

Board of Supervisors
Thursday, February 11th, 2016 @ 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 Brian C. Dietrich, Member Steve I. Feinour, Solicitor Marc Fisher, Engineer/Zoning Officer Chris Noll, Secretary/Treasurer Tammy M. White, Admin/Zoning office Secretary Kathy A. Hermany, Road Master Bruce Raber, and approximately 21 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 Steve I. Feinour and seconded by Brian C. Dietrich approving the BOS minutes from 01/04/16 re-org meeting and directing the treasurer to pay the bills. Motion carried unanimously.*

Lt. Jonathan Nederostek: Lt. Jonathan Nederostek from the Fogelsville State Police was present to address the recent meth lab arrest. Lt. Nederostek confirmed with the board and residents that this is not an epidemic in this area and this was an isolated incident. He also informed those present what to look for if you think there may be a meth lab in your area, things such as plastic bottles with plastic tubing attached, coffee filters containing a white substance or dark red sludge, glass cookware or frying pans with powdery residue, jars containing a clear liquid with a white or red colored solid on the bottom, and stripped lithium batteries. NTFC Fire Chief Peter Christ thanked Lt. Nederostek for the tremendous amount of help that is given to our area.

Subdivision: Vaughn/Krauss Final: *A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour granting the Waiver request from the Lynn Township Subdivision and Land Development Ordinance Section 323.4, which requires building setback lines along property lines. Motion carried unanimously. A second motion was made by Brian C. Dietrich and seconded by Steve I. Feinour granting final approval. Motion carried unanimously.*

Fire Companies: LPFC Fire Chief, Clark Mantz reported 6 calls for the month of January. Clark Mantz added that their "2000 CLUB" is in its 6th week and will run for 14 more weeks. NTFC Fire Chief, Peter Christ reported that their software program is not working and have not received a year-end report; 16 fire calls as of 2/7/2016; chicken pot pie order deadline is 2/12/16 with a pick up on 2/20/16 between 1pm and 3pm; Easter filling sale order by 3/12 with pick up date of 3/26/16 between 1pm and 3pm; HazMat ops refresher on 3/28/16 @ 6:30pm at station 17; CPR refresher on 2/11/16 @ 6:30am at station 17. Peter Christ stated that he and Clark Mantz got together to discuss a committee as was suggested by the BOS at the Fire Study meeting held on Tuesday, February 9, 2016 at NTFC. The BOS suggested putting together a committee of 3 key players from each Fire Company and 1 member at large from each Fire Company district that doesn't have any involvement. Steve I. Feinour stated he would volunteer as a board member. The BOS directed this committee to meet and review the Fire Study and give recommendations to the BOS at the March 10, 2016 BOS meeting. NTFC Assistant Fire Chief Gary Kuntz thanked the BOS for pursuing state minimum requirements for volunteers and that NTFC volunteers are way above minimums. Resident Jerry Allbright of 9654 Ponderosa Ct. addressed the BOS as well as NTFC Fire Chief Peter Christ with concerns of the fire hydrants located in Pine Lakes of Lynn. Mr. Allbright was under the assumption that it was Lynn Townships due diligence for the fire protection in Pine Lakes of Lynn. Mr. Allbright is aware that LCA purchased the water system in 2002. Steve I. Feinour informed Mr. Allbright that the builder/contractor of Pine Lake of Lynn was responsible for the hydrants when the development was created and also added that to his recollection the hydrant system never worked from day 1 not just after LCA took it over. The BOS along with Peter Christ stated that this is not a township issue and that they residents of Pine Lakes of Lynn need to take up the issue with LCA. Peter Christ stated that Pine Lakes of Lynn is the most remote area of Lynn Twp and that 3 response teams were on the scene and that the fire was kept to the garage and 6500 gallons of water was used. Gary Kuntz added that the operations of the fire that occurred on December 22, 2015 located on Ponderosa Court were fought by all response teams and a tremendous job was done.

Nestle Waters: Natural Resource Manager, Eric Andreus, P.G. from Nestle Waters North America Inc. presented the BOS/Township with a donation of 15K for the support of parks and recreation facilities as they enhance the quality of life in a community and can be enjoyed by all residents. The BOS thanked Mr. Andreus and Nestle Waters for their generous contribution to the community.

Road Report: *Bruce Raber, Road master, reported for the month of January: (1) Tree trimmed on mountain roads. (2) Did some body work and painted 97 Ford Body. (3) Filled pot holes on dirt roads. (4) Repaired road signs. (5) Took aluminum cans to the scrap yard \$132.00. (6) Did boom mowing. (7) Plowed snow and treated roads – widened out roads – pushed back & cleaned up intersections. (8) Made repairs to snow plows & trucks – repaired tire and chains and replaced some chains. (9) Opened storm box's & pies, before & after rain. Anticipated work for February: (1) Boom mowing. (2) Tree trimming. (3) Maybe some cold patching. BOS thanked the road crew for a great job.*

Berks County Preservation Board: Albany Twp.: Charles Durkin, Jr. has 119.2 acre parcel enrolled in the Albany Township's Agricultural Security Area, 113 acres which are located in Albany Township and 6.2 acres located in Lynn

Township. Berks County Agricultural Land Preservation Board is requesting that Lynn Township BOS acknowledge that the 6.2 acre portion of Mr. Durkin's property is enrolled in Albany's Agricultural Security Area. Solicitor Marc Fisher stated that the 6.2 acre's located in Lynn should not be enrolled in Albany's Agricultural Security Area to begin with. Marc Fisher stated that he will research this further and report back at the March BOS meeting.

Transfer Station: Cogle's quotes. The BOS agreed to table the quotes received from Cogle's till we see what type of activity the Transfer Station has this upcoming spring. This will be revisited at the April BOS meeting. The BOS approved the Transfer Station an additional \$21 to the current \$99 startup money which will now total \$120.

Resolution 2016-08: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving Resolution 2016-08; A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIPO, LEHIGH COUNTY, PA FOR THE TRANSFER OF UNEMCOMBERED MONEYS FROM ONE TOWNSHIP ACCOUNT TO ANOTHER. Motion carried unanimously. The Resolution was to close #15-03 Nancy Smith/Donely and #15-05 Reinert/Davis subdivisions.

Miscellaneous: (1) **MKSD:** Chris Noll will work on putting together plans to be put out to bid. (2) **Park:** The BOS directed Bruce Raber and Scott Smith to put up delineators at the Park to help prevent people from driving directly up to the playground area where new grass was planted in fall. (3) **Snow dumping in the Park:** This issue has been addressed and there will be no snow dumping in the Park. (4) **Codification:** The original paperwork from Keystate Publishers needs to be located to confirm what was initially agreed upon. The completed Codification was sent to Keystate for publication and in the meantime the owner fell ill and passed away. Keystate will not complete any outgoing tasks and have forwarded the codification draft back to Lynn Township, however the Township paid 4K and would like to see if the township is due a refund. (5) **Picnic Pavilion:** Scott Smith presented the BOS with a proposal for an additional picnic pavilion to be possibly be located in the Dog Park area. The proposal is to match the existing picnic pavilions located in the Park and the proposal amount given was \$5,237.00. Along with the proposal Scott Smith submitted a list of items that will need to be looked at for spring/summer projects. The BOS stated that they will do a walk around in spring for the picnic pavilion as well as the additional list of items and then go from there. Kathy Hermany also added that Faith Church is scheduled to do their clean up on April 24, 2016. (6) **Rte. 309 Letter to PennDot:** Justin N. Smith will update the letter to PennDot regarding the section of Route 309 from Gun Club Road south to the Intersection of Mountain Road/Mosserville Road. The BOS agreed that Representative Gary Day should deliver the letter to PennDot. (7) **5k Run:** Kathy Hermany did confirm the NWLSD Educational Foundation 5K Run on May 28, 2016. (8) **Mail Boxes:** The BOS made the clarification that the township will not replace mail boxes that have been knocked down due to snow plowing. (9) **2015 Budget:** Justin N. Smith stated that even though the township went over the 2015 Budget, the township was able to still remain in the black \$3,695.00 for 2015.

Public Comment: (1) Peter Christ thanked Bruce Raber for allowing Randy Schmoyer to open the Fire Company Lot and the dry hydrant during snow storms.

Announcements: None

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 7:35 pm.

As of February 29, 2016

Account	Balance
General Fund	888,101.85
Capital Reserve	5,359.09
CD's	505,177.34
Zoning/Subdivision	12,041.99
HLLW COG	44,610.80
State Road	26,876.64
Street Light	1,540.30
Park	25,739.69
Recreation	6,590.53
Total	1,516,038.23

TOTAL

Income-GENERAL FUND

301 · Real Property Taxes

301.40 · Delinquent RE Tax-Tax Claim	30.04
Total 301 · Real Property Taxes	30.04

310 · Local Tax Enabling Act

310.10 · Real Estate Transfer Tax	2,119.25
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	91,498.68
Total 310.20 · Earned Income Tax	91,498.68

Total 310 · Local Tax Enabling Act	93,617.93
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321 · Business Licenses and Permits	
321.80 · Cable Television Francise	13,437.22
Total 321 · Business Licenses and Permits	<u>13,437.22</u>
331 · Fines	
331.10 · Court - Magistrate	223.84
Total 331 · Fines	<u>223.84</u>
342 · Interest, Rents & Royalties	
342.53 · Royalties from Cell Tower Rent	1,210.00
Total 342 · Interest, Rents & Royalties	<u>1,210.00</u>
360 · Gen. Govt. Charges for Services	
361 · General Government	
361.30 · Zoning-Subdiv-Land Dev Fees	546.89
361.87 · Sale of Maps & Publications	40.00
361.90 · Mechanical/HVAC Permit	8.00
Total 361 · General Government	<u>594.89</u>
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	2,271.00
362.41F · Building Permit Filed	150.00
362.41S · Accessory Struc < 1000 ft	50.00
Total 362.41 · Building Permit	<u>2,471.00</u>
362.42 · Electrical Permit	49.00
362.43 · Plumbing Permit	284.00
362.44 · Sewage Permits (SEO Fees)	1,810.00
Total 362.40 · Protective Inspection Fees	<u>4,614.00</u>
Total 362 · Public Safety	<u>4,614.00</u>
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	1,302.35
Total 364 · Sanitation	<u>1,302.35</u>
Total 360 · Gen. Govt. Charges for Services	<u>6,511.24</u>
392 · Interfund Operating Transfer	
392.98 · Transfer from SubD/Zoning	669.86
Total 392 · Interfund Operating Transfer	<u>669.86</u>
Total Income	<u>115,700.13</u>
Expense	
400 · General Government	
400.00 · Legislative (Governing) Body	
400.05 · Supervisor Salaries	285.86
Total 400.00 · Legislative (Governing) Body	<u>285.86</u>
402 · Auditing/Bookkeeping Services	
402.34 · Advertising	32.60
Total 402 · Auditing/Bookkeeping Services	<u>32.60</u>
404 · Solicitor/Legal Services	575.87
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	2,453.33
Total 405 · Secretary/Clerk	<u>2,453.33</u>
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	2,275.76
406.19 · Personal Services-Benefits,ETC	105.00
406.21 · Office Supplies	687.76
406.23 · Postage	212.38
406.32 · Communication - Phone/Wireless	864.07

406.34 · Advertising	108.20
406.38 · Rentals	422.44
406.42 · Membership/Dues	150.00
406.46 · Mtg., Conf.,Cont.Ed.	15.00
406.99 · Payroll	<u>7,405.70</u>
Total 406 · Other General Govt. Admin	12,246.31
408 · Engineering Services	
408.99 · Township engineer	<u>343.00</u>
Total 408 · Engineering Services	343.00
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	371.82
409.37 · Repairs and Maint.	50.00
409.44 · Laundry/Other Sanitary Services	183.92
409.99 · Heating - Oil/Propane	<u>2,343.18</u>
Total 409 · General Government Bldg&Plants	<u>2,948.92</u>
Total 400 · General Government	18,885.89
410 · Public Safety	
413 · Code Enforcement	
413.31 · Code enforcement pro. service	<u>1,835.00</u>
Total 413 · Code Enforcement	1,835.00
414 · Planning & Zoning	
414.31 · Professional services	747.50
414.34 · ZB Advertising, Print, & Bind	171.20
414.46 · Meetings,Conf.Seminars	90.00
414.99 · Salary Zoning Officer	<u>929.25</u>
Total 414 · Planning & Zoning	1,937.95
419 · Other Public Safety	
419.99 · PA One Call	<u>11.48</u>
Total 419 · Other Public Safety	<u>11.48</u>
Total 410 · Public Safety	3,784.43
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	413.54
426.44 · Sanitation Services	<u>828.00</u>
Total 426 · Gen Gov Recycling Col & Dis	<u>1,241.54</u>
Total 420 · Health and Human Services	1,241.54
430 · Public Works Hwy,Rds,Streets	
432 · Winter Maintenance	
432.14 · Salaries Winter Maintenance	12,528.08
432.15 · P/T Winter Salary	<u>973.43</u>
Total 432 · Winter Maintenance	13,501.51
437 · Repair of Tools & Machinery	
437.99 · Truck Repair	<u>2,159.75</u>
Total 437 · Repair of Tools & Machinery	2,159.75
438 · Road/Bridge Maint. and Repair	
438.25 · Repairs & Maint Supplies	3,641.42
438.99 · Truck Fuel	<u>2,257.71</u>
Total 438 · Road/Bridge Maint. and Repair	<u>5,899.13</u>
Total 430 · Public Works Hwy,Rds,Streets	21,560.39
450 · Culture-Recreation	
454 · GF Parks	
454.15 · Parks part time staff (GF)	663.61
454.36 · Public Utilities	158.98

454.74 · Machinery & Equipment	275.63
454 · GF Parks - Other	<u>48.72</u>
Total 454 · GF Parks	<u>1,146.94</u>
Total 450 · Culture-Recreation	1,146.94
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,726.05
481.20 · Employer paid Medicare	403.67
481.30 · Employer paid Unemployment Comp	2,533.07
483.30 · Non-Uniform Pension Contr.	2,675.00
483.49 · 457 Pension contribution	<u>650.00</u>
Total 481 · Employer paid Taxes	7,987.79
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	10,616.00
487.02 · Life Insurance	40.90
487.03 · Workmans Compensation	2,770.00
487.04 · Workers Compensation Vol Fire	<u>1,137.00</u>
Total 487 · Other Group Insurance Benefits	<u>14,563.90</u>
Total 480 · Misc. Expense	22,551.69
490 · Other Financing Uses-exp	
492 · Interfund Operating Transfer	
492.95 · Transfer to Ontelaunee Park	132.00
492.97 · Transfer to LFF	<u>220.20</u>
Total 492 · Interfund Operating Transfer	<u>352.20</u>
Total 490 · Other Financing Uses-exp	<u>352.20</u>
Total Expense	<u>69,523.08</u>
Net Income	<u>46,177.05</u>

Feb 16

Income-LIGHT FUND	0.00
Expense	
434 · Street Lighting	
434.36 · Street Lighting Electric	<u>819.04</u>
Total 434 · Street Lighting	<u>819.04</u>
Total Expense	<u>819.04</u>
Net Income	<u>-819.04</u>

Feb 16

Income-LFF	
392 · Interfund Operating Transfers	
392.01 · Transfer from General Fund	<u>220.20</u>
Total 392 · Interfund Operating Transfers	<u>220.20</u>
Total Income	220.20
Expense	
430 · LFF Public Works	
432 · Winter Maintenance	<u>13,441.32</u>
Total 430 · LFF Public Works	<u>13,441.32</u>
Total Expense	<u>13,441.32</u>
Net Income	<u>-13,221.12</u>

Feb 16

Income-ESCROW FUND	0.00
Expense	
414 · Planning and Zoning	

414.39 · Bank Services Charges/Fees	5.00
414.97 · Escrow Refunds	30.51
Total 414 · Planning and Zoning	35.51
492 · Interfund Operating Transfers	
492.02 · Transfer to GFMM	669.86
Total 492 · Interfund Operating Transfers	669.86
Total Expense	705.37
Net Income	-705.37
	Feb 16
Income-PARK FUND	
342.59 · Rental of Park Facilities	250.00
387 · Contributions and Donations	15,000.00
392 · Interfund Operating Transfer	
392.02 · GF MM Acct.	132.00
Total 392 · Interfund Operating Transfer	132.00
Total Income	15,382.00
Expense	
454 · Parks	
454.25 · Repairs & Maintenance Supplies	422.39
454.36 · Public Utilities	111.63
Total 454 · Parks	534.02
Total Expense	534.02
Net Income	14,847.98
Total Income (all accounts)	131,302.33
Total Expense (all accounts)	85,022.83
Net Income(all accounts)	46,279.50

Respectfully Submitted,

Tammy M. White
 Tammy M. White
 Secretary/Treasurer