

Board of Supervisors
Thursday, November 8th, 2012 @ 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 Kermit E. DeLong Jr., at 6:30 pm in the Municipal Building. Present were Chairman Kermit E. DeLong, Vice Chairman Justin N. Smith, Member Brian C. Dietrich, Zoning Officer Kevin N. Deppe, Secretary/Treasurer Tammy M. White, Roadmaster Bruce Raber, Solicitor Marc Fisher, NW Press reporter Elsa Kerschner and approximately 7 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Executive Session: Chairman Kermit E DeLong Jr. opened the meeting and called an executive session at 6:31 pm which along with himself included Vice Chairman Justin N. Smith and member Brian C. Dietrich and Solicitor Marc Fisher. The executive session was called to discuss personnel issues. The regular BOS meeting reconvened at 6:51 pm.

Public Comment: None

Accept the Minutes and Direct the Treasurer to pay the bills: A motion was made by Brian C. Dietrich and seconded by Justin N. Smith to accept the minutes from 10/11/12 and to modify the minutes to reflect that the streaming of the minutes is currently on hold. Motion carried unanimously. A motion was made by Brian C. Dietrich and seconded by Justin N. Smith authorizing the treasurer to pay the bills. Motion carried unanimously.

Fire Companies- The fire companies had no reports. An email was received by Matt Nemeth, Emergency Manager Coordinator for Lynn and Heidelberg townships, regarding wages he lost from his job while serving as the Emergency Manager during Hurricane Sandy. Mr. Nemeth is requesting some compensation from the townships. The BOS directed Kevin Deppe to coordinate with Heidelberg Township to review the declaration in regards to the issue.

Road Report: Bruce Raber, Roadmaster, reported for the month of October: (1) Cut shoulders on dirt roads. (2) Filled pot holes on dirt roads. (3) Shoulder paved on Springhouse and Flint Hill roads. (4) Put salt spreaders & chains on 4 of the trucks. (5) Did pothole repairs on black top roads. (6) Made repairs to signs and replaced some road name signs after hurricane Sandy. (7) Hauled scrap metal from recycling center, \$105.00. (8) Trimmed Cardinal, Blue Jay, and part Eile Dahl, and Springhouse roads. (9) Cleanup work from hurricane Sandy. Anticipated work for November: (1) Clean gutters on dirt roads and some black top roads. (2) Fill pot holes on dirt roads. (3) Do some more tree trimming. In addition to the road report, Bruce Raber stated that the rear door on the township pickup truck needs to be repaired and that he has received a few quotes for the repairs.

Ordinance 2012-01- A motion was made by Brian C. Dietrich and seconded by Justin N. Smith adopting Ordinance 2012-01, AN ORDINANCE OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA ESTABLISHING A MAXIMUM SPEED LIMIT ON AUTUMN ROAD WITHIN LYNN TOWNSHIP, LEHIGH COUNTY, PA. Motion carried unanimously. The speed limit has been set at 30mph.

Tax Rate for Year 2013: A motion was made by Brian C. Dietrich and seconded by Justin N. Smith adopting Resolution 2012-17; A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF LYNN, LEHIGH COUNTY FIXING THE TAX RATE FOR THE YEAR 2013. Motion carried unanimously. The tax rate for 2013 has been changed from .08 to .03.

Joint Salt Bid: A motion was made by Justin N. Smith and seconded by Brian C. Dietrich to award the joint salt bid to American Rock Salt Co., LLC for 1500 Ton of sodium chloride deicing rock salt @ \$56.68/ton Unit Price Delivered, for a total cost of \$8,502.00. Motion carried unanimously. Weisenberg Township did the joint bidding. The results were as follows:

**Joint Bids – Received for Salt, 2850 Tons ~
Sodium Chloride Deicing Rock Salt**

Salt Bids Received	Sodium Chloride Deicing Rock Salt -
	LYNN TOWNSHIP'S PORTION=150 TON
Cargill Deicing Technology 24950 Country Club Blvd Suite 450 North Olmsted, OH 44070	150TON Unit Price Del. As directed \$57.31 Total = \$8,596.50 Total Bid amt. for 2850 ton delivered = \$163,333.50
International Salt Co., LLC 655 Northern Blvd. Clarks Summit, PA 18411-8740	150TON Unit Price Del. As directed \$76.87 Total = \$11,530.50 Total Bid amt. for 2850 ton delivered = \$219,079.50
Oceanport LLC P.O. Box608 Claymont, DE 19703	150TON Unit Price Del. As directed \$56.99 Total = \$8,548.50 Total Bid amt. for 2850 ton delivered = \$162,421.50

American Rock Salt Company, LLC P.O. Box 190 Mt. Morris, NY 14510	150TON Unit Price Del. As directed \$56.68 Total = \$8,502.00 <i>Total Bid amt. for 2850 ton delivered = \$161,538.00</i>
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Budget: A motion was made by Justin N. Smith and seconded by Brian C. Dietrich authorizing the advertisement of the 2013 Budget and to include any amendments that may be reflected in the 2013 Budget. Motion carried unanimously. Items that may reflect the budget is: Wages: A motion was made by Brian C. Dietrich to give full time employee's a 2% wage increase. Brian C. Dietrich withdrew his motion. Kevin Deppe stated that he would forgo a wage increase if the BOS would be willing to give the other full time employee's a higher increase. A second motion was made by Brian C. Dietrich and seconded by Justin N. Smith to give full time employees a 3% wage increase with the exclusion of Township Manager Kevin Deppe. Motion carried unanimously.

Ag Security: Solicitor Marc Fisher stated that a public hearing will be held at the December 13, 2012 BOS meeting and a Resolution will be prepared for approval for the proposed modifications to the Ag Security area requested by Marvin Frantz.

Managers Report: Kevin Deppe, Township Manager, reported: (1) Nuisance Ordinance: Discussion was held regarding letters to residents who are in violations of the ordinance. The BOS agreed to complete review of the township and send all letters out at one time. (2) ETT Phone Warranty: ETT has presented the township with a warranty package of \$476.16 for 2013. Justin N. Smith stated he would discuss further with Kevin Deppe. (3) LCA: Kevin Deppe stated that he has spoken with Frank Leist from LCA and he is willing to attend a BOS meeting every quarter. Mr. Leist stated that he will inform the township ahead of time when he plans on attending. (4) Alternate ZHB member: A motion was made by Justin N. Smith and seconded by Kermit E. DeLong appointing Robert Bartholomew as a 3rd alternate on the ZHB with his term expiring 01/01/2016. Brian Dietrich voted no. Motion carried.

Miscellaneous: (1) Marc Fisher stated he has submitted the information that was requested by him for the codification of ordinance meeting on December 5, 2012. (2) Bruce Raber stated that he felt it would be a cost factor involved with pursuing the Nuisance Ordinance. (3) Justin Smith thanked Matt Nemeth for all his work and time during Hurricane Sandy.

Public Comment: Robert Sadler thanked Bruce Raber and his crew for their work as well as the office staff.

Announcements: None

Adjournment: A motion was made by Justin N. Smith and seconded by Brian C. Dietrich to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:42 pm.

As of November 30, 2012

Account	Balance
General Fund	626,643.74
Capital Reserve	5,306.73
CD's	470,754.04
Zoning/Subdivision	18,429.26
HLLW COG	51,490.25
State Road	73,656.62
Street Light	2,026.88
Park	9,916.57
Recreation	5,933.17
Total	1,264,157.26

TOTAL

Income-GENERAL FUND

301 · Real Property Taxes	
301.10 · Real Estate Tax-Current	349.63
Total 301 · Real Property Taxes	349.63
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	4,372.24
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	44,109.63
Total 310.20 · Earned Income Tax	44,109.63
Total 310 · Local Tax Enabling Act	48,481.87
331 · Fines	

331.10 · Court - Magistrate	69.08
Total 331 · Fines	69.08
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	
361.87 · Sale of Maps & Publications	20.00
361.94 · Misc. Billing	5.00
Total 361 · General Government	25.00
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41A · Permit for Ag. Bldg.	50.00
362.41B · BLDG/Alter/Repair Permit	254.00
362.41D · Driveway Permit	75.00
362.41F · Building Permit Filed	200.00
362.41K · Deck, Patios, Patio Roof, Porch	104.00
362.41S · Accessory Struc < 1000 ft	75.00
Total 362.41 · Building Permit	758.00
362.42 · Electrical Permit	228.00
362.44 · Sewage Permits (SEO Fees)	1,555.00
Total 362.40 · Protective Inspection Fees	2,541.00
Total 362 · Public Safety	2,541.00
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	1,634.20
Total 364 · Sanitation	1,634.20
Total 360 · Gen. Govt. Charges for Services	4,200.20
395 · Refunds of Prior Yr Expenditure	
395.99 · Refunds of Prior Year Exp.	5,816.00
Total 395 · Refunds of Prior Yr Expenditure	5,816.00
Total Income	60,016.78

Expense

400 · General Government	
400.00 · Legislative (Governing) Body	
400.05 · Supervisor Salaries	423.18
Total 400.00 · Legislative (Governing) Body	423.18
402 · Auditing/Bookkeeping Services	
402.34 · Advertising	104.96
Total 402 · Auditing/Bookkeeping Services	104.96
403 · Tax Collection	
403.16 · Commission Paid as Compensation	18.39
Total 403 · Tax Collection	18.39
404 · Solicitor/Legal Services	1,395.30
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	3,083.69
405.34 · Travel Expense	104.37
405.35 · Insurance and Bonding	6,656.00
Total 405 · Secretary/Clerk	9,844.06
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	2,940.58
406.21 · Office Supplies	234.86
406.23 · Postage	55.99

406.32 · Communication - Phone/Wireless	506.69
406.33 · Travel Expense	67.96
406.34 · Advertising	28.72
406.38 · Rentals	413.45
406.99 · Payroll	<u>176.30</u>
Total 406 · Other General Govt. Admin	4,424.55
408 · Engineering Services	
408.99 · Township engineer	<u>2,103.25</u>
Total 408 · Engineering Services	2,103.25
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	266.70
409.37 · Repairs and Maint.	81.00
409.44 · Laundry/Other Sanitary Services	237.70
409.99 · Heating - Oil/Propane	<u>1,552.86</u>
Total 409 · General Government Bldg&Plants	<u>2,138.26</u>
Total 400 · General Government	20,451.95
410 · Public Safety	
413 · Code Enforcement	
413.31 · Code enforcement pro. service	<u>4,360.00</u>
Total 413 · Code Enforcement	4,360.00
414 · Planning & Zoning	
414.33 · Transportation Costs	573.31
414.34 · ZB Advertising, Print, & Bind	53.56
414.98 · Zoning Recording/Transcription	437.50
414.99 · Salary Zoning Officer	<u>6,036.60</u>
Total 414 · Planning & Zoning	<u>7,100.97</u>
Total 410 · Public Safety	11,460.97
420 · Health and Human Services	
422 · Vector (Animal) Control	
422.99 · Stray Animals	<u>50.00</u>
Total 422 · Vector (Animal) Control	50.00
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	723.05
426.44 · Sanitation Services	<u>848.00</u>
Total 426 · Gen Gov Recycling Col & Dis	<u>1,571.05</u>
Total 420 · Health and Human Services	1,621.05
430 · Public Works Hwy,Rds,Streets	
432 · Winter Maintenance	
432.14 · Salaries Winter Maintenance	<u>4,084.01</u>
Total 432 · Winter Maintenance	4,084.01
437 · Repair of Tools & Machinery	
437.99 · Truck Repair	<u>2,858.03</u>
Total 437 · Repair of Tools & Machinery	2,858.03
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	9,047.85
438.15 · PT Salaries for Road Crew	928.99
438.25 · Repairs & Maint Supplies	1,634.88
438.99 · Truck Fuel	<u>2,925.73</u>
Total 438 · Road/Bridge Maint. and Repair	<u>14,537.45</u>
Total 430 · Public Works Hwy,Rds,Streets	21,479.49
450 · Culture-Recreation	
454 · GF Parks	
454.15 · Parks part time staff (GF)	379.41

Total 454 · GF Parks	379.41
Total 450 · Culture-Recreation	379.41
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	2,285.82
481.20 · Employer paid Medicare	533.41
481.30 · Employer paid Unemployment Comp	119.81
483.30 · Non-Uniform Pension Contr.	2,137.50
483.49 · 457 Pension contribution	1,255.00
Total 481 · Employer paid Taxes	6,331.54
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	10,574.54
487.02 · Life Insurance	1,527.10
487.03 · Workmans Compensation	3,516.00
487.98 · Employer Paid Disability	1,396.08
Total 487 · Other Group Insurance Benefits	17,013.72
489 · All other unclassified Expenses	
489.98 · Clothing Allowance	94.13
489.99 · EE withholding taxes	7,543.32
Total 489 · All other unclassified Expenses	7,637.45
Total 480 · Misc. Expense	30,982.71
Total Expense	86,375.58
Net Income	26,358.80

Nov 12

Income-LIGHT FUND

383.11 · Street Lighting Tax	57.95
Total Income	57.95
Expense	
434 · Street Lighting	
434.36 · Street Lighting Electric	904.34
Total 434 · Street Lighting	904.34
Total Expense	904.34
Net Income	-846.39

Nov 12

Income-LFF FUND

Expense	0.00
430 · LFF Public Works	
438 · Maint./Repair Roads & Bridges	801.25
Total 430 · LFF Public Works	801.25
Total Expense	801.25
Net Income	-801.25

Nov 12

Income-ESCROW FUND

361 · General Government	
361.96 · Subdivision Escrow Deposit	500.00
Total 361 · General Government	500.00
Total Income	500.00
Expense	0.00
Net Income	500.00

Nov 12

Income-PARK FUND		
342.59 · Rental of Park Facilities		175.00
351 · Fed Capital & Operating Grants		-46.92
Total Income		128.08
Expense		
454 · Parks		
454.25 · Repairs & Maintenance Supplies		32.00
454.36 · Public Utilities		101.84
454.38 · Rental		158.98
Total 454 · Parks		292.82
Total Expense		292.82
Net Income		-164.74
Total Income (all accounts)		60,702.81
Total Expense (all accounts)		88,373.99
Net Income(all accounts)		27,671.18

Respectfully Submitted,

Tammy M. White
 Tammy M. White
 Secretary/Treasurer