleaning out large storm boxes. (10) Hauled scrap metal from the recycling center (\$158.40). *Anticipated work for September:* (1) Work on more dirt roads. (2) Some shoulder paving (around 64 tons of black top). (3) Maybe install another 4' x 40' road pipe. (4) Cut some shoulders on Black top roads. Discussion was held on the ADA required parking space for each of the small pavilions. Gary Beraridi was not present at the meeting but will be submitting a quote to complete the work. Bruce Raber added that he will be meeting with Mr. Utt concerning the Rec. Fields. Also discussed was the issue of gravel, from Northern Valley Auto store, washing down Weiss Road. Since this portion is in Heidelberg Township we will check with them to see if they have discussed the issue. Kermit DeLong brought up the issue of speeding on Long Ct. and Halpin Road; possible speed study done. Further discussion will be held with Engineer, Roy Stewart. Justin Smith thanked the Road Crew for all their work with Night in the Country.

Historical Society: Numerous members of the Heidelberg/Lynn Historical Society gathered for the meeting in regards to the original train restoration to be located in Ontelaunee Park. Bill Mantz, a trustee of the Historical Society gave the BOS a presentation of the Historical Society's interest in taking on the task. Mr. Mantz stated that they would need approval to lease an additional area, near the current historical buildings, to erect a 500 square foot pole barn to house the train which would include room to do repairs. The track would extend from both ends of the building to allow the train to be pushed out for display. The long term goal would be to extend the train track in and around the area the area in which the Historical Society leases. Kevin German added that it would be nice to place the train tracks where they were originally, but this can't be done cause of wet lands. Mr. Mantz stated that the total restoration project will most likely range from 50K to 75K, 26K which has already been raised for the building. Mr. Mantz also stated that they will be raising the money to reach this goal. Justin Smith stated that the logistics will need to be worked out as well as involving the Conservation District. Kevin German stated that they have already spoken to a contact at the conservation district and that he will contact the district to acquire the contacts name for future involvement. Solicitor, Marc Fisher stated that

everything be straight forward with the plans for this restoration, such as whether or not the public is going to be allowed in the building. President, Willard Snyder stated that drainage will be put in the pole building and also stated that the building will not have footers. The Historical Society is looking for a commitment from the BOS to extend the lease for additional land and to let the society move ahead with the plans. The BOS would like to see all the paperwork prior to giving their approval, but as of now the BOS has given conceptual approval. Justin Smith thanked the Historical Society for their commitment.

2014 MMO: A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich authorizing the 2014 MMO.

Duane Peoples: A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich approving the Pension Plan updates. Motion carried unanimously.

Ordinance for joint 4 twp purchase of equipment: Solicitor, Marc Fisher presented the BOS with a draft ordinance for the joint purchase of municipal equipment. When the other 3 townships have had an opportunity to review the ordinance, procedure will be put into place for adoption.

2014 Budget: Very little discussion was held regarding the 2014 budget. Further discussion will take place at the Wednesday, September 25, 2013 budget meeting @ 6pm.

Trick or Treat Night: A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich setting Trick or Treat Night for Lynn Township on Saturday, October 26, 2013 from 6pm till 8pm.

Miscellaneous: (1) Lynn Water Co.; grass issue: Discussed under public comment in the beginning of the meeting. (2) Janet Henritzky stated that the inspections at the park went well and that she has received the certificate of occupancies for both small pavilions. The paving of the ADA parking spots will be done. (3) Band Shell: Dwayne Henritzky along with Arnie Cohen with Codemaster, met at the park to review issues with the Band Shell. The ramp issue will be taken care of by Bruce Raber and Dwayne Henritzky. Arnie Cohen and Dwayne Henritzky suggested that the BOS complete an appeal application to the Uniform Construction Code Joint Board of Appeals for a waiver for forgiveness concerning the 5' x 5' landing. Dwayne Henritzky also suggested 2 gable vents be installed for ventilation. Janet Henritzky added that the painter will be staining the band shell the end of September or beginning of October. Dwayne Henritzky also stated that he spoke with a previous inspector for Codemaster in reference to the Ft. Everett House and Zeisloff House and stated that both buildings are listed as Historical which falls under museum, so no final inspections are required. Mr. Henritzky stated that he will check the status of the bank barn. (4) Brian Dietrich stated that a complaint was received concerning parking in front of a mail box in Lincoln Ct. (5) Brian Dietrich stated that he is in contract with David Wright concerning the electrical issue in Ontelaunee Park. (6) A complaint was also received regarding a pipe on Kunkles Mill Road. Dave Kutzor from KCE (temporary replacement for Roy Stewart) is already working on it and a letter will be sent with the BOS copied. (7) Kermit DeLong stated that when Roy Stewart is not available, a replacement be sent in his place. (8) Falcon Ct.: Justin Smith stated that he has a call into Pergosky but Pergosky will not be available till the weekend. At this point Falcon will not be taken over by the township before winter. (9) A complaint by Rebecca Groff on Old Orchard Road, Bruce Raber stated it was already taken care of. (10) New pavilion: Greg Snyder will be replacing panels on the new pavilion. The BOS suggested that if the existing sheets are faded that new sheets for the entire section should be replaced. (11) Nestle: Justin Smith stated he spoke with Eric Andreus from Nestle regarding Nestles' donation. Eric Andreus stated that he is ok with the donation being used for the NPDES permit renewal for update on the master plan for the park. In return Nestles' logo would be included. Engineer, Roy Stewart will be notified.

Public Comment: None

Announcements: (1) Pioneer Days is scheduled for Saturday, October 5, 2013 in Ontelaunee Park

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 7:50 pm.

As of September 30, 2013

Account	Balance
General Fund	815,711.08
Capital Reserve	5,320.75
CD's	471,750.40
Zoning/Subdivision	17,057.81
HLLW COG	59,096.77
State Road	58,262.37
Street Light	4,168.76
Park	26,957.91
Recreation	20,397.46
Total	1,478,723.31

TOTAL

Income-General Fund

301 · Real Property Taxes

301.10 · Real Estate Tax-Current

897.14

301.40 · Delinquent RE Tax-Tax Claim	473.99
Total 301 · Real Property Taxes	1,371.13
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	2,512.47
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	41,510.81
Total 310.20 · Earned Income Tax	41,510.81
Total 310 · Local Tax Enabling Act	44,023.28
331 · Fines	
331.10 · Court - Magistrate	39.06
Total 331 · Fines	39.06
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	
355.05 · Gen Municipal Pension State Aid	27,190.51
355.99 · Fire Relief Account	31,923.58
Total 355 · Shared Revenue & Entitlements	59,114.09
356 · State Payments in Lieu of Taxes	
356.02 · Game Commission	2,017.55
Total 356 · State Payments in Lieu of Taxes	2,017.55
360 · Gen. Govt. Charges for Services	
361 · General Government	
361.81 · Business Permit	75.00
361.87 · Sale of Maps & Publications	20.00
361.90 · Mechanical/HVAC Permit	54.00
361.94 · Misc. Billing	13.25
Total 361 · General Government	162.25
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41A · Permit for Ag. Bldg.	80.00
362.41B · BLDG/Alter/Repair Permit	1,016.00
362.41D · Driveway Permit	75.00
362.41F · Building Permit Filed	504.00
362.41N · Re-inspection	290.00
362.41P · Pool/Hot Tub/Spa Permit	204.00
Total 362.41 · Building Permit	2,169.00
362.42 · Electrical Permit	372.00
362.43 · Plumbing Permit	129.00
362.44 · Sewage Permits (SEO Fees)	1,375.00
362.48 · Demolition Permit	129.00
Total 362.40 · Protective Inspection Fees	4,174.00
Total 362 · Public Safety	4,174.00
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	1,859.20
Total 364 · Sanitation	1,859.20
Total 360 · Gen. Govt. Charges for Services	6,195.45
Total Income	113,860.56

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	<u>43.11</u>
Total 403 · Tax Collection	43.11
404 · Solicitor/Legal Services	810.84
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	<u>2,111.85</u>
Total 405 · Secretary/Clerk	2,111.85
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	1,956.24
406.21 · Office Supplies	513.30
406.23 · Postage	200.00
406.32 · Communication - Phone/Wireless	587.92
406.34 · Advertising	32.02
406.38 · Rentals	201.48
406.99 · Payroll	<u>228.25</u>
Total 406 · Other General Govt. Admin	3,719.21
408 · Engineering Services	
408.99 · Township engineer	<u>366.01</u>
Total 408 · Engineering Services	366.01
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	561.65
409.44 · Laundry/Other Sanitary Services	<u>395.92</u>
Total 409 · General Government Bldg&Plants	<u>957.57</u>
Total 400 · General Government	8,422.38
410 · Public Safety	
413 · Code Enforcement	
413.31 · Code enforcement pro. service	<u>4,872.50</u>
Total 413 · Code Enforcement	4,872.50
414 · Planning & Zoning	
414.34 · ZB Advertising, Print, & Bind	83.86
414.98 · Zoning Recording/Transcription	175.00
414.99 · Salary Zoning Officer	<u>1,768.38</u>
Total 414 · Planning & Zoning	2,027.24
419 · Other Public Safety	
419.99 · PA One Call	<u>7.38</u>
Total 419 · Other Public Safety	<u>7.38</u>
Total 410 · Public Safety	6,907.12
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	447.51
426.44 · Sanitation Services	<u>828.00</u>
Total 426 · Gen Gov Recycling Col & Dis	<u>1,275.51</u>
Total 420 · Health and Human Services	1,275.51
430 · Public Works Hwy,Rds,Streets	
437 · Repair of Tools & Machinery	
437.99 · Truck Repair	<u>24,607.41</u>
Total 437 · Repair of Tools & Machinery	24,607.41
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	8,497.70
438.25 · Repairs & Maint Supplies	1,903.52
438.99 · Truck Fuel	<u>1,124.48</u>
Total 438 · Road/Bridge Maint. and Repair	<u>11,525.70</u>

Total 430 · Public Works Hwy,Rds,Streets 36,133.11

450 · Culture-Recreation

454 · GF Parks

454.15 · Parks part time staff (GF) 1,448.09

454.25 · Repairs & Maint Supplies 1,500.00

Total 454 · GF Parks 2,948.09

Total 450 · Culture-Recreation 2,948.09

480 · Misc. Expense

481 · Employer paid Taxes

481.10 · Employer paid FICA 1,295.98

481.20 · Employer paid Medicare 303.10

481.30 · Employer paid Unemployment Comp 267.27

483.49 · 457 Pension contribution 16,854.43

Total 481 · Employer paid Taxes 18,720.78

487 · Other Group Insurance Benefits

487.01 · Health Insurance 9,675.42

487.02 · Life Insurance 38.50

487.04 · Workers Compensation Vol Fire 1,168.00

Total 487 · Other Group Insurance Benefits 10,881.92

489 · All other unclassified Expenses

489.98 · Clothing Allowance 129.99

489.99 · EE withholding taxes 4,689.79

Total 489 · All other unclassified Expenses 4,819.78

Total 480 · Misc. Expense 34,422.48

Total Expense 90,108.69

Net Income 23,751.87

Sep 13

Income-LIGHT FUND

383.11 · Street Lighting Tax 79.74

Total Income 79.74

Expense

434 · Street Lighting

434.36 · Street Lighting Electric 845.39

Total 434 · Street Lighting 845.39

Total Expense 845.39

Net Income -765.65

Sep 13

Income-LFF

0.00

Expense

430 · LFF Public Works

438 · Maint./Repair Roads & Bridges 8,081.65

Total 430 · LFF Public Works 8,081.65

Total Expense 8,081.65

Net Income -8,081.65

Sep 13

Income-COG FUND

342.40 · Rent of Machinery and Equipment 2,099.20

Total Income 2,099.20

Expense

437 · Repairs of tools and machinery 113.89

Total Expense 113.89

Net Income	<u>1,985.31</u>
	<u>Sep 13</u>
Income-REC FUND	
367.99 · Rec Fee from Subdivision	3,000.00
Total Income	<u>3,000.00</u>
Expense	0.00
Net Income	<u>3,000.00</u>
Total Income (all accounts)	<u>119,039.50</u>
Total Expense (all accounts)	<u>99,149.62</u>
Net Income(all accounts)	<u>19,889.88</u>

Respectfully Submitted,

Tammy M. White

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Secretary/Treasurer