

Board of Supervisors
Thursday, December 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 6:34 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, Road Master Bruce Raber, Engineer Roy Stewart, Solicitor Brian Collins, NW Press Reporter Kenny Blieler, and approximately 20 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Public Comment: (1) Justin Smith announced that the BOS held an executive session following the Thursday, November 14th board meeting to discuss personnel issues. Mr. Smith also added that the board held an executive session prior to this board meeting to further discuss personnel issues. (2) Resident, Dave Najarian stated that the BOS held 4 executive sessions without the resignation of Janet Henritz being announced at a public meeting. Mr. Najarian also questioned who authorized the secretary to advertise for the open position. Justin Smith stated that the BOS followed the advice of the solicitor. (3) Resident, Dave Najarian asked Justin Smith if he proposed to bring back the AARC. Justin Smith stated that when he took office he had supported the AARC but it was not a viable development at the time. Mr. Smith added that he would entertain bringing the idea back to the board.

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 11/14/13 and to direct the treasurer to pay the bills. Motion carried unanimously.

Fire Companies: Fire Chief, Peter Christ reported for the NTFC for the month of November 2013.

Subdivision:(1) Larry Heinzelman: Mr. Heinzelman made a request to the BOS to accept dedication of Broadtail Ct. A motion was made by Justin N. Smith and seconded by Brian C. Dietrich accepting Mr. Heinzelman's request. Motion carried unanimously. The Solicitor will draft the necessary paperwork. (2) Giuseppe's / (MURN-OD): A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich authorizing the deletion of Section 385A of Ordinance #11-4(MURN-OD) in its entirety and replace with section 385A Sewer Connection; All uses allowed in this overlay zoning district upon construction, excepting agricultural uses, shall be subject to the requirements of § 2502 of the Second Class Township Code, 53 P.S. § 67502, which mandates connection to a public sanitary sewage disposal system in certain instances. Connection will be subject to compliance with the provisions of Section 455 of the Zoning Ordinance. Motion carried unanimously.

Road Report: Bruce Raber, Road master, reported for the month of November: (1) Trimmed trees on Borman, Ulrich Mill, and part of Blue Mountain House. (2) Speed limit signs were installed on Lentz Rd. (6), Long Ct. (4), Old Orchard Ct. (2), Halpin Ct. (2), Koch Ct. (2) total of 16 signs. (3) Cut trees and brush on walking trail in Park in order to fill over the old dump site. (4) Cleaned leaves away from storm boxes and pipes. (5) Put up yard markers. (6) Treated roads and plowed. Anticipated work for December: (1) Continue Boom Mowing. (2) Some more tree trimming.

Heidelberg/Lynn Historical Society: No Report

Proposal for Ontelaunee Park Master Plan: Brown Design Corp. submitted a proposal for the Ontelaunee Park Master Plan Update. Justin Smith stated he spoke with Nestle and they are fine with the township using their donation to help fund the master plan update and in return the township would include Nestlé's name on the plan. A motion was made by Justin N. Smith and seconded by Brian C. Dietrich to accept Brown Design Corp. proposal totaling \$6,222.50. Justin Smith added that Brown Design would meet with committee's such as the REC Advisory; Heidelberg/Lynn Historical Society and the BOS to obtain ideas.

Budget: A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich adopting the 2014 budget. Motion carried unanimously.

Ordinance 2013-4: A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich adopting Ordinance 2013-4: AN ORDINANCE ESTABLISHING MAXIMUM SPEED LIMITS ON LONG COURT, LENTZ ROAD, OLD ORCHARD COURT, KOCH COURT AND HALPIN ROAD. Motion carried unanimously.

Heidelberg/Lynn EIT Audit: A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich authorizing Justin Smith to contact Keystone Technologies to move ahead with computer repair not to exceed 1K. Motion carried unanimously.

Tax Penalty Issue: Lehigh County reported that an error occurred in the process of revising an assessment record for an individual, and placed an incorrect mailing address on the property. Because of the error the owners never received their property tax bills to remit in a timely manner and when they discovered this, they were already in the penalty period. Lehigh County was asking the NWLSD and Lynn Twp. to accept payment for the gross period and forgive all penalties for the late payment. Leslie Frisbee from the NWLSD contacted Lynn Twp. and stated that the NWLSD was not going to set precedence and forgive the penalties for late payment. The Lynn Township BOS also agreed not to waive the penalties for late payment.

The Sanctuary: A motion was made by Brian C. Dietrich and seconded by Kermit E. DeLong approving the 2014 contract with The Sanctuary and capping the townships cost @ \$650. Motion carried unanimously.

Tax Collector: The BOS stated that Mary Ann Metzger should contact Linda Tyson first to see when she will be finished with the 2013 year and then everything should be relinquished to Mary Ann Metzger. The BOS also agreed that she should have help from Linda Tyson in the transition.

Appointment of Outside Audit Firm: *A motion was made by Brian C. Dietrich and seconded by Kermit E. DeLong adopting Resolution 2013-28; A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, APPOINTING A CERTIFIED (CPA) OR COMPETENT PUBLIC ACCOUNTANT OR FIRM OF SAME TO EXAMINE THE RECORDS OF THE TOWNSHIP* Justin N. Smith opposed the motion. Motion carried. Frey & Co. will perform the 2013 Lynn Township audit.

Miscellaneous: (1) **Admin/Zoning Secretary:** Justin Smith announced that Janet Henritzky handed her written resignation in to the BOS the resignation was accepted; proper advertisement was published to fill the position; resumes were received and interviews were completed. *A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich to accept Kathy A. Hermany's resume/application to fill Janet L. Henritzky's position at Lynn Township and to take over the same responsibilities/duties as that of Janet Henritzky. Motion carried unanimously.* A few minutes later in the meeting Resident, Rob Sadler asked the BOS when Kathy Hermany's start day would be. Justin Smith stated it will be the first business day of January 2014. (2) **Jake Brake:** Resident, Frank Seifried presented the BOS with a petition regarding the Jake brake issue. *A motion was made by Brian C. Dietrich and seconded by Kermit E. DeLong authorizing Tammy M. White to draft a letter to Penn Dot and to include the petition. Motion carried unanimously.* Roy Stewart will furnish Tammy White with a contact at Penn Dot. (3) **Audit:** Tammy M. White announced that the Elected Auditors performed an Audit on Janet L. Henritzky. (3) **Tree trimming:** Bruce Raber announced that Nelson Tree Trimmers have been in the area trimming trees so he asked them to take down approximately 10 trees that would have potentially caused problems in the future. Bruce Raber said he spoke with Nelson Tree Trimming and this would probably be their last week in the township. Nelson Tree Trimming services are from Ohio. (4) **Park Ramp:** Brian Dietrich stated that he received another quote on the ramp at the band shell.

Public Comment: None

Announcements: (1) Close out meeting is Monday, December 30, 2013 @ 6:30 pm
(2) Re-org (BOS) meeting is Monday, January 6, 2014 @ 6:30 pm
(3) Elected Auditors Re-org is Tuesday, January 7, 2014 @ 7:00 pm

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 7:20 pm.*

As of December 31, 2013

Respectfully Submitted,

Tammy M. White
Secretary/Treasurer