

**Board of Supervisors**  
**Thursday, November 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 6:45 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. Henritzky, Road Master Bruce Raber, Engineer Roy Stewart, Solicitor Marc Fisher, NW Press Reporter David Amerman, and approximately 20 citizens.

**Pledge of Allegiance:** The Pledge of Allegiance was conducted.

**Executive Session's:** The BOS announced that an executive session was held on Thursday, November 7<sup>th</sup> @ 7am to discuss personnel issues. Those in attendance were Justin N. Smith, Brian C. Dietrich, and Kermit E. DeLong. The BOS announced that a second executive session was held prior to this board meeting to also discuss personnel issues. Those in attendance were Justin N. Smith, Brian C. Dietrich, Kermit E. DeLong, Janet Henritzky, and Tammy White.

**Public Comment:** (1) Resident, David Najarian revisited the issue from the May 2013 BOS meeting regarding an inactive dump site in Ontelaunee Park at the railroad bed behind the Sewer Authority. During the May 2013 board meeting, the BOS were in favor of the EAC taking a look at the site, however it was agreed upon by the BOS as well as the township Engineer Roy Stewart, that the EAC take a look at the site as a group first, then before any clean up can be organized or take place, the committee need to contact Roy Stewart and the Lehigh County Conservation District to set up a meeting, on site, that can be attended by Engineer, Roy Stewart and a representative from the LCCD as well as a board member. The meeting was required before any earth disturbance could take place. Engineer, Roy Stewart reported that LCCD met him as well as Road Master, Bruce Raber along with board member Kermit DeLong at the site and directed that the road crew possibly wait till fall when all the brush is clear, then remove any items that may be on the surface and then fill the area in with wood chips or mulch. The BOS stated that they have taken the advice of LCCD and Road Master Bruce Raber will be taking care of the site. (2) Resident, Russell Wambold presented the BOS with a complaint about the property at the end of Hoffadeckel Ct. regarding an excessive fire that took place. Roy Stewart stated he would send a letter. (3) Resident, Frank Seifried presented the BOS with a complaint about trucks using their jake brakes on state road 143 near his resident on Hamm Ct., Kempton. He asked the BOS if signs could be posted as Moore Township did on a state road in their township. It was noted that Moore Township has its own police department. The BOS stated that they will put a request into Penn Dot as well as check with Moore Township. (4) Amanda Abrahams from 7729 Main St. Fogelsville was present representing Giuseppe's Restaurant in regards to the zoning issue of having to connect to public sewer if 2 residential apartments are constructed above Giuseppe's Restaurant. The BOS stated that they will discuss this issue further at the December BOS meeting to have the wording changed in the zoning ordinance which would allow Mr. Tripoli to continue with the 2 apartments and not have to go to the ZHB.

**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 10/10/13 and to direct the Treasurer to pay the bills. Motion carried unanimously.

**Subdivision-** (1) Adam Asparro; Final – A motion was made by Brian C. Dietrich and seconded by Kermit E. DeLong authorizing final approval for Adam Asparro. Motion carried unanimously. (2) Stan Kelson (complied with fees); authorizing final approval for Adam Asparro. Motion carried unanimously. (3) speed study results: A motion was made by Brian C. Dietrich and seconded by Kermit E. DeLong to direct Solicitor, Marc Fisher to prepare the necessary ordinance to establish the speed limits on Long Ct., Lentz Rd., at 35 mph and Old Orchard Ct., Koch Ct., and Halpin Rd., at 25 mph. Motion carried unanimously.

**Fire Companies-** Assistant Fire Chief, Gary Kuntz presented the BOS with NTFC monthly report. Mr. Kuntz left flyers for anyone interested in the filling/pie sale for Thanksgiving.

**Road Report:** Bruce Raber, Road master, reported for the month of October: (1) Worked on Dirt Roads (Mnt. Rds.) (2) Cleaned out all storm boxes. (3) Hauled shale from New Tripoli Cemetery to shop. (4) Cut shoulders on some black top roads. (5) Hauled scrap metal from recycling center - \$108.80 and Hauled old 3' pipe to scrap yard - \$444.80. (6) Made some repairs to trucks and snow plows. (7) Repaired and replaced some road name signs & stop signs. (8) Built a new head wall on the inlet end of a 4' pipe. (9) Started boom mowing. (10) Started tree trimming. (Hummingbird rd. from Kistler Valley to Owl Valley). (11) Put salt spreaders on 5 trucks and snow chains. (12) Installed 20 new pipe markers. Anticipated work for November: (1) Continue Tree Trimming. (2) Continue Boom Mowing.

**Ag Security Resolution 2013-23-** A hearing was opened regarding the Ag Security. No comments were received and the hearing was closed. A motion was made by Brian C. Dietrich and seconded by Kermit E. DeLong approving Resolution 2013-23: A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TWP, LEHIGH COUNTY, PA for Elton & Seleda Weaver's Ag Security request to include the Pin #'541923434337 1 totaling 20.17 acres into the Ag Security and for the staff to process the Ag Security request. Motion carried unanimously.

**Resolution 2013-24-** A motion was made by Brian C. Dietrich and seconded by Kermit E. DeLong approving Resolution 2013-24: A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY,

**PA FOR THE TRANSFER OF UNENCOMBERED MONEYS FROM ONE TOWNSHIP ACCOUNT TO ANOTHER.**  
Motion carried unanimously. The motion was to close the Subdivision #13-01, Labold/Henninger.

**Scully Resolution 2013-25-** A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich approving **Resolution 2013-25; A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA to include the following road and right-of-way with the following Subdivision in the township which are Scully Court and a right-of-way along Bausch road in and along the Scully Subdivision.** Motion carried unanimously.

**Heidelberg/Lynn EIT Office Audit-** Justin Smith stated that Keystone LLC is recovering the data so that the final audit can be done. Justin Smith will check with them on the cost.

**Ordinance 2013-01 to adopt Subdivision & Land Development and Ordinance 2013-02 Zoning Ordinance:**

A motion was made by Brian C. Dietrich and seconded by Kermit E. DeLong approving **Ordinance 2013-01 Amendments to the Lynn Township Subdivision and land Development ordinance and Ordinance 2013-02 Amendments to the Lynn Township Zoning Ordinance.** Motion carried unanimously.

**Ordinance 2013-03-** A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich approving **Ordinance 2013-03; AN ORDINANCE OF WEISENBERG, HEIDELBERG, LOWHILL AND LYNN TOWNSHIPS, LEHIGH COUNTY, PA, FOR THE APPROVAL OF AN INTER-GOVERNMENTAL COOPERATION AGREEMENT FOR THE JOINT PURCHASE, OWNERSHIP, USE AND DISPOSAL OF MUNICIPAL EQUIPMENT.** Motion carried unanimously. The Ordinance was for the purchase of a 2013 Case DV45 Vibratory Roller and one new Tow master Model 7-12D Trailer.

**Joint Salt Bid Award:** A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich. to award the joint salt bid to Cargill Inc., for Lynn Twp portion of 150 Ton of sodium chloride deicing rock salt @ \$52.61/ton Unit Price Delivered, for a total cost of \$7,891.50. Motion carried unanimously. Heidelberg Township did the joint bidding. The results were as follows:

### Joint Bids – Received for Salt, 3000 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	<b>150TON</b> Unit Price Del. As directed \$52.61 Total = \$7,891.50 Total Bid amt. for 3000 ton delivered = \$157,830.00
International Salt Co., LLC 655 Northern Blvd. Clarks Summit, PA 18411-8740	<b>150TON</b> Unit Price Del. As directed \$61.53 Total = \$9,229.50 Total Bid amt. for 3000 ton delivered = \$184,590.00
Oceanport LLC P.O. Box608 Claymont, DE 19703	<b>150TON</b> Unit Price Del. As directed \$62.75 Total = \$9,412.50 Total Bid amt. for 3000 ton delivered = \$188,250.00
American Rock Salt Company, LLC P.O. Box 190 Mt. Morris, NY 14510	<b>150TON</b> Unit Price Del. As directed \$55.78 Total = \$8,367.00 Total Bid amt. for 3000 ton delivered = \$167,340.00

**Tax Rate for Year 2014:** A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich accepting **Resolution 2013-26** to set the tax rate for 2014. Motion carried unanimously. The tax rate will remain the same for 2014.

**Budget Discussion:** A motion was made by Brian C. Dietrich and seconded by Kermit E. DeLong authorizing the advertisement of the 2014 Budget. Motion carried unanimously. The board agreed to add to the budget an additional 40K in the General Fund for the Park, 3K for the Light Fund, and 10K for a future Salt Shed.

**Cable Franchise Resolution 2013-27 -** A motion was made by Brian C. Dietrich and seconded by Kermit E. DeLong approving **Resolution 2013-27; A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA EXTENDING ITS CABLE FRANCHISE AGREEMENT WITH BLUE RIDGE CABLE TECHNOLOGIES, INC.** Motion carried unanimously.

**Miscellaneous:** (1) Meeting dates: A motion was made by Brian C. Dietrich and seconded by Kermit E. DeLong to keep the BOS meeting date as the 2<sup>nd</sup> Thursday of each month @ 6:30 pm. Motion carried unanimously. (2) Bandshell: Dwayne Henritzy submitted a bid for completion of the band shell. The BOS stated that they will obtain 2 more bids. (3) Re-org Dinner: The BOS agreed that there will not be a re-org dinner for January 2014. (4) Dresher Rd. complaint: Roy Stewart stated that the complaint regarding a Dresher Rd. resident has been extended till after Christmas. (5) Tax bills: BCIU had never sent out the interims (exceptions) tax bills after Janet Henritzy submitted them. The issue was caught and BCIU sent the bills out. (6) Tax Collector: Discussion was held regarding the tax bill preparations that are done in the office by Janet Henritzy. Discussion will be held at the December 12<sup>th</sup> BOS meeting to discuss whether or not this will continue to be done by the township secretary or by the Tax Collector. (7) Historical Society: The Historical Society is engaging in a professional service (Brown & Brown Design) to complete a master plan for Onelaunee Park. Further discussion will be held at the December BOS meeting. (8) Weiss Rd.: The run off of gravel on Weiss Rd. is still an issue. Roy Stewart will check it out again. (9) Park: A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich agreeing to post the marque at Ontelaunee Park stating, "Park closed for the Winter". (10) Thank You: Justin Smith thanked Bruce Raber and his road crew, and office staff for doing a great job keeping everything running smoothly.

**Public Comment:** (1) Pergosky: Resident, Rob Sadler asked the BOS if there was any progress with Pergosky. Justin Smith stated that he had spoken with Mr. Pergosky but has not received anything in writing. (2) Heintzelman: Larry Heintzelman has planted all of the trees in Broadtail. The next step will be doing a letter of dedication in order for the township to take over the road. All info has been sent to Met-ed regarding the street lights which may not be completed till spring 2014.

**Announcements:** (1) The Township office will be closed on Thursday 28<sup>th</sup> and Friday the 29<sup>th</sup> in observance of Thanksgiving.

**Adjournment:** A motion was made by Brian C. Dietrich and seconded by Kermit E. DeLong to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:50 pm.

**As of November 30, 2013**

Account	Balance
General Fund	780,536.87
Capital Reserve	5,323.47
CD's	471,750.40
Zoning/Subdivision	16,563.96
HLLW COG	59,116.27
State Road	59,481.35
Street Light	3,584.82
Park	25,992.98
Recreation	26,402.34
<b>Total</b>	<b>1,448,752.46</b>

**TOTAL**

**Income-GENERAL FUND**

301 · Real Property Taxes	
301.10 · Real Estate Tax-Current	610.86
301.40 · Delinquent RE Tax-Tax Claim	90.92
<b>Total 301 · Real Property Taxes</b>	<b>701.78</b>
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	5,943.04
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	42,139.09
310.20 · Earned Income Tax - Other	7,121.78
<b>Total 310.20 · Earned Income Tax</b>	<b>49,260.87</b>
<b>Total 310 · Local Tax Enabling Act</b>	<b>55,203.91</b>
321 · Business Licenses and Permits	
321.80 · Cable Television Franchise	13,617.27
<b>Total 321 · Business Licenses and Permits</b>	<b>13,617.27</b>
331 · Fines	
331.10 · Court - Magistrate	158.83
<b>Total 331 · Fines</b>	<b>158.83</b>
342 · Interest, Rents & Royalties	
342.53 · Royalties from Cell Tower Rent	1,000.00

Total 342 · Interest, Rents & Royalties	1,000.00
360 · Gen. Govt. Charges for Services	
361 · General Government	
361.87 · Sale of Maps & Publications	40.00
361.88 · Copy Fee	3.50
361.94 · Misc. Billing	55.00
361.99 · Road Improvement Fees	<u>3,743.90</u>
Total 361 · General Government	3,842.40
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	324.00
362.41F · Building Permit Filed	200.00
362.41K · Deck, Patios, Patio Roof, Porch	50.00
362.41N · Re-inspection	50.00
362.41S · Accessory Struc < 1000 ft	<u>155.00</u>
Total 362.41 · Building Permit	779.00
362.42 · Electrical Permit	352.00
362.43 · Plumbing Permit	258.00
362.44 · Sewage Permits (SEO Fees)	<u>1,230.00</u>
Total 362.40 · Protective Inspection Fees	<u>2,619.00</u>
Total 362 · Public Safety	2,619.00
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	<u>1,040.00</u>
Total 364 · Sanitation	<u>1,040.00</u>
Total 360 · Gen. Govt. Charges for Services	7,501.40
392 · Interfund Operating Transfer	
392.98 · Transfer from SubD/Zoning	<u>337.25</u>
Total 392 · Interfund Operating Transfer	<u>337.25</u>
<b>Total Income</b>	<b>78,520.44</b>
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
403 · Tax Collection	
403.16 · Commission Paid as Compensation	<u>33.72</u>
Total 403 · Tax Collection	33.72
404 · Solicitor/Legal Services	1,998.02
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	<u>2,075.25</u>
Total 405 · Secretary/Clerk	2,075.25
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	1,919.64
406.19 · Personal Services-Benefits,ETC	10.00
406.21 · Office Supplies	610.65
406.23 · Postage	51.99
406.32 · Communication - Phone/Wireless	579.14
406.34 · Advertising	114.44
406.38 · Rentals	493.72
406.48 · Internet Fees/Web Design	60.00
406.98 · transcription/stenographer	58.30
406.99 · Payroll	<u>58.30</u>
Total 406 · Other General Govt. Admin	3,956.18

408 · Engineering Services	
408.99 · Township engineer	<u>3,525.39</u>
Total 408 · Engineering Services	3,525.39
409 · General Government Bldg&Plants	
409.44 · Laundry/Other Sanitary Services	312.53
409.99 · Heating - Oil/Propane	<u>487.09</u>
Total 409 · General Government Bldg&Plants	<u>799.62</u>
Total 400 · General Government	12,801.97
410 · Public Safety	
411 · Fire	
411.98 · New Tripoli FC Fuel	<u>107.05</u>
Total 411 · Fire	107.05
412 · Ambulance/Rescue	
412.98 · Fuel	250.35
412.99 · Ambulance/Rescue Expenses	<u>64.12</u>
Total 412 · Ambulance/Rescue	314.47
413 · Code Enforcement	
413.31 · Code enforcement pro. service	<u>2,817.50</u>
Total 413 · Code Enforcement	2,817.50
414 · Planning & Zoning	
414.99 · Salary Zoning Officer	<u>4,194.25</u>
Total 414 · Planning & Zoning	4,194.25
419 · Other Public Safety	
419.99 · PA One Call	<u>23.20</u>
Total 419 · Other Public Safety	<u>23.20</u>
Total 410 · Public Safety	7,456.47
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	287.83
426.44 · Sanitation Services	858.00
426 · Gen Gov Recycling Col & Dis - Other	<u>26.46</u>
Total 426 · Gen Gov Recycling Col & Dis	<u>1,172.29</u>
Total 420 · Health and Human Services	1,172.29
430 · Public Works Hwy,Rds,Streets	
432 · Winter Maintenance	
432.14 · Salaries Winter Maintenance	<u>8,538.45</u>
Total 432 · Winter Maintenance	8,538.45
437 · Repair of Tools & Machinery	
437.99 · Truck Repair	<u>922.48</u>
Total 437 · Repair of Tools & Machinery	922.48
438 · Road/Bridge Maint. and Repair	
438.25 · Repairs & Maint Supplies	1,926.18
438.38 · Road/Bridge-Rental of Machinery	1,428.00
438.99 · Truck Fuel	1,009.40
438 · Road/Bridge Maint. and Repair - Other	<u>-107.05</u>
Total 438 · Road/Bridge Maint. and Repair	<u>4,256.53</u>
Total 430 · Public Works Hwy,Rds,Streets	13,717.46
450 · Culture-Recreation	
454 · GF Parks	
454.15 · Parks part time staff (GF)	<u>86.67</u>
Total 454 · GF Parks	<u>86.67</u>
Total 450 · Culture-Recreation	86.67
480 · Misc. Expense	

481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,167.05
481.20 · Employer paid Medicare	272.94
481.30 · Employer paid Unemployment Comp	18.76
483.30 · Non-Uniform Pension Contr.	662.50
483.49 · 457 Pension contribution	695.00
Total 481 · Employer paid Taxes	2,816.25
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	9,675.42
487.02 · Life Insurance	38.50
Total 487 · Other Group Insurance Benefits	9,713.92
489 · All other unclassified Expenses	
489.99 · EE withholding taxes	4,301.56
Total 489 · All other unclassified Expenses	4,301.56
Total 480 · Misc. Expense	16,831.73

Total Expense	52,066.59
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Net Income	26,453.85
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Nov 13

Income-LIGHT FUND

383.11 · Street Lighting Tax	152.99
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Total Income	152.99
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Expense	0.00
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Net Income	152.99
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Nov 13

Income-LFF	0.00
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Expense

430 · LFF Public Works	
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438 · Maint./Repair Roads & Bridges	1,412.15
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Total 430 · LFF Public Works	1,412.15
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Total Expense	1,412.15
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Net Income	-1,412.15
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Nov 13

Income-REC

367.99 · Rec Fee from Subdivision	6,000.00
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Total Income	6,000.00
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Expense	0.00
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Net Income	6,000.00
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Nov 13

Income-ESCROW	0.00
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Expense

492 · Interfund Operating Transfers	
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492.02 · Transfer to GFMM	337.25
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Total 492 · Interfund Operating Transfers	337.25
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Total Expense	337.25
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Net Income	-337.25
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Nov 13

Income-PARK FUND

342.59 · Rental of Park Facilities	225.00
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Total Income	225.00
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Expense

454 · Parks	
454.25 · Repairs & Maintenance Supplies	32.00
454.38 · Rental	158.98
Total 454 · Parks	190.98
Total Expense	190.98
Net Income	34.02
Total Income (all accounts)	84,898.43
Total Expense (all accounts)	54,006.97
Net Income(all accounts)	30,891.46

Respectfully Submitted,

*Tammy M. White*

Tammy M. White  
Secretary/Treasurer