

**Board of Supervisors**  
**Thursday, September 10th, 2015 @ 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, Road Master Bruce Raber, Engineer Chris Noll, Solicitor Marc Fisher, and approximately 14 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 Steve I. Feinour and seconded by Brian C. Dietrich to accept the minutes from 08/13/15 and direct the treasurer to pay the bills. Motion carried unanimously.

**Subdivisions:** NTFC Preliminary: A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich giving approval for 3 waivers to the NTFC; SALDO Section 235.1; SALDO Section 235.4; SALDO Section 311. Motion carried unanimously. NTFC will come to the BOS for final at the October 8<sup>th</sup> meeting. Ontelaunee Apartments Sewage Planning Module: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving the sewage planning module for transmittal and approval to DEP and in addition approved Resolution 2015-21; A RESOLUTION FOR PLAN REVISION FOR NEW LAND DEVELOPMENT TO THE OFFICIAL SEWAGE FACILITIES PLAN OF THE MUNICIPALITY FOR ONTELAUNEE APARTMENTS SEWAGE FACILITIES PLANNING MODULE. Motion carried unanimously. A second motion was made by Brian C. Dietrich and seconded by Steve I. Feinour granting final conditional approval contingent upon adding the note, SALDO Section 324.10 to the plans. Motion carried unanimously. Susan Schall extension: A motion was made by Justin N. Smith and seconded by Brian C. Dietrich granting a 1 year extension through 09/19/2016. Motion carried unanimously.

**Fire Companies:** Fire Chief, Peter Christ reported the monthly report for New Tripoli Fire Company as did Clark Mantz from Lynnport Fire Company. **Fire Police:** A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving NTFC Fire Police to assist at the Velodrome September 12<sup>th</sup> and 13<sup>th</sup>. Motion carried unanimously.

**Road Report:** Bruce Raber, Road master, reported for the month of August: (1) Weed wacked around bridges and guide rails. (2) Repaired and replaced some road signs & installed some new signs. (3) Continue shoulder mowing. (4) Cleaned out all storm boxes. (5) Completed spot paving on Zimmerman, Long, Lochland, and Blue Mountain House Road. (6) Weed wacked & cut grass at recycling center. (7) Took aluminum cans in trailer to scrap yard = \$108.00. (8) Cold Patching. (9) Completed the repairs to salt shed. Anticipated work for September: (1) Finish up shoulder mowing. (2) Work in Park leveling off ground for new playground. (3) Close in three sides around fuel tank. (4) Work on dirt roads. Aluminum Can Trailer: The BOS agreed to move the Can Trailer to the Transfer Station to try and avoid unwanted garbage being dumped in with the cans. Bruce Raber stated that he will move the trailer to the TS. A sign will also be posted at the Township building letting residents know that all cans will need to be taken to the TS during its operating hours of Friday & Saturday's 8am to 3 pm. Lighting by Salt Shed: The BOS approved for Bruce Raber to look into running electric from the back of the fuel tent to the Salt Shed and to have a dawn to dusk light installed. Speed Limit Issue: The BOS directed Engineer, Chris Noll and Bruce Raber to look into the areas of Behler, Sawmill, Springhouse Roads and any other roads that may be impacted by traffic going and coming from Leaser Lake.

**Park:** (1) The Large Flower Heads Contract: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving the contract for The Large Flower Heads. Motion carried unanimously. (2) Playground: A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich approving the purchase of 11 ton of rubber mulch from Green Acres. Motion carried unanimously. A second motion was made by Brian C. Dietrich and seconded by Steve I. Feinour authorizing the purchase of the 6x6 timbers for the playground area to be purchase at A J Henry Lumber. Motion carried unanimously. (3) Dog Park: The BOS thanked Sylvia Gardner for overseeing the dog park project. Sylvia Gardner informed the BOS that she will be donating 2 benches to the dog park area. The BOS directed Kathy Hermany to get prices on items such as benches, dog stations, trash cans, signs. (4) HOP: Engineer, Chris Noll stated he should be hearing back within the next week. (5) Paving: Justin Smith added that he would like to see a 2 to 6 year plan for paving project in the park. (6) Pond Remediation: The BOS had one quote from Coon Hollow Lawn & Pond Services for removal and maintenance of the lily pads in the park pond. The BOS agreed to hang on to this proposal until they hear back from Donald Christ. (7) Concerts: A letter was received from Mary Bennicoff asking that the 2<sup>nd</sup> Sunday of May, June, August, and September be set aside for concerts in the park. The BOS stated that Marty along with the REC Advisory Committee look at other dates possibly Wednesday or Friday evenings because of the Park being booked from year to year for family reunions.

**2016 MMO:** A motion was made by Justin N. Smith and seconded by Brian C. Dietrich authorizing the 2016 MMO. Motion carried unanimously.



**Resolution 2015-20:** A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich approving Resolution 2015-20: A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA ESTABLISHING PROCEDURES BY WHICH PERSONAL PROPERTY MAY BE SOLD WHEN IT'S FAIR MARKET AVALUE IS ESTIMATED TO BE LESS THAN \$1000.00. Motioned carried unanimously.

**Miscellaneous:** (1) MKSD Architects- The Architects should be ready with final plans for the accommodations of the ambulance service by the week of September 21<sup>st</sup> or 28<sup>th</sup>. The BOS stated that they would like to see the plans in advance and that the plans will then be looked at during the October BOS meeting. (2) Trick or Treat: The BOS set Trick or Treat for Saturday, October 31, 2015 from 6pm to 8pm. (3) (4) (5) (6)

**Public Comment:** (1) Resident, Mike Richards informed the BOS that he is working on stuff to send to Jack Hubbard at DEP regarding the sink hole located on Rt. 863.

**Announcements:** (1) Sunday, September 27, 2015 from 2pm till 5pm "The Large Flowerheads" in Ontelaunee Park, 60's music. (2) Pioneer Day Ontelaunee Park Saturday, October 3, 2015.

**Adjournment:** A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:46 pm.

**As of Sept. 2015**

Account	Balance
General Fund	920,498.62
Capital Reserve	5,352.46
CD's	482,806.07
Zoning/Subdivision	11,762.34
HLLW COG	44,629.99
State Road	45,388.32
Street Light	5,364.43
Park	10,116.35
Recreation	16,585.16
<b>Total</b>	<b>1,542,503.74</b>

**Income-GENERAL FUND**

	<u>TOTAL</u>
301 · Real Property Taxes	
301.10 · Real Estate Tax-Current	1,206.28
301.40 · Delinquent RE Tax-Tax Claim	357.94
Total 301 · Real Property Taxes	1,564.22
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	2,285.85
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	54,726.54
Total 310.20 · Earned Income Tax	54,726.54
Total 310 · Local Tax Enabling Act	57,012.39
321 · Business Licenses and Permits	
321.80 · Cable Television Francise	13,342.54
Total 321 · Business Licenses and Permits	13,342.54
331 · Fines	
331.10 · Court - Magistrate	10.89
Total 331 · Fines	10.89
342 · Interest, Rents & Royalties	
342.53 · Royalties from Cell Tower Rent	1,210.00
Total 342 · Interest, Rents & Royalties	1,210.00
355 · Shared Revenue & Entitlements	
355.01 · PURTA-Public Utility Realty Tax	835.70
355.04 · Alcoholic Beverage Licenses	600.00
355.05 · Gen Municipal Pension State Aid	23,525.00

355.99 · Fire Relief Account	28,769.38
Total 355 · Shared Revenue & Entitlements	53,730.08
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	
361.30 · Zoning-Subdiv-Land Dev Fees	300.00
361.97 · Zoning Board Appeal Fee	500.00
Total 361 · General Government	800.00
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	154.00
362.41F · Building Permit Filed	350.00
362.41S · Accessory Struc < 1000 ft	75.00
Total 362.41 · Building Permit	579.00
362.42 · Electrical Permit	39.00
Total 362.40 · Protective Inspection Fees	618.00
362.98 · Sign Permit	80.00
Total 362 · Public Safety	698.00
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	1,166.00
Total 364 · Sanitation	1,166.00
Total 360 · Gen. Govt. Charges for Services	2,664.00
<b>Total Income</b>	<b>131,551.67</b>

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	238.80
403.46 · Meetings, Conferences, Cont. Ed	64.98
Total 403 · Tax Collection	303.78
404 · Solicitor/Legal Services	388.50
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	2,381.49
Total 405 · Secretary/Clerk	2,381.49
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	2,194.97
406.21 · Office Supplies	564.69
406.23 · Postage	320.72
406.32 · Communication - Phone/Wireless	351.27
406.34 · Advertising	136.60
406.38 · Rentals	230.98
406.99 · Payroll	6,072.31
Total 406 · Other General Govt. Admin	9,871.54
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	443.84
409.37 · Repairs and Maint.	1,157.16
409.44 · Laundry/Other Sanitary Services	615.50
Total 409 · General Government Bldg&Plants	2,216.50

Total 400 · General Government	15,437.67
410 · Public Safety	
411 · Fire	
411.98 · New Tripoli FC Fuel	40.02
Total 411 · Fire	40.02
413 · Code Enforcement	
413.31 · Code enforcement pro. service	256.00
Total 413 · Code Enforcement	256.00
414 · Planning & Zoning	
414.31 · Professional services	841.50
414.34 · ZB Advertising, Print, & Bind	81.10
414.98 · Zoning Recording/Transcription	185.00
Total 414 · Planning & Zoning	1,107.60
419 · Other Public Safety	
419.99 · PA One Call	6.40
Total 419 · Other Public Safety	6.40
Total 410 · Public Safety	1,410.02
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	526.85
426.44 · Sanitation Services	828.00
Total 426 · Gen Gov Recycling Col & Dis	1,354.85
Total 420 · Health and Human Services	1,354.85
430 · Public Works Hwy,Rds,Streets	
437 · Repair of Tools & Machinery	
437.99 · Truck Repair	3,737.11
Total 437 · Repair of Tools & Machinery	3,737.11
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	9,345.25
438.25 · Repairs & Maint Supplies	1,117.13
438.99 · Truck Fuel	484.17
Total 438 · Road/Bridge Maint. and Repair	10,946.55
Total 430 · Public Works Hwy,Rds,Streets	14,683.66
450 · Culture-Recreation	
454 · GF Parks	
454.15 · Parks part time staff (GF)	2,216.19
454.25 · Repairs & Maint Supplies	86.92
Total 454 · GF Parks	2,303.11
Total 450 · Culture-Recreation	2,303.11
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,501.70
481.20 · Employer paid Medicare	351.20
481.30 · Employer paid Unemployment Comp	402.90
483.49 · 457 Pension contribution	650.00
Total 481 · Employer paid Taxes	2,905.80
486 · Insurance	
486.99 · Unemployment Insurance	-663.38
Total 486 · Insurance	-663.38
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	10,136.64
487.02 · Life Insurance	40.90
487.04 · Workers Compensation Vol Fire	1,282.00



Total 487 · Other Group Insurance Benefits	11,459.54
Total 480 · Misc. Expense	13,701.96
490 · Other Financing Uses-exp	
492 · Interfund Operating Transfer	
492.96 · Transfer to HLLW COG	2,622.40
492.99 · Transfer to Subdivision/Zoning	300.00
Total 492 · Interfund Operating Transfer	2,922.40
Total 490 · Other Financing Uses-exp	2,922.40
<b>Total Expense</b>	<b>51,813.67</b>
<b>Net Income</b>	<b>79,738.00</b>

Sep 15

<b>Income-LIGHT FUND</b>	
383.11 · Street Lighting Tax	238.97
<b>Total Income</b>	<b>238.97</b>
<b>Expense</b>	
434 · Street Lighting	
434.36 · Street Lighting Electric	820.01
Total 434 · Street Lighting	820.01
<b>Total Expense</b>	<b>820.01</b>
<b>Net Income</b>	<b>-581.04</b>

Sep 15

<b>Income-LFF</b>	
0.00	
<b>Expense</b>	
430 · LFF Public Works	
438 · Maint./Repair Roads & Bridges	9,092.69
Total 430 · LFF Public Works	9,092.69
<b>Total Expense</b>	<b>9,092.69</b>
<b>Net Income</b>	<b>-9,092.69</b>

<b>Income-COG FUND</b>	
342.40 · Rent of Machinery and Equipment	
342.43 · Rent of Public Works Machinery	916.16
342.40 · Rent of Machinery and Equipment - Other	3,508.44
Total 342.40 · Rent of Machinery and Equipment	4,424.60
392.01 · Transfer from General Fund	2,622.40
<b>Total Income</b>	<b>7,047.00</b>
<b>Expense</b>	<b>0.00</b>
<b>Net Income</b>	<b>7,047.00</b>

Sep 15

<b>Income-RECREATION</b>	
0.00	
<b>Expense</b>	
492.99 · Transfer to Ontelaunne Park	17,000.00
<b>Total Expense</b>	<b>17,000.00</b>
<b>Net Income</b>	<b>-17,000.00</b>

Sep 15

<b>Income-ESCROW FUND</b>	
392 · Interfund Operating Transfer	
392.01 · Transfer from General Fund	300.00
Total 392 · Interfund Operating Transfer	300.00
<b>Total Income</b>	<b>300.00</b>

Expense	0.00
Net Income	300.00
	Sep 15
Income-PARK FUND	
342.59 · Rental of Park Facilities	1,600.00
387 · Contributions and Donations	-1,784.69
392 · Interfund Operating Transfer	
392.97 · Transfer from Recreation Fund	17,000.00
Total 392 · Interfund Operating Transfer	17,000.00
Total Income	16,815.31
Expense	
454 · Parks	
454.24 · General Supplies	55.38
454.25 · Repairs & Maintenance Supplies	5,640.59
454.28 · Park Equipment	50,000.00
Total 454 · Parks	55,695.97
Total Expense	55,695.97
Net Income	-38,880.66
Total Income (all accounts)	155,952.95
Total Expense (all accounts)	134,422.34
Net Income(all accounts)	21,530.61

Respectfully Submitted,

*Tammy M. White*

Tammy M. White  
Secretary/Treasurer