

Board of Supervisors
Thursday, May 10th, 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, Roadmaster Bruce Raber, Solicitor Marc Fisher, NW Press Reporter Elsa Kerschner, and approximately 11 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Public Comment: (1) Resident Russell Wambold addressed the issue of parking on the street on Hoffadeckel Ct. Kevin Deppe will speak the residents on Hoffadeckel Ct. and will also check the township for other areas in need of no parking signs so that all locations can be included in one ordinance for no parking. (2) Resident and member of the Historical Society thanked the BOS for black topping of the park.

Accept the Minutes and Direct the Treasurer to pay the bills: A motion was made by Justin N. Smith and seconded by Brian C. Dietrich to accept the minutes from 04/12/12. Motion carried unanimously. A second motion was made by Brian C. Dietrich and seconded by Kermit E. DeLong to direct the treasurer to pay all the bills. Motion carried unanimously.

Road Report: Bruce Raber, Roadmaster, reported for the month of April: (1) Put a leveler course of black top on Ft. Everett Rd with the help of 3 other townships. (2) Build up dirt roads. (3) Removed some trees from stream in park. (4) Changes oil & filter on 2 trucks. (5) Helped Weisenberg Twp. and Lowhill Twp. with their paving projects. (6) Loaded up scrap metal from Recycling Center = \$136.40. (7) Paved the park with the help of 3 other townships, \$18,678.42. (8) Pot hole patching on black top roads; used about 2 ton of cold patch. Anticipated work for May: (1) Finish up dirt roads. (2) Install new signs in park. (3) Install 1 or 2 smaller road pipes. (4) Start getting roads ready to oil and chip. Discussion was also held on the possible installation of speed bumps in the park.

Joint Oil Bid:

Joint Bid – Received for Oil, 50,000 Gallons- CRS-2PME3M

Oil Bids Received	CRS-2PME3M-LYNN TWP
Asphalt Maint. Solutions, LLC	50,000 Gallons \$ 2.31 Gal. Total=\$ 115,500.00
Dosch King Emulsions, Inc	50,000 Gallons \$ 2.32 Gal. Total=\$ 116,000.00
Eastern Industries	50,000 Gallons \$ 2.67 Gal. Total=\$ 133,500.00

A motion was made by Brian C. Dietrich and seconded by Justin N. Smith to award Lynn Township's portion of the joint oil bid to Asphalt Maint. Solutions LLC for 50,000 gallons @ \$2.31/gallon for a total cost of \$115,500.00. Motion carried unanimously. Lowhill Township prepared and accepted the bids.

Music in the Park: Two contracts were submitted for music in the park this summer. The BOS decided to have Solicitor Marc Fisher review the contracts before the BOS signs them. It was also added that Lynn Township have their own contract drawn up.

Managers' Report: Kevin Deppe, Township Manager, reported: (1) Park Improvements: Improvements are going well. Some new equipment was purchased with grant monies. Additional grant monies should be coming into the park to be used for a commercial refrigerator. (2) Ontelaunee Park Natural Areas Stewardship Report: The report has arrived and it will be used to try to go after any available grant monies designated for parks and recreation. (3) Mission & Goals Meeting: The meeting was considered a success. (4) SALDO changes: The suggested changes for SALDO and Zoning that engineer Roy Stewart and Kevin Deppe reviewed over the course of the last few months were sent to the BOS. Review is needed and sections of the zoning should also be reviewed by the Solicitor for legal requirements that may have changed. (5) PSATS Convention: The PSATS convention went well. Kevin Deppe reported that he has the list of resolutions that were voted on and the decision for each. (6) Heintzelman Development: Escrow funds still being held for

street lights, maintenance period. Kevin Deppe reported that all lots have been sold and that if the BOS wishes the paperwork for DEP can be completed and have the road turn into LFF. There is an issue with water run off on Broadtail Ct. and the BOS would like to see the issue corrected before taking over the road. Kevin Deppe will check if Broadtail meets the township standards and if an overlay is required. Kevin Deppe will send a letter to Mr. Heinzelman to see where everything is at and also contact the engineer Roy Stewart for review of the specs. (7) Falcon Court: Does the BOS wish to take over the road? (8) Gates for back entrance to park: Kevin Deppe is gathering quotes on a gate for the back entrance to the park.

Miscellaneous: (1) Upper Macungie Request: A motion was made by Brian C. Dietrich and seconded by Justin N. Smith to allow NTFC and LPFC to assist Upper Mac for 3 events; Antique Truck show June 15th & 16th; Das Awkscht Fescht Car Show August 3rd, 4th, & 5th; Wheels of Time Car Show August 24th, 25th & 26th, based on the fire companies willingness and availability. Motion carried unanimously. (2) Fire Co. reports: Both LPFC and NTFC gave updated reports. (3) Park Lawn mower: Kevin Deppe reported that the lawn mower from the park is now being used by the road crew for grass cutting at the township building. (4) Complaint: Kermit DeLong reported that a 3 page complaint was received by the township. The complaint will be reviewed by the BOS and discussed at the next BOS meeting. (5) Missions and Goals: The BOS decided that they would like to have a special meeting or workshop possibly once a quarter to review the Missions and Goals list. The BOS stated they would look discuss dates. (6) Park: The BOS stated that it would be a good idea to have the board members do a walk threw of the park maybe once a year to discuss possible projects and improvements. The walk threw would need to be advertised. Kevin Deppe added that the college employee will be returning and he will have him along with the other PT park employee fill in the paving on the inside with top soil and modified along the outside of the paving. (7) NWRC: Justin Smith discussed with the BOS the possibility of Lynn Township taking on the responsibility of the maintenance worker at the Rec Fields for the Northwestern Recreation Committee, as in the past with employee George Rauch. Brian Dietrich along with Kermit DeLong would like to see one of the other townships take the responsibility of the NWRC employee. (8) Codification of Ordinances: Justin Smith stated that he felt the memo from Engineer Roy Stewart referenced a lot of wrong sections as well as it being a partial document. Justin Smith added that he feels the engineer should be at the meetings. Kevin Deppe added that the document is the starting process and that it will be incomplete at this point and that the document will process back and forth as the BOS makes decisions. Kevin Deppe will speak with Roy Stewart to see if he can attend the next BOS meeting because he is the engineer for Heidelberg Township and attends their meetings at 7:30 pm on the same night as Lynn's meeting. It was suggested that a workshop could be held concerning the codification which would allow Roy Stewart to attend.

Executive Session: An executive session was called at 7:40 pm and the meeting resumed at 7:50 pm. The executive session was for possible litigation purposes. A motion was made by Brian C. Dietrich and seconded by Justin N. Smith for approval of the agreement between Lynn Township and Nancy Smith/Walter Roberts. Motion carried unanimously. Dave Najarian, legal representation for Nancy Smith stated that site inspection should be done to make sure there are no issues and also requested a retyped version of the agreement. Chairman Kermit DeLong stated that Dave Najarian should respect the township and not use the township or any of the employees for his business purposes.

Public Comment: (1) Resident Richard Metzger stated that there is a pile of rocks located by the Bank Barn in the park. Bruce Raber stated he could use them. (2) Cell tower buy out information was given to the BOS for their review.

Announcements: (1) 5th Annual Ontelaunee Park Powwow; May 18-19-20 Gates open @ 10am \$7.00 admission; \$5.00 seniors; children under 12 free. (2) 4th Annual Car & Motorcycle Show; Sunday, July 22, 2012; 1pm till 4pm Ontelaunee Park. \$5 entrance fee for all cars, trucks and bikes; free admission for spectators.

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 7:53 pm.

As of May 31, 2012

Account	Balance
General Fund	525,403.68
Capital Reserve	5,295.88
CD's	470,000.00
Zoning/Subdivision	17,206.50
HLLW COG	50,050.92
State Road	209,536.84
Street Light	1,657.27
Park	19,260.45
Recreation	5,928.71
Total	1,304,340.25

TOTAL

Income-GENERAL FUND

301 - Real Property Taxes

301.10 - Real Estate Tax-Current

22,566.56

301.40 · Delinquent RE Tax-Tax Claim	307.61
301.60 · Real Estate Tax-Interim-Current	1.22
Total 301 · Real Property Taxes	22,875.39
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	7,453.29
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	67,528.91
Total 310.20 · Earned Income Tax	67,528.91
Total 310 · Local Tax Enabling Act	74,982.20
321 · Business Licenses and Permits	
321.80 · Cable Television Franchise	15,308.54
Total 321 · Business Licenses and Permits	15,308.54
331 · Fines	
331.10 · Court - Magistrate	129.53
331.12 · Violation of Ordinances, Statue	1,143.00
Total 331 · Fines	1,272.53
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
361.90 · Mechanical/HVAC Permit	54.00
361.97 · Zoning Board Appeal Fee	500.00
361.99 · Road Improvement Fees	54.00
Total 361 · General Government	631.00
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	942.00
362.41D · Driveway Permit	150.00
362.41F · Building Permit Filed	900.00
362.41K · Deck, Patios, Patio Roof, Porch	254.00
362.41N · Re-inspection	100.00
362.41S · Accessory Struc < 1000 ft	75.00
Total 362.41 · Building Permit	2,421.00
362.42 · Electrical Permit	248.00
362.43 · Plumbing Permit	129.00
362.44 · Sewage Permits (SEO Fees)	885.00
362.48 · Demolition Permit	129.00
Total 362.40 · Protective Inspection Fees	3,812.00
362.98 · Sign Permit	80.00
362.99 · Logging/Timber Harvest	100.00
Total 362 · Public Safety	3,992.00
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	1,636.80
Total 364 · Sanitation	1,636.80
Total 360 · Gen. Govt. Charges for Services	6,259.80
389 · Unclassified Income	50.00
Total Income	121,848.46

Expense

- 400 · General Government
- 400.00 · Legislative (Governing) Body

400.05 · Supervisor Salaries	423.18
Total 400.00 · Legislative (Governing) Body	423.18
403 · Tax Collection	
403.16 · Commission Paid as Compensation	2,302.46
Total 403 · Tax Collection	2,302.46
404 · Solicitor/Legal Services	1,329.25
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	3,083.70
Total 405 · Secretary/Clerk	3,083.70
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	2,902.98
406.21 · Office Supplies	717.86
406.23 · Postage	58.49
406.32 · Communication - Phone/Wireless	460.88
406.34 · Advertising	114.92
406.38 · Rentals	386.56
406.42 · Membership/Dues	143.76
406.99 · Payroll	169.85
Total 406 · Other General Govt. Admin	4,955.30
408 · Engineering Services	
408.99 · Township engineer	984.50
Total 408 · Engineering Services	984.50
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	633.31
409.44 · Laundry/Other Sanitary Services	472.99
409.99 · Heating - Oil/Propane	35.57
Total 409 · General Government Bldg&Plants	1,141.87
Total 400 · General Government	14,220.26
410 · Public Safety	
413 · Code Enforcement	
413.31 · Code enforcement pro. service	4,427.58
413.45 · Contracted Services	96.00
Total 413 · Code Enforcement	4,523.58
414 · Planning & Zoning	
414.31 · Professional services	330.75
414.33 · Transportation Costs	326.34
414.42 · Dues, Subscriptions, and Mships	125.00
414.98 · Zoning Recording/Transcription	520.00
414.99 · Salary Zoning Officer	5,133.56
Total 414 · Planning & Zoning	6,435.65
419 · Other Public Safety	
419.99 · PA One Call	14.79
Total 419 · Other Public Safety	14.79
Total 410 · Public Safety	10,974.02
420 · Health and Human Services	
422 · Vector (Animal) Control	
422.99 · Stray Animals	550.00
Total 422 · Vector (Animal) Control	550.00
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	774.33
426.44 · Sanitation Services	848.00
Total 426 · Gen Gov Recycling Col & Dis	1,622.33
Total 420 · Health and Human Services	2,172.33

430 · Public Works Hwy,Rds,Streets	
437 · Repair of Tools & Machinery	
437.99 · Truck Repair	4,570.42
Total 437 · Repair of Tools & Machinery	4,570.42
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	10,210.36
438.25 · Repairs & Maint Supplies	602.75
438.38 · Road/Bridge-Rental of Machinery	1,568.00
438.98 · Twp. paid road maint mat.	19,262.25
438.99 · Truck Fuel	3,104.19
Total 438 · Road/Bridge Maint. and Repair	34,747.55
Total 430 · Public Works Hwy,Rds,Streets	39,317.97
450 · Culture-Recreation	
454 · GF Parks	
454.15 · Parks part time staff (GF)	2,456.92
Total 454 · GF Parks	2,456.92
Total 450 · Culture-Recreation	2,456.92
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	2,133.86
481.20 · Employer paid Medicare	499.04
481.30 · Employer paid Unemployment Comp	375.32
483.30 · Non-Uniform Pension Contr.	668.75
483.49 · 457 Pension contribution	1,005.00
Total 481 · Employer paid Taxes	4,681.97
486 · Insurance	
486.10 · Insurance - Liability	-88.50
Total 486 · Insurance	-88.50
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	10,574.54
487.02 · Life Insurance	40.30
Total 487 · Other Group Insurance Benefits	10,614.84
489 · All other unclassified Expenses	
489.99 · EE withholding taxes	7,020.65
Total 489 · All other unclassified Expenses	7,020.65
Total 480 · Misc. Expense	22,228.96
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	92,370.46
Net Income	29,478.00

May 12

Income-LIGHT FUND

383.11 · Street Lighting Tax	1,963.60
392 · Interfund Operating Transfers	
392.01 · Transfer from General Fund	1,000.00
Total 392 · Interfund Operating Transfers	1,000.00

Total Income 2,963.60

Expense

434 · Street Lighting

434.36 · Street Lighting Electric	1,819.50
Total 434 · Street Lighting	1,819.50
Total Expense	1,819.50
Net Income	1,144.10
	May 12
Income- LIQUID FUEL FUND	0.00
Expense	
430 · LFF Public Works	
438 · Maint./Repair Roads & Bridges	2,360.19
439 · HW Construction/Rebuilding Proj	24,285.84
Total 430 · LFF Public Works	26,646.03
Total Expense	26,646.03
Net Income	-26,646.03
	May 12
Income- ESCROW FUND	
361 · General Government	
361.96 · Subdivision Escrow Deposit	400.00
Total 361 · General Government	400.00
Total Income	400.00
Expense	0.00
Net Income	400.00
	May 12
Income- PARK FUND	
342.59 · Rental of Park Facilities	760.00
387 · Contributions and Donations	-238.00
Total Income	522.00
Expense	
454 · Parks	
454.25 · Repairs & Maintenance Supplies	4,475.33
454.36 · Public Utilities	129.21
454.38 · Rental	158.98
454.99 · Signs	143.00
Total 454 · Parks	4,906.52
Total Expense	4,906.52
Net Income	-4,384.52
Total Income (all accounts)	125,734.06
Total Expense (all accounts)	125,742.51
Net Income(all accounts)	-8.45

Respectfully Submitted,

Tammy M. White
 Tammy M. White
 Secretary/Treasurer