

Board of Supervisors
Thursday, August 10th, 2017 @ 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 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, Secretary/Treasurer Tammy M. White, Admin/Zoning office Secretary Kathy A. Hermany, Road Master Bruce Raber, Engineer Chris Noll, Solicitor Marc Fisher, and approximately 10 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Media Representation: Kenny Bleiler, NWP.

Public Comment: None

Accept the Minutes and Direct the Treasurer to pay the bills: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour to accept the minutes from 07/13/17 and direct the treasurer to pay the bills. Motion carried unanimously.

Fire Companies: Deputy Fire Chief, Gary Kuntz reported the monthly report for New Tripoli Fire Company. Three additional background checks were turned into the township office for new firefighters; September 23rd is guns and cash bas from 4-8pm; A FEMA Grant Award for \$22,858.00 has been accepted for the purchase of a gear extractor and gear dryer; A demo is scheduled for August 15th; Regional fire picnic is scheduled for September 30th @ Ontelaunee Park.; Weisenberg Township has had their Solicitor review the ordinance for tax rebate and has come back with no changes. Tammy M. White will forward the email containing the draft to Marc Fisher. Fire Chief, Clark Mantz from Lynnport Fire Company also gave his monthly report.

Road Report: Bruce Raber, Road master, reported for the month of August: (1) Memory Rd. ready for millings. Cleaned out gutters & regraded. (2) Double chipped Memory rd. (3) Swept all roads that were oiled & chipped. (4) Worked on dirt roads. (5) Cut grass and weed wacked at recycling center. (6) Over ½ way around the township with 2nd round of shoulder mowing. (7) Helped 3 other townships with paving projects – oil & chip – putting down millings. (8) Made repairs to trucks & equipment. (9) Got Hummingbird Rd. ready to pave and completed paving. (10) Hauled 2 loads of scrap metal from recycling center = \$185.00. Anticipated work for August: (1) Continue shoulder mowing. (2) Shoulder paving on Oswald Rd. (small project). (3) Cold patching.

Park: MS4 Waiver: Chris Noll stated he has gotten no response but we should be in good shape. **Pedestrian Bridge:** Chris Noll and Bruce Raber met at the dog park to gather information regarding the trestle/bridge. LB Fencing (Roy Martin) will be contacted to inspect the area for fencing. Bruce Raber also added that they will work on building the berm as soon as it dries out. **Old Pavilion:** Kathy Hermany will gather 5 quotes on the raising of the old pavilion before the September board meeting.

Mini Cell tower Ordinance: Marc Fisher called the public hearing to order at 6:40 pm and reviewed the proposed Ordinance 2017-02. No comments were received and the public hearing closed at 6:42pm. A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour to adopt Ordinance 2017-02; **AN ORDINANCE OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PENNSYLVANIA ESTABLISHING STANDARDS FOR THE SITING, DESIGN, PERMITTING, USE AND MAINTENANCE OF COMMERCIAL COMMUNICATION FACILITIES.** Motion carried unanimously. The motion was created to be proactive.

Miscellaneous: (1) Burned out trailer update: The demo is under way. BOS agreed to have it seeded. (2) **Leaser Lake Bathroom permit fees:** A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich to waive the septic permit fees with Scott Bieber. Motion carried unanimously. (3) **Sassafras Road:** A civil enforcement will be sent to the owner regarding the ongoing issue at 7934 Sassafras Road. (4) **Office Roof:** The BOS directed Kathy Hermany to obtain 3 quotes for the office building roof. The roof recently had temporary repairs done. (5) **Maintenance Garage Roof:** The BOS directed Bruce Raber to move forward with the repairs/replacement of the maintenance (front) garage roof. The project will be done in house and the cost will run approximately \$6,200.00.

Public Comment: None

Announcements: (1) Night in the Country is scheduled for Saturday, August 19, 2017 with a rain date of Sunday, August 20, 2017.
(2) Sunday, September 24, 2017; 2pm till 5pm "The Large Flowerheads" in Ontelaunee Park,
(3) Pioneer Day Saturday, October 7, 2017 Ontelaunee Park

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 7:19 pm.

As of August 31, 2017

Account	Balance
General Fund	378,702.79
Capital Reserve	5,384.66
CD's	1,114,363.09

Zoning/Subdivision	64,088.36
HLLW COG	55,475.44
State Road	72,381.15
Equipment	50,146.94
Street Light	4,782.72
Park	45,380.80
Recreation	12,607.08
Total	1,803,313.03

	<u>TOTAL</u>
Income-GENERAL FUND	
301 · Real Property Taxes	
301.10 · Real Estate Tax-Current	2,033.69
301.40 · Delinquent RE Tax-Tax Claim	94.14
301.60 · Real Estate Tax-Interim-Current	33.99
Total 301 · Real Property Taxes	2,161.82
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	2,672.07
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	89,486.11
Total 310.20 · Earned Income Tax	89,486.11
Total 310 · Local Tax Enabling Act	92,158.18
321 · Business Licenses and Permits	
321.80 · Cable Television Francise	13,930.67
Total 321 · Business Licenses and Permits	13,930.67
331 · Fines	
331.10 · Court - Magistrate	42.56
Total 331 · Fines	42.56
341 · Interest	
341.01 · Interest on Checking	142.66
Total 341 · Interest	142.66
342 · Interest, Rents & Royalties	
342.53 · Royalties from Cell Tower Rent	1,210.00
Total 342 · Interest, Rents & Royalties	1,210.00
356 · State Payments in Lieu of Taxes	
356.02 · Game Commission	2,017.55
Total 356 · State Payments in Lieu of Taxes	2,017.55
360 · Gen. Govt. Charges for Services	
361 · General Government	
361.97 · Zoning Board Appeal Fee	500.00
Total 361 · General Government	500.00
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	2,682.95
362.41D · Driveway Permit	125.00
362.41F · Building Permit Filed	200.00
362.41S · Accessory Struc < 1000 ft	50.00
Total 362.41 · Building Permit	3,057.95
362.42 · Electrical Permit	129.00
Total 362.40 · Protective Inspection Fees	3,186.95
362.47 · State fees for Permits	36.00
Total 362 · Public Safety	3,222.95
364 · Sanitation	

364.30 · Solid Waste Collection/Disposal	2,595.00
364 · Sanitation - Other	<u>10.00</u>
Total 364 · Sanitation	<u>2,605.00</u>
Total 360 · Gen. Govt. Charges for Services	6,327.95
392 · Interfund Operating Transfer	
392.99 · Transfer from COG	<u>99.33</u>
Total 392 · Interfund Operating Transfer	<u>99.33</u>
Total Income	118,090.72

Expense

400 · General Government	
400.00 · Legislative (Governing) Body	
400.05 · Supervisor Salaries	<u>275.86</u>
Total 400.00 · Legislative (Governing) Body	275.86
403 · Tax Collection	
403.16 · Commission Paid as Compensation	<u>100.05</u>
Total 403 · Tax Collection	100.05
404 · Solicitor/Legal Services	554.32
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	<u>3,715.80</u>
Total 405 · Secretary/Clerk	3,715.80
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	3,278.35
406.21 · Office Supplies	234.47
406.23 · Postage	79.99
406.32 · Communication - Phone/Wireless	588.28
406.34 · Advertising	120.90
406.38 · Rentals	324.32
406.99 · Payroll	<u>9,153.22</u>
Total 406 · Other General Govt. Admin	13,779.53
408 · Engineering Services	
408.99 · Township engineer	<u>500.25</u>
Total 408 · Engineering Services	500.25
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	415.61
409.37 · Repairs and Maint.	400.00
409.44 · Laundry/Other Sanitary Services	817.39
409.61 · General Construction Contracts	<u>9,550.00</u>
Total 409 · General Government Bldg&Plants	<u>11,183.00</u>
Total 400 · General Government	30,108.81
410 · Public Safety	
411 · Fire	
411.99 · Fire Company - Miscellaneous	<u>426.90</u>
Total 411 · Fire	426.90
413 · Code Enforcement	
413.31 · Code enforcement pro. service	<u>2,992.95</u>
Total 413 · Code Enforcement	2,992.95
414 · Planning & Zoning	
414.34 · ZB Advertising, Print, & Bind	99.30
414.98 · Zoning Recording/Transcription	185.00
414.99 · Salary Zoning Officer	<u>153.00</u>
Total 414 · Planning & Zoning	<u>437.30</u>
Total 410 · Public Safety	3,857.15
420 · Health and Human Services	

426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	793.11
426.44 · Sanitation Services	<u>1,433.00</u>
Total 426 · Gen Gov Recycling Col & Dis	<u>2,226.11</u>
Total 420 · Health and Human Services	2,226.11
430 · Public Works Hwy,Rds,Streets	
437 · Repair of Tools & Machinery	
437.01 · Repairs and Maint COG Equipment	99.33
437.98 · Repair of Machinery	300.00
437.99 · Truck Repair	<u>431.02</u>
Total 437 · Repair of Tools & Machinery	830.35
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	14,154.16
438.25 · Repairs & Maint Supplies	1,593.33
438.38 · Road/Bridge-Rental of Machinery	3,738.00
438.99 · Truck Fuel	<u>2,309.79</u>
Total 438 · Road/Bridge Maint. and Repair	<u>21,795.28</u>
Total 430 · Public Works Hwy,Rds,Streets	22,625.63
450 · Culture-Recreation	
454 · GF Parks	
454.15 · Parks part time staff (GF)	3,371.89
454.25 · Repairs & Maint Supplies	<u>-101.83</u>
Total 454 · GF Parks	<u>3,270.06</u>
Total 450 · Culture-Recreation	3,270.06
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	2,271.86
481.20 · Employer paid Medicare	531.32
481.30 · Employer paid Unemployment Comp	203.27
483.49 · 457 Pension contribution	<u>1,125.00</u>
Total 481 · Employer paid Taxes	4,131.45
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	11,599.50
487.02 · Life Insurance	48.20
487.04 · Workers Compensation Vol Fire	<u>1,230.00</u>
Total 487 · Other Group Insurance Benefits	<u>12,877.70</u>
Total 480 · Misc. Expense	<u>17,009.15</u>
Total Expense	<u>79,096.91</u>
Net Income	<u><u>38,993.81</u></u>

Aug 17

Income-LIGHT FUND

383.11 · Street Lighting Tax	<u>198.82</u>
Total Income	<u>198.82</u>
Expense	
434 · Street Lighting	
434.36 · Street Lighting Electric	<u>1,071.58</u>
Total 434 · Street Lighting	<u>1,071.58</u>
Total Expense	<u>1,071.58</u>
Net Income	<u><u>-872.76</u></u>

Aug 17

Other Income/Expense-CR

Other Income

341.02 · Interest on Savings	1.37
Total Other Income	1.37
Net Other Income	1.37
Net Income	1.37
	Aug 17
Income-LFF	
341.01 · Interest on Checking	22.44
Total Income	22.44
Expense	
430 · LFF Public Works	
438 · Maint./Repair Roads & Bridges	12,618.13
439 · HW Construction/Rebuilding Proj	14,433.92
Total 430 · LFF Public Works	27,052.05
Total Expense	27,052.05
Net Income	-27,029.61
	Aug 17
Income-COG	
341.02 · Interest on Savings	9.13
361 · General Government	
361.98 · Machine rental	2,637.92
Total 361 · General Government	2,637.92
Total Income	2,647.05
Expense	
492 · Interfund Transfer	
492.01 · Transfer to GF Cking	99.33
Total 492 · Interfund Transfer	99.33
Total Expense	99.33
Net Income	2,547.72
	Aug 17
Income-REC FUND	
341.01 · Interest on Checking	1.07
Total Income	1.07
Expense	0.00
Net Income	1.07
	Aug 17
Income-ESCROW FUND	
341.000 · Interest Earnings	
341.01 · Interest on Checking	0.05
341.02 · Interest J&M, LLC	10.79
Total 341.000 · Interest Earnings	10.84
Total Income	10.84
Expense	0.00
Net Income	10.84
	Aug 17
Income-PARK	
341.01 · Interest on Checking	3.85
342.59 · Rental of Park Facilities	1,625.00
Total Income	1,628.85
Expense	
454 · Parks	

454.25 · Repairs & Maintenance Supplies	427.93
454.34 · Advertising	157.80
454.36 · Public Utilities	139.14
454.38 · Rental	158.98
454.53 · Grant expenditures	50.00
454.59 · Rental fee Deposit Refund	300.00
Total 454 · Parks	1,233.85
Total Expense	1,233.85
Net Income	395.00
	Aug 17
Income- EQUIPMENT	
341.02 Interest on Equip Fund	19.16
Total Income	19.16
Expense	0.00
Net Income	19.16
Total Income (all accounts)	122,620.32
Total Expense (all accounts)	108,553.72
Net Income(all accounts)	14,066.60

Respectfully Submitted,

Tammy M. White
 Tammy M. White
 Secretary/Treasurer