

Board of Supervisors  
Thursday, February 9th, 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, 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, Road Master Bruce Raber, Solicitor Marc Fisher, NW Press Reporter Elsa Kerschner, and approximately 16 citizens.

**Executive Session:** An executive session was held to discuss possible litigation.

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

**Public Comment:** (1) 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 01/12/12 and to direct the treasurer to pay the bills. Kermit E. DeLong abstained from the motion because of a Divine Springs invoice. Motion carried unanimously.

**Subdivision-** (1) #11-07 Miller Road Farms #5 Final subdivision: A motion was made by Brian C. Dietrich and seconded by Justin N. Smith granting final approval. Motion carried unanimously.

**Sanctuary at Haafsville-** The BOS did not approve the 2012 contract during their December 27, 2011 close out meeting. Liz Jones was present to review the 2012 contract. After discussion with Liz Jones, the BOS decided to accept the 2012 contract. A motion was made by Justin N. Smith and seconded by Brian C. Dietrich to accept the 2012 contract with The Sanctuary at Haafsville with the provision that the contract includes the \$500 cap/per year to the township. Motion carried unanimously.

**Road Report:** Bruce Raber, Roadmaster, reported for the month of January: (1) Half way around the township with boom mowing. (2) Installed street signs and stop signs and started re-facing some of the warning signs. (3) Made some small repairs to trucks and equipment. (4) Cut some trees down and cleaned up around salt shed. (5) Did some tree trimming in front of stops signs and other street signs for better sight. (6) Hauled scrap metal from recycling center \$107; and trailer with aluminum cans \$153. (7) Plowed snow and treated roads. (8) Filled pot holes on dirt roads. Anticipated work for February: (1) Continue boom mowing. (2) Tree trimming.

**Pow-Wow-** Mark Groff and Diane Larkin were present to review the 2012 Pow-wow in Ontelaunee Park. The Pow-wow is scheduled for May 18-19-20, 2012 with the 18<sup>th</sup> being the educational day. A motion was made by Brian C. Dietrich and seconded by Justin N. Smith approving of the 2012 Pow-wow subject to the same terms and conditions from prior years. Motion carried unanimously.

**Ag Security-** Mosser/Bennicoff New Tripoli, 2 parcels: Kevin Deppe has issued a follow up letter to Bev Miller in regards to the proposal.

**Resolution 2012-11-** A motion was made by Brian C. Dietrich and seconded by Justin N. Smith adopting Resolution 2012-11; A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA AUTHORIZING PERFORMANCE OF THE CONVEYANCE AGREEMENT DATED 8 DECEMBER 2011 BETWEEN LYNN TOWNSHIP AND LEHIGH COUNTY AUTHORITY, AND AUTHORIZING THE APPROPRIATE PERSONNEL ON BEHALF OF LYNN TOWNSHIP TO EXECUTE DOCUMENTS IN CONNECTION THEREWITH. Motion carried unanimously.

**Resolution 2012-12-** A motion was made by Justin N. Smith and seconded by Brian C. Dietrich adopting Resolution 2012-12; A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA FOR THE TRANSFER OF UNEMCOMBERED MONEYS FROM ONE TOWNSHIP ACCOUNT TO ANOTHER. Motion carried unanimously.

**Managers' Report:** Kevin Deppe, Township Manager, reported for the month of January: (1) Park: Improvements have been made to the park tot lot and area at the new pavilion and the second picnic pavilion has been started. The Park opening is scheduled for April and hopes to have all the projects that have been started completed by the opening. The projects are being paid for by Nestles. (2) Multi-purpose field: Kevin Deppe stated that he has been approached about constructing another multi-purpose field for soccer and lacrosse at the old pool location along Rt. 143. The area does not meet the regulation size field for lacrosse, it is close. A fence would have to be constructed along 143 and eventually a foot bridge would be needed to cross the creek. While there are some hurdles to jump to get this project completed, it is felt to be a worthwhile project. The area in question is underutilized and since the HOP permit for this entrance has expired and the entrance would be closed to vehicle traffic for liability reasons, a multi-purpose field would be a good idea. Brian Dietrich asked if the NYAA has made any donations and if they do the BOS has concerns that the NYAA may think that they have control over the fields. Justin Smith also added that he thought that the extra field was a good idea and also felt that the BOS needs to be in control. The BOS noted that the township will remain in control. Kevin Deppe stated that he has a meeting with Nestle on 02/10/210 @ 130 pm to discuss issues on this project. (3) NW Ambulance Fuel Bill: Some fuel bills sent to the NW Ambulance are not being paid in a timely manner. The issue was brought up at the December meeting as well. The township will call and check on the status. (4) Park Stewardship assessment: The park stewardship assessment study was completed and a draft of the document was emailed to the BOS. This document when finalized should provide help when applying for grant monies for the park. This only covers



the natural areas. (5) Building Code Enforcement: The Building Code Enforcement is complete. This evaluation is done voluntarily by townships to get better ranking with insurance companies that insure new homes. Lynn's previous ranking was 8 on a scale of 1 through 10 where 10 is the worst and 1 is the best. Lynn Township's new ranking is now a 5 for 1 and 2 family dwellings and a 4 for all other construction. These results show an improvement since the last evaluation which was done in 2006. This new grade should lead to lower insurance rates for our residents who build or buy new homes in Lynn Township. (6) Driveway waiver: Matt Goldman and Greg Christman have requested a waiver for the driveway located on Autumn road. Discussion was held concerning the waiver. *A motion was made by Justin N. Smith and seconded by Brian C. Dietrich granting the waiver contingent upon finding a solution to drainage and run off issues suitable with the township manager and road master and to include paving of at least the first 75' of the driveway which is required by ordinance. Motion carried unanimously.*

Miscellaneous: (1) Marc Fisher addressed a right to know request submitted on 02/09/2012 by Scott Feinour requesting a CD of the January 12, 2012 BOS meeting. Marc Fisher asked Mr. Feinour to consider withdrawing the request do to the fact that the 1/12/2012 BOS meeting was not recorded therefore there is no recording available. Mr. Feinour stated that he would let the township know what he decides. The last meeting recorded was the January 3, 2012 Re-Org meeting. The BOS stated that meetings will no longer be recorded and Kermit DeLong added that minutes will not be available until the BOS has approved the minutes. (2) Eric Andreus, Natural Resource Manager for Nestle presented the township with a check in the amount of 15K for continued enhancement of Ontelaunee Park in 2012. The BOS thanked Mr. Andreus for Nestles continued support.

Public Comment: None

Announcements: None

Adjournment: *A motion was made by Brian C. Dietrich and seconded by Justin N. Smith to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:26 pm.*

**As of February 29, 2012**

Account	Balance
General Fund	508,569.38
Capital Reserve	5,290.28
CD'S	470,000.00
Zoning/Subdivision	17,495.59
HLLW COG	50,059.05
State Road	56,746.72
Street Light	323.34
Park	29,594.33
Recreation	5,926.42
<b>Total</b>	<b>1,144,005.11</b>

	<u>TOTAL</u>
<b>Income-GENERAL FUND</b>	
310 • Local Tax Enabling Act	
310.10 • Real Estate Transfer Tax	882.00
310.20 • Earned Income Tax	
310.21 • Earned Income Tax-Current	37,318.27
Total 310.20 • Earned Income Tax	37,318.27
Total 310 • Local Tax Enabling Act	38,200.27
321 • Business Licenses and Permits	
321.80 • Cable Television Francise	11,949.95
Total 321 • Business Licenses and Permits	11,949.95
331 • Fines	
331.10 • Court - Magistrate	63.01
Total 331 • Fines	63.01
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	23.00
361.88 • Copy Fee	5.00
361.90 • Mechanical/HVAC Permit	54.00

361.97 · Zoning Board Appeal Fee	500.00
361.99 · Road Improvement Fees	<u>932.36</u>
Total 361 · General Government	1,514.36
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	2,172.00
362.41D · Driveway Permit	150.00
362.41F · Building Permit Filed	400.00
362.41N · Re-inspection	75.00
362.41S · Accessory Struc < 1000 ft	<u>75.00</u>
Total 362.41 · Building Permit	2,872.00
362.42 · Electrical Permit	546.00
362.43 · Plumbing Permit	387.00
362.48 · Demolition Permit	<u>104.00</u>
Total 362.40 · Protective Inspection Fees	3,909.00
362.99 · Logging/Timber Harvest	<u>100.00</u>
Total 362 · Public Safety	4,009.00
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	<u>1,087.80</u>
Total 364 · Sanitation	<u>1,087.80</u>
Total 360 · Gen. Govt. Charges for Services	6,611.16
389 · Unclassified Income	50.00
392 · Interfund Operating Transfer	
392.96 · Transfer from the REC	6,578.83
392.98 · Transfer from SubD/Zoning	<u>375.00</u>
Total 392 · Interfund Operating Transfer	6,953.83
<b>Total Income</b>	<b>64,928.22</b>
Expense	
400 · General Government	
400.00 · Legislative (Governing) Body	
400.05 · Supervisor Salaries	<u>423.31</u>
Total 400.00 · Legislative (Governing) Body	423.31
403 · Tax Collection	
403.16 · Commission Paid as Compensation	<u>1,156.52</u>
Total 403 · Tax Collection	1,156.52
404 · Solicitor/Legal Services	3,946.33
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	<u>2,068.33</u>
Total 405 · Secretary/Clerk	2,068.33
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	1,910.27
406.21 · Office Supplies	1,537.94
406.23 · Postage	166.49
406.32 · Communication - Phone/Wireless	455.20
406.38 · Rentals	209.00
406.42 · Membership/Dues	150.00
406.99 · Payroll	<u>142.75</u>
Total 406 · Other General Govt. Admin	4,571.65
408 · Engineering Services	
408.99 · Township engineer	<u>895.00</u>
Total 408 · Engineering Services	895.00
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	190.21

409.37 · Repairs and Maint.	598.85
409.44 · Laundry/Other Sanitary Services	146.32
409.99 · Heating - Oil/Propane	<u>142.32</u>
Total 409 · General Government Bldg&Plants	<u>1,077.70</u>
Total 400 · General Government	14,138.84
410 · Public Safety	
411 · Fire	
411.97 · Lynnport FC Fuel	138.44
411.98 · New Tripoli FC Fuel	283.46
411.99 · Fire Company - Miscellaneous	<u>10,000.00</u>
Total 411 · Fire	10,421.90
412 · Ambulance/Rescue	
412.98 · Fuel	<u>-680.06</u>
Total 412 · Ambulance/Rescue	-680.06
413 · Code Enforcement	
413.31 · Code enforcement pro. service	<u>4,031.08</u>
Total 413 · Code Enforcement	4,031.08
414 · Planning & Zoning	
414.31 · Professional services	2,237.00
414.33 · Transportation Costs	379.62
414.99 · Salary Zoning Officer	<u>3,422.38</u>
Total 414 · Planning & Zoning	<u>6,039.00</u>
Total 410 · Public Safety	19,811.92
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	496.67
426.44 · Sanitation Services	<u>858.00</u>
Total 426 · Gen Gov Recycling Col & Dis	<u>1,354.67</u>
Total 420 · Health and Human Services	1,354.67
430 · Public Works Hwy,Rds,Streets	
432 · Winter Maintenance	
432.14 · Salaries Winter Maintenance	8,675.05
432.15 · P/T Winter Salary	30.43
432.98 · Twp paid winter maint. mats.	<u>11,202.65</u>
Total 432 · Winter Maintenance	19,908.13
437 · Repair of Tools & Machinery	
437.99 · Truck Repair	<u>381.20</u>
Total 437 · Repair of Tools & Machinery	381.20
438 · Road/Bridge Maint. and Repair	
438.25 · Repairs & Maint Supplies	2,304.63
438.47 · Drug & Alcohol Testing	60.00
438.99 · Truck Fuel	<u>1,703.72</u>
Total 438 · Road/Bridge Maint. and Repair	<u>4,068.35</u>
Total 430 · Public Works Hwy,Rds,Streets	24,357.68
450 · Culture-Recreation	
454 · GF Parks	
454.25 · Repairs & Maint Supplies	<u>55.30</u>
Total 454 · GF Parks	<u>55.30</u>
Total 450 · Culture-Recreation	55.30
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,429.28
481.20 · Employer paid Medicare	334.27



481.30 · Employer paid Unemployment Comp	1,487.40
483.30 · Non-Uniform Pension Contr.	75.00
483.49 · 457 Pension contribution	870.00
Total 481 · Employer paid Taxes	4,195.95
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	10,574.54
487.02 · Life Insurance	40.30
487.03 · Workmans Compensation	70.00
Total 487 · Other Group Insurance Benefits	10,684.84
489 · All other unclassified Expenses	
489.99 · EE withholding taxes	4,767.77
Total 489 · All other unclassified Expenses	4,767.77
Total 480 · Misc. Expense	19,648.56
490 · Other Financing Uses-exp	
492 · Interfund Operating Transfer	
492.98 · Transfer to Electric Light Fund	1,000.00
Total 492 · Interfund Operating Transfer	1,000.00
Total 490 · Other Financing Uses-exp	1,000.00

Total Expense	80,366.97
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Net Income	15,438.75
	Feb 12

#### Income-LIGHT FUND

392 · Interfund Operating Transfers	
392.01 · Transfer from General Fund	1,000.00
Total 392 · Interfund Operating Transfers	1,000.00

Total Income	1,000.00
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#### Expense

434 · Street Lighting	
434.36 · Street Lighting Electric	914.76
Total 434 · Street Lighting	914.76

Total Expense	914.76
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Net Income	85.24
	Feb 12

#### Income-REC FUND

367.99 · Rec Fee from Subdivision	9,000.00
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Total Income	9,000.00
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#### Expense

492.98 · Transfer to GFMM	6,578.83
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Total Expense	6,578.83
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Net Income	2,421.17
	Feb 12

#### Income-ESCROW FUND

361 · General Government	
361.96 · Subdivision Escrow Deposit	2,500.00
Total 361 · General Government	2,500.00

Total Income	2,500.00
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#### Expense

414 · Planning and Zoning	
414.97 · Escrow Refunds	125.29
Total 414 · Planning and Zoning	125.29

492 · Interfund Operating Transfers	
492.02 · Transfer to GFMM	375.00
Total 492 · Interfund Operating Transfers	375.00
<b>Total Expense</b>	<b>500.29</b>
Net Income	1,999.71
	<b>Feb 12</b>
<b>Income-PARK FUND</b>	
342.59 · Rental of Park Facilities	175.00
387 · Contributions and Donations	15,000.00
<b>Total Income</b>	<b>15,175.00</b>
<b>Expense</b>	
454 · Parks	
454.25 · Repairs & Maintenance Supplies	8,680.00
454.36 · Public Utilities	19.20
Total 454 · Parks	8,699.20
<b>Total Expense</b>	<b>8,699.20</b>
Net Income	6,475.80
Total Income (all accounts)	92,603.22
Total Expense (all accounts)	97,060.05
Net Income(all accounts)	-4,456.83

Respectfully Submitted,

*Tammy M. White*  
 Tammy M. White  
 Secretary/Treasurer