

Board of Supervisors
Thursday, October 12th, 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 (absent), Member Brian C. Dietrich, Secretary/Treasurer Tammy M. White, Asst. Secretary/Treasurer Kathy A. Hermany, Road Master Bruce Raber, Engineer/Zoning Officer Chris Noll, Solicitor Marc Fisher, and approximately 20 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Media Representation: Kenny Blieler.

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 Justin N. Smith to accept the minutes from 09/14/17 BOS meeting and the 09/27/2017 Budget meeting and to direct the treasurer to pay the bills. Motion carried.*

Fire Companies: LPFC Fire Chief, Clark Mantz presented the BOS with their monthly report. 4 calls for the month of September; November 17th is LPFC turkey raffle. NTFC Fire Chief, Peter Christ presented the BOS with their monthly report. 11 calls for the month of September; 152 Fire calls as of 10/08/17; 10/16 Genesis Rescue Demo; 10/23 CAFS unit demo and foam training; 10/25 Holmatro Rescue Demo; 10/30 Hurst Rescue Demo; burning violation on 6951 Lentz which Chris Noll will check into possibly levy a fee' Road; hoagie pick up date 10/19 between 4pm-6pm; Filling and dumping sale for Thanksgiving. **Tax Relief-** Peter Christ reported 22 VF qualify in 2016 which would come to \$8,800.00, with 15 of them owning their own home. Justin N. Smith has spoken with Lowhill and Weisenberg Townships regarding the issue and will continue follow up with them as well as municipalities outside of our area. Justin N. Smith also added that Lynn Township has 2 fire companies.

Fire Relief Money: *A motion was made by Justin N. Smith and seconded by Brian C. Dietrich that the Fire Relief Money be split between the NTFC and the LPFC based upon # of calls per each fire company. Motion carried.* Tammy M. White will contact Dan Bellesfield in regards to the number of calls. LPFC was directed to turn in all criminal records checks for its volunteers.

Road Report: Bruce Raber, Road master, reported for the month of September: (1) New roof has been installed and completed. (2) Cut grass at recycling center. (3) Hauled old tin form roof to scrap yard = \$229.70. (4) Park bridge, ramp, has been completed. (5) Hauled scrap metal from recycling center = \$73.00. (6) Railing on Park Bridge has been completed. (7) Finished up should mowing and the serviced tractor and mower for next year. (8) Paved over a pipe that was replaced on Eile Dahl Rd. (9) Weed wacked at some intersections. (10) Made repairs to some equipment. Anticipated work for October: (1) Cut shoulders of roads. (2) Start tree trimming. (3) Fill pot holes on dirt roads. **Speed Study:** *A motion was made by Brian C. Dietrich and seconded by Justin N. Smith to authorize the staff and Marc Fisher to proceed with the necessary paperwork to enact speed limits on 2 portions of Spinghouse Road, 1 on Behler Road, 1 on Sawmill Road, and 1 on Ontelaunee Road. Motion carried.* **Allemaengel Road State Speed Study:** The Dept. of Transportation would like to do a speed study on Allemaengel Road, however prior to the study they asked that the township purchase, erect, and maintain the appropriate speed limit signs. The board was not in favor and will not comply with the request.

Park: **MS4 Waiver:** Chris Noll reported all is well and that no news is good news. **Maint. Bridge update:** Project has been completed. **Old Pavilion:** Brian C. Dietrich will meet with Bruce Raber at the Park to gather the specs for the new pavilion to be located where the old pavilion is which will be taken down. Specs are needed to give to those interested in submitting quotes. **BB/Volley Ball Courts:** Justin N. Smith will meet with Bruce Raber at the Park mark off where the BB/Volley Ball courts will be. Bruce Raber added that it would be a good idea to cut & level the areas before winter. **Memorial:** Justin N. Smith reported that a committee has been started to work on the memorial for the front of the Park. Bill Dellicker, Donald Christ and Steve Feinour will work together on establishing a future memorial. Justin N. Smith added that he will also be in contact with Harold Handwerk to see if he would like to be part of the committee. **Pond:** *A motion was made by Brian C. Dietrich and seconded by Justin N. Smith approve the quote from Coon Hollow Lawn & Pond Services, LLC @ \$1,800.00 to secure the necessary permits from the PA Fish & Boat Commission and DEP and treating the undesirable vegetation primarily for water shield and water lilies. Motion carried.* Before Coon Hollow begins, Tammy M. White will gather quotes to repair/replace the over flow pipe. Also quotes for the stocking of grass carp will be looked into at a later date. **2018 Park Wedding:** The board directed Kathy A. Hermany to call the party in question that has the old pavilion rented for a wedding in 2018 and to confirm with them if they will be ok with a smaller pavilion in the same location as the old pavilion. **Community Yard Sale:** The board confirmed the date of April 28, 2018 for a community yard sale to be located in Ontelaunee Park. Further planning will be done and details will follow. **Lanterns in the Park:** The BOS would like an addition made to the Park Rules and Regulations that Paper Lantern Balloons are a prohibited use in Ontelaunee Park.

Budget/CPA Audit: *A motion was made by Brian C. Dietrich and seconded by Justin N. Smith authorizing the advertisement for an outside audit firm to audit the financials for Lynn Township 2017 year. Motion Carried.*

The Sanctuary: A motion was by Justin N. Smith and seconded by Brian C. Dietrich approving the 2018 Assistance for Strays Contract for Lynn Township from The Sanctuary at Haafsville. Motion carried. The 2018 cap for Lynn Township is \$700.00.

Miscellaneous: (1) Sassafras Rd.: Marc Fisher reported the mortgage for 7934 Sassafras Road is in Foreclosure and is up for Sherriff Sale in November 2017. (2) FEMA: A Motion was made by Brian C. Dietrich and seconded by Justin N. Smith appointing EMC Kevin Baer and EM Deputy Josh Bingham as the primary municipal representatives and Tammy M. White as the alternate authorized to participate as a Planning Team member for the LVPC for the Federal Emergency Management Agency to prepare an updated plan for the Hazard Mitigation Plan. Motion carried.

Public Comment: (1) Confirmation was given to Donald Christ that there is a current emergency management committee in the works with Lynn & Heidelberg Townships. (2) Peter Christ raised the question as to if there would be a representative from LCA at the next board meeting. This will be looked into.

Announcements: Trick or Treat Night; Saturday, October 28, 2017 6-8pm.

Reminder to change clocks back 1 hour, November 5, 2017.

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 7:06 pm.

As of October 31, 2017

Account	Balance
General Fund	361,256.40
Capital Reserve	5,387.36
CD's	1,114,363.09
Zoning/Subdivision	64,109.69
HLLW COG	58,995.06
State Road	52,993.54
Equipment	50,684.87
Street Light	2,766.22
Park	44,983.23
Recreation	12,609.19
Total	1,768,148.65

Income-GENERAL FUND

301 · Real Property Taxes	
301.10 · Real Estate Tax-Current	377.98
301.22 · Street Light Tax-Prior	65.21
301.40 · Delinquent RE Tax-Tax Claim	114.53
301.60 · Real Estate Tax-Interim-Current	102.92
Total 301 · Real Property Taxes	660.64
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	10,262.28
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	10,032.41
Total 310.20 · Earned Income Tax	10,032.41
Total 310 · Local Tax Enabling Act	20,294.69
331 · Fines	
331.10 · Court - Magistrate	100.80
Total 331 · Fines	100.80
341 · Interest	
341.01 · Interest on Checking	168.78
Total 341 · Interest	168.78
354 · Capital & Operating Grants	
354.01 · General Government	-300.00
Total 354 · Capital & Operating Grants	-300.00
355 · Shared Revenue & Entitlements	
355.01 · PURTA-Public Utility Realty Tax	747.36
355.04 · Alcoholic Beverage Licenses	600.00
Total 355 · Shared Revenue & Entitlements	1,347.36

360 · Gen. Govt. Charges for Services

361 · General Government

361.81 · Business Permit	75.00
361.87 · Sale of Maps & Publications	40.00
361.90 · Mechanical/HVAC Permit	4.00
361.97 · Zoning Board Appeal Fee	500.00

Total 361 · General Government 619.00

362 · Public Safety

362.40 · Protective Inspection Fees

362.41 · Building Permit

362.41B · BLDG/Alter/Repair Permit 2,191.10

362.41F · Building Permit Filed 350.00

362.41S · Accessory Struc < 1000 ft 145.00

Total 362.41 · Building Permit 2,686.10

362.42 · Electrical Permit 158.00

362.43 · Plumbing Permit 4.00

Total 362.40 · Protective Inspection Fees 2,848.10

362.47 · State fees for Permits 32.00

Total 362 · Public Safety 2,880.10

364 · Sanitation

364.30 · Solid Waste Collection/Disposal 1,881.80

Total 364 · Sanitation 1,881.80

Total 360 · Gen. Govt. Charges for Services 5,380.90

395 · Refunds of Prior Yr Expenditure

395.99 · Refunds of Prior Year Exp. 1,273.06

Total 395 · Refunds of Prior Yr Expenditure 1,273.06

Total Income 28,926.23

Expense

400 · General Government

400.00 · Legislative (Governing) Body

400.05 · Supervisor Salaries 275.86

Total 400.00 · Legislative (Governing) Body 275.86

403 · Tax Collection

403.16 · Commission Paid as Compensation 21.76

403.21 · Office Supplies 242.67

Total 403 · Tax Collection 264.43

404 · Solicitor/Legal Services

826.56

405 · Secretary/Clerk

405.12 · Salary Township Secretary 2,529.87

Total 405 · Secretary/Clerk 2,529.87

406 · Other General Govt. Admin

406.12 · Salary Full Time Staff 2,231.62

406.21 · Office Supplies 158.85

406.23 · Postage 308.69

406.32 · Communication - Phone/Wireless 769.95

406.34 · Advertising 65.70

406.38 · Rentals 356.84

406.42 · Membership/Dues 4.41

406.99 · Payroll 5,827.02

Total 406 · Other General Govt. Admin 9,723.08

408 · Engineering Services

408.99 · Township engineer 2,653.01

Total 408 · Engineering Services 2,653.01

409 · General Government Bldg&Plants

409.36 · Public Utility Services (TWP)	392.85
409.37 · Repairs and Maint.	4,672.64
409.44 · Laundry/Other Sanitary Services	463.96
Total 409 · General Government Bldg&Plants	5,529.45
Total 400 · General Government	21,802.26
410 · Public Safety	
411 · Fire	
411.99 · Fire Company - Miscellaneous	29,986.56
Total 411 · Fire	29,986.56
413 · Code Enforcement	
413.31 · Code enforcement pro. service	3,855.00
413.45 · Contracted Services	136.00
Total 413 · Code Enforcement	3,991.00
414 · Planning & Zoning	
414.34 · ZB Advertising, Print, & Bind	390.24
414.98 · Zoning Recording/Transcription	220.00
414.99 · Salary Zoning Officer	1,020.00
Total 414 · Planning & Zoning	1,630.24
419 · Other Public Safety	
419.99 · PA One Call	7.86
Total 419 · Other Public Safety	7.86
Total 410 · Public Safety	35,615.66
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	526.14
426.44 · Sanitation Services	1,367.00
Total 426 · Gen Gov Recycling Col & Dis	1,893.14
Total 420 · Health and Human Services	1,893.14
430 · Public Works Hwy,Rds,Streets	
437 · Repair of Tools & Machinery	
437.98 · Repair of Machinery	106.57
437.99 · Truck Repair	657.77
Total 437 · Repair of Tools & Machinery	764.34
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	9,378.04
438.25 · Repairs & Maint Supplies	278.65
438.99 · Truck Fuel	703.74
Total 438 · Road/Bridge Maint. and Repair	10,360.43
Total 430 · Public Works Hwy,Rds,Streets	11,124.77
450 · Culture-Recreation	
454 · GF Parks	
454.15 · Parks part time staff (GF)	1,567.87
454.25 · Repairs & Maint Supplies	337.15
Total 454 · GF Parks	1,905.02
Total 450 · Culture-Recreation	1,905.02
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,453.78
481.20 · Employer paid Medicare	340.00
481.30 · Employer paid Unemployment Comp	30.17
483.30 · Non-Uniform Pension Contr.	2,091.25
483.49 · 457 Pension contribution	650.00
Total 481 · Employer paid Taxes	4,565.20

487 · Other Group Insurance Benefits	
487.01 · Health Insurance	11,596.50
487.02 · Life Insurance	48.20
487.04 · Workers Compensation Vol Fire	1,220.00
Total 487 · Other Group Insurance Benefits	12,864.70
489 · All other unclassified Expenses	
489.98 · Clothing Allowance	36.98
Total 489 · All other unclassified Expenses	36.98
Total 480 · Misc. Expense	17,466.88
490 · Other Financing Uses-exp	
492 · Interfund Operating Transfer	
492.95 · Transfer to Ontelaunee Park	325.00
Total 492 · Interfund Operating Transfer	325.00
Total 490 · Other Financing Uses-exp	325.00
Total Expense	90,132.73

Net Income	61,206.50
	Oct 17

Income-LIGHT FUND

383.11 · Street Lighting Tax	12.34
Total Income	12.34
Expense	
434 · Street Lighting	
434.36 · Street Lighting Electric	1,046.33
Total 434 · Street Lighting	1,046.33
Total Expense	1,046.33
Net Income	-1,033.99
	Oct 17

Other Income/Expense-CR

Other Income	
341.02 · Interest on Savings	1.42
Total Other Income	1.42
Net Other Income	1.42
Net Income	1.42
	Oct 17

Income-LFF FUND

341.01 · Interest on Checking	20.35
Total Income	20.35
Expense	
430 · LFF Public Works	
438 · Maint./Repair Roads & Bridges	927.48
Total 430 · LFF Public Works	927.48
Total Expense	927.48
Net Income	-907.13
	Oct 17

Income-COG FUND

341.02 · Interest on Savings	10.34
Total Income	10.34
Expense	0.00
Net Income	10.34

	<u>Oct 17</u>
Income-REC FUND	
341.01 · Interest on Checking	1.11
Total Income	1.11
Expense	0.00
Net Income	1.11
	<u>Oct 17</u>
Income-ESCROW FUND	
341.000 · Interest Earnings	
341.01 · Interest on Checking	0.05
341.02 · Interest J&M, LLC	11.14
Total 341.000 · Interest Earnings	11.19
Total Income	11.19
Expense	0.00
Net Income	11.19
	<u>Oct 17</u>
Income-PARK FUND	
341.01 · Interest on Checking	54.05
342.59 · Rental of Park Facilities	600.00
392 · Interfund Operating Transfer	
392.02 · GF MM Acct.	325.00
Total 392 · Interfund Operating Transfer	325.00
Total Income	979.05
Expense	
454 · Parks	
454.25 · Repairs & Maintenance Supplies	620.28
454.36 · Public Utilities	33.46
454.59 · Rental fee Deposit Refund	350.00
Total 454 · Parks	1,003.74
Total Expense	1,003.74
Net Income	-24.69
	<u>Oct 17</u>
Income-EQUIP FUND	
341.02 Interest on Equip Fund	19.99
Total Income	19.99
Expense	0.00
Net Income	19.99
Total Income (all accounts)	29,982.02
Total Expense (all accounts)	93,110.28
Net Income(all accounts)	63,128.26

Respectfully Submitted,

Tammy M. White

Tammy M. White
Secretary/Treasurer