

Board of Supervisors
Thursday, September 14th, 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 Ryan Christman, Solicitor Marc Fisher, and approximately 11 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Media Representation: No Representation.

Public Comment: 1. Resident, Kermit DeLong of Weiss Road expressed his concerns about the school erecting new 15 MPH sign in his yard along Rte. 309, and if the correct permits were issued. Heidelberg Township pulled the permits for the signs. Mr. DeLong also stated that the transportation department at the school told him that the township would be responsible for trimming the trees around the new sign. Justin N. Smith stated that it is a state road and that the township is not responsible for trimming the trees and that he will also speak with the school regarding the issue. 2. Resident John Halasovski of Sassafras Road asked the board if any more progress has been made regarding property located at 7934 Sassafras Road. Justin N. Smith stated that the process is moving along.

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 08/10/17 and direct the treasurer to pay the bills. Motion carried unanimously.*

Fire Companies: Fire Chief, Clark Mantz reported the monthly report for the Lynnport Fire Company: 5 calls were received in the month of August; Golf outing will be Saturday, September 23rd; Hoagie sale starts up for October with orders being due 9/22. Fire Chief, Peter Christ reported the monthly report for New Tripoli Fire Company: 144 calls have been made to date; Guns & Cash Bash raffle is Saturday, Sept. 23rd from 4-8pm; starting April 2018 there will be a slight increase to the software package; 2 firefighters, Zane Struss & Daniel VanParys have obtained their national registry EMT certification after 180 hours of classroom time; Regional fire picnic is scheduled for Saturday, Sept. 30th @ Ontelaunee Park; Oct 16th Genesis rescue tool demonstration; Haz-Mat refreshers are scheduled for January 2018-Ops 1/15-Awareness 1/22; *A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich authorizing the NTFC Fire Police to assist @ Valley Preferred Cycling Center grounds in Trexlertown on Sept. 16th * 17th for their 12 year celebration and again on Sept. 30th for their Fall VeloFest. Motion carried unanimously.* Tax Rebate: Discussion was held regarding the proposed ordinance for Volunteer Fire Fighters Tax Rebate. The BOS will provide direction at the next BOS meeting.

Dry Hydrant/water supplies: The BOS agreed to have the NTFC work with John Leibold from Nestle water to open a spring with a vacuum truck to make the spring more efficient and to install a steel grate over the top. Nestle Waters will fund the project and plans will be given to the board.

Road Report: *Bruce Raber, Road master, reported for the month of August:* (1) Shoulder paving on Oswald Rd. (2) Filled in edges of washed out roads. (3) Set up and tore down for Night in The Country. (4) Installed 100' of 18" pipe on Eile Dahl Rd. (5) Worked on Dirt Roads repairing washed out spots. (6) Filled Pot Holes in on dirt roads. (7) All double yellow lines have been painted. (8) Cleaned up intersections (stone & dirt). (9) Did Cold Patching. (10) Shoulder mowing. (11) Hauled scrap metal from recycling center \$102.00 & aluminum cans \$168.00 Anticipated work for September: (1) Finish up shoulder mowing. (2) Install new roof on shop. (3) Cut shoulders. Speed Study: A motion was made by Brian C. Dietrich and seconded by Justin N. Smith to direct our Engineer to proceed with a speed study of Springhouse Road from Ft. Everett Rd. to Gun Club Rd. and from Ft. Everett Rd. to Saw Mill Rd. – Behler Road from 143 to Springhouse Rd. – Saw Mill Road from Springhouse Rd. to Ontelaunee Rd. – Ontelaunee Road from 143 to Leaser lake parking lot – Leaser Road – Follweiller Ct.

Park: (1) MS4 Waiver: Still waiting to hear back from DEP. (2) Maintenance access: A chain will go across the access to the dog park when the access is complete. Water Fountain: The BOS stated that a new water fountain will be installed in April of 2018 @ the cost of \$1,381.43. (3) Old Pavilion: 1 estimate was received for the demo of the old pavilion. The BOS were in agreement that when the old pavilion is taken down, a new pavilion ½ the size should be built to match the new pavilion; and to be built with the ability to add kitchen and bathroom facilities in the future. Kathy Hermany was directed to get quotes for a new pavilion. The BOS also directed Kathy Hermany to call the individual who has the old pavilion rented for June 2018 and see if they would be willing to rent the new pavilion with no additional charge and if not inform them of the Lions pavilion located @ the REC Fields. (4) Community Yard Sale: Justin N. Smith directed Kathy Hermany to get a date together for the next BOS meeting for a community yard sale in the park. Once a date is set, further planning will be discussed. (5) War/Service Memorial: Justin N. Smith is going to recruit a few people to pursue a memorial for Ontelaunee Park.

Joint Salt Bid- *A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour to accept Lynn Townships portion of the Joint Salt Bid for 2017-2018. Motion carried unanimously. The Joint bidding was done my Lower Macungie.*

Joint Bids – Received for Salt, 3,900 Tons ~ Sodium Chloride Deicing Rock Salt

Salt Bids Received	3900 Tons Sodium Chloride Deicing Rock Salt -
Cargill Deicing Technology 24950 Country Club Blvd Suite 450 North Olmsted, OH 44070	3900 TON Unit Price Del. As directed \$53.15 Total = \$207,285.00 Unit Price pick up \$51.00 Total = \$198,900.00 Lynn's Portion 200 TON Unit Price Del. Total = \$10,630.00 Unit Price pick up Total = \$10,200.00
Morton Salt 123 N Wacker Drive Chicago, IL 60606	3950 TON Unit Price Del. As directed \$75.86 Total = \$295,854.00 Unit Price pick up \$75.00 Total = \$295,500.00
Chemical Equipment Labs 3920 #A Providence Rd. Newton Square, PA 19073	3950 TON Unit Price Del. As directed NO BIDS RECEIVED Total = \$0.00 Unit Price pick up NO BIDS RECEIVED Total = \$0.00
Eastern Salt Company, Inc. 134 Middle St, Suite 210 Lowell, MA 01852	3950TON Unit Price Del. As directed \$57.00 Total = \$222,300.00 Unit Price pick up Same as above Total = \$Same as above
Compass Minerals International 9900 W. 109 th St. Ste. 100 Overland Park, KS 66210	3950TON Unit Price Del. As directed NO BIDS RECEIVED Total = \$0.00 Unit Price pick up NO BIDS RECEIVED Total = \$0.00
Haven Salt Co. 409 North State St. Clarks Summit, PA 18411	3950TON Unit Price Del. As directed NO BIDS RECEIVED Total = \$0.00 Unit Price pick up NO BIDS RECEIVED Total = \$0.00
Onvia	3950TON Unit Price Del. As directed NO BIDS RECEIVED Total = \$0.00 Unit Price pick up NO BIDS RECEIVED Total = \$0.00

Ag Security Proposal(s): Federick & Joyce Najarian; Ronald & Christine Storch; A motion was made by Brain C. Dietrich and seconded by Steve I. Feinour approving receipt of the Ag Security request from Federick & Joyce Najarian and to include the parcel of 83.039 acres and the Ag Security request from Ronald & Christine Storch and to include the parcel of 3.148 acres and for the staff to process the Ag Security requests. Motion carried unanimously

Ag Security Resolutions 2017-17: Brian & Fay Dietrich – 1 parcel total of 44.3 acres Pin# 541811274732 into Ag Security and Richard Hermany – 1 parcel total of 22.0477 acres Pin# 551022523823 into Ag Security.

Solicitor, Marc Fisher opened the hearing at 7:29pm and presented the Dietrich Ag Security and the Hermany Ag Security. No public comment was received and the hearing was closed at 7:30pm. A motion was made by Steve I. Feinour and seconded by Justin N. Smith to adopt **Resolution 2017-17**. Motion carried. Brian C. Dietrich abstained from the vote.

2018 MMO: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour authorizing the 2018 MMO. Motion carried unanimously.

Raymond James: Mike Casey from Raymond James was present to give an investment update on the Lynn Township Pension. Currently there are 3 Accounts **1st Account 223838482 is the old Defined Benefit Plan** that includes past employee's as well as current employees Bruce Raber, Joe Wisser, Tammy White, and Randy Schmoyer. **2nd Account**

28854179 (401A Plan) is the new Defined Contribution Plan based on the salaries of working, eligible employee's; Township's current 6% contribution which is covered mostly by state aid. **3rd Account #15762324 (457 Plan)** is the plan where working, eligible employee's personal deductions are put into. The BOS directed Mr. Casey to see options for the 1st Account (Old Defined Benefit Plan). Mike Casey will work up some options and will present to the BOS in approximately 2 months. Bruce Raber also stated that he would like if Mike Casey could meet with the employee's maybe once or twice a year to review their investments and advise the employee's if they could be doing better. Tammy M. White will email Mike Casey a date to see if he would be available to meet with the employee's.

Miscellaneous: (1) **Fire Hydrant:** Kathy Hermany made the BOS aware of parking in front of the Hydrants in the Townhouses. The BOS stated that there is nothing the Township can do and it has to be enforced by the state police. (2) **Transfer Station:** The Transfer Station is currently running in the red approximately \$700.00. The BOS were in agreement to keep the transfer station in operation and see where we are at the end of the year. (3) **Lights:** The BOS directed Tammy M. White to check the lights in the Township building and if ballasts are bad, get quotes to see what the expense would be to convert the ballasts to LED. Clark Mantz stated that he would give Tammy M. White the name of who did the LPFC. (4) **Trick or Treat:** The BOS set Trick or Treat for Saturday, October 28, 2017 from 6pm to 8pm.

Public Comment: None

Announcements: (1) Sunday, September 24, 2017 from 2pm till 5pm "The Large Flowerheads" in Ontelaunee Park, 60's music. (2) Pioneer Day Ontelaunee Park Saturday, October 7, 2017.

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 7:55 pm.

As of September 30, 2017

Account	Balance
General Fund	422,462.90
Capital Reserve	5,385.94
CD's	1,114,363.09
Zoning/Subdivision	64,098.50
HLLW COG	58,984.72
State Road	53,900.67
Equipment	50,664.88
Street Light	3,800.21
Park	45,007.92
Recreation	12,608.08
Total	1,831,276.91

	<u>TOTAL</u>
Income-GENERAL FUND	
301 · Real Property Taxes	
301.10 · Real Estate Tax-Current	967.95
301.40 · Delinquent RE Tax-Tax Claim	56.31
301.60 · Real Estate Tax-Interim-Current	17.08
Total 301 · Real Property Taxes	1,041.34
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	11,517.04
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	37,679.28
310.23 · Earned Income Tax-Delinquent	194.51
Total 310.20 · Earned Income Tax	37,873.79
Total 310 · Local Tax Enabling Act	49,390.83
331 · Fines	
331.10 · Court - Magistrate	51.11
Total 331 · Fines	51.11
341 · Interest	
341.01 · Interest on Checking	146.00
Total 341 · Interest	146.00
342 · Interest, Rents & Royalties	
342.53 · Royalties from Cell Tower Rent	2,420.00

Total 342 · Interest, Rents & Royalties	2,420.00
354 · Capital & Operating Grants	
354.01 · General Government	<u>300.00</u>
Total 354 · Capital & Operating Grants	300.00
355 · Shared Revenue & Entitlements	
355.06 · Suppl State Pension Assistance	27,529.52
355.99 · Fire Relief Account	<u>29,775.90</u>
Total 355 · Shared Revenue & Entitlements	57,305.42
360 · Gen. Govt. Charges for Services	
361 · General Government	
361.21 · Office Supplies	325.00
361.90 · Mechanical/HVAC Permit	<u>70.00</u>
Total 361 · General Government	395.00
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	1,834.00
362.41D · Driveway Permit	300.00
362.41F · Building Permit Filed	550.00
362.41S · Accessory Struc < 1000 ft	<u>75.00</u>
Total 362.41 · Building Permit	2,759.00
362.42 · Electrical Permit	105.00
362.43 · Plumbing Permit	150.00
362.44 · Sewage Permits (SEO Fees)	<u>6,450.00</u>
Total 362.40 · Protective Inspection Fees	9,464.00
362.47 · State fees for Permits	<u>60.00</u>
Total 362 · Public Safety	9,524.00
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	<u>2,037.70</u>
Total 364 · Sanitation	<u>2,037.70</u>
Total 360 · Gen. Govt. Charges for Services	<u>11,956.70</u>

Total Income	122,611.40
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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>46.30</u>
Total 403 · Tax Collection	46.30
404 · Solicitor/Legal Services	809.22
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	<u>2,466.66</u>
Total 405 · Secretary/Clerk	2,466.66
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	2,299.84
406.21 · Office Supplies	366.20
406.32 · Communication - Phone/Wireless	458.98
406.34 · Advertising	132.60
406.38 · Rentals	362.35
406.42 · Membership/Dues	312.00
406.99 · Payroll	<u>6,154.79</u>
Total 406 · Other General Govt. Admin	10,086.76
408 · Engineering Services	

408.99 · Township engineer	101.50
Total 408 · Engineering Services	101.50
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	399.81
409.37 · Repairs and Maint.	6,080.36
409.44 · Laundry/Other Sanitary Services	629.22
Total 409 · General Government Bldg&Plants	7,109.39
Total 400 · General Government	20,895.69
410 · Public Safety	
411 · Fire	
411.98 · New Tripoli FC Fuel	46.50
411.99 · Fire Company - Miscellaneous	210.66
Total 411 · Fire	257.16
413 · Code Enforcement	
413.31 · Code enforcement pro. service	6,799.10
Total 413 · Code Enforcement	6,799.10
414 · Planning & Zoning	
414.31 · Professional services	500.00
414.34 · ZB Advertising, Print, & Bind	108.90
414.99 · Salary Zoning Officer	204.00
Total 414 · Planning & Zoning	812.90
Total 410 · Public Safety	7,869.16
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	514.84
426.44 · Sanitation Services	1,580.00
Total 426 · Gen Gov Recycling Col & Dis	2,094.84
Total 420 · Health and Human Services	2,094.84
430 · Public Works Hwy,Rds,Streets	
437 · Repair of Tools & Machinery	
437.98 · Repair of Machinery	154.06
437.99 · Truck Repair	270.00
Total 437 · Repair of Tools & Machinery	424.06
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	9,306.69
438.25 · Repairs & Maint Supplies	844.30
438.99 · Truck Fuel	1,476.33
Total 438 · Road/Bridge Maint. and Repair	11,627.32
Total 430 · Public Works Hwy,Rds,Streets	12,051.38
450 · Culture-Recreation	
454 · GF Parks	
454.15 · Parks part time staff (GF)	1,775.62
454.25 · Repairs & Maint Supplies	87.49
Total 454 · GF Parks	1,863.11
Total 450 · Culture-Recreation	1,863.11
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,485.58
481.20 · Employer paid Medicare	347.43
481.30 · Employer paid Unemployment Comp	64.42
483.49 · 457 Pension contribution	15,775.00
Total 481 · Employer paid Taxes	17,672.43
487 · Other Group Insurance Benefits	

487.01 · Health Insurance	11,596.50
487.02 · Life Insurance	48.20
487.04 · Workers Compensation Vol Fire	1,230.00
Total 487 · Other Group Insurance Benefits	12,874.70
489 · All other unclassified Expenses	
489.98 · Clothing Allowance	29.98
Total 489 · All other unclassified Expenses	29.98
Total 480 · Misc. Expense	30,577.11
490 · Other Financing Uses-exp	
492 · Interfund Operating Transfer	
492.96 · Transfer to HLLW COG	3,500.00
Total 492 · Interfund Operating Transfer	3,500.00
Total 490 · Other Financing Uses-exp	3,500.00

Total Expense	78,851.29
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Net Income	43,760.11
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Sep 17

Income-LIGHT FUND

383.11 · Street Lighting Tax	63.82
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Total Income	63.82
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Expense

434 · Street Lighting	
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434.36 · Street Lighting Electric	1,046.33
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Total 434 · Street Lighting	1,046.33
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Total Expense	1,046.33
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Net Income	-982.51
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Sep 17

Other Income/Expense-CAPITAL

Other Income

341.02 · Interest on Savings	1.28
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Total Other Income	1.28
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Net Other Income	1.28
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Net Income	1.28
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Sep 17

Income-LFF FUND

341.01 · Interest on Checking	19.05
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Total Income	19.05
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Expense

430 · LFF Public Works	
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438 · Maint./Repair Roads & Bridges	18,499.53
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Total 430 · LFF Public Works	18,499.53
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Total Expense	18,499.53
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Net Income	-18,480.48
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Sep 17

Income-HLLW COG FUND

341.02 · Interest on Savings	9.28
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392.01 · Transfer from General Fund	3,500.00
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Total Income	3,509.28
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Expense	0.00
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Net Income	3,509.28
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	Sep 17
Income-RECREATION FUND	
341.01 · Interest on Checking	1.00
Total Income	1.00
Expense	0.00
Net Income	1.00
Income-ESCROW FUND	
341.000 · Interest Earnings	
341.01 · Interest on Checking	0.04
341.02 · Interest J&M, LLC	10.10
Total 341.000 · Interest Earnings	10.14
Total Income	10.14
Expense	0.00
Net Income	10.14
	Sep 17
Income-PARK FUND	
341.01 · Interest on Checking	3.62
342.59 · Rental of Park Facilities	700.00
387 · Contributions and Donations	-203.15
Total Income	500.47
Expense	
454 · Parks	
454.25 · Repairs & Maintenance Supplies	243.07
454.34 · Advertising	30.00
454.36 · Public Utilities	180.28
454.59 · Rental fee Deposit Refund	300.00
Total 454 · Parks	753.35
Total Expense	753.35
Net Income	-252.88
	Sep 17
Income-EQUIP FUND	
341.02 Interest on Equip Fund	17.94
391 Proceeds of General Fixed	
391.10 Sales of vehicles, equip	500.00
Total 391 Proceeds of General Fixed	500.00
Total Income	517.94
Expense	0.00
Net Income	517.94
Total Income (all accounts)	127,233.38
Total Expense (all accounts)	99,150.50
Net Income(all accounts)	28,082.88

Respectfully Submitted,

Tammy M. White

Tammy M. White
Secretary/Treasurer