

Board of Supervisors
Thursday, July 13th, 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, Asst. Secretary/Treasurer Kathy A. Hermany, Road Master Bruce Raber, Engineer Chris Noll, Solicitor Marc Fisher, and approximately 6 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Media Representation: None.

Public Comment: 1. Resident John Halasovski of 7892 Sassafras Road addressed his continued concerns with the property located at 7934 Sassafras Road. The BOS along with Chris Noll stated that a letter was sent and that they will continue to follow up with the issue.

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 06/08/17 and direct the treasurer to pay the bills. Motion carried unanimously.

MS4 Waiver- Chris Noll stated that Lynn Twp. should be ok regarding the MS4 Waiver, however DEP has not been responding in a timely manner.

Kistler / Holbens Valley Road- Brian C. Dietrich raised concerns about intersections located along Kistler/Holbens Valley Road because of his recent accident as well as previous accidents. Chris Noll stated he will look into the issue.

Fire Companies- NTFC Fire Chief, Peter Christ reported for the month of June: 101 calls as of 7/10/17, July 24th there is a mutual aid water supply training class, August 21st Met-et electrical safety class. NTFC was presented a certification for a participating department of the PA Fire Service Certification Program by certifying 75% of its members. This is up from 50% last year. The BOS were very impressed.

Road Report: Bruce Raber, Road master, reported for the month of June: (1) Finished first round of shoulder mowing. (2) Roads ready for oil & chip. (3) Finished up oiling & chipping (12 to 13 miles). (4) Hauled scrap metal & aluminum cans from recycling center. Scrap metal \$144.80 – Aluminum cans \$152.00. (5) Checked most of the road pipes to make sure they were clear/open from the heavy rains to come. (6) Repaired & replaced a few road signs. (7) Went over dirt roads repairing washed out areas. Anticipated work for July: (1) Get millings put down and rolled on Memory Rd. and then oil & chip over them. (2) Continue on the 2nd round of shoulder mowing. (3) Get roads ready for paving project.

Donations: A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich for the township to pay NTFC 6K and the LPFC 4K based on 60% - 40% coverage and the rest of the donation to stay the same as 2016. Motion carried unanimously.

Park: (1) **Pedestrian Bridge:** Chris Noll will be getting together with Bruce Raber regarding the train trestle. The BOS also directed Tammy M. White to pursue an email from Jeff Roback, Lynn Townships Municipal Service Representative, regarding applications for funding that may possible be of assistance for the bridge. The deadline is September 22, 2017. (2) **Line Painting:** A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour authorizing Diamond Construction to do the line painting in the Park at the estimate of \$991.25. Motion carried unanimously. (3) **Old Pavilion in Park:** The BOS directed Kathy A. Hermany to gather quotes to take down the old pavilion in Ontelaunee Park and to not take any more rentals for the old pavilion. (4) **New Hire:** A motion was made by Justin N. Smith and seconded by Steve I. Feinour to hire Robert Smith retroactively as of 06/19/17 for PT employment as a laborer to work in the park @ \$9/hr. Motion carried unanimously. (5) **Car Cruise:** Sue Giralico reported that the 2017 was a huge success and that there were 152 participants. The profit for the park was \$1,250.00.

Resolution 2017-16: A motion was made by Brian C. Dietrich and seconded by Justin N. Smith approving Resolution 2017-16: **A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA FOR THE TRANSFER OF UNENCUMBERED MONEYS FROM ONE TOWNSHIP ACCOUNT TO ANOTHER.** Motion carried unanimously. The Resolution was to close the Joe Tetz Subdivision from 2011.

Ag Security Proposal(s): Brian & Fay Dietrich 44.3 acres and Richard Hermany 22.0477 acres: A motion was made by Steve I. Feinour and seconded by Justin N. Smith approving receipt of the Ag Security request from Brian & Fay Dietrich and to include the parcel of 44.3 acres and the Ag Security request from Richard Hermany and to include the parcel of 22.0477 acres and for the staff to process the Ag Security requests. Brian C. Dietrich abstained from the motion. Motion carried.

Miscellaneous: (1) **Burned out trailer:** Kathy A. Hermany reported that a courteous letter was mailed out to the owner and that Ronnie Utt will then move forward with the demolition after a tow truck is hired to move the car out of the way at the location to allow the demo. (2) **Mini Cell Tower Ordinance 2017-02:** Marc Fisher will move ahead with the advertising. (3) **Police report:** Tammy M. White reported that she received a police report for criminal mischief at Ponderosa Ct. and that no action was needed.

Public Comment: None

Announcements:

- (1) Saturday, August 19, 2017; Night in the Country 4pm
 (2) Sunday, September 24, 2017 Music in the Park; The Large Flowerheads 2-5pm
 (3) Sunday, October 7, 2017 Pioneer Day Festival in 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 7:05 pm

As of July 31, 2017

Account	Balance
General Fund	339,708.98
Capital Reserve	5,383.29
CD's	1,114,363.09
Zoning/Subdivision	64,077.52
HLLW COG	52,927.72
State Road	99,410.76
Equipment	50,127.78
Street Light	5,655.48
Park	44,985.80
Recreation	12,606.01
Total	1,789,246.43

	<u>TOTAL</u>
Income-GENERAL FUND	
301 · Real Property Taxes	
301.10 · Real Estate Tax-Current	6,270.73
301.40 · Delinquent RE Tax-Tax Claim	399.70
Total 301 · Real Property Taxes	6,670.43
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	4,979.09
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	12,004.43
310.20 · Earned Income Tax - Other	3,258.67
Total 310.20 · Earned Income Tax	15,263.10
Total 310 · Local Tax Enabling Act	20,242.19
331 · Fines	
331.10 · Court - Magistrate	369.32
Total 331 · Fines	369.32
341 · Interest	
341.01 · Interest on Checking	140.82
Total 341 · Interest	140.82
356 · State Payments in Lieu of Taxes	
356.10 · Fish & Boat 2006 In-Lieu of Tax	222.00
Total 356 · State Payments in Lieu of Taxes	222.00
360 · Gen. Govt. Charges for Services	
361 · General Government	
361.87 · Sale of Maps & Publications	3.00
361.97 · Zoning Board Appeal Fee	500.00
Total 361 · General Government	503.00
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	20,035.00
362.41F · Building Permit Filed	250.00
362.41S · Accessory Struc < 1000 ft	50.00
362.41 · Building Permit - Other	175.00
Total 362.41 · Building Permit	20,510.00

362.42 · Electrical Permit	250.00
Total 362.40 · Protective Inspection Fees	20,760.00
362.47 · State fees for Permits	28.00
Total 362 · Public Safety	20,788.00
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	1,976.00
Total 364 · Sanitation	1,976.00
Total 360 · Gen. Govt. Charges for Services	23,267.00
392 · Interfund Operating Transfer	
392.98 · Transfer from SubD/Zoning	2,502.50
392.99 · Transfer from COG	30.00
Total 392 · Interfund Operating Transfer	2,532.50
Total Income	53,444.26

Expense

400 · General Government	
400.00 · Legislative (Governing) Body	
400.05 · Supervisor Salaries	275.86
Total 400.00 · Legislative (Governing) Body	275.86
402 · Auditing/Bookkeeping Services	
402.05 · Auditor Salary	832.60
Total 402 · Auditing/Bookkeeping Services	832.60
403 · Tax Collection	
403.16 · Commission Paid as Compensation	133.69
403.21 · Office Supplies	59.35
403.99 · Misc.	50.00
Total 403 · Tax Collection	243.04
404 · Solicitor/Legal Services	628.73
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	2,466.66
Total 405 · Secretary/Clerk	2,466.66
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	2,231.62
406.21 · Office Supplies	162.46
406.23 · Postage	63.17
406.32 · Communication - Phone/Wireless	583.63
406.38 · Rentals	383.83
406.46 · Mtg., Conf., Cont.Ed.	150.00
406.99 · Payroll	6,252.69
Total 406 · Other General Govt. Admin	9,827.40
408 · Engineering Services	
408.99 · Township engineer	389.39
Total 408 · Engineering Services	389.39
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	420.00
409.37 · Repairs and Maint.	1,124.25
409.44 · Laundry/Other Sanitary Services	502.12
Total 409 · General Government Bldg&Plants	2,046.37
Total 400 · General Government	16,710.05
410 · Public Safety	
411 · Fire	
411.54 · Fire Co. Donations	10,000.00
Total 411 · Fire	10,000.00
412 · Ambulance/Rescue	

412.54 · Ambulance/Rescue Donations	3,000.00
Total 412 · Ambulance/Rescue	3,000.00
413 · Code Enforcement	
413.31 · Code enforcement pro. service	20,190.00
413.45 · Contracted Services	88.00
Total 413 · Code Enforcement	20,278.00
414 · Planning & Zoning	
414.99 · Salary Zoning Officer	374.00
Total 414 · Planning & Zoning	374.00
Total 410 · Public Safety	33,652.00
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	527.68
426.44 · Sanitation Services	1,472.00
Total 426 · Gen Gov Recycling Col & Dis	1,999.68
Total 420 · Health and Human Services	1,999.68
430 · Public Works Hwy,Rds,Streets	
437 · Repair of Tools & Machinery	
437.99 · Truck Repair	1,034.28
Total 437 · Repair of Tools & Machinery	1,034.28
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	9,505.12
438.25 · Repairs & Maint Supplies	1,201.12
438.99 · Truck Fuel	1,350.00
Total 438 · Road/Bridge Maint. and Repair	12,056.24
Total 430 · Public Works Hwy,Rds,Streets	13,090.52
450 · Culture-Recreation	
452 · Participant Recreation	
452.54 · Rec. Contribution to Non/Govt.	5,500.00
Total 452 · Participant Recreation	5,500.00
454 · GF Parks	
454.15 · Parks part time staff (GF)	2,134.36
454.25 · Repairs & Maint Supplies	991.25
454.34 · Advertising	90.90
Total 454 · GF Parks	3,216.51
Total 450 · Culture-Recreation	8,716.51
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,521.97
481.20 · Employer paid Medicare	355.95
481.30 · Employer paid Unemployment Comp	146.90
483.30 · Non-Uniform Pension Contr.	760.00
483.49 · 457 Pension contribution	650.00
Total 481 · Employer paid Taxes	3,434.82
486 · Insurance	
486.10 · Insurance - Liability	-65.75
Total 486 · Insurance	-65.75
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	11,593.50
487.02 · Life Insurance	48.20
487.04 · Workers Compensation Vol Fire	1,230.00
Total 487 · Other Group Insurance Benefits	12,871.70
Total 480 · Misc. Expense	16,240.77

Total Expense	90,409.53
Net Income	-36,965.27
	Jul 17
Income-LIGHT FUND	
383.11 · Street Lighting Tax	304.11
Total Income	304.11
Expense	
434 · Street Lighting	
434.36 · Street Lighting Electric	1,014.05
Total 434 · Street Lighting	1,014.05
Total Expense	1,014.05
Net Income	-709.94
	Jul 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
	Jul 17
Income-LFF	
341.01 · Interest on Checking	47.57
Total Income	47.57
Expense	
430 · LFF Public Works	
438 · Maint./Repair Roads & Bridges	92,057.11
Total 430 · LFF Public Works	92,057.11
Total Expense	92,057.11
Net Income	-92,009.54
	Jul 17
Income-HLLW COG	
341.02 · Interest on Savings	8.99
Total Income	8.99
Expense	
492 · Interfund Transfer	
492.02 · Transfer to GFMM	30.00
Total 492 · Interfund Transfer	30.00
Total Expense	30.00
Net Income	-21.01
	Jul 17
Income-PARK FUND	
341.01 · Interest on Checking	3.87
342.59 · Rental of Park Facilities	600.00
387 · Contributions and Donations	1,696.40
Total Income	2,300.27
Expense	
454 · Parks	
454.20 · Reimburse for expenses	406.26
454.24 · General Supplies	310.50
454.25 · Repairs & Maintenance Supplies	279.54

454.28 · Park Equipment	291.31
454.36 · Public Utilities	135.49
454.59 · Rental fee Deposit Refund	400.00
Total 454 · Parks	1,823.10
Total Expense	1,823.10
Net Income	477.17
	Jul 17
Income- EQUIP FUND	
341.02 Interest on Equip Fund	19.77
Total Income	19.77
Expense	0.00
Net Income	19.77
Total Income (all accounts)	56,126.34
Total Expense (all accounts)	185,333.79
Net Income(all accounts)	-129,207.45

Respectfully Submitted,

Tammy M. White

Tammy M. White
Secretary/Treasurer