

Board of Supervisors
Thursday, June 9th, 2016 @ 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 Brian C. Dietrich, Member Steve I. Feinour, Secretary/Treasurer Tammy M. White, Road Master Bruce Raber, Engineer Chris Noll, Solicitor Marc Fisher, and approximately 7 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Media Representation: Kenny Blieler

Public Comment: 1. Shannon & David Williams of 6688 Memorial Road: Shannon Williams addressed her concerns regarding Act 167 Storm Water Management and Ordinance 2011-03 in reference to their property. Engineer/Zoning Officer Chris Noll, has put an E&S Plan into effect due to the raised driveway and earth disturbance of the property. Proposed are 2 large dry wells. Shannon Williams stated her concerns that in the past, since Act 167 and Ordinance 2011-03 have been in place, there were properties in Lynn Township that did not have to follow this procedure and she noted that she felt like they were being singled out. Chris Noll stated that he will meet with Shannon & David Williams to discuss additional alternative BMP (Best Management Practice) with them.

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 05/12/16 and to direct the treasurer to pay the bills. Motion carried unanimously.*

Subdivision: Bitler Well Waiver: Kathy Bitler requested from the BOS a waiver of a well isolation distance exemption so that a new sewage system can be constructed to replace the current malfunctioning sewage system. The waiver request is for 7160 Flint Hill Road. The existing sewage system is currently serving the two unit apartment house. The proposed new sand mound sewage system would be 70 feet from the well serving the property and about 90 feet from the neighboring well. The BOS stated that it is required 100 feet from wells and the BOS were in agreement not to make a motion approving the waiver request.

Pergosky: Solicitor, Marc Fisher stated that the final signed, sealed, and recorded Lynnwood I Plan shows 5.472 open space and advised Mr. Pergosky, as he did on 9/11/2014, that consent from all property owners would have to be obtained before the BOS would entertain building. The BOS were in agreement with Mr. Fisher.

Fire Companies/Fire Study: Lynn Port Fire Chief, Clark Mantz: Clark Mantz reported calls for the month of May 2016 and added that their annual Jamboree is scheduled for June 25, 2016. Clark Mantz reference a call at the Olde Homestead Golf Course where both Fire Companies worked together as one unit. Justin Smith said it was seamless. New Tripoli Assistant Fire Chief, Nick Gruber: Nick Gruber reported calls for the month of May 2016 and added that their annual Father's Day dinner is scheduled for June 19, 2016. NTFC also noted that their Treasurer, David Diehl met with Tammy M. White to review the program and process used for financial activity at the Township. Fire Study: LPFC has started their training on the iPads; NTFC has completed their training on the iPADS and have installed the units on the equipment. The next Fire Study meeting is scheduled for Wednesday, July 13, 2016 @ 8:30 pm at the NTFC. Regionalization Meeting: The BOS have been asked to attend the next regionalization meeting at NTFC. Nick Gruber stated that they will make sure the date and time are provided to them. Fire Police Assistance: *A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving the assistance of the fire police to assist at Schnecksville Fair from 6/20/16 thru 6/25/16; Macungie Antique Truck Show June 17, 18, 2016; Macungie Das Awkscht Fescht Car Show August 5, 6, & 7, 2016; Macungie Wheels of Time Car Show, August 26, 27, & 28, 2016. Motion carried unanimously.* Park Rental Waiver: *A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich authorizing the waiver of the park fees for the Fire Co. regionalization picnic. Motion carried unanimously.*

Road Report: Bruce Raber, Road master, reported for the month of May: (1) Finished up paving projects. (2) Started shoulder mowing, approximately 1/2 complete. (3) Starting cutting shoulders on some roads to be oiled & chipped. (4) Cut grass & weed wacked at the Transfer Station. (5) Hauled scrap metal from Recycling Center - \$97.00. (6) Repaired & replaced stop signs & road name signs. (7) Did some concrete work at the end of Leh Ct. (8) Filled pot holes on some dirt roads. (9) Helped Weisenberg Township with their paving projects. Anticipated work for June: (1) Continue shoulder mowing. (2) Continue shoulder cutting on roads to be oiled & chipped. (3) Put millings down on Frey road then oil & chip over them (Just on hill off of 863) (about .3 tenth of a mile). (4) Do some cold patching. Oil & Chipping: Bruce Raber stated that the 4 Townships will start oil and chip on 6/27/16. Building enclosure: Two proposals were received regarding the enclosure of the Back Bay attached to the Road Crew garage. The BOS stated they will further look at the proposals more closely and will discuss the issue at the July BOS meeting.

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

Lehigh Valley Hazard Mitigation Plan Update: *A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour retroactively approving the letter of intent to participate in the update of the Lehigh Valley Hazard Mitigation Plan. Motion carried unanimously.*

Resolution 2016-14: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour to adopt Resolution 2016-14: A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA FOR THE TRANSFER OF UNEMCOMBERED MONEYS FROM ONE TOWNSHIP ACCOUNT TO ANOTHER. Motion carried unanimously. The Resolution was to close out Subdivision #15-06 Roy & Lucy Lindenmuth Subdivision.

Park: Gypsy Moth Proposal: A proposal from Gary's Tree & Shrubbery Service, Inc. regarding the spraying of Gypsy Moths in Ontelaunee Park has been tabled. **Park Line Painting:** A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich to accept the proposal from Diamond Construction for line painting in 3 newly paved areas in the Park at a cost of \$718.30. Motion carried unanimously. Justin N. Smith noted that \$325 of the \$718 is fees associated setting up and laying out all the measurement. **Weed Spraying:** A motion was made approving Valley View Landscape for spraying of weeds in the Park at the cost of \$1,750.00. Motion carried unanimously. **Jack Snyder Praise in the Park contract:** A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich authorizing the Jack Snyder Praise in the Park concert on Sunday, August 26, 2016 from 5-8pm. Motion carried unanimously. **Large Flowerheads Concert contract:** A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich authorizing the Large Flowerheads concert in the Park on Sunday, September 25, 2016 from 2-5pm. Motion carried unanimously. **Foot Bridge:** Chris Noll is working on the Foot Bridge that will connect from the Park to the Dog Park.

Miscellaneous: (1) **Codification:** Kathy Hermany has forwarded the remaining ordinances to Lynn at KCE. Chris Noll stated that he will keep us informed as to the progress. (2) **BRC Cable Franchise:** Marc Fisher stated that he reviewed various documents regarding the existing Cable Franchise Agreement with BRCTV. Currently, by way of action taken in December of 2013, BRC has a non-exclusive cable franchise which extends until December 28, 2018. Under the Agreement, BRC is required to provide service to all customers within a previously described service area that was depicted on a strand map that should be in the Township office. Additionally, BRC is required to extend service to any unserved area of the Township provided a minimum density of thirty (30) dwelling units per linear plant mile of area cable can be obtained and /or fifty (50) dwelling units per underground mile of cable can be obtained (as calculated from the end of the nearest truck line). Separate and apart from the above, BRC may elect to provide cable service to areas not meeting the density and/or distance requirements, but is not required to do so. If it does, it may impose an additional charge on a requesting resident above its standard installation charge. Marc Fisher also added that BRC owns everything that is buried and run under ground. (3) **Copier Renewal:** Tammy M. White is gathering 3 quotes and will report back to the BOS at their July BOS meeting. (4) **Robert Hamm years of service:** Justin N. Smith announced that a tree has been planted in Ontelaunee Park with a plaque dedicating Robert C. Hamm Jr. for his 56 years of service as a Lynn township Auditor.

Public Comment: None

Announcements: (1) Sunday, June 12, 2016 Music in the Park; The School of Rock 5-8pm.
 (2) 8th Annual Car & Motorcycle Show; Sunday, July 10, 2016; 1pm till 4pm in Ontelaunee Park. \$5 entrance fee for all cars, trucks and bikes; free admission for spectators. DJ Jesse White.
 (3) Sunday, July 31, 2016 Music in the Park; The Scott Marshall Band 5-8pm.
 (4) Sunday, August 28, 2016 Music in the Park; Praise in the Park 5-8pm.
 (5) Sunday, September 25, 2016 Music in the Park; The Large Flowerheads 2-5pm.

Adjournment: A motion was made by and seconded by Brian C. Dietrich to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:34 pm.

As of June 30, 2016

| Account | Balance |
|--------------------|---------------------|
| General Fund | 914,325.08 |
| Capital Reserve | 5,364.49 |
| CD's | 505,177.34 |
| Zoning/Subdivision | 8,522.56 |
| HLLW COG | 45,160.81 |
| State Road | 189,121.20 |
| Street Light | 6,494.19 |
| Park | 29,274.25 |
| Recreation | 9,592.85 |
| Total | 1,713,032.77 |

TOTAL

Income-GENERAL FUND

301 - Real Property Taxes

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| 301.10 - Real Estate Tax-Current | 44,010.66 |
| 301.40 - Delinquent RE Tax-Tax Claim | 207.22 |
| 301.60 - Real Estate Tax-Interim-Current | 98.41 |

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|---|-------------------|
| Total 301 · Real Property Taxes | 44,316.29 |
| 310 · Local Tax Enabling Act | |
| 310.10 · Real Estate Transfer Tax | 5,418.33 |
| 310.20 · Earned Income Tax | |
| 310.21 · Earned Income Tax-Current | 42,874.57 |
| Total 310.20 · Earned Income Tax | 42,874.57 |
| Total 310 · Local Tax Enabling Act | 48,292.90 |
| 331 · Fines | |
| 331.10 · Court - Magistrate | 104.66 |
| Total 331 · Fines | 104.66 |
| 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 | |
| 361.30 · Zoning-Subdiv-Land Dev Fees | 893.90 |
| 361.90 · Mechanical/HVAC Permit | 82.00 |
| 361.94 · Misc. Billing | 100.00 |
| Total 361 · General Government | 1,075.90 |
| 362 · Public Safety | |
| 362.40 · Protective Inspection Fees | |
| 362.41 · Building Permit | |
| 362.41B · BLDG/Alter/Repair Permit | 3,285.00 |
| 362.41F · Building Permit Filed | 500.00 |
| 362.41N · Re-inspection | 70.00 |
| 362.41S · Accessory Struc < 1000 ft | 75.00 |
| Total 362.41 · Building Permit | 3,930.00 |
| 362.42 · Electrical Permit | 189.00 |
| 362.43 · Plumbing Permit | 82.00 |
| Total 362.40 · Protective Inspection Fees | 4,201.00 |
| Total 362 · Public Safety | 4,201.00 |
| 364 · Sanitation | |
| 364.30 · Solid Waste Collection/Disposal | 1,396.80 |
| Total 364 · Sanitation | 1,396.80 |
| Total 360 · Gen. Govt. Charges for Services | 6,673.70 |
| Total Income | 100,597.55 |

Expense

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| 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 | 1,970.63 |
| Total 403 · Tax Collection | 1,970.63 |
| 404 · Solicitor/Legal Services | 491.40 |
| 405 · Secretary/Clerk | |
| 405.12 · Salary Township Secretary | 2,421.72 |
| Total 405 · Secretary/Clerk | 2,421.72 |
| 406 · Other General Govt. Admin | |
| 406.12 · Salary Full Time Staff | 2,203.69 |
| 406.21 · Office Supplies | 44.78 |
| 406.23 · Postage | 161.80 |
| 406.32 · Communication - Phone/Wireless | 748.46 |

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| 406.38 · Rentals | 623.95 |
| 406.42 · Membership/Dues | 239.76 |
| 406.99 · Payroll | 6,935.41 |
| Total 406 · Other General Govt. Admin | 10,957.85 |
| 408 · Engineering Services | |
| 408.99 · Township engineer | 536.50 |
| Total 408 · Engineering Services | 536.50 |
| 409 · General Government Bldg&Plants | |
| 409.36 · Public Utility Services (TWP) | 332.26 |
| 409.37 · Repairs and Maint. | 92.00 |
| 409.44 · Laundry/Other Sanitary Services | 456.57 |
| Total 409 · General Government Bldg&Plants | 880.83 |
| Total 400 · General Government | 17,534.79 |
| 410 · Public Safety | |
| 411 · Fire | |
| 411.99 · Fire Company - Miscellaneous | 455.76 |
| Total 411 · Fire | 455.76 |
| 413 · Code Enforcement | |
| 413.31 · Code enforcement pro. service | 1,677.00 |
| Total 413 · Code Enforcement | 1,677.00 |
| 414 · Planning & Zoning | |
| 414.31 · Professional services | 86.25 |
| 414.99 · Salary Zoning Officer | 897.75 |
| Total 414 · Planning & Zoning | 984.00 |
| 419 · Other Public Safety | |
| 419.99 · PA One Call | 13.94 |
| Total 419 · Other Public Safety | 13.94 |
| Total 410 · Public Safety | 3,130.70 |
| 420 · Health and Human Services | |
| 426 · Gen Gov Recycling Col & Dis | |
| 426.15 · Transfer/Recycle Salaries | 705.85 |
| 426.44 · Sanitation Services | 858.00 |
| Total 426 · Gen Gov Recycling Col & Dis | 1,563.85 |
| Total 420 · Health and Human Services | 1,563.85 |
| 430 · Public Works Hwy,Rds,Streets | |
| 437 · Repair of Tools & Machinery | |
| 437.98 · Repair of Machinery | 235.06 |
| 437.99 · Truck Repair | 1,649.95 |
| Total 437 · Repair of Tools & Machinery | 1,885.01 |
| 438 · Road/Bridge Maint. and Repair | |
| 438.14 · Salaries for Road Maint | 9,618.37 |
| 438.25 · Repairs & Maint Supplies | 640.69 |
| 438.99 · Truck Fuel | 2,940.35 |
| Total 438 · Road/Bridge Maint. and Repair | 13,199.41 |
| Total 430 · Public Works Hwy,Rds,Streets | 15,084.42 |
| 450 · Culture-Recreation | |
| 454 · GF Parks | |
| 454.15 · Parks part time staff (GF) | 2,507.75 |
| 454.25 · Repairs & Maint Supplies | 718.30 |
| 454.34 · Advertising | 176.40 |
| Total 454 · GF Parks | 3,402.45 |
| Total 450 · Culture-Recreation | 3,402.45 |
| 480 · Misc. Expense | |

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| 481 · Employer paid Taxes | |
| 481.10 · Employer paid FICA | 1,705.47 |
| 481.20 · Employer paid Medicare | 398.87 |
| 481.30 · Employer paid Unemployment Comp | 687.85 |
| 481.43 · Qrtly Federal Excise Tax | 72.75 |
| 483.30 · Non-Uniform Pension Contr. | 668.75 |
| 483.49 · 457 Pension contribution | 550.00 |

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| Total 481 · Employer paid Taxes | 4,083.69 |
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486 · Insurance

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| 486.10 · Insurance - Liability | -223.00 |
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| Total 486 · Insurance | -223.00 |
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487 · Other Group Insurance Benefits

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| 487.01 · Health Insurance | 8,428.33 |
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| 487.02 · Life Insurance | 34.50 |
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| 487.03 · Workmans Compensation | 1,779.00 |
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| 487.04 · Workers Compensation Vol Fire | 1,137.00 |
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| Total 487 · Other Group Insurance Benefits | 11,378.83 |
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| Total 480 · Misc. Expense | 15,239.52 |
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490 · Other Financing Uses-exp

492 · Interfund Operating Transfer

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| 492.97 · Transfer to LFF | 20,000.00 |
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| Total 492 · Interfund Operating Transfer | 20,000.00 |
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| Total 490 · Other Financing Uses-exp | 20,000.00 |
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| Total Expense | 75,955.73 |
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| Net Income | 24,641.82 |
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Jun 16

Income-LIGHT FUND

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|------------------------------|----------|
| 383.11 · Street Lighting Tax | 5,441.77 |
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| Total Income | 5,441.77 |
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Expense

434 · Street Lighting

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| 434.36 · Street Lighting Electric | 855.73 |
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| Total 434 · Street Lighting | 855.73 |
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| Total Expense | 855.73 |
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| Net Income | 4,586.04 |
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Jun 16

Income-LIQUID FUEL FUND

392 · Interfund Operating Transfers

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| 392.01 · Transfer from General Fund | 20,000.00 |
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| Total 392 · Interfund Operating Transfers | 20,000.00 |
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| Total Income | 20,000.00 |
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Expense

430 · LFF Public Works

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| 438 · Maint./Repair Roads & Bridges | 45,391.62 |
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| Total 430 · LFF Public Works | 45,391.62 |
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| Total Expense | 45,391.62 |
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| Net Income | -25,391.62 |
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Jun 16

Income-PARK

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| 342.59 · Rental of Park Facilities | 575.00 |
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| 387 · Contributions and Donations | 119.00 |
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| Total Income | 694.00 |
| Expense | |
| 454 · Parks | |
| 454.25 · Repairs & Maintenance Supplies | 861.98 |
| 454.34 · Advertising | 90.35 |
| 454.36 · Public Utilities | 320.59 |
| Total 454 · Parks | <u>1,272.92</u> |
| Total Expense | <u>1,272.92</u> |
| Net Income | <u><u>-578.92</u></u> |
| Total Income (all accounts) | <u>126,733.32</u> |
| Total Expense (all accounts) | <u>123,476.00</u> |
| Net Income(all accounts) | <u><u>3,257.32</u></u> |

Respectfully Submitted,

Tammy M. White

Tammy M. White
Secretary/Treasurer