

Board of Supervisors
Thursday, March 9th, 2017 @ 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 Steve I. Feinour, Member Brian C. Dietrich, 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 18 citizens.

Pledge of Allegiance

Executive Session: Chairman, Justin N. Smith announced that an executive session was held prior to the start of the meeting to discuss pending personnel and real estate issues. Present in the executive session were Solicitor Marc Fisher, NTFC Fire Chief Peter Christ, Board members Justin N. Smith, Steve I. Feinour, Brian C. Dietrich.

Media Representation: NWP Elsa Kirchner.

Public Comment: (1) Frank Junger of 6480 Scholler Rd.: Frank Junger stated that the Transfer Station looks good since it was cleaned up. Justin N. Smith stated that he has spoken with the staff and that they will keep up with it on a weekly basis. (2) Kermit DeLong of 6910 Weiss Rd. New Tripoli: Kermit DeLong addressed his concerns about the proposed State Police Tax per resident. Justin N. Smith stated that he and the board are concerned about it as well and plans on email Gary Day on the issue. If the tax would be implemented, Lynn Townships total would be \$107,350.00 and this total does not include any extra service from the state police. The Board along with Mr. DeLong was in agreement that they felt this tax was to cover police officers pension which is currently an issue, and that they need to address their pension financial issues in another way. (3) Emily Smith of 8861 Kings Hwy, Kempton: Emily Smith presented the BOS with a petition that was located at Wannamaker's General Store pertaining to the speed limit on Rt. 143. She suggested speed limit signs of 35MPH and that trucks under 30' not be allowed to travel the area of road. The BOS was in agreement of the speed on Rt. 143 however stated to Emily Smith that it is a PennDot road and the Township has no authority and that she need to speak to Representative Gary Day. (4) Toby Snyder of 7133 Flint Hill Rd. New Tripoli: Toby Snyder would like to put up a detached garage on his property; however the BOS along with Engineer Chris Noll and Solicitor Marc Fisher stated that his next step would be to go to the ZHB for a variance due to 10% impervious cover, which Mr. Snyder is over already. The BOS also stated that Mr. Snyder would also need sealed engineer or surveyor plans.

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 02/09/17 and to direct the treasurer to pay the bills. Motion carried unanimously.*

Miscellaneous: Engineer Chris Noll had to leave the meeting early so issues pertaining to him were addressed in the beginning of the meeting and were as follows: Park Back Entrance: The HOP permit was submitted. The road crew has taken down the trees in regards to the back entrance. The BOS stated that the current gate at the back entrance will be eliminated. Pedestrian Bridge: Chris Noll is working on the progress of the bridge and has a meeting with Gary Day on March 27th where he will discuss the issue. Burned out trailer: Chris Noll is having difficulty trying to get in direct contact with the owner of the Burned out trailer on Madison St. If Chris Noll does not receive an answer by the April BOS meeting, Marc Fisher will then step in with legal action.

Fire Companies: LPFC Fire Chief, Clark Mantz reported: 6 calls for the month of February and a total of 11 for the year. LPFC received 2 new firefighters. Sunday, March 12th is a craft show from 9-2pm; 3 more Friday's left for the 20 week tickets March 10th, 17th, 24th, and final drawing on Friday, April 21st. Filling and Bacon Dressing sales due by Friday, April 7th with pick up of Thursday, April 13th; Sunday, April 9th is breakfast with the Easter Bunny 9 to 12 noon with an egg hunt. NTFC Fire Chief, Peter Christ reported: 34 fire calls as of 3/5/17; Drive to survive class 4/17 @ Station 17; handed in background checks for new firefighter and kitchen help; Meeting with NTB directors for financial support on April 4th and meeting with Senator Browne May 5th; Filling and Bacon Dressing sale, 2 ½ lbs. filling \$6 and quart of Dressing \$4 orders due by Friday, April 7st pick up Saturday, April 15th 12-2pm to order please call 610-657-7450; Hoagie Sale for March; May Farm Festival; Coming in September is the 1st Annual Guns and Cash Bash, ticket sales are underway. **Fire Police Assistance:** *A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour for the NTFC fire police to assist at the following events: May 6th for Farm Fest in Ontelaunee Park; March 19th St. Patrick's Day Parade; May 27th 5K run in Ontelaunee Park; April 23rd St. Luke's 1/2 Marathon; July 30th Puerto Rican Day Parade; September 2017 Via Marathon; October 2017 Halloween Parade Motion carried unanimously.*

Road Report: *Bruce Raber, Road master, reported for the month of February:* (1) 75% of boom mowing has been completed. (2) All the trees have been removed along Allemaengel Rd. at the back entrance. (3) Took down several dead trees along Mountain Roads (still more to take down). (4) Hauled scrap metal from recycling center = \$62.00. (5) Cleaned trees, branches and debris off roads due to high winds. (6) Started cleaning out gutters and cutting shoulders on black top roads. (7) Cut down 4 large trees on walking trail in park that was threatening to fall. (8) Repaired several road name signs & stop signs due to wind. *Anticipated work for March:* (1) Finish up the boom mowing. (2) Start filling pot holes on

black top roads. **(3)** Start working on dirt roads. Blower: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour authorizing Bruce Raber to purchase a blower at Kermit Kistler for \$4,523.00. Motion carried unanimously. Rain Spout/Gutter, heater vent pipe: The BOS directed Tammy M. White to call Blue Gutter to repair the gutter and vent pipe on the side of the office building. Roof replacement: The BOS directed Bruce Raber to obtain material quotes for replacing the front part of the road crew garage. Bruce Raber added that the other townships will help with the man power.

Park: 1. NTFC Peter Christ asked Bruce Raber if he and the road crew could remove a couple of trees from the Dog Park Area so that the Fire Company can have better access to the creek. Bruce Raber will meet with NTFC Peter Christ. 2. Gypsy Moth Spraying: Brian C. Dietrich stated that he has the name of a company to spray gypsy moths in the park if needed. 3. Kathy Hermany stated that the park is booked full for 2017. 4. Ross Post from Schochary Nursery: The BOS gave the go ahead for Ross Post to plant a native dogwood along the walking trail in the park as a memorial for Pam Henderson's Son. The BOS requested that the plaque be discussed with Kathy Hermany before ordering it to make sure it is in line with the other plaques that are erected in the Park.

Audit 2016: The BOS thanked Robert Sadler and Dave Najarian for completing the 2016 Audit and will defer the auditors recommendations till the April BOS meeting.

Bank Proposal: A motion was made by Steve I. Feinour and seconded by Justin N. Smith approving the bank proposal from the New Tripoli Bank to open a 60 month Certificate of Deposit at a fixed interest rate of 1.49% Annual Percentage Yield of 1.50% - Account value at maturity to be \$646,432.61 based on initial deposit of \$600,000.00. Motion carried unanimously.

Resolution 2017-11: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving Resolution 2017-11; **A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA FOR THE TRANSFER OF UNENCOMBERED MONEYS FROM ONE TOWNSHIP ACCOUNT TO ANOTHER.** Motion carried unanimously. The motion was to close the #17-01 Freeman Lot Line Adjustment.

Ordinance 2017-01: A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich approving Ordinance 2017-01: **AN ORDINANCE ADOPTING THE CODE OF ORDINANCES OF THE TOWNSHIP OF LYNN, LEHIGH COUNTY, PA; CONSOLIDATING, REVISING, AMENDING AND REPEALING CERTAIN ORDINANCES; ENACTING CERTAIN NEW PROVISIONS; PROVIDING A PROCEDURE FOR AMENDING THE CODE AND FOR THE CITATION OF THE CODE AND THE EFFECTIVE DATE THEREOF; ESTABLISHING RESPONSIBILITY FOR MAINTENANCE OF THE CODE; SAVING CERTAIN PROVISIONS FROM REPEAL; AND PRESCRIBING PENALTIES FOR VIOLATION.** Motion carried unanimously. This document will also be made in electronic form.

Miscellaneous: (1) Mini Cell Tower Ordinance: Marc Fisher and Chris Noll have met and went over the draft to pair it down. (2) Amplifier: The BOS directed Tammy M. White to google the value of the old Amplifier for possible sale of it. (3) Leaf Blower: The BOS directed Bruce Raber to set the Leaf Blower out for sale.

Public Comment: (1) Rob Sadler reminded the BOS that there will be 2 auditors needed. One to fill the remaining 2 years from Bob Hamm (Rob Sadler filled 2 already) and a second one for a 6 year term.

Announcements:

- 4th annual Farm Fest May 6th 2017, Ontelaunee Park.
- 10th annual Pow-wow May 19th, 20th, 21th, 2017 Ontelaunee Park Admission \$7, Seniors and Veterans \$5, Children under 12 free.
- 5K Run NWL Educational Foundation Saturday, May 27, 2017; Ontelaunee Park

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 7:34 pm.

As of March 31, 2017

Account	Balance
General Fund	325,601.69
Capital Reserve	5,376.52
CD's	514,363.09
Certificate	600,000.00
Zoning/Subdivision	67,245.26
HLLW COG	52,913.35
State Road	320,439.63
Street Light	557.00
Park	46,202.88
Recreation	12,600.72

TOTAL

Income-GENERAL FUND

301 - Real Property Taxes

301.40 · Delinquent RE Tax-Tax Claim	222.40
Total 301 · Real Property Taxes	222.40
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	6,623.71
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	52,042.61
Total 310.20 · Earned Income Tax	52,042.61
Total 310 · Local Tax Enabling Act	58,666.32
331 · Fines	
331.10 · Court - Magistrate	32.80
Total 331 · Fines	32.80
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	
361.32 · Fees for Eng., Insp, & Reviews	424.32
Total 361.30 · Zoning-Subdiv-Land Dev Fees	424.32
361.81 · Business Permit	125.00
361.94 · Misc. Billing	50.00
361.97 · Zoning Board Appeal Fee	750.00
Total 361 · General Government	1,349.32
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	1,135.00
362.41F · Building Permit Filed	350.00
362.41N · Re-inspection	105.00
Total 362.41 · Building Permit	1,590.00
362.42 · Electrical Permit	153.00
Total 362.40 · Protective Inspection Fees	1,743.00
Total 362 · Public Safety	1,743.00
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	1,255.00
Total 364 · Sanitation	1,255.00
Total 360 · Gen. Govt. Charges for Services	4,347.32
392 · Interfund Operating Transfer	
392.98 · Transfer from SubD/Zoning	500.18
Total 392 · Interfund Operating Transfer	500.18
Total Income	64,979.02

Expense

400 · General Government	
400.00 · Legislative (Governing) Body	
400.05 · Supervisor Salaries	275.86
Total 400.00 · Legislative (Governing) Body	275.86
404 · Solicitor/Legal Services	2,169.99
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	2,234.38
406.21 · Office Supplies	505.81

406.23 · Postage	59.99
406.32 · Communication - Phone/Wireless	1,070.21
406.34 · Advertising	1,240.00
406.38 · Rentals	378.84
406.99 · Payroll	<u>6,349.66</u>
Total 406 · Other General Govt. Admin	11,838.89
408 · Engineering Services	
408.99 · Township engineer	<u>1,047.11</u>
Total 408 · Engineering Services	1,047.11
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	473.45
409.37 · Repairs and Maint.	1,664.23
409.44 · Laundry/Other Sanitary Services	143.27
409.99 · Heating - Oil/Propane	<u>1,637.57</u>
Total 409 · General Government Bldg&Plants	<u>3,918.52</u>
Total 400 · General Government	21,717.03
410 · Public Safety	
411 · Fire	
411.99 · Fire Company - Miscellaneous	<u>204.66</u>
Total 411 · Fire	204.66
413 · Code Enforcement	
413.31 · Code enforcement pro. service	<u>850.00</u>
Total 413 · Code Enforcement	850.00
414 · Planning & Zoning	
414.99 · Salary Zoning Officer	<u>442.00</u>
Total 414 · Planning & Zoning	442.00
415 · Emergency Management and Comm.	
415.31 · EMS - Professional Services	<u>50,000.00</u>
Total 415 · Emergency Management and Comm.	50,000.00
419 · Other Public Safety	
419.99 · PA One Call	<u>9.02</u>
Total 419 · Other Public Safety	<u>9.02</u>
Total 410 · Public Safety	51,505.68
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	965.79
426.44 · Sanitation Services	<u>728.00</u>
Total 426 · Gen Gov Recycling Col & Dis	<u>1,693.79</u>
Total 420 · Health and Human Services	1,693.79
430 · Public Works Hwy,Rds,Streets	
432 · Winter Maintenance	
432.14 · Salaries Winter Maintenance	10,636.03
432.15 · P/T Winter Salary	<u>174.20</u>
Total 432 · Winter Maintenance	10,810.23
437 · Repair of Tools & Machinery	
437.99 · Truck Repair	<u>6,076.21</u>
Total 437 · Repair of Tools & Machinery	6,076.21
438 · Road/Bridge Maint. and Repair	
438.25 · Repairs & Maint Supplies	604.45
438.99 · Truck Fuel	<u>2,728.63</u>
Total 438 · Road/Bridge Maint. and Repair	<u>3,333.08</u>
Total 430 · Public Works Hwy,Rds,Streets	20,219.52
450 · Culture-Recreation	

454 · GF Parks	
454.15 · Parks part time staff (GF)	92.83
Total 454 · GF Parks	92.83
Total 450 · Culture-Recreation	92.83
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,479.14
481.20 · Employer paid Medicare	345.92
481.30 · Employer paid Unemployment Comp	390.62
483.49 · 457 Pension contribution	650.00
Total 481 · Employer paid Taxes	2,865.68
486 · Insurance	
486.10 · Insurance - Liability	-465.00
Total 486 · Insurance	-465.00
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	11,596.50
487.02 · Life Insurance	48.20
487.04 · Workers Compensation Vol Fire	1,230.00
Total 487 · Other Group Insurance Benefits	12,874.70
Total 480 · Misc. Expense	15,275.38
490 · Other Financing Uses-exp	
492 · Interfund Operating Transfer	
492.94 · Transfer to CR	600,000.00
492.98 · Transfer to Electric Light Fund	850.00
Total 492 · Interfund Operating Transfer	600,850.00
Total 490 · Other Financing Uses-exp	600,850.00
Total Expense	711,354.23
Net Income	646,375.21
	Mar 17

Income-LIGHT FUND

392 · Interfund Operating Transfers	
392.01 · Transfer from General Fund	850.00
Total 392 · Interfund Operating Transfers	850.00
Total Income	850.00
Expense	
434 · Street Lighting	
434.36 · Street Lighting Electric	1,021.95
Total 434 · Street Lighting	1,021.95
Total Expense	1,021.95
Net Income	-171.95
	Mar 17

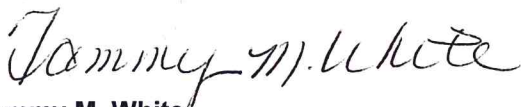
Ordinary Income/Expense

Income-CAPITAL RESERVE

392 · Inter fund Operating Transfers	
392.94 · Transfer form GFMM	600,000.00
Total 392 · Inter fund Operating Transfers	600,000.00
Total Income	600,000.00
Net Ordinary Income	600,000.00
Net Income	600,000.00
	Mar 17

Income-LFF**355 · LFF State Shared Revenue**355.03 · State Road Turnback Payments 291,285.22Total 355 · LFF State Shared Revenue 291,285.22**Total Income** 291,285.22**Expense****430 · LFF Public Works**432 · Winter Maintenance 17,885.37438 · Maint./Repair Roads & Bridges 3,860.82Total 430 · LFF Public Works 21,746.19**Total Expense** 21,746.19**Net Income** 269,539.03Mar 17**Income-ESCROW FUND**

0.00

Expense**492 · Interfund Operating Transfers**492.02 · Transfer to GFMM 500.18Total 492 · Interfund Operating Transfers 500.18**Total Expense** 500.18**Net Income** -500.18Mar 17**Income-PARK**342.59 · Rental of Park Facilities 100.00**Total Income** 100.00**Expense****454 · Parks**454.25 · Repairs & Maintenance Supplies 130.00454.36 · Public Utilities 182.75454.38 · Rental 158.98Total 454 · Parks 471.73**Total Expense** 471.73**Net Income** -371.73Total Income (all accounts) 957,214.24Total Expense (all accounts) 735,094.28Net Income(all accounts) 222,119.96**Respectfully Submitted,**
Tammy M. White**Secretary/Treasurer**