

Board of Supervisors
Thursday, October 9th, 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 A. Hermany, Road Master Bruce Raber, Engineer/Zoning Officer Roy Stewart, Solicitor Marc Fisher, , and approximately 14 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

NWP Reporter: Kenny Blieler.

Public Comment: None

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 09/11/14 BOS meeting and the 09/24/2014 Budget meeting and to direct the treasurer to pay the bills. Motion carried unanimously.

Fire Companies: NTFC Fire Chief, Peter Christ presented the BOS with their monthly report which included 20 fire calls since August's meeting and class scheduling. In addition to the monthly report, NTFC will be having a turkey drawing on 11/22/2014 @ 4pm and a filling sale for Thanksgiving. Orders will be due by 11/8/2014 with a pick up date of 11/22/2014 from 2pm till 4pm.

Road Report: Bruce Raber, Road master, reported for the month of September: (1) Cleaned out gutters and re-graded sections of dirt roads. (2) Scraped, wire brushed, primed and painted Ross Valley Rd. Bridge. (3) Hauled scrap metal from Recycling Center \$228.60. (4) Cut grass and weed wacked at recycling center. (5) Helped Weisenberg & Heidelberg Townships with their paving projects. (6) Finished up the second round of shoulder mowing. (7) Made the necessary road repairs to solve the water issues on Ponderosa Ct. with the help of Weisenberg, Heidelberg and Lowhill Townships. (8) Changed oil in some trucks and equipment and made some repairs. (9) Spot shoulder cut some of our black top roads. (10) Clearing all road signs of obstructions for better visibility. Anticipated work for October: (1) Clean out gutters and dirt roads. (2) Start getting trucks and equipment ready for winter. (3) Do some more shoulder cutting. (4) Maybe start tree trimming. Bruce Raber also reported that he is still searching for a good used 550.

Ag Security Proposal: Greg & Renee Snyder 7477 Autumn Rd. New Tripoli, PA - 4 parcels; A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour to accept the proposal into the Agricultural Security Area and to authorize the office staff and solicitor move forward with the necessary paper work. Motion carried unanimously. This will be passed by resolution 180 days from the time the motion to accept the parcel into the Ag Security.

Joint Salt Bid award: A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich. to award the joint salt bid to Cargill Inc., for Lynn Twp portion of 250 Ton of sodium chloride deicing rock salt @ \$72.59/ton Unit Price Delivered, for a total cost of \$18,147.50. Motion carried unanimously. Lowhill Township did the joint bidding. The results

were as follows: **Joint Bids – Received for Salt, 3850 Tons ~
Sodium Chloride Deicing Rock Salt**

Salt Bids Received	Sodium Chloride Deicing Rock Salt -
	LYNN TOWNSHIP'S PORTION=150 TON
Cargill Deicing Technology 24950 Country Club Blvd Suite 450 North Olmsted, OH 44070	250TON Unit Price Del. As directed \$72.59 Total = \$18,147.50 Total Bid amt. for 3850 ton delivered = \$279,471.50
Morton Salt	250TON Unit Price Del. As directed \$86.19 Total = \$21,547.50 Total Bid amt. for 3850 ton delivered = \$331,831.50
Oceanport LLC P.O. Box608 Claymont, DE 19703	250TON Unit Price Del. As directed \$74.10 Total = \$18,525.00 Total Bid amt. for 3850 ton delivered = \$285,285.00
American Rock Salt Company, LLC Compass Minerals Eastern Salt Co.	250TON Unit Price Del. As directed NO BIDS RECEIVED Total = \$0.00 Total Bid amt. for 3850 ton delivered = \$0.00

Park Comprehensive Plan: Donald Christ was present to review, with the BOS, a plan to remove the lily pads in the pond located in Ontelaunee Park to allow fishing in the pond. Donald Christ has information from the Fish Commission that states options for the removal of the lily pads. Donald Christ will also be attending classes and provide the board with more information. Justin N. Smith stated that he emailed Christian Brown concerning feedback from the historical society. He has received no response.

Resolution 2014-18: A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich passing Resolution 2014-18; A RESOLUTION FOR RESTATEMENT APPROVAL COUNTERPART OF LYNN TWP PA APPROVING AMENDED AND RESTATED DECLARATION OF TRUST for Trustees life/short term disability insurance. Motion carried unanimously.

Resolution 2014-19: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour passing Resolution 2014-19; 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. A total of \$1,261.26 was transferred from the Escrow account to the GFMM to close #14-02, #14-03, #14-04 Subdivisions of Greg Snyder.

Budget/CPA Audit: The BOS agreed to use the Township Elected Auditors to audit the books for the Township for the year 2104 and for the Tax Collector. In addition, the BOS agreed to hire a Consultant to help the Elected Auditors. The Elected Auditors will furnish the BOS with the costs of hiring a consultant. The BOS did not feel it necessary to advertise for an outside audit firm. Brian C. Dietrich added that Secretary/Treasurer, Tammy M. White will not be able to help the elected auditors complete their audit. Further discussion on the 2015 budget will be held at the November BOS meeting.

Miscellaneous: (1) Ponderosa Ct.: Bruce Raber reported that they made the necessary road repairs to solve the water issues on Ponderosa Ct. with the help of Weisenberg, Heidelberg and Lowhill Townships. However Residents Sonia Heltzer and George Cameron still had concerns with water running into their septic and that they felt the road improvements that have been made will not help with their concern. The BOS along with Bruce Raber agreed that time will tell if there is an issue and that for now the water issued will be monitored. (2) Behler Rd.: Engineer, Roy Stewart has heard nothing back from PennDot. Justin N. Smith will contact Gary Day/Kathy McQuilken regarding the issue. (3) Codification Publishing/zoning maps: Kathy Hermany has been in touch with Kenneth Rotz from Keystone Publishers about the Codification. Mr. Rotz informed Kathy Hermany that he will get out Lynn's file and see what he has or doesn't have and then at that point any information needed can be sent to Mr. Rotz via emails, letters or phone calls. Kathy Hermany will let the BOS know when this is complete. (4) Dresher Ct.: A complaint was filed against a resident on Dresher Ct. Upon inspection, Roy Stewart informed the BOS that there is no issue on Dresher Ct. (5) Volunteer Park: The BOS were in favor of Faith Church volunteering to clean the walking paths in Ontelaunee Park April 24, 2015. (6) Fire Police: A motion was made by Justin N. Smith and seconded by Brian C. Dietrich authorizing the NTFC and LPFC Fire police to assist in the Topton and Allentown Halloween parades. Motion carried unanimously. (7) Ambulance Corp.: The Northwestern Ambulance Corp. has sent Lynn Twp., along with the other surrounding townships, a letter requesting a donation of 50K from each municipality. The BOS directed Tammy M. White to forward a letter to the Ambulance Corp. requesting to see salary break down, audits and financial statements for the last 3 years as well as informing the BOS what the 50K is needed for. The BOS also agreed that it would be beneficial if a representative from the Ambulance Corp was present at a board meeting to present the information. (8) Edger & Pressure Washer: The BOS were in agreement for Robert Acker to purchase a pressure washer to be used in Ontelaunee Park. Permission to purchase the edger was given last year. (9) Seminar: The BOS were in agreement for Kathy Hermany and Tammy M. White to attend a health care seminar on November 22nd in Lancaster PA. The office door will be posted prior to the office being closed on 11/22/14.

Public Comment: None

Announcements: Trick or Treat Night; Saturday, October 25, 2014 6-8pm.
Reminder to change clocks back 1 hour, November 2, 2014.

Adjournment: A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:27 pm.

As of October 31, 2014

Account	Balance
General Fund	806,302.34
Capital Reserve	5,339.05
CD's	475,064.25
Zoning/Subdivision	10,490.05
HLLW COG	34,386.73
State Road	36,646.28
Street Light	3,688.39
Park	43,534.03
Recreation	32,429.98
Total	1,447,881.10

	<u>TOTAL</u>
IncomeGENERAL FUND	
301 · Real Property Taxes	
301.10 · Real Estate Tax-Current	339.04
301.60 · Real Estate Tax-Interim-Current	<u>39.92</u>
Total 301 · Real Property Taxes	378.96
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	2,798.10
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	<u>23,985.75</u>
Total 310.20 · Earned Income Tax	<u>23,985.75</u>
Total 310 · Local Tax Enabling Act	26,783.85
331 · Fines	
331.10 · Court - Magistrate	<u>28.96</u>
Total 331 · Fines	28.96
342 · Interest, Rents & Royalties	
342.53 · Royalties from Cell Tower Rent	<u>1,210.00</u>
Total 342 · Interest, Rents & Royalties	1,210.00
355 · Shared Revenue & Entitlements	
355.01 · PURTA-Public Utility Realty Tax	<u>866.99</u>
Total 355 · Shared Revenue & Entitlements	866.99
360 · Gen. Govt. Charges for Services	
361 · General Government	
361.87 · Sale of Maps & Publications	48.00
361.88 · Copy Fee	27.25
361.96 · Subdivision Deposit	0.00
361.99 · Road Improvement Fees	<u>2,916.00</u>
Total 361 · General Government	2,991.25
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	448.00
362.41D · Driveway Permit	70.00
362.41F · Building Permit Filed	<u>525.00</u>
Total 362.41 · Building Permit	1,043.00
362.42 · Electrical Permit	104.00
362.44 · Sewage Permits (SEO Fees)	<u>1,395.00</u>
Total 362.40 · Protective Inspection Fees	<u>2,542.00</u>
Total 362 · Public Safety	2,542.00
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	<u>985.20</u>
Total 364 · Sanitation	<u>985.20</u>
Total 360 · Gen. Govt. Charges for Services	6,518.45
392 · Interfund Operating Transfer	
392.99 · Transfer from COG	<u>470.72</u>
Total 392 · Interfund Operating Transfer	<u>470.72</u>
Total Income	36,257.93
Expense	
400 · General Government	
400.00 · Legislative (Governing) Body	
400.05 · Supervisor Salaries	<u>275.86</u>
Total 400.00 · Legislative (Governing) Body	275.86
403 · Tax Collection	

403.16 · Commission Paid as Compensation	17.22
Total 403 · Tax Collection	17.22
404 · Solicitor/Legal Services	502.90
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	3,527.79
Total 405 · Secretary/Clerk	3,527.79
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	2,299.67
406.21 · Office Supplies	446.94
406.23 · Postage	69.99
406.32 · Communication - Phone/Wireless	709.90
406.34 · Advertising	54.84
406.38 · Rentals	212.55
406.99 · Payroll	2,600.98
Total 406 · Other General Govt. Admin	6,394.87
408 · Engineering Services	
408.99 · Township engineer	836.88
Total 408 · Engineering Services	836.88
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	304.27
409.44 · Laundry/Other Sanitary Services	574.42
Total 409 · General Government Bldg&Plants	878.69
Total 400 · General Government	12,434.21
410 · Public Safety	
411 · Fire	
411.99 · Fire Company - Miscellaneous	30,176.07
Total 411 · Fire	30,176.07
413 · Code Enforcement	
413.31 · Code enforcement pro. service	1,880.00
413.45 · Contracted Services	108.00
Total 413 · Code Enforcement	1,988.00
414 · Planning & Zoning	
414.99 · Salary Zoning Officer	1,958.00
Total 414 · Planning & Zoning	1,958.00
419 · Other Public Safety	
419.99 · PA One Call	13.00
Total 419 · Other Public Safety	13.00
Total 410 · Public Safety	34,135.07
420 · Health and Human Services	
422 · Vector (Animal) Control	
422.99 · Stray Animals	310.00
Total 422 · Vector (Animal) Control	310.00
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	750.64
426.44 · Sanitation Services	838.00
Total 426 · Gen Gov Recycling Col & Dis	1,588.64
Total 420 · Health and Human Services	1,898.64
430 · Public Works Hwy,Rds,Streets	
437 · Repair of Tools & Machinery	
437.01 · Repairs and Maint COG Equipment	470.72
437.74 · Equipment purchase	175.00
437.99 · Truck Repair	2,847.52
Total 437 · Repair of Tools & Machinery	3,493.24

438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	13,586.09
438.25 · Repairs & Maint Supplies	535.24
438.98 · Twp. paid road maint mat.	11,964.93
438.99 · Truck Fuel	2,246.08
Total 438 · Road/Bridge Maint. and Repair	28,332.34
Total 430 · Public Works Hwy,Rds,Streets	31,825.58
450 · Culture-Recreation	
454 · GF Parks	
454.15 · Parks part time staff (GF)	993.36
454.25 · Repairs & Maint Supplies	293.62
Total 454 · GF Parks	1,286.98
Total 450 · Culture-Recreation	1,286.98
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,963.65
481.20 · Employer paid Medicare	459.25
481.30 · Employer paid Unemployment Comp	137.15
483.30 · Non-Uniform Pension Contr.	2,851.25
483.49 · 457 Pension contribution	13,194.00
Total 481 · Employer paid Taxes	18,605.30
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	9,734.78
487.02 · Life Insurance	38.50
487.04 · Workers Compensation Vol Fire	1,308.00
Total 487 · Other Group Insurance Benefits	11,081.28
489 · All other unclassified Expenses	
489.98 · Clothing Allowance	95.99
489.99 · EE withholding taxes	5,238.04
Total 489 · All other unclassified Expenses	5,334.03
Total 480 · Misc. Expense	35,020.61
Total Expense	116,601.09
Net Income	-80,343.16

Oct 14

Income-LIGHT FUND

383.11 · Street Lighting Tax	11.26
Total Income	11.26
Expense	
434 · Street Lighting	
434.36 · Street Lighting Electric	804.88
Total 434 · Street Lighting	804.88
Total Expense	804.88
Net Income	-793.62

Oct 14

Income-LFF

Expense	
430 · LFF Public Works	
438 · Maint./Repair Roads & Bridges	148.35
Total 430 · LFF Public Works	148.35
Total Expense	148.35
Net Income	-148.35

Income-COG FUND	
342.40 · Rent of Machinery and Equipment	1,396.00
Total Income	1,396.00
Expense	
492 · Interfund Transfer	
492.01 · Transfer to GF Cking	470.72
Total 492 · Interfund Transfer	470.72
Total Expense	470.72
Net Income	925.28
	Oct 14
Income-RECREATION FUND	
367.99 · Rec Fee from Subdivision	3,000.00
Total Income	3,000.00
Expense	0.00
Net Income	3,000.00
	Oct 14
Income-ESCROW FUND	
361 · General Government	
361.96 · Subdivision Escrow Deposit	600.00
Total 361 · General Government	600.00
Total Income	600.00
Expense	
414 · Planning and Zoning	
414.97 · Escrow Refunds	340.14
Total 414 · Planning and Zoning	340.14
Total Expense	340.14
Net Income	259.86
	Oct 14
Income-PARK FUND	
342.59 · Rental of Park Facilities	50.00
387 · Contributions and Donations	78.42
Total Income	128.42
Expense	
454 · Parks	
454.25 · Repairs & Maintenance Supplies	69.65
454.36 · Public Utilities	139.86
454.37 · Equipment Repair	20.00
Total 454 · Parks	229.51
Total Expense	229.51
Net Income	-101.09
Total Income (all accounts)	41,393.61
Total Expense (all accounts)	118,594.69
Net Income(all accounts)	-77,201.08

Respectfully Submitted,

Tammy M. White

Tammy M. White
Secretary/Treasurer