

**Board of Supervisors**  
**Thursday, June 12th, 2014 @ 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 Hermany, Road Master Bruce Raber, Engineer Roy Stewart, Solicitor Marc Fisher, and approximately 14 citizens.

**Pledge of Allegiance:** The Pledge of Allegiance was conducted.

**NW Press Reporter:** Kenny Blieler

**Public Comment:** (1) Resident, Marvin Charles informed the board the Mel and himself are leaving the Township permanently. He stated that they donated their house and 64 acres to Hawk Mountain. The President of Hawk Mountain, Jerry Reagan, will be moving in the house by the end of June. Director of Development, Craig George was also present with Mr. Charles. Chairman, Justin N. Smith thanked Marvin and Mel Charles. (2) Resident, Mike Richards stated that he will be forwarding an email to the BOS from Matthew Szuchyt, a Liaison for Senator Pat Browne, regarding a meeting with PennDOT and to include Mr. Richards, Roy Stewart, Bruce Raber and a board member in the next 2 to 3 weeks to discuss the sink hole issue. Chairman, Justin N. Smith thanked Mr. Richards for staying on top of the issue.

**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 05/08/14 and to direct the treasurer to pay the bills. Motion carried unanimously.

**Subdivision:** (1) Greg Snyder Final Decatur Street: A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich granting final approval. Motion carried unanimously.

**Fire Companies:** New Tripoli Fire Chief, Peter Christ and assistants Nick Gruber and Zach Paris were present to give their monthly report. A main highlight of the report was that the NTFC received \$42,220.00 Fema Grant for Rescue equipment replacement. A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich authorizing the NTFC to assist their Fire Police in the Allentown Parade on July 27, 2014. Motion carried unanimously.

**Road Report:** Bruce Raber, Road master, reported for the month of May: (1) Shoulder paved parts of Fort Everett Rd. – Springhouse Rd. – Red Rd. and did a leveling course of paving on Eile Dahl Rd. (2) Cut grass and weed wacked twice at recycling center. (3) Helped Weisenberg Twp. with their paving projects. (4) Checked and opened pipes and storm boxes after heavy rains. (5) Installed new no parking signs on Lincoln Ct. & Broadtail Ct. (6) Filled a few pot holes and repaired some edges on black top roads with cold patch. (7) Shoulder mowing. (8) Cutting shoulders of roads that are to be oiled and chipped. (9) #8 stone has been hauled in. (10) Helped Lowhill Township with their paving projects. (11) Hauled scrap metal from recycling center = \$212.40. Anticipated work for June: (1) Finish cutting shoulders. (2) Finish up 1<sup>st</sup> round of shoulder mowing. (3) Oil and chip. The BOS also authorized Dwayne Henritzky to purchase and replace the window in the maintenance garage.

**4 TWP COG Resolution-** A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich approving Resolution 2015-16: A JOINT MUNICIPAL RESOLUTION OF THE TOWNSHIPS OF HEIDELBERG, LOWHILL, LYNN AND WEISENBERG, LEHIGH COUNTY, PA ESTABLISHING A FEE FOR THE USE OF EACH OF THE MULTI-TOWNSHIP OWNED ROLLERS. Motion carried unanimously. The rate of \$20/per hour per roller was established during a meeting of the 4 Road masters on June 9, 2014.

**Certificate of deposit maturity notice:** A motion was made by Brian C. Dietrich and seconded by Justin N. Smith to take the matured CD and roll it over into a 60 month CD along with the accumulated interest. Motion carried unanimously.

**AQC:** Ordinance 2014-04; a public hearing will be held during the July 10, 2014 BOS meeting, with consideration to act upon proposed Ordinance 2014-04. Comments have not yet been received from Heidelberg Township

**Ordinance 2014-05:** Zoning/Weiss Rd.; a public hearing will be held during the July 10, 2014 BOS meeting, with consideration to upon proposed Ordinance 2014-05.

**Miscellaneous:** (1) Pictometry: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour authorizing the user agreement for Pictometry International Corporation. Motion carried unanimously. (2) Flag Box: The BOS were in agreement to have a Flag Box located in the Lynn Township building for residents to dispose of their American flags. (3) Speed limit Flint Hill Rd: The BOS reviewed a request for a speed limit change requested by Richard Brian via email. After review the BOS agreed that they will not request an engineering and traffic study to be done by Penn DOT, and they feel that the area in question falls within the correct limits. (4) Ponderosa Ct.: Discussion was held regarding the inadequate drainage at Pine lakes of Lynn. The BOS along with Engineer, Roy Stewart and Road Master, Bruce Raber, this is a ground water problem and is not a Township issue. The Road Crew will continue to clean the swales out. (5) Letter of support: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour authorizing a letter of support to be written from Lynn Township to the Conservation District, who is requesting a grant for the project on unnamed tributary of Switzer Creek on Holbens Valley Road in Weisenberg Township. Motion carried unanimously. The project will help reduce nutrient and sediment pollution in an agricultural impaired section of Switzer Creek, by installing stream bank fencing and animal crossing. (6) Water and ground erosion: Road master, Raber stated that there are some



areas in Lynn Township with horse pastures directly up against the road which are located on hilly areas which cause a lot of water and ground runoff onto the roads that needs to be cleaned up. The BOS recommended that Bruce Raber call the Soil Conservation District and inform them of the areas in question. **(7) Diesel Fuel Tank Inspection:** Brian C. Dietrich stated that DEP stopped to inspect the Diesel Fuel tank. **(8) GF Year to date Profit vs Loss:** Brian C. Dietrich questioned the fact that the township is 112K less in the black to date for 2014 as compared to 2013. As of May 31, 2014 the township is in the black \$96,474.28. Tammy M. White stated that she would forward the profit vs loss report showing what monies that have not hit before the end of May 2014 but will more than likely show for June 2014. **(9) 5K Run:** Steve I. Feinour reported that the 5K run that was held in Ontelaunee Park on Saturday, May 31<sup>st</sup> was a success and that there were 200 runners that participated. **(10) Park Alcohol Policy:** Steve I. Feinour asked if individuals have not rented the pavilion in the park because of the "NO ALCOHOL" Policy. It was reported that the park is fully rented every Saturday and Sunday from May to October each year and that the "NO ALCOHOL" policy has not been a hindrance on the park rentals. **(11) Hornstein "Lynn Water":** Numerous complaints have been received for a portion of property that is not being cut and maintained located up in the town houses. Solicitor, Marc Fisher stated he would contact Hornstein's lawyer to see where they are at with the issue. Brian C. Dietrich suggested that possibly the township could purchase the lot in question and install more swings. **(12) Falcon Ct.:** Solicitor, Marc Fisher forwarded the Deed of Dedication to the township which has been forwarded to Mr. Pergosky for his signature and notarization. Upon the township's receipt of the deed it will then be forwarded back to Marc Fisher. **(13) Park Survey:** Justin N. Smith stated that the Park surveys are to be back by June 16<sup>th</sup>.

**Public Comment:** **(1) Resident, Kermit DeLong** wanted to confirm with the BOS that the trails located in the back of the Park are the property of LCA. The BOS confirmed yes.

**Announcements:** **(1)** 6th Annual Car & Motorcycle Show; Sunday, July 13, 2014; 1pm till 4pm in Ontelaunee Park. \$5 entrance fee for all cars, trucks and bikes; free admission for spectators. **(2)** Night in the Country is scheduled for Saturday, August 16, 2014 with a rain date of Sunday, August 17, 2014.

**Adjournment:** A motion was made by and seconded by Brian C. Dietrich to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:39 pm.

#### As of June 30, 2014

Account	Balance
General Fund	798,287.52
Capital Reserve	5,332.35
CD's	475,064.25
Zoning/Subdivision	9,736.71
HLLW COG	29,598.96
State Road	130,085.63
Street Light	6,246.21
Park	44,570.90
Recreation	29,420.06
<b>Total</b>	<b>1,528,342.59</b>

	<u>TOTAL</u>
<b>Income-GENERAL FUND</b>	
301 · Real Property Taxes	
301.10 · Real Estate Tax-Current	44,780.94
301.12 · Street Light Tax-Current	4,813.76
301.40 · Delinquent RE Tax-Tax Claim	709.99
301.60 · Real Estate Tax-Interim-Current	14.52
Total 301 · Real Property Taxes	50,319.21
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	3,287.90
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	85,139.82
Total 310.20 · Earned Income Tax	85,139.82
Total 310 · Local Tax Enabling Act	88,427.72
321 · Business Licenses and Permits	
321.80 · Cable Television Franchise	16,195.15
Total 321 · Business Licenses and Permits	16,195.15
331 · Fines	
331.10 · Court - Magistrate	3.37

Total 331 · Fines	3.37
342 · Interest, Rents & Royalties	
342.53 · Royalties from Cell Tower Rent	1,210.00
Total 342 · Interest, Rents & Royalties	1,210.00
360 · Gen. Govt. Charges for Services	
361 · General Government	
361.81 · Business Permit	125.00
361.87 · Sale of Maps & Publications	45.00
361.90 · Mechanical/HVAC Permit	54.00
361.94 · Misc. Billing	5.00
Total 361 · General Government	229.00
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	3,342.00
362.41D · Driveway Permit	75.00
362.41F · Building Permit Filed	700.00
362.41S · Accessory Struc < 1000 ft	25.00
Total 362.41 · Building Permit	4,142.00
362.42 · Electrical Permit	376.00
362.43 · Plumbing Permit	258.00
362.44 · Sewage Permits (SEO Fees)	4,395.00
Total 362.40 · Protective Inspection Fees	9,171.00
362.98 · Sign Permit	10.00
Total 362 · Public Safety	9,181.00
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	1,615.00
364 · Sanitation - Other	212.40
Total 364 · Sanitation	1,827.40
Total 360 · Gen. Govt. Charges for Services	11,237.40
<b>Total Income</b>	<b>167,392.85</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	
403.21 · Office Supplies	1,969.70
Total 403 · Tax Collection	1,969.70
404 · Solicitor/Legal Services	670.04
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	2,341.33
Total 405 · Secretary/Clerk	2,341.33
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	2,120.91
406.21 · Office Supplies	698.82
406.23 · Postage	989.26
406.32 · Communication - Phone/Wireless	532.79
406.38 · Rentals	495.48
406.99 · Payroll	185.47
406 · Other General Govt. Admin - Other	75.03
Total 406 · Other General Govt. Admin	5,097.76
408 · Engineering Services	
408.99 · Township engineer	1,530.14

Total 408 · Engineering Services	1,530.14
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	250.12
409.37 · Repairs and Maint.	1,099.40
409.44 · Laundry/Other Sanitary Services	<u>440.64</u>
Total 409 · General Government Bldg&Plants	<u>1,790.16</u>
Total 400 · General Government	13,674.99
410 · Public Safety	
411 · Fire	
411.98 · New Tripoli FC Fuel	<u>175.85</u>
Total 411 · Fire	175.85
412 · Ambulance/Rescue	
412.98 · Fuel	<u>-408.65</u>
Total 412 · Ambulance/Rescue	-408.65
413 · Code Enforcement	
413.31 · Code enforcement pro. service	<u>6,463.14</u>
Total 413 · Code Enforcement	6,463.14
414 · Planning & Zoning	
414.99 · Salary Zoning Officer	<u>1,429.13</u>
Total 414 · Planning & Zoning	1,429.13
419 · Other Public Safety	
419.99 · PA One Call	<u>18.20</u>
Total 419 · Other Public Safety	<u>18.20</u>
Total 410 · Public Safety	7,677.67
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	517.55
426.44 · Sanitation Services	<u>868.00</u>
Total 426 · Gen Gov Recycling Col & Dis	<u>1,385.55</u>
Total 420 · Health and Human Services	1,385.55
430 · Public Works Hwy,Rds,Streets	
437 · Repair of Tools & Machinery	
437.74 · Equipment purchase	141.75
437.99 · Truck Repair	<u>5,019.03</u>
Total 437 · Repair of Tools & Machinery	5,160.78
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	9,083.80
438.25 · Repairs & Maint Supplies	328.74
438.38 · Road/Bridge-Rental of Machinery	1,655.06
438.99 · Truck Fuel	<u>4,054.85</u>
Total 438 · Road/Bridge Maint. and Repair	<u>15,122.45</u>
Total 430 · Public Works Hwy,Rds,Streets	20,283.23
450 · Culture-Recreation	
454 · GF Parks	
454.15 · Parks part time staff (GF)	1,640.22
454.25 · Repairs & Maint Supplies	<u>40.00</u>
Total 454 · GF Parks	<u>1,680.22</u>
Total 450 · Culture-Recreation	1,680.22
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,555.89
481.20 · Employer paid Medicare	363.88
481.30 · Employer paid Unemployment Comp	<u>-1,805.77</u>



483.30 · Non-Uniform Pension Contr.	1,325.00
483.49 · 457 Pension contribution	650.00
Total 481 · Employer paid Taxes	2,089.00
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	9,734.78
487.02 · Life Insurance	38.50
487.03 · Workmans Compensation	2,478.00
487.04 · Workers Compensation Vol Fire	1,313.00
Total 487 · Other Group Insurance Benefits	13,564.28
489 · All other unclassified Expenses	
489.98 · Clothing Allowance	74.08
489.99 · EE withholding taxes	5,944.58
Total 489 · All other unclassified Expenses	6,018.66
Total 480 · Misc. Expense	21,671.94
490 · Other Financing Uses-exp	
492 · Interfund Operating Transfer	
492.98 · Transfer to Electric Light Fund	4,813.76
Total 492 · Interfund Operating Transfer	4,813.76
Total 490 · Other Financing Uses-exp	4,813.76
Total Expense	71,187.36
Net Income	96,205.49
	Jun 14

Income-LIGHT FUND

392 · Interfund Operating Transfers	
392.01 · Transfer from General Fund	4,813.76
Total 392 · Interfund Operating Transfers	4,813.76
Total Income	4,813.76
Expense	
434 · Street Lighting	
434.36 · Street Lighting Electric	774.35
Total 434 · Street Lighting	774.35
Total Expense	774.35
Net Income	4,039.41
	Jun 14

Other Income/Expense-CR

Other Income	
341.02 · Interest on Savings	3,313.85
Total Other Income	3,313.85
Net Other Income	3,313.85
Net Income	3,313.85
	Jun 14

Income-LFF

Expense	
430 · LFF Public Works	
438 · Maint./Repair Roads & Bridges	83,649.51
Total 430 · LFF Public Works	83,649.51
Total Expense	83,649.51
Net Income	-83,649.51
	Jun 14

Income-HLLW COG

0.00

Expense	
437 · Repairs of tools and machinery	147.59
<b>Total Expense</b>	<b>147.59</b>
<b>Net Income</b>	<b>-147.59</b>
	<b>Jun 14</b>
Income- <b>ESCROW FUND</b>	0.00
Expense	
414 · Planning and Zoning	
414.39 · Bank Services Charges/Fees	5.00
<b>Total 414 · Planning and Zoning</b>	<b>5.00</b>
<b>Total Expense</b>	<b>5.00</b>
<b>Net Income</b>	<b>-5.00</b>
	<b>Jun 14</b>
Income- <b>PARK FUND</b>	
342.59 · Rental of Park Facilities	125.00
<b>Total Income</b>	<b>125.00</b>
Expense	
454 · Parks	
454.25 · Repairs & Maintenance Supplies	460.33
454.36 · Public Utilities	136.40
454.97 · Plant Purchases	289.90
<b>Total 454 · Parks</b>	<b>886.63</b>
<b>Total Expense</b>	<b>886.63</b>
<b>Net Income</b>	<b>-761.63</b>
<b>Total Income (all accounts)</b>	<b>175,645.46</b>
<b>Total Expense (all accounts)</b>	<b>156,650.44</b>
<b>Net Income(all accounts)</b>	<b>18,995.02</b>

Respectfully Submitted,

*Tammy M. White*  
 Tammy M. White  
 Secretary/Treasurer