

**Board of Supervisors**  
**Thursday, February 9th, 2017 @ 6:30 PM**  
**Lynn Twp.~7911 Kings Hgwy., New Tripoli**

**Call to Order:** The regular scheduled 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 Steve I. Feinour, Member Brian C. Dietrich, Solicitor Marc Fisher, Engineer/Zoning Officer Chris Noll, Secretary/Treasurer Tammy M. White, and approximately 22 citizens.

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

**Media Representation:** Kenny Blieler.

**Public Comment:** 1. Frank and Mary Pat Junger of 6480 Scholler Rd. and Ryan Sigmans of 6529 Scholler Rd. were present to discuss their concern with the Transfer Station and the garbage that is on the ground as well as the early morning hours that recycling and garbage is picked up. The BOS will look into the alleged issues. 2. Eric Andreus from Nestle Waters presented the BOS with a donation of 15K for the enhancement of Ontelaunee Park. The BOS thanked Eric Andreus and Nestle Waters for their continued support.

**Accept the Minutes and Direct the Treasurer to pay the bills:** A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich approving the BOS minutes from 01/03/17 re-org meeting and directing the treasurer to pay the bills. Motion carried unanimously.

**Fire Companies:** NTFC Fire Chief, Peter Christ reported 20 fire calls as of 2/6/17; Haz Mat Ops refresher class completed with 53 firefighters in attendance from NTFC, Germansville & Weisenberg; 911 Comm. center tour 2/20/17; Mas casualty class 2/27/17; Radio procedures class 3/20/17; Fire dynamics fundamentals 3/17/17; Fire dynamics strategy & tactics 4/17/17. 2016 State Fire Commissioners Grant: awarded \$14,931.88 and project was for 6 sets of new turnout gear. NTFC turned in all PA state police background checks for all fire personnel and kitchen help. PA child welfare checks also turned in for anyone with responsibility of oversight for juveniles. NTFC will be having a hoagie sale order by 3/9/17 delivery date 3/19/17. NTFC also supplied the township with the LC Communications Center events by incident type and station for the year 2016. NTFC Expansion: Peter Christ along with Bruce Dalrymple held discussion with the BOS regarding the expansion of the NTFC which will meet the needs to house the ambulance for Lynn Township. NTFC is working with New Tripoli Bank to keep the financing local. NTFC was looking for a commitment from the township, as well as from other companies, so they know what they need to finance. A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour for the commitment from Lynn Township of 200K toward the expansion of the NTFC which includes housing for the ambulance, contingent upon a written agreement. Motion carried unanimously. LPFC Fire Chief, Clark Mantz was not present, will drop report off during the week for the townships files.

**Waiver Request:** A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving the waiver of Nathan and Ashley Breining of 3184 Golden Key Rd. for plan consolidation to eliminate 1 lot line on the purchase of 2 separate lots for a proposed single family house for the amended Scully Subdivision. Motion carried unanimously.

**Road Report:** Justin N. Smith reported for the month of **January:** (1) Half way done with Boom Mowing. (2) Repaired head wall at pipe on Stump Rd. (3) Hauled scrap metal = \$121.25 & aluminum cans = \$160.00. (4) Cleaned out inlet & exit ends of road pipes. (5) Repaired & replaced some road signs. (6) Cleaned up some intersections. (7) Filled in pot holes on all dirt roads. (8) Tree trimming on North Alley. Anticipated work for **February:** (1) Continue Boom Mowing. (2) Fill in pot holes on black top roads with cold patch. (3) Take down some dead trees along mountain roads. The BOS were in agreement for Bruce Raber to purchase a blower, but have requested the actual quote.

**Park:** Waiver request for 2017 Farm Fest: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour to waive the fees for 2017 Farm Fest. Motion carried unanimously. Farm Fest will be held on Saturday, May 6, 2017 in Ontelaunee Park. **Recreation Advisory Committee:** Ben Giralico announced that the committee has 2 concerts planned for this year as well as the car cruise. Ben Giralico also stated that after this year there will be no more committee because there is a lack of volunteers. **Back Park Entrance:** Engineer Chris Noll stated that the trees can start to be taken down in the park in reference to the back entrance on Allemaengel Rd. **Foot Bridge:** Chris Noll reported that the permit will be a joint permit between DEP and the Army Corp of Engineers. In addition to the actual cost of the bridge at 20K and permitting at 10K and once the permit is in there is an 89 day review. Steve I. Feinour and Chris Noll will speak with Gary Day to see what can be done to move the project along in a timelier manner.

**Resolution 2017-08:** A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving Resolution 2017-08; A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA FOR ESTABLISHING THE TAX COLLECTOR COMPENSATION RATE SCHEDULE FOR 2017. Motion carried unanimously. The Resolution set the Tax Collectors compensation at 5% for Real Estate Tax and 5% for Street Light Assessment.

**Resolution 2017-09:** A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving Resolution 2017-09; A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA SETTING THE FEE FOR A TAX CERTIFICATION, DUPLICATE BILLS RETURNED OR CANCELLED PAYMENTS IN THE TOWNSHIP OF LYNN, LEHIGH COUNTY, PA. Motion carried unanimously. The Resolution sets Tax Certifications at \$20.00 and Duplicate Bills at \$5.00 and the Cancelled Check fee at \$50.00 and is effective January 1, 2018.



**Resolution 2017-10:** A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving Resolution 2017-10; A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA FOR THE TRANSFER OF UNENCOMBERED MONEYS TO CLOSE AN EXISTING BANK ACCOUNT. Motion carried unanimously. The Resolution was to close Larry Heintzelman Escrow Account.

**Ag Security Proposal:** Delbert Shirk 5212 Schochary Rd. New Tripoli, PA 18066 61.61 acres: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving receipt of the Ag Security request from Delbert Shirk and to include the parcel of 61.61 acres and for the staff to process the Ag Security request. Motion carried unanimously.

**Miscellaneous:** (1) **Codification:** The BOS have finished their review and authorized Chris Noll to proceed with finalization. (2) **MS4 Waiver:** Chris Noll reported that he has not gotten a response. (3) **Burned out trailer:** Chris Noll spoke with the homeowners daughter but will follow up with the homeowner himself. (4) **Mini Cell Tower Ordinance:** Chris Noll and Marc Fisher will work together on this draft ordinance. The Lynn Township Planning Commission has reviewed the first draft and Marc Fisher stated that it will have to go back to the PC again for their review. Lynn Water Company: The BOS discussed the possible purchase of the strip of land adjacent to the Tot-Lot for possible more parking and also the possible expansion of playground equipment.

**Public Comment:** (1) **Waiver Request:** William Klein was present to ask the BOS for a lot line adjustment. The BOS stated that he has to speak with the Engineer, Chris Noll and prepare the proper paperwork to comply with the lot line adjustment requirements.

**Announcements:** None

**Adjournment:** A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:30 pm.

#### As of February 28, 2017

Account	Balance
General Fund	971,976.90
Capital Reserve	5,376.52
CD's	514,363.09
Zoning/Subdivision	67,745.44
HLLW COG	52,913.35
State Road	50,900.60
Street Light	728.95
Park	46,574.61
Recreation	12,600.72
<b>Total</b>	<b>1,723,180.18</b>

#### Income-GENERAL FUND

	TOTAL
301 · Real Property Taxes	
301.40 · Delinquent RE Tax-Tax Claim	112.40
Total 301 · Real Property Taxes	112.40
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	10,990.70
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	78,459.55
Total 310.20 · Earned Income Tax	78,459.55
Total 310 · Local Tax Enabling Act	89,450.25
321 · Business Licenses and Permits	
321.80 · Cable Television Francise	13,610.49
Total 321 · Business Licenses and Permits	13,610.49
331 · Fines	
331.10 · Court - Magistrate	2.23
Total 331 · Fines	2.23
341 · Interest	
341.01 · Interest on Checking	393.68
Total 341 · Interest	393.68
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

362.41B · BLDG/Alter/Repair Permit 54.00

362.41F · Building Permit Filed 150.00

Total 362.41 · Building Permit 204.00

362.42 · Electrical Permit 49.00

362.44 · Sewage Permits (SEO Fees) 1,250.00

Total 362.40 · Protective Inspection Fees 1,503.00

Total 362 · Public Safety 1,503.00

## 364 · Sanitation

364.30 · Solid Waste Collection/Disposal 1,227.00

Total 364 · Sanitation 1,227.00

Total 360 · Gen. Govt. Charges for Services 2,730.00

## 395 · Refunds of Prior Yr Expenditure

395.99 · Refunds of Prior Year Exp. 25.43

Total 395 · Refunds of Prior Yr Expenditure 25.43

**Total Income 107,534.48**

## Expense

## 400 · General Government

## 400.00 · Legislative (Governing) Body

400.05 · Supervisor Salaries 275.86

400.46 · Meetings &amp; Conferences 20.00

Total 400.00 · Legislative (Governing) Body 295.86

404 · Solicitor/Legal Services 417.57

## 405 · Secretary/Clerk

405.12 · Salary Township Secretary 2,466.66

Total 405 · Secretary/Clerk 2,466.66

## 406 · Other General Govt. Admin

406.12 · Salary Full Time Staff 2,161.16

406.21 · Office Supplies 57.98

406.23 · Postage 59.99

406.32 · Communication - Phone/Wireless 395.16

406.34 · Advertising 152.20

406.38 · Rentals 354.84

406.42 · Membership/Dues 150.00

406.99 · Payroll 5,734.47

Total 406 · Other General Govt. Admin 9,065.80

## 408 · Engineering Services

408.99 · Township engineer 1,389.50

Total 408 · Engineering Services 1,389.50

## 409 · General Government Bldg&amp;Plants

409.36 · Public Utility Services (TWP) 468.69

409.37 · Repairs and Maint. 50.00

409.44 · Laundry/Other Sanitary Services 144.35

409.99 · Heating - Oil/Propane 1,817.03

Total 409 · General Government Bldg&amp;Plants 2,480.07

Total 400 · General Government 16,115.46

## 410 · Public Safety

## 411 · Fire

411.99 · Fire Company - Miscellaneous 202.68

Total 411 · Fire 202.68

413 · Code Enforcement	
413.31 · Code enforcement pro. service	1,645.00
Total 413 · Code Enforcement	1,645.00
414 · Planning & Zoning	
414.99 · Salary Zoning Officer	153.00
Total 414 · Planning & Zoning	153.00
419 · Other Public Safety	
419.99 · PA One Call	4.92
Total 419 · Other Public Safety	4.92
Total 410 · Public Safety	2,005.60
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	498.18
426.44 · Sanitation Services	858.00
Total 426 · Gen Gov Recycling Col & Dis	1,356.18
Total 420 · Health and Human Services	1,356.18
430 · Public Works Hwy,Rds,Streets	
432 · Winter Maintenance	
432.14 · Salaries Winter Maintenance	10,044.41
432.15 · P/T Winter Salary	396.91
Total 432 · Winter Maintenance	10,441.32
438 · Road/Bridge Maint. and Repair	
438.25 · Repairs & Maint Supplies	1,482.33
438.99 · Truck Fuel	1,878.73
Total 438 · Road/Bridge Maint. and Repair	3,361.06
Total 430 · Public Works Hwy,Rds,Streets	13,802.38
450 · Culture-Recreation	
454 · GF Parks	
454.15 · Parks part time staff (GF)	32.87
Total 454 · GF Parks	32.87
Total 450 · Culture-Recreation	32.87
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,382.99
481.20 · Employer paid Medicare	323.44
481.30 · Employer paid Unemployment Comp	759.99
483.30 · Non-Uniform Pension Contr.	90.00
483.49 · 457 Pension contribution	650.00
Total 481 · Employer paid Taxes	3,206.42
486 · Insurance	
486.10 · Insurance - Liability	465.00
Total 486 · Insurance	465.00
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	11,596.50
487.02 · Life Insurance	48.20
487.03 · Workmans Compensation	3,022.25
487.04 · Workers Compensation Vol Fire	1,230.00
Total 487 · Other Group Insurance Benefits	15,896.95
489 · All other unclassified Expenses	
489.98 · Clothing Allowance	79.99
Total 489 · All other unclassified Expenses	79.99
Total 480 · Misc. Expense	19,648.36
490 · Other Financing Uses-exp	

492 · Interfund Operating Transfer	
492.97 · Transfer to LFF	1,687.77
Total 492 · Interfund Operating Transfer	1,687.77
Total 490 · Other Financing Uses-exp	1,687.77
<b>Total Expense</b>	<b>54,648.62</b>
<b>Net Income</b>	<b>52,885.86</b>
	<b>Feb 17</b>
<b>Income-LIGHT FUND</b>	0.00
Expense	
434 · Street Lighting	
434.36 · Street Lighting Electric	825.49
Total 434 · Street Lighting	825.49
<b>Total Expense</b>	<b>825.49</b>
<b>Net Income</b>	<b>-825.49</b>
	<b>Feb 17</b>
<b>Other Income/Expense-CR FUND</b>	
Other Income	
341.02 · Interest on Savings	1.24
<b>Total Other Income</b>	<b>1.24</b>
<b>Net Other Income</b>	<b>1.24</b>
<b>Net Income</b>	<b>1.24</b>
	<b>Feb 17</b>
<b>Income-LFF FUND</b>	
341.01 · Interest on Checking	16.11
392 · Interfund Operating Transfers	
392.01 · Transfer from General Fund	1,687.77
Total 392 · Interfund Operating Transfers	1,687.77
<b>Total Income</b>	<b>1,703.88</b>
Expense	
430 · LFF Public Works	
438 · Maint./Repair Roads & Bridges	96.43
Total 430 · LFF Public Works	96.43
<b>Total Expense</b>	<b>96.43</b>
<b>Net Income</b>	<b>1,607.45</b>
	<b>Feb 17</b>
<b>Income-COG FUND</b>	
341.02 · Interest on Savings	8.12
<b>Total Income</b>	<b>8.12</b>
<b>Expense</b>	<b>0.00</b>
<b>Net Income</b>	<b>8.12</b>
	<b>Feb 17</b>
<b>Income-REC FUND</b>	
341.01 · Interest on Checking	0.97
<b>Total Income</b>	<b>0.97</b>
<b>Expense</b>	<b>0.00</b>
<b>Net Income</b>	<b>0.97</b>
	<b>Feb 17</b>
<b>Income-ESCROW FUND</b>	
341.000 · Interest Earnings	



341.01 · Interest on Checking	0.30
341.02 · Interest J&M, LLC	9.74
Total 341.000 · Interest Earnings	10.04
Total Income	10.04
Expense	0.00
Net Income	10.04
	Feb 17
Income-PARK FUND	
341.01 · Interest on Checking	3.09
342.59 · Rental of Park Facilities	325.00
387 · Contributions and Donations	15,160.00
Total Income	15,488.09
Expense	
454 · Parks	
454.36 · Public Utilities	161.52
Total 454 · Parks	161.52
Total Expense	161.52
Net Income	15,326.57
Total Income (all accounts)	124,746.82
Total Expense (all accounts)	55,732.06
Net Income(all accounts)	69,014.76

Respectfully Submitted,

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