

**Board of Supervisors**  
**Thursday, March 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, 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 15 citizens.

**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 02/09/12 and to direct the treasurer to pay the bills. Motion carried unanimously.*

**Road Report-** *Road Master, Bruce Raber reported for the month of February: (1) Installed road warning signs and replace road name signs. (2) Tree Trimming at Tot-Lot. (3) Repairs on trucks and equipment. (4) Tree Trimming. (5) Filled pot holes on dirt roads. (6) Helped put down rubber mulch at play ground in park. (7) Boom Mowing, 2 more weeks left. (8) Rebuilt Road pipe head walls. Anticipated work for the month of March: (1) Pot Hole patching on black top roads. (2) Start working on dirt roads. (3) Finish up boom mowing.*

**Audit 2011-** *Gary Frey, from Frey & Co. Certified Public Accountants presented the BOS with their independent auditors report. Mr. Frey reported that Lynn Township, as of December 31, 2011, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles. Mr. Frey added that Lynn Township is not depreciating their capital assets and that accounting principles generally accepted in the US require that fixed (capital) assets be recorded at historical cost when acquired, and then depreciated over their useful lives.*

**Fire Companies-** *Lynnport Fire Company, President Ed Sawyer and standing Fire Chief Clark Mantz reported calls for January and February 2012 as well as upcoming dates and fundraisers for 2012. New Tripoli Fire Company, Fire Chief Peter Christ reported calls for 2012 up to March 8, 2012. Mr. Christ also invited the BOS to join the fire company in attending a managing emergency service liability seminar on April 17, 2012 located at the Goodwill Fire Company 7723 Hamilton Blvd., Trexlertown, PA 18087; 6:30pm to 10:30pm. There is no need to pre-register for the seminar. Tammy White will forward the registration form to the BOS.*

**Ag Security-** *David & Cynthia Najarian, 3 parcels; 1<sup>st</sup> 11.52 acres; 2<sup>nd</sup> 53 acres 3<sup>rd</sup> 5000 sq. ft. A motion was made by Brian C. Dietrich and seconded by Justin N. Smith approving receipt of the Ag Security request and to include all 3 parcels and for the staff to process the Ag Security request. Motion carried unanimously.*

**Managers' Report:** *Kevin Deppe, Township Manager, reported for the month of February: (1) New playground equipment has been ordered for the playground in Ontelaunee Park. Equipment should be installed by April's meeting. Several positive comments have been received regarding the improvements to the playground. (2) The front lot along 143 that was considered for a lacrosse field; however after the February meeting Kevin was informed that the ROW is 40 feet from the edge of the road restricting the field size to a point where it is no longer feasible. An alternative site has been picked and the township engineer has been contacted to start the process with LCCD. (3) The zero turn lawn mower that was purchased last year for the park will be delivered in late March or early April.*

**Miscellaneous:** (1) Marc Fisher reported that the settlement transfer assets of the Sewer Authority to Lynn Township and from Lynn Township to Lehigh County Authority went smoothly. Mr. Fisher also stated that there is no need for any consideration to the SA for at least 60 to 90 days. (2) Marc Fisher called an **executive session** @ 6:51 pm for litigation purposes. The regular BOS meeting commenced @ 7:06 pm. (3) Justin N. Smith reported that there is no concern or violation regarding the fact that it was thought that there may be an ethics violation because his mother serves on the board for the New Tripoli Bank. (4) Justin N. Smith also stated that he has researched a website for the park upon request from the park committee. *A motion was made by Brian C. Dietrich and seconded by Kermit E. DeLong authorizing Justin N. Smith to move ahead with the website for Ontelaunee Park and not to exceed \$300. Motion carried unanimously.* (5) Kermit E. DeLong had questions concerned the NIZ and Lynn Townships involvement in legality proceedings. The BOS along with Marc Fisher decided it was premature and that they should wait to see what the costs will be.

**Public Comment:** (1) Resident, Richard Metzger questioned the BOS concerning the electric being off to the Fort Everett House and Zeislof House. Kevin Deppe stated that he spoke with Willard Snyder concerning the electric issue and Mr. Snyder stated to Mr. Deppe that the wire was cut. Kevin Deppe will be in contact with David Wright to look into the issue and to authorize whose property the electrical problem is and then direct him to fix the problem. Richard Metzger added that when it rains, water runs out of the electric box. (2) The BOS had concerns on the "Clean Sweep" and "Beautify Lynn Day" dates. Tammy White will contact the EAC and confirm.

**Announcements:** (1) "Clean Sweep 2012: Sat. April 14, 2012, 8am-12noon @ Lowhill Twp Building, Rte 100. (2) "Beautify Lynn Day" Sat. April 21, 2012, 9am-1pm sponsored by the Lynn Twp EAC. (3) Reminder...Daylight Savings March 11, 2012.

**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 7:21 pm.

**As of March 31, 2012**

<b>Account</b>	<b>Balance</b>
General Fund	501,952.25
Capital Reserve	5,292.17
CD	470,000.00
Zoning/Subdivision	17,499.25
HLLW COG	50,193.93
State Road	255,498.92
Street Light	1,420.89
Park	24,803.60
Recreation	5,927.23
<b>Total</b>	<b>1,332,588.24</b>

	<u><b>TOTAL</b></u>
<b>Income-GENERAL FUND</b>	
<b>301 · Real Property Taxes</b>	
301.60 · Real Estate Tax-Interim-Current	21.37
<b>Total 301 · Real Property Taxes</b>	21.37
<b>310 · Local Tax Enabling Act</b>	
310.10 · Real Estate Transfer Tax	6,462.36
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	64,089.13
<b>Total 310.20 · Earned Income Tax</b>	64,089.13
<b>Total 310 · Local Tax Enabling Act</b>	70,551.49
<b>331 · Fines</b>	
331.10 · Court - Magistrate	36.37
<b>Total 331 · Fines</b>	36.37
<b>342 · Interest, Rents &amp; Royalties</b>	
342.53 · Royalties from Cell Tower Rent	1,100.00
<b>Total 342 · Interest, Rents &amp; Royalties</b>	1,100.00
<b>360 · Gen. Govt. Charges for Services</b>	
<b>361 · General Government</b>	
361.30 · Zoning-Subdiv-Land Dev Fees	
361.32 · Fees for Eng., Insp, & Reviews	158.17
<b>Total 361.30 · Zoning-Subdiv-Land Dev Fees</b>	158.17
<b>Total 361 · General Government</b>	158.17
<b>364 · Sanitation</b>	
364.30 · Solid Waste Collection/Disposal	1,164.40
<b>Total 364 · Sanitation</b>	1,164.40
<b>Total 360 · Gen. Govt. Charges for Services</b>	1,322.57
<b>389 · Unclassified Income</b>	50.00
<b>395 · Refunds of Prior Yr Expenditure</b>	
395.99 · Refunds of Prior Year Exp.	29,550.00
<b>Total 395 · Refunds of Prior Yr Expenditure</b>	29,550.00
<b>Total Income</b>	<b>102,631.80</b>
<b>Expense</b>	
<b>400 · General Government</b>	
<b>400.00 · Legislative (Governing) Body</b>	
400.05 · Supervisor Salaries	423.18
<b>Total 400.00 · Legislative (Governing) Body</b>	423.18
<b>402 · Auditing/Bookkeeping Services</b>	
402.31 · Professional Auditing Services	7,000.00

402.34 · Advertising	206.80
Total 402 · Auditing/Bookkeeping Services	7,206.80
403 · Tax Collection	
403.16 · Commission Paid as Compensation	7,478.86
403.21 · Office Supplies	82.00
Total 403 · Tax Collection	7,560.86
404 · Solicitor/Legal Services	5,615.61
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	2,068.34
405.35 · Insurance and Bonding	71.00
Total 405 · Secretary/Clerk	2,139.34
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	1,918.86
406.21 · Office Supplies	363.10
406.23 · Postage	156.21
406.32 · Communication - Phone/Wireless	3,417.72
406.33 · Travel Expense	26.72
406.34 · Advertising	300.80
406.38 · Rentals	209.00
406.99 · Payroll	221.00
Total 406 · Other General Govt. Admin	6,613.41
408 · Engineering Services	
408.99 · Township engineer	939.75
Total 408 · Engineering Services	939.75
409 · General Government Bldg&Plants	
409.44 · Laundry/Other Sanitary Services	143.63
409.99 · Heating - Oil/Propane	1,194.90
Total 409 · General Government Bldg&Plants	1,338.53
Total 400 · General Government	31,837.48
410 · Public Safety	
413 · Code Enforcement	
413.31 · Code enforcement pro. service	1,296.04
Total 413 · Code Enforcement	1,296.04
414 · Planning & Zoning	
414.31 · Professional services	31.50
414.33 · Transportation Costs	357.42
414.34 · ZB Advertising, Print, & Bind	70.00
414.99 · Salary Zoning Officer	3,384.77
Total 414 · Planning & Zoning	3,843.69
419 · Other Public Safety	
419.99 · PA One Call	49.89
Total 419 · Other Public Safety	49.89
Total 410 · Public Safety	5,189.62
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	439.12
426.44 · Sanitation Services	956.00
Total 426 · Gen Gov Recycling Col & Dis	1,395.12
Total 420 · Health and Human Services	1,395.12
430 · Public Works Hwy,Rds,Streets	
432 · Winter Maintenance	
432.14 · Salaries Winter Maintenance	8,348.96
Total 432 · Winter Maintenance	8,348.96

437 · Repair of Tools & Machinery	
437.99 · Truck Repair	<u>1,577.09</u>
Total 437 · Repair of Tools & Machinery	1,577.09
438 · Road/Bridge Maint. and Repair	
438.25 · Repairs & Maint Supplies	1,283.21
438.74 · Purchase of Machinery/Equipment	28,500.00
438.99 · Truck Fuel	<u>2,381.32</u>
Total 438 · Road/Bridge Maint. and Repair	<u>32,164.53</u>
Total 430 · Public Works Hwy,Rds,Streets	42,090.58
450 · Culture-Recreation	
454 · GF Parks	
454.15 · Parks part time staff (GF)	<u>261.73</u>
Total 454 · GF Parks	<u>261.73</u>
Total 450 · Culture-Recreation	261.73
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,403.28
481.20 · Employer paid Medicare	328.19
481.30 · Employer paid Unemployment Comp	1,656.94
483.30 · Non-Uniform Pension Contr.	1,337.50
483.49 · 457 Pension contribution	<u>870.00</u>
Total 481 · Employer paid Taxes	5,595.91
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	10,574.54
487.02 · Life Insurance	1,031.50
487.03 · Workmans Compensation	4,832.00
487.98 · Employer Paid Disability	<u>930.72</u>
Total 487 · Other Group Insurance Benefits	17,368.76
489 · All other unclassified Expenses	
489.98 · Clothing Allowance	75.55
489.99 · EE withholding taxes	<u>4,711.78</u>
Total 489 · All other unclassified Expenses	<u>4,787.33</u>
Total 480 · Misc. Expense	27,752.00
490 · Other Financing Uses-exp	
492 · Interfund Operating Transfer	
492.98 · Transfer to Electric Light Fund	<u>1,000.00</u>
Total 492 · Interfund Operating Transfer	<u>1,000.00</u>
Total 490 · Other Financing Uses-exp	<u>1,000.00</u>
Total Expense	<u>109,526.53</u>
Net Income	<u>-6,894.73</u>

Mar 12

Income-LIGHT FUND	
383.03 · Street Light Delinquent	97.55
392 · Interfund Operating Transfers	
392.01 · Transfer from General Fund	<u>1,000.00</u>
Total 392 · Interfund Operating Transfers	<u>1,000.00</u>
Total Income	1,097.55
Expense	0.00
Net Income	<u>1,097.55</u>

Mar 12

Income-LIQUED FUEL FUND  
355 · LFF State Shared Revenue

355.02 · Motor Vehicle Fuel Taxes	<u>204,596.05</u>
Total 355 · LFF State Shared Revenue	<u>204,596.05</u>
Total Income	204,596.05
Expense	
430 · LFF Public Works	
438 · Maint./Repair Roads & Bridges	<u>5,867.40</u>
Total 430 · LFF Public Works	<u>5,867.40</u>
Total Expense	5,867.40
Net Income	<u>198,728.65</u>
Income-COG FUND	0.00
Expense	
437 · Repairs of tools and machinery	<u>54.99</u>
Total Expense	<u>54.99</u>
Net Income	<u>-54.99</u>
	<u>Mar 12</u>
Income-PARK FUND	
351 · Fed Capital & Operating Grants	
351.07 · Culture-Recreation	<u>0.00</u>
Total 351 · Fed Capital & Operating Grants	<u>0.00</u>
Total Income	0.00
Expense	
454 · Parks	
454.25 · Repairs & Maintenance Supplies	632.99
454.28 · Park Equipment	3,955.00
454.38 · Rental	<u>206.16</u>
Total 454 · Parks	<u>4,794.15</u>
Total Expense	4,794.15
Net Income	<u>-4,794.15</u>
Total Income (all accounts)	<u>308,325.40</u>
Total Expense (all accounts)	<u>120,243.07</u>
Net Income(all accounts)	<u>188,082.33</u>

Respectfully Submitted,

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