

Board of Supervisors
Monday, December 30th, 2013 (Close-out meeting) @ 6:30 PM
Lynn Twp.-7911 Kings Hgwy., New Tripoli

Call to Order: The Close-out 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, Solicitor Marc Fisher, Secretary/Treasurer Tammy M. White, NW Press reporter Kenny Blieler, and approximately 3 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Public Comment: None.

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 12/12/13 and to direct the treasurer to pay the bills. Motion carried unanimously.

Open Records Office: A motion was made by Brian C. Dietrich and seconded by Kermit E. DeLong adopting Resolution 2013-29: A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA APPOINTING KATHY A. HERMANY AS OPEN RECORDS OFFICER AND APPOINTING TAMMY M. WHITE AS THE ALTERNATE. Motion carried unanimously.

Tax Collector Audit: A motion was made by Kermit E. DeLong and seconded by Brian C. Dietrich appointing Frey & Co. to perform the 2013 Tax Collector audit. Motion carried unanimously.

Miscellaneous: Kermit E. DeLong thanked the board, and Janet Henritzky, Tammy White, Kevin Deppe, the road crew, as well as the township for the last 6 years. Kermit added that he is for the AARC and well as farming and wishes the best to Steve Feinour who will be taking over his position on the board. Kermit DeLong added that even though he has enjoyed the last 6 years, he has also dealt with individuals such as Dave Najarian and Scott Feinour that have been thorns in his side and have cost the township money. Justin Smith presented Kermit DeLong with a book for his outstanding performance as a supervisor. Justin Smith reported the Brown Design Corp is engaged to update the master plan for Ontelaunee Park. Further discussion will be held at the February 13, 2014 BOS meeting. Justin Smith stated that it would be a good idea to have the Rec Advisory Committee as well as the Historical Society train committee meet with Brown Design as well.

Public Comment: Resident, Scott Feinour stated that the Audit for the Tax Collector needs to be done by checking when the current Tax Collector, Linda Tyson when her last day is. Scott Feinour also asked the BOS where he has cost the township money. The BOS was not going to get into discussion on the issue. Steve Feinour, new 2014 board member, also thanked Kermit DeLong for all he has done and hopes to continue in the same path.

Announcements: Re-org (BOS) meeting is Monday, January 6, 2014 @ 6:30 PM.

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 6:42 pm.

As of December 31, 2013

Account	Balance
General Fund	780,889.81
Capital Reserve	5,325.98
CD's	471,750.40
Zoning/Subdivision	9,369.11
HLLW COG	30,409.20
State Road	59,510.23
Street Light	2,899.05
Park	25,998.76
Recreation	26,408.02
Total	1,412,560.56

TOTAL

Income-GENERAL FUND

301 · Real Property Taxes	
301.10 · Real Estate Tax-Current	160.70
301.40 · Delinquent RE Tax-Tax Claim	906.66
301.60 · Real Estate Tax-Interim-Current	20.91
Total 301 · Real Property Taxes	1,088.27
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	6,909.98
310.20 · Earned Income Tax	

310.21 · Earned Income Tax-Current	50,975.81
Total 310.20 · Earned Income Tax	50,975.81
Total 310 · Local Tax Enabling Act	57,885.79
331 · Fines	
331.10 · Court - Magistrate	6.91
Total 331 · Fines	6.91
341 · Interest	
341.01 · Interest on Checking	246.91
Total 341 · Interest	246.91
342 · Interest, Rents & Royalties	
342.53 · Royalties from Cell Tower Rent	1,210.00
Total 342 · Interest, Rents & Royalties	1,210.00
360 · Gen. Govt. Charges for Services	
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41D · Driveway Permit	100.00
362.41F · Building Permit Filed	1,156.50
362.41N · Re-inspection	190.75
Total 362.41 · Building Permit	1,447.25
Total 362.40 · Protective Inspection Fees	1,447.25
Total 362 · Public Safety	1,447.25
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	924.00
Total 364 · Sanitation	924.00
Total 360 · Gen. Govt. Charges for Services	2,371.25
392 · Interfund Operating Transfer	
392.99 · Transfer from COG	7,180.96
Total 392 · Interfund Operating Transfer	7,180.96
395 · Refunds of Prior Yr Expenditure	
395.99 · Refunds of Prior Year Exp.	5,000.00
Total 395 · Refunds of Prior Yr Expenditure	5,000.00
Total Income	74,990.09
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	11.32
Total 403 · Tax Collection	11.32
404 · Solicitor/Legal Services	878.34
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	2,111.85
405.35 · Insurance and Bonding	5,591.00
Total 405 · Secretary/Clerk	7,702.85
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	1,858.41
406.19 · Personal Services-Benefits,ETC	44.60
406.23 · Postage	56.99
406.32 · Communication - Phone/Wireless	578.50
406.34 · Advertising	227.73
406.38 · Rentals	416.48

406.42 · Membership/Dues	1,179.00
406.48 · Internet Fees/Web Design	60.00
406.98 · transcription/stenographer	58.30
406.99 · Payroll	<u>238.65</u>
Total 406 · Other General Govt. Admin	4,718.66
408 · Engineering Services	
408.99 · Township engineer	<u>3,338.50</u>
Total 408 · Engineering Services	3,338.50
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	277.54
409.37 · Repairs and Maint.	500.00
409.44 · Laundry/Other Sanitary Services	175.38
409.99 · Heating - Oil/Propane	<u>1,476.70</u>
Total 409 · General Government Bldg&Plants	<u>2,429.62</u>
Total 400 · General Government	19,493.08
410 · Public Safety	
411 · Fire	
411.98 · New Tripoli FC Fuel	<u>521.28</u>
Total 411 · Fire	521.28
412 · Ambulance/Rescue	
412.98 · Fuel	<u>-183.33</u>
Total 412 · Ambulance/Rescue	-183.33
413 · Code Enforcement	
413.31 · Code enforcement pro. service	<u>371.25</u>
Total 413 · Code Enforcement	371.25
414 · Planning & Zoning	
414.15 · ZHB/PC Salaries	1,600.00
414.98 · Zoning Recording/Transcription	336.30
414.99 · Salary Zoning Officer	<u>1,582.00</u>
Total 414 · Planning & Zoning	3,518.30
419 · Other Public Safety	
419.99 · PA One Call	<u>16.90</u>
Total 419 · Other Public Safety	<u>16.90</u>
Total 410 · Public Safety	4,244.40
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	431.83
426.44 · Sanitation Services	<u>828.00</u>
Total 426 · Gen Gov Recycling Col & Dis	<u>1,259.83</u>
Total 420 · Health and Human Services	1,259.83
430 · Public Works Hwy,Rds,Streets	
432 · Winter Maintenance	
432.14 · Salaries Winter Maintenance	9,816.93
432.15 · P/T Winter Salary	<u>692.61</u>
Total 432 · Winter Maintenance	10,509.54
437 · Repair of Tools & Machinery	
437.74 · Equipment purchase	<u>-7,100.00</u>
Total 437 · Repair of Tools & Machinery	-7,100.00
438 · Road/Bridge Maint. and Repair	
438.25 · Repairs & Maint Supplies	2,489.29
438.47 · Drug & Alcohol Testing	180.00
438.99 · Truck Fuel	<u>4,165.93</u>
Total 438 · Road/Bridge Maint. and Repair	<u>6,835.22</u>

Total 430 · Public Works Hwy,Rds,Streets	10,244.76
450 · Cultlure-Recreation	
454 · GF Parks	
454.36 · Public Utilities	131.49
454.37 · Repairs and Maint. serv (park)	612.44
Total 454 · GF Parks	<u>743.93</u>
Total 450 · Cultlure-Recreation	743.93
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,319.26
481.20 · Employer paid Medicare	308.54
481.30 · Employer paid Unemployment Comp	94.65
483.49 · 457 Pension contribution	15,055.00
Total 481 · Employer paid Taxes	<u>16,777.45</u>
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	8,877.35
487.02 · Life Insurance	929.08
487.03 · Workmans Compensation	1,793.41
487.04 · Workers Compensation Vol Fire	4,375.00
487.98 · Employer Paid Disability	1,062.36
Total 487 · Other Group Insurance Benefits	<u>17,037.20</u>
489 · All other unclassified Expenses	
489.98 · Clothing Allowance	108.38
489.99 · EE withholding taxes	5,069.54
Total 489 · All other unclassified Expenses	<u>5,177.92</u>
Total 480 · Misc. Expense	<u>38,992.57</u>
Total Expense	<u>74,978.57</u>
Net Income	<u>11.52</u>

Dec 13

Income-LIGHT FUND

383.11 · Street Lighting Tax	66.89
Total Income	<u>66.89</u>
Expense	
434 · Street Lighting	
434.36 · Street Lighting Electric	752.66
Total 434 · Street Lighting	<u>752.66</u>
Total Expense	<u>752.66</u>
Net Income	<u>-685.77</u>

Dec 13

Income-LFF

341.01 · Interest on Checking	14.24
Total Income	<u>14.24</u>
Expense	0.00
Net Income	<u>14.24</u>

Dec 13

Income-COG FUND

341.02 · Interest on Savings	7.38
Total Income	<u>7.38</u>
Expense	
437 · Repairs of tools and machinery	21,542.88
492 · Interfund Transfer	

492.02 · Transfer to GFMM	7,180.96
Total 492 · Interfund Transfer	<u>7,180.96</u>
Total Expense	28,723.84
Net Income	<u><u>-28,716.46</u></u>
	<u>Dec 13</u>
Income-RECREATION	
341.01 · Interest on Checking	2.68
Total Income	2.68
Expense	0.00
Net Income	<u><u>2.68</u></u>
	<u>Dec 13</u>
Income-ESCROW FUND	
341.000 · Interest Earnings	
341.001 · Interest Earnings/Heintzelman	1.10
341.01 · Interest on Checking	<u>1.13</u>
Total 341.000 · Interest Earnings	2.23
Total Income	2.23
Expense	
414 · Planning and Zoning	
414.97 · Escrow Refunds	7,200.00
Total 414 · Planning and Zoning	<u>7,200.00</u>
Total Expense	7,200.00
Net Income	<u><u>-7,197.77</u></u>
	<u>Dec 13</u>
Income-PARK	
341.01 · Interest on Checking	2.65
Total Income	2.65
Expense	0.00
Net Income	<u><u>2.65</u></u>
Total Income (all accounts)	<u>75,086.16</u>
Total Expense (all accounts)	<u>111,655.07</u>
Net Income(all accounts)	<u><u>-36,568.91</u></u>

Respectfully Submitted,

Tammy M. White
Tammy M. White
 Secretary/Treasurer