

**Board of Supervisors**  
**Thursday, November 12th, 2015 @ 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 Roy Stewart, Solicitor Marc Fisher, and approximately 12 citizens.

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

**Media Representation:** Drew Snowberger from TV13

**Public Comment:** Drew Snowberger from TV13 asked the BOS if they knew any details on the Route 309 road dedication to fallen hero Lance Cpl. Brandon Van Parys who was killed while serving in Iraq. The BOS stated that no details of the road dedication were given to the Township office.

**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 10/08/15 and to direct the Treasurer to pay the bills. Motion carried unanimously.*

**Fire Companies-** Asst. Fire Chief, Gary Kuntz presented the BOS with NTFC monthly report. LPFC was not present for the meeting. **Diesel Fuel Spill:** Justin N. Smith announced that there was an accident at Route 143 and Route 309 on Tuesday, November 10, 2015 that involved a diesel fuel spill. NTFC responded to the call. The billing for the incident will be forwarded to the driver's insurance company.

**Road Report:** *Bruce Raber, Road master, reported for the month of October: (1) Boom Mowing. (2) Should cutting on black top roads. (3) Shifted road away from new playground area in the park. (4) Helped Heidelberg Twp. with their paving project. (5) Cleaned out exit end & inlet end of small bridge on Bausch rd. (6) Built up a portion of shoulder on Eile Dahl Rd. (7) Hauled scrap metal from recycling center \$63.60 and hauled aluminum cans to scrap yard \$90.00. (8) Changed oil and made some small repairs to trucks. (9) Hauled mulch for playground & helped put it around the playground area. (10) Started tree trimming. (11) Did some cold patching. Anticipated work for November: (1) Boom Mow. (2) Tree Trim. Part Time Workers: A motion was made by Steve I. Feinour and seconded by Justin C. Smith to add 2 part time applicants for part time work on the road crew, mainly for snow plowing and possible tree trimming. Motion carried unanimously. Bruce will notify Adam Dietrich and Bobby Gunther who were the two applicants to add 2 part time applicants.*

**Tax Rate for Year 2016:** *A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour accepting Resolution 2015-20 to set the tax rate for 2016. Motion carried unanimously. The tax rate will remain the same for 2016.*

**Resolution 2015-23:** *A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour authorizing Resolution 2015-23: 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. Motion was to close the Tapper subdivision.*

**Park:** **Dog Park Update:** Benches and tables are ordered for the dog park area as well as 4 trees; 3 for the dog park area and 1 for the park area. **Playground Update:** The BOS agreed to keep the new playground area gated off until the replacement part comes that needs to be replaced. **Snow Plowing:** Bruce Raber stated that they will try and keep the road opened to the dog park as well as the roads in the park. The plowing would be done only after township roads are cleared. Plowing of the park is not mandatory. **No Hunting:** The BOS directed to have NO HUNTING signs put up in the park. **Veteran Tim Donley:** Justin N. Smith stated that wounded warrior Tim Donley will not be moving into Lynn Township.

**Budget Discussion:** *A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich authorizing the advertisement of the 2016 Budget. Motion carried unanimously. Adoption of the 2016 budget will be at the 12/10/15 BOS meeting.*

**MKSD Architects:** MKSD presented the BOS with 3 options of the expansion for the Cetronia Ambulance.

OPTION 1 – Ambulance Area for in existing bldg. projected cost \$139,780.00.

OPTION 1 - With garage area addition projected cost \$247,950.00.

OPTION 2 – Addition for ambulance built off of the existing conference room projected cost \$275,500.00.

OPTION 3 – Addition for ambulance built off the existing garage facing the cell tower projected cost \$225,504.00.

The BOS were in favor of having Engineer; Chris Noll put the bid out for Option 1 for the projected cost of \$139,780.00.

**Miscellaneous:** (1) **Zoning Ordinance Amendments:** Marc Fisher and Chris Noll will look into the recent overturning of the 4DAD LLC Zoning Hearing Board Decision. Chris Noll stated his comments that the Zoning Ordinance does not differentiate between a commercial outdoor recreation area and an outdoor recreation area and also added that the proposed use as an "event/banquet facility" is not defined in the Ordinance. (2) **2016 BOS meeting dates:** The BOS set the 2016 meeting dates for the 2<sup>nd</sup> Thursday of each month, excluding the January 14, 2016 meeting; as well as the 12/27/2016 close out meeting date.

**Public Comment:** None



**Announcements:** None

**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 7:08 pm.

**As of November 30, 2015**

Account	Balance
General Fund	895,224.96
Capital Reserve	5,355.10
CD's	482,806.07
Zoning/Subdivision	12,254.19
HLLW COG	44,588.58
State Road	40,284.99
Street Light	3,898.53
Park	10,152.65
Recreation	7,588.78
<b>Total</b>	<b>1,502,153.85</b>

	<b>TOTAL</b>
<b>Income-GENERAL FUND</b>	
301 • Real Property Taxes	
301.10 • Real Estate Tax-Current	198.46
301.40 • Delinquent RE Tax-Tax Claim	59.19
Total 301 • Real Property Taxes	257.65
310 • Local Tax Enabling Act	
310.10 • Real Estate Transfer Tax	3,542.70
310.20 • Earned Income Tax	
310.21 • Earned Income Tax-Current	58,668.85
Total 310.20 • Earned Income Tax	58,668.85
Total 310 • Local Tax Enabling Act	62,211.55
321 • Business Licenses and Permits	
321.80 • Cable Television Francise	14,238.97
Total 321 • Business Licenses and Permits	14,238.97
331 • Fines	
331.10 • Court - Magistrate	106.75
Total 331 • Fines	106.75
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	192.78
Total 361.30 • Zoning-Subdiv-Land Dev Fees	192.78
361.90 • Mechanical/HVAC Permit	4.00
361.97 • Zoning Board Appeal Fee	500.00
Total 361 • General Government	696.78
362 • Public Safety	
362.40 • Protective Inspection Fees	
362.41 • Building Permit	
362.41B • BLDG/Alter/Repair Permit	754.00
362.41F • Building Permit Filed	400.00
362.41N • Re-inspection	105.00
362.41S • Accessory Struc < 1000 ft	80.00
362.41 • Building Permit - Other	50.00
Total 362.41 • Building Permit	1,389.00
362.42 • Electrical Permit	4.00

362.43 · Plumbing Permit	4.00
Total 362.40 · Protective Inspection Fees	1,397.00
Total 362 · Public Safety	1,397.00
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	1,052.00
Total 364 · Sanitation	1,052.00
Total 360 · Gen. Govt. Charges for Services	3,145.78
392 · Interfund Operating Transfer	
392.93 · Transfer from Electric Light	69.22
392.98 · Transfer from SubD/Zoning	500.22
Total 392 · Interfund Operating Transfer	569.44
395 · Refunds of Prior Yr Expenditure	
395.99 · Refunds of Prior Year Exp.	527.81
Total 395 · Refunds of Prior Yr Expenditure	527.81
<b>Total Income</b>	<b>82,267.95</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	
403.16 · Commission Paid as Compensation	12.89
403.21 · Office Supplies	218.21
403.23 · Postage for Tax Collector	48.00
Total 403 · Tax Collection	279.10
404 · Solicitor/Legal Services	194.92
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	2,381.49
Total 405 · Secretary/Clerk	2,381.49
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	2,227.99
406.21 · Office Supplies	144.66
406.23 · Postage	1,032.98
406.32 · Communication - Phone/Wireless	603.08
406.34 · Advertising	35.50
406.38 · Rentals	289.56
406.99 · Payroll	5,688.22
Total 406 · Other General Govt. Admin	10,021.99
408 · Engineering Services	
408.99 · Township engineer	3,178.50
Total 408 · Engineering Services	3,178.50
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	335.58
409.44 · Laundry/Other Sanitary Services	143.00
Total 409 · General Government Bldg&Plants	478.58
Total 400 · General Government	16,810.44
410 · Public Safety	
411 · Fire	
411.54 · Fire Co. Donations	5,000.00
Total 411 · Fire	5,000.00
413 · Code Enforcement	
413.31 · Code enforcement pro. service	165.00
Total 413 · Code Enforcement	165.00

414 · Planning & Zoning	
414.31 · Professional services	6,161.00
414.34 · ZB Advertising, Print, & Bind	85.10
414.98 · Zoning Recording/Transcription	185.00
414.99 · Salary Zoning Officer	1,159.00
Total 414 · Planning & Zoning	7,590.10
419 · Other Public Safety	
419.99 · PA One Call	4.92
Total 419 · Other Public Safety	4.92
Total 410 · Public Safety	12,760.02
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	500.64
426.44 · Sanitation Services	848.00
Total 426 · Gen Gov Recycling Col & Dis	1,348.64
Total 420 · Health and Human Services	1,348.64
430 · Public Works Hwy,Rds,Streets	
432 · Winter Maintenance	
432.14 · Salaries Winter Maintenance	9,013.18
Total 432 · Winter Maintenance	9,013.18
437 · Repair of Tools & Machinery	
437.99 · Truck Repair	757.85
Total 437 · Repair of Tools & Machinery	757.85
438 · Road/Bridge Maint. and Repair	
438.25 · Repairs & Maint Supplies	2,465.17
438.99 · Truck Fuel	707.59
Total 438 · Road/Bridge Maint. and Repair	3,172.76
Total 430 · Public Works Hwy,Rds,Streets	12,943.79
450 · Culture-Recreation	
454 · GF Parks	
454.15 · Parks part time staff (GF)	2,045.32
454.25 · Repairs & Maint Supplies	639.19
Total 454 · GF Parks	2,684.51
Total 450 · Culture-Recreation	2,684.51
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,428.99
481.20 · Employer paid Medicare	334.20
481.30 · Employer paid Unemployment Comp	253.65
483.49 · 457 Pension contribution	650.00
Total 481 · Employer paid Taxes	2,666.84
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	10,136.64
487.02 · Life Insurance	940.90
487.98 · Employer Paid Disability	1,071.36
Total 487 · Other Group Insurance Benefits	12,148.90
Total 480 · Misc. Expense	14,815.74
490 · Other Financing Uses-exp	
492 · Interfund Operating Transfer	
492.95 · Transfer to Ontelaunee Park	96.00
Total 492 · Interfund Operating Transfer	96.00
Total 490 · Other Financing Uses-exp	96.00
Total Expense	61,459.14



Net Income

20,808.81

Nov 15

Income-LIGHT FUND

383.11 · Street Lighting Tax 93.74

Total Income 93.74

Expense

434 · Street Lighting

434.36 · Street Lighting Electric 738.14

Total 434 · Street Lighting 738.14

492 · Inter Operating Transfers

492.93 · Transfer to GFMM 69.22

Total 492 · Inter Operating Transfers 69.22

Total Expense 807.36

Net Income -713.62

Nov 15

Income-LFF

0.00

Expense

430 · LFF Public Works

438 · Maint./Repair Roads & Bridges 107.92

Total 430 · LFF Public Works 107.92

Total Expense 107.92

Net Income -107.92

Nov 15

Income-ESCROW FUND

0.00

Expense

492 · Interfund Operating Transfers

492.02 · Transfer to GFMM 500.22

Total 492 · Interfund Operating Transfers 500.22

Total Expense 500.22

Net Income -500.22

Nov 15

Income-PARK FUND

342.59 · Rental of Park Facilities 350.00

387 · Contributions and Donations 700.00

392 · Interfund Operating Transfer

392.02 · GF MM Acct. 96.00

Total 392 · Interfund Operating Transfer 96.00

Total Income 1,146.00

Expense

454 · Parks

454.25 · Repairs & Maintenance Supplies 1,304.46

454.28 · Park Equipment 2,583.60

454.36 · Public Utilities 136.49

454.38 · Rental 158.98

454.97 · Plant Purchases 1,400.00

Total 454 · Parks 5,583.53

Total Expense 5,583.53

Net Income -4,437.53

Total Income (all accounts) 83,507.69

Total Expense (all accounts) 68,458.17

Net Income(all accounts)

15,049.52

Respectfully Submitted,

*Tammy M. White*

Tammy M. White  
Secretary/Treasurer