

Board of Supervisors
Thursday, February 12th, 2009 @ 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 Jr., at 6:30 pm in the Municipal Building. Present were Chairman Kermit E. DeLong Jr., Vice Chairman David C. Najarian, Member Thomas C. Creighton III, Zoning Officer Kevin N. Deppe, Secretary/Treasurer Tammy M. White, Solicitor Marc Fisher, Engineer Alan Fornwalt, and approximately 26 citizens.

Pledge of Allegiance: A reading "Planting Time" was read by Kermit E. DeLong. 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 Thomas C. Creighton and seconded by David C. Najarian to accept the minutes from 01/15/09. Motion carried unanimously. A motion was made by Thomas C. Creighton and seconded by Kermit E. DeLong to direct the treasurer to pay the bills. David C. Najarian abstained from the vote. Dave Najarian prepared a Conflict of Interest Memorandum of Abstention in January 2008 because he recused himself in the event a bill would need to be paid to the Lynnport Fire Company.

Subdivisions: None

Park Report: *Richard Matthias, Park Manager, reported for the month of January:* (1) Removed snow around Monument for State Inspection. (2) Removed snow off park roads. (3) Worked on cabinet for security system. (4) Studied security system operations. (5) Provided security in the park/children with skate boards. (6) Organized office files for 2009. (7) Helped the Road Crew remove snow from township roads. (8) Cleanup brush around pond. Richard Matthias stated that the New Tripoli Fire Company will be holding their annual Easter Egg Hunt in Ontelaunee Park on Friday, April 10, 2009. The BOS agreed that there will be no charge to the NTFC for use of the Park. Richard Matthias is in the process of ordering signs to erect around the pond that state no skating or swimming. Richard Matthias reported that the heat bulb is still in use for maintaining the security system. The security system has already caught two culprits in violation of skateboarding. The issue has been taken care of. The Farmers/Flea Market will open in April 09 and continue till October 09.

Road Report: *Bruce Raber, Roadmaster, reported for the month of January:* (1) Plowed snow & salted & cindered roads. (2) Made repairs on plows & trucks (new wires & lights on Ford 550 plow) and (new light on salt spreader on the 03 Sterling). (3) Did some boom mowing. (4) Tree trimming. (5) Installed new road name signs. (6) Installed safety rail where the old oil furnace was located. (7) Cleaned & washed trucks. *Anticipated work for February:* (1) Boom mowing. (2) Tree Trimming. (a) Bruce Raber reported that he had to replace road name signs and that it averages at least 10 per month. (b) A motion was made by Kermit E. DeLong and seconded by Thomas C. Creighton to hire Randy Schmoyer as a Full Time Employee and increase his wages from \$12.50 to \$13.50 per hour and to include all benefits. Motion carried unanimously.

Sewer Authority Appointment: Resolution 2009-15 Sewer Authority - Term Ends 01/01/2014 (1 Vacancy) (5 Year Term) A letter of intent was received from Don Billig who is a business owner on the sewer. Willard Wanamaker was also present at the meeting and stated his interest in serving on the sewer authority as a board member; Willard Wanamaker is a homeowner on the sewer. A motion was made by Thomas C. Creighton and seconded by Kermit E. DeLong adopting Resolution 2009-15; **A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF LYNN, LEHIGH COUNTY APPOINTING A LYNN TOWNSHIP SEWER AUTHORITY MEMBER;** Willard Wanamaker as a board member on the sewer authority. Motion carried unanimously.

Bid Specs for Park: Invitation to bid **FOR THE CONSTRUCTION OF ONE BASKETBALL AND ONE TENNIS COURT IN ONTELAUNEE PARK** are scheduled for advertisement in the NW Press the weeks of 02/16/09 and 02/23/09. The BOS directed that Kevin Deppe and Bruce Raber meet with Tom Haskins from the state concerning the main entrance to the park.

Act 537: Kevin Deppe has scheduled an informational visit to a V.I.P Sewage Treatment Plant in Tioga County, Nelson Township for Tuesday, February 17, 2009. Departure will be 7:30 am. Dave Najarian stated that there are other grants available other than Penn Vest. The Sewer Authority is the applicant for the funding of the plant.

Fee Schedule (ENGINEERING & MUNICIPAL FEES): A motion was made by David C. Najarian and seconded by Thomas C. Creighton to adopt Resolution 2009-11 amending Resolution 2009-04; **A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF LYNN, ESTABLISHING A FEE SCHEDULE FOR ENGINEERING OR MUNICIPAL CONSULTANT FEES FOR SUBDIVISION AND LAND DEVELOPMENT REVIEW.** Motion carried unanimously.

Records Disposal: A motion was made by David C. Najarian and seconded by Thomas C. Creighton to adopt Resolution 2009-12; **A RESOLUTION OF THE TOWNSHIP OF LYNN, LEHIGH COUNTY, PA FOR THE DESTRUCTION OF SPECIFIC RECORDS.** Motion carried unanimously.

Transfer of Money: A motion was made by David C. Najarian and seconded by Thomas C. Creighton to adopt Resolution 2009-13; **A RESOLUTION OF THE BOARDS OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA FOR THE TRANSFER OF UNENCOMBERED MONEYS FROM ONE TOWNSHIP ACCOUNT TO ANOTHER.** Motion carried unanimously. The transfer was to close the subdivision of Marion Fenstermaker and Stanley German in the amount of \$501.16 each totaling \$1,002.32.

Tax Certification Fee: A motion was made by David C. Najarian and seconded by Thomas C. Creighton adopted Resolution 2009-14 amending Resolution 2009-10; **A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF LYNN, COUNTY OF LEHIGH, COMMONWEALTH OF PA TO ESTABLISH A USER FEE SCHEDULE.** Motion carried unanimously. Added to the fee schedule were the Tax Collector's Fees; Tax Certification Fee of \$15.00 and a Duplicate Bill Fee of \$3.00. The BOS agreed to adopt the fees with the stipulation that Linda Tyson show an accounting of all the monies collected for the Tax Certification and Duplicate billing fees at the end of each year.

Recreation Advisory Committee: A motion was made by David C. Najarian and seconded by Thomas Creighton to appoint Sabrina Pendleton and Jason Rice as members to the REC Advisory Committee. Motion carried unanimously.

AARC: Ed Koehler from Remington Vernick and Beach Engineers presented to the BOS, a draft AARC Ordinance as a point of comparison to the draft received from Maxwell Davison. Solicitor Marc Fisher will review all draft ordinances and report at the March meeting.

Amusement Tax: John Pergosky addressed the BOS on the issue of the amusement tax. Mr. Pergosky would like to see the Amusement Tax dropped. Cathy Linde was present from the NW School District and she confirmed that if the township were to drop the Amusement tax, the NW School would collect their portion and the townships portion, but the school has a cap, set by the state of \$12,132.00. The township does not have a cap. Mr. Pergosky was seen before the District Magistrate and has been directed by Judge Beck to pay the tax. The BOS directed Marc Fisher to review the Ordinance and report back at the March 12, 2009 BOS meeting.

Weed Ordinance: The BOS agreed to table the weed ordinance.

Miscellaneous: (1) A motion was made by David C. Najarian and seconded by Thomas C. Creighton to transfer 4K from the REC Fund to the Park Fund to close out the grant for the Flag Pole Project. Motion carried unanimously. The 4K is for completion of the back side of the monument. Peter Knight, United Service Company has committed to reimbursement of 2K. An additional 5K will be received upon completion and inspection which closes out the grant. This leaves the Park Fund with an additional 3K. (2) A motion was made by David C. Najarian and seconded by Thomas C. Creighton allocating funds of 25K from last years 2008 budget for the purchase of truck. Motion carried unanimously. (3) The Sewer Authority has appointed Gannett Flemming as the Authorities engineer firm. The BOS recommended Keystone Engineer's give a presentation at the March 12, 2009 BOS meeting and to give KCE a list of expectation & obligations that need to be met. Dave Najarian has been trying to get in contact with them, but has had no luck. (4) An executive session was called at 8:00pm and the regular BOS meeting reconvened at 8:20 pm. The executive session was to discuss pending litigation.

Public Comment: (1) Russell Wambold, a resident of Hoffadeckel Ct. was present to address the BOS on issues of parking on Hoffadeckel Ct. Kevin Deppe stated that letters were sent to all residents on Hoffadeckel Ct. stating that all cars parked on Hoffadeckel must be completely off of the road. Kevin Deppe reported that cars are still parking on the road. (2) Ron Krasnisky of, 8048 Bausch Road, New Tripoli, PA addressed the BOS with issues of his neighbors barking dogs. The BOS stated that the township does not have a Dog Barking Ordinance. Marc Fisher stated that it is the individuals private right of action. Tom Creighton suggested that Mr. Krasnisky contact the Dog Warden and have the Warden check to see if the dogs have licenses. Kevin Deppe will draft a letter to the owners of the barking dogs concerning the issue. (3) Chairman of the elected Auditors, Robert Hamm stated that the audit is 90% complete and a date will be set and advertised for the final meeting of the Auditors, for the 2008 Audit.

Announcements: None

Adjournment: A motion was made by David C. Najarian and seconded by Thomas C. Creighton to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:40 pm.

As of February 28, 2009

Account	Balance
General Fund	299,285.45
Capital Reserve	455,939.33
Zoning/Subdivision	11,344.47
HLLW COG	39,625.59
State Road	7,671.99
Street Light	1,552.10
Park	2,065.97
Recreation	26,824.92
Total	844,309.82

Feb 09

310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	4,201.13
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	<u>69,031.65</u>
Total 310.20 · Earned Income Tax	<u>69,031.65</u>
Total 310 · Local Tax Enabling Act	73,232.78
331 · Fines	
331.10 · Court - Magistrate	<u>243.87</u>
Total 331 · Fines	243.87
342 · Interest, Rents & Royalties	
342.53 · Royalties from Cell Tower Rent	<u>1,000.00</u>
Total 342 · Interest, Rents & Royalties	1,000.00
360 · Gen. Govt. Charges for Services	
361 · General Government	
361.30 · Zoning-Subdiv-Land Dev Fees	
361.32 · Fees for Eng., Insp, & Reviews	<u>456.40</u>
Total 361.30 · Zoning-Subdiv-Land Dev Fees	456.40
361.88 · Copy Fee	17.00
361.94 · Misc. Billing	<u>15.00</u>
Total 361 · General Government	488.40
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	499.00
362.41D · Driveway Permit	75.00
362.41N · Re-inspection	150.00
362.41R · Renew BLDG, Zone, Plumb	<u>250.00</u>
Total 362.41 · Building Permit	974.00
362.42 · Electrical Permit	228.00
362.43 · Plumbing Permit	<u>129.00</u>
Total 362.40 · Protective Inspection Fees	1,331.00
362.99 · Logging/Timber Harvest	<u>100.00</u>
Total 362 · Public Safety	1,431.00
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	<u>1,307.00</u>
Total 364 · Sanitation	<u>1,307.00</u>
Total 360 · Gen. Govt. Charges for Services	3,226.40
392 · Interfund Operating Transfer	
392.98 · Transfer from SubD/Zoning	<u>1,002.32</u>
Total 392 · Interfund Operating Transfer	1,002.32
395 · Refunds of Prior Yr Expenditure	
395.99 · Refunds of Prior Year Exp.	<u>9,160.40</u>
Total 395 · Refunds of Prior Yr Expenditure	<u>9,160.40</u>
Total Income	87,865.77
Expense	
Void	0.00
400 · General Government	
400.00 · Legislative (Governing) Body	
400.05 · Supervisor Salaries	408.36
400.33 · Travel Expense	11.00
400.46 · Meetings & Conferences	<u>88.77</u>
Total 400.00 · Legislative (Governing) Body	508.13
402 · Auditing/Bookkeeping Services	

402.34 · Advertising	73.80
Total 402 · Auditing/Bookkeeping Services	73.80
403 · Tax Collection	
403.16 · Commission Paid as Compensation	8,229.54
Total 403 · Tax Collection	8,229.54
404 · Solicitor/Legal Services	5,390.10
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	2,012.42
Total 405 · Secretary/Clerk	2,012.42
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	3,771.59
406.19 · Personal Services-Benefits,ETC	34.89
406.21 · Office Supplies	270.76
406.23 · Postage	200.00
406.32 · Communication - Phone/Wireless	434.80
406.38 · Rentals	983.67
406.99 · Payroll	137.62
Total 406 · Other General Govt. Admin	5,833.33
408 · Engineering Services	
408.31 · Engineering for 537	833.50
408.99 · Township engineer	1,459.50
Total 408 · Engineering Services	2,293.00
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	325.18
409.37 · Repairs and Maint.	5,481.40
409.44 · Laundry/Other Sanitary Services	186.22
409.99 · Heating - Oil/Propane	2,374.57
Total 409 · General Government Bldg&Plants	8,367.37
Total 400 · General Government	32,707.69
410 · Public Safety	
411 · Fire	
411.97 · Lynnport FC Fuel	21.76
411.99 · Fire Company - Miscellaneous	10,000.00
Total 411 · Fire	10,021.76
412 · Ambulance/Rescue	
412.98 · Fuel	292.14
412.99 · Ambulance/Rescue Expenses	55.34
Total 412 · Ambulance/Rescue	347.48
413 · Code Enforcement	
413.31 · Code enforcement pro. service	1,080.00
Total 413 · Code Enforcement	1,080.00
414 · Planning & Zoning	
414.33 · Transportation Costs	704.02
414.42 · Dues, Subscriptions, and Mships	265.60
414.99 · Salary Zoning Officer	3,416.20
Total 414 · Planning & Zoning	4,385.82
419 · Other Public Safety	
419.99 · PA One Call	5.95
Total 419 · Other Public Safety	5.95
Total 410 · Public Safety	15,841.01
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	689.80

426.44 · Sanitation Services	726.82
Total 426 · Gen Gov Recycling Col & Dis	<u>1,416.62</u>
Total 420 · Health and Human Services	1,416.62
430 · Public Works Hwy,Rds,Streets	
432 · Winter Maintenance	
432.14 · Salaries Winter Maintenance	8,455.04
432.98 · Twp paid winter maint. mats.	<u>11,834.89</u>
Total 432 · Winter Maintenance	20,289.93
437 · Repair of Tools & Machinery	
437.99 · Truck Repair	<u>1,442.22</u>
Total 437 · Repair of Tools & Machinery	1,442.22
438 · Road/Bridge Maint. and Repair	
438.15 · PT Salaries for Road Crew	938.19
438.25 · Repairs & Maint Supplies	637.56
438.98 · Twp. paid road maint mat.	2,988.72
438.99 · Truck Fuel	<u>1,601.84</u>
Total 438 · Road/Bridge Maint. and Repair	<u>6,166.31</u>
Total 430 · Public Works Hwy,Rds,Streets	27,898.46
450 · Culture-Recreation	
454 · GF Parks	
454.12 · Parks full time staff (GF)	<u>1,831.92</u>
Total 454 · GF Parks	<u>1,831.92</u>
Total 450 · Culture-Recreation	1,831.92
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	894.70
481.20 · Employer paid Medicare	209.24
481.30 · Employer paid Unemployment Comp	<u>790.71</u>
Total 481 · Employer paid Taxes	1,894.65
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	9,900.76
487.02 · Life Insurance	37.50
487.03 · Workmans Compensation	<u>4,801.00</u>
Total 487 · Other Group Insurance Benefits	14,739.26
489 · All other unclassified Expenses	
489.99 · EE withholding taxes	<u>3,532.25</u>
Total 489 · All other unclassified Expenses	<u>3,532.25</u>
Total 480 · Misc. Expense	20,166.16
490 · Other Financing Uses-exp	
491 · Refund of prior year revenues	<u>207.77</u>
Total 490 · Other Financing Uses-exp	<u>207.77</u>
Total Expense	<u>100,069.63</u>
Net Income	<u><u>-12,203.86</u></u>
	<u>Feb 09</u>
Income-Light Fund	0.00
Expense	
434 · Street Lighting	
434.36 · Street Lighting Electric	<u>753.07</u>
Total 434 · Street Lighting	<u>753.07</u>
Total Expense	<u>753.07</u>
Net Income	<u><u>-753.07</u></u>
	<u>Feb 09</u>

Income-Recreation Fund	
341.01 · Interest on Checking	6.25
Total Income	<u>6.25</u>
Expense	<u>0.00</u>
Net Income	<u><u>6.25</u></u>
	<u>Feb 09</u>
Income-Escrow Fund	
361 · General Government	
361.96 · Subdivision Escrow Deposit	600.00
Total 361 · General Government	<u>600.00</u>
Total Income	600.00
Expense	
492 · Interfund Operating Transfers	
492.02 · Transfer to GFMM	1,002.32
Total 492 · Interfund Operating Transfers	<u>1,002.32</u>
Total Expense	<u>1,002.32</u>
Net Income	<u><u>-402.32</u></u>
	<u>Feb 09</u>
Income-Park Fund	
342.59 · Rental of Park Facilities	1,275.00
Total Income	<u>1,275.00</u>
Expense	
454 · Parks	
454.36 · Public Utilities	43.03
454.38 · Rental	76.00
454.99 · Signs	204.22
Total 454 · Parks	<u>323.25</u>
Total Expense	<u>323.25</u>
Net Income	<u><u>951.75</u></u>
Total Income (all accounts)	<u>89,747.02</u>
Total Expense (all accounts)	<u>102,148.27</u>
Net Income(all accounts)	<u><u>-12,401.25</u></u>

Respectfully Submitted,

Tammy M. White
 Tammy M. White
 Secretary/Treasurer