

Board of Supervisors
Thursday, May 11th, 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 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: Kenny Blieler

Public Comment: 1. County Commissioner, Bob Elbioh presented the BOS with legislation that has come before the Lehigh County Board of Commissioners. The legislation would attach a \$5 County fee to each non-exempt vehicle registered to an address within Lehigh County borders. Mr. Elbioh explained that the fee would be collected at the time of vehicle registration and deposited by the state into a fee for local use fund. The funds would then be distributed to participating counties in June and December according to the amount collected. Funds could be used by the counties for transportation purposes or distributed to eligible municipalities. Justin N. Smith stated that he had already emailed and spoke with Tom Creighton regarding the issue. Mr. Elbioh did add that the bill was withdrawn because of lack of support, but added that the bill is not dead. 2. Elk Bass from the PowWow committee thanked the BOS for the Townships continued support of the annual PowWow.

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 04/13/17 and to direct the treasurer to pay the bills. Motion carried unanimously.*

Fire Companies: LPFC Fire Chief, Clark Mantz reported for the LPFC for the month of April, 1 call and 4 controlled burns and 1 test fire call. LPFC will also be having an Adult Toy & Booze Bingo on Friday, May 19, 2017 with doors opening at 5:30pm, games start at 7:00 pm. Advanced tickets are \$20 and tickets at the door are \$25. The kitchen will be opened and it is BYOB. Proceeds will benefit LPFC. Saturday, May 20, 2017 from 10am till 4pm LPFC will be hosting their 1st Annual Community Appreciation Day. Miller Blood Drive will be on site from 10am till 3pm. There will be games/crafts and door prize baskets. Music will be by DJ Shawn. Free hot dog, drink, and chips. NTFC Fire Chief, Peter Christ reported for the NTFC for the month of April, 68 fire calls as of 5/7/17; 19 personnel completed Drive to Survive Class on April 24th; Jason Fusselman passed his HazMat Operations Pro-board; Gavin Mengel passed his FF1 Pro-board through the Bucks County Community College Fire Academy; Weisenberg Fire Dept. is hosting a basic vehicle rescue technician class in June; 5.5.2017 the NTFC met with Senator Browne to discuss additional funding for building project and reported that it looks promising; back up cameras were installed on 3 apparatus for additional safety precautions; NTFC received their ISO audit and becomes effective on August 1, 2017. The results of the audit from April 2017 have increased in classification for a 06/6Y. The previous audit from February 2014 rating was a 07/8B. *A motion was made by Justin N. Smith and seconded by Brian C. Dietrich approving the assistance of the Fire Police to assist in Upper Macungie Township on Saturday, July 1st 2017 (rain date Sunday, July 2nd) for their annual fireworks display at Breinigsville Park. Motion carried unanimously.* Rundown of NTFC 2017 Events are as follows: **May**-Farm Fest; **June**-Father's Day Chicken BBS; **July**-Hoagie sale & Apple Dumplings; **August**-Night In the Country; **September**-Guns and \$\$\$ Cash \$\$\$ Bash; **October**-Penny Party, Trick or Treat; **November**-Thanksgiving Filling Sale; **December**-Christmas Cookie sale. **Act 172** – Discussion was held regarding Act 172 which is an Act allowing Municipalities to give Volunteer Fire Fighters up to 20% reduction on their real estate tax and up to 100% reduction on the EIT. NTFC Fire Chief, Peter Christ stated that he would like to see this done regionally with all 4 municipalities. Weisenberg Township is drafting a Ordinance in favor of the Act and will share with the other 3 Municipalities. Lynn Township BOS agreed to read the draft but also requested a number breakdown to see how it would affect Lynn Township tax dollars. **Waiver** - *A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich waiving the permit fees for the new entrance and sidewalks as well as all fees in regards to the NTFC expansion. Motion carried unanimously.*

Road Report: Bruce Raber, Road master, reported for the month of April: (1) Finished up dirt roads. (2) Swept roads and developments. (3) Repaired & replaced road name signs. (4) Hauled scrap metal from recycling center = \$94.40. (5) Removed gate and put up stop sign at back entrance of park. (6) Cut grass and weed wacked at recycling center. (7) Cut some shoulders on roads that are to be paved. (8) Helped Weisenberg and Lowhill Townships with their paving projects. Anticipated work for May: (1) Start getting roads ready for paving. (2) Start Paving. (3) Sweep roads. Back entrance to Park – The BOS were in agreement to have the back entrance to the Park paved.

Large Flower Head Concert & Crazy Heart Concert: *A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich approving the contract for the Large Flower Head Concert on September 24, 2017. Motion carried unanimously. A seconded motion was made by Steve I. Feinour and seconded by Brian C. Dietrich approving the contract for the Crazy Heart Concert on June 11, 2017. Motion carried unanimously.*

Resolution 2017-13: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving Resolution 2017-13: A RESOLUTION REVISING RESOLUTION 2017-03 TO ADD A \$2.00 FEE TO RESIDENTS AND NON-RESIDENTS FOR RECYCLING AT THE TRANSFER STATION. Motion carried unanimously.

Miscellaneous: (1) MS4 waiver: No response back yet. Lowhill Township has not received a response yet as well. (2) Burned out Trailer: Marc Fisher stated that a letter was sent to the home owner and it was not challenged. The 30 day period ends as of May 18, 2017 and the Township has the authority to have it removed at the owner's expense. A motion was made by Brian C. Dietrich and seconded by Steve Feinour directing the staff to obtain quotes for the removal of the burned out trailer and to have the property restored to a safe property. Motion carried unanimously. (3) Mini Cell Tower: Marc Fisher and Chris Noll presented the BOS with a draft Ordinance for their review and will discuss at the June BOS meeting. (4) Pedestrian Bridge: Chris Noll is going to look into the process of possibly using the old trestle as a means of entrance from the Park to the Dog Park. Chris Noll stated that the original bridge that had been proposed would only take approximately 8 hours to assemble but there is a huge cost for the process and permitting for the original plan. (5) REC Field Walking Trail: Chris Noll reported that the probes are done at the REC Fields and the design is almost complete. Discussion was held on the cross walks that are needed. Justin N. Smith added that the REC Commission did submit the application for a grant up to 85% for the walking trail and that Nestle Waters would also help in the project. (6) 2016 Audit: Tammy M. White is to submit the items from the Audit recommendation list that have been taken care of. (7) Transfer Station: The BOS agreed that the TS could close early on Saturday, June 3, 2017 from 1 to 3pm because there is no one able to cover the last 2 hours of the day. (8) Floodplain: Justin N. Smith addressed the issue of building in a Floodplain and what measures would allow building in a floodplain area. Chris Noll stated that whomever it is that want s to build would first have to apply to the Zoning Hearing Board.

Executive Session: Marc Fisher called an executive session at 7:11pm with the Board. They returned from the executive session at 7:17pm and announced that the executive session was to discuss a Real Estate issue.

Public Comment: None

Announcements:

- (1) 10th annual Pow-wow May 19th, 20th, 21th, 2017 Ontelaunee Park Admission \$7, Seniors and Veterans \$5, Children under 12 free
- (2) NW Lehigh Education Foundation will be holding its 4th annual 5k in Ontelaunee Park on Saturday May 27, 2017
- (3) 9th Annual Car & Motorcycle Show; Sunday, July 9, 2017; 1pm till 4pm in Ontelaunee Park. \$5 entrance fee for all cars, trucks and bikes; free admission for spectators. DJ Jesse White.

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 7:18 pm.

As of May 31, 2017

Account	Balance
General Fund	401,264.63
Capital Reserve	5,380.59
CD's	1,114,363.09
Zoning/Subdivision	66,924.08
HLLW COG	52,940.03
State Road	256,037.71
Street Light	2,411.82
Park	45,467.54
Recreation	12,603.90
Total	1,957,393.39

	<u>TOTAL</u>
Income--GENERAL FUND	
301 · Real Property Taxes	
301.10 · Real Estate Tax-Current	15,068.47
301.22 · Street Light Tax-Prior	141.42
301.40 · Delinquent RE Tax-Tax Claim	256.34
Total 301 · Real Property Taxes	15,466.23
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	5,916.75
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	99,653.14
Total 310.20 · Earned Income Tax	99,653.14

Total 310 · Local Tax Enabling Act	105,569.89
321 · Business Licenses and Permits	
321.80 · Cable Television Francise	16,432.63
Total 321 · Business Licenses and Permits	16,432.63
331 · Fines	
331.10 · Court - Magistrate	13.68
Total 331 · Fines	13.68
341 · Interest	
341.01 · Interest on Checking	139.67
Total 341 · Interest	139.67
342 · Interest, Rents & Royalties	
342.53 · Royalties from Cell Tower Rent	2,420.00
Total 342 · Interest, Rents & Royalties	2,420.00
360 · Gen. Govt. Charges for Services	
361 · General Government	
361.94 · Misc. Billing	50.00
Total 361 · General Government	50.00
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41A · Permit for Ag. Bldg.	50.00
362.41B · BLDG/Alter/Repair Permit	2,169.50
362.41D · Driveway Permit	200.00
362.41F · Building Permit Filed	475.00
362.41S · Accessory Struc < 1000 ft	40.00
Total 362.41 · Building Permit	2,934.50
362.42 · Electrical Permit	169.00
362.44 · Sewage Permits (SEO Fees)	2,100.00
Total 362.40 · Protective Inspection Fees	5,203.50
362.47 · State fees for Permits	40.00
362.98 · Sign Permit	80.00
Total 362 · Public Safety	5,323.50
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	1,903.75
Total 364 · Sanitation	1,903.75
Total 360 · Gen. Govt. Charges for Services	7,277.25
395 · Refunds of Prior Yr Expenditure	
395.99 · Refunds of Prior Year Exp.	32,166.00
Total 395 · Refunds of Prior Yr Expenditure	32,166.00
Total Income	179,485.35

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	
403.16 · Commission Paid as Compensation	742.37
403.46 · Meetings, Conferences, Cont. Ed	250.00
Total 403 · Tax Collection	992.37
404 · Solicitor/Legal Services	1,355.20
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	2,197.77
406.21 · Office Supplies	673.11
406.23 · Postage	175.75
406.32 · Communication - Phone/Wireless	849.91
406.38 · Rentals	335.85
406.99 · Payroll	<u>6,162.39</u>
Total 406 · Other General Govt. Admin	10,394.78
408 · Engineering Services	
408.99 · Township engineer	<u>318.88</u>
Total 408 · Engineering Services	318.88
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	1,436.34
409.37 · Repairs and Maint.	1,025.00
409.44 · Laundry/Other Sanitary Services	505.34
409.99 · Heating - Oil/Propane	<u>1,160.48</u>
Total 409 · General Government Bldg&Plants	<u>4,127.16</u>
Total 400 · General Government	19,930.91
410 · Public Safety	
411 · Fire	
411.99 · Fire Company - Miscellaneous	<u>415.32</u>
Total 411 · Fire	415.32
413 · Code Enforcement	
413.31 · Code enforcement pro. service	<u>3,965.00</u>
Total 413 · Code Enforcement	3,965.00
414 · Planning & Zoning	
414.98 · Zoning Recording/Transcription	185.00
414.99 · Salary Zoning Officer	<u>187.00</u>
Total 414 · Planning & Zoning	372.00
419 · Other Public Safety	
419.99 · PA One Call	<u>16.62</u>
Total 419 · Other Public Safety	<u>16.62</u>
Total 410 · Public Safety	4,768.94
420 · Health and Human Services	
422 · Vector (Animal) Control	
422.99 · Stray Animals	<u>650.00</u>
Total 422 · Vector (Animal) Control	650.00
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	529.86
426.44 · Sanitation Services	<u>1,379.00</u>
Total 426 · Gen Gov Recycling Col & Dis	<u>1,908.86</u>
Total 420 · Health and Human Services	2,558.86
430 · Public Works Hwy,Rds,Streets	
437 · Repair of Tools & Machinery	
437.99 · Truck Repair	<u>3,156.80</u>
Total 437 · Repair of Tools & Machinery	3,156.80
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	9,426.38
438.25 · Repairs & Maint Supplies	3,251.85
438.99 · Truck Fuel	<u>3,092.61</u>
Total 438 · Road/Bridge Maint. and Repair	<u>15,770.84</u>
Total 430 · Public Works Hwy,Rds,Streets	18,927.64
450 · Culture-Recreation	

454 · GF Parks	
454.15 · Parks part time staff (GF)	1,856.41
454.25 · Repairs & Maint Supplies	1,025.00
Total 454 · GF Parks	2,881.41
Total 450 · Culture-Recreation	2,881.41
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,536.61
481.20 · Employer paid Medicare	359.37
481.30 · Employer paid Unemployment Comp	136.44
483.49 · 457 Pension contribution	650.00
Total 481 · Employer paid Taxes	2,682.42
486 · Insurance	
486.10 · Insurance - Liability	-65.75
Total 486 · Insurance	-65.75
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
489 · All other unclassified Expenses	
489.98 · Clothing Allowance	73.97
Total 489 · All other unclassified Expenses	73.97
Total 480 · Misc. Expense	15,565.34

Total Expense	64,633.10
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Net Income	114,852.25
	May 17

Income-LIGHT FUND

383.11 · Street Lighting Tax	1,854.82
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Total Income	1,854.82
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Expense	0.00
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Net Income	1,854.82
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May 17

Other Income/Expense-CR

Other Income

341.02 · Interest on Savings	1.46
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Total Other Income	1.46
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Net Other Income	1.46
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Net Income	1.46
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May 17

Income-LFF

341.01 · Interest on Checking	128.89
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Total Income	128.89
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Expense

430 · LFF Public Works

438 · Maint./Repair Roads & Bridges	2,741.41
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439 · HW Construction/Rebuilding Proj	52,240.01
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Total 430 · LFF Public Works	54,981.42
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Total Expense	54,981.42
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Net Income	-54,852.53
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	<u>May 17</u>
Income-COG	
341.02 · Interest on Savings	9.57
Total Income	9.57
Expense	0.00
Net Income	9.57
	<u>May 17</u>
Income-PARK	
341.01 · Interest on Checking	4.12
342.59 · Rental of Park Facilities	775.00
387 · Contributions and Donations	150.00
Total Income	929.12
Expense	
454 · Parks	
454.25 · Repairs & Maintenance Supplies	261.81
454.36 · Public Utilities	113.68
454.59 · Rental fee Deposit Refund	100.00
454.97 · Plant Purchases	658.00
Total 454 · Parks	1,133.49
Total Expense	1,133.49
Net Income	-204.37
Total Income (all accounts)	182,409.21
Total Expense (all accounts)	120,748.01
Net Income(all accounts)	61,661.20

Respectfully Submitted,

Tammy M. White

Tammy M. White
Secretary/Treasurer