

**Board of Supervisors**  
**Thursday, September 11th, 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 6:35 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, Solicitor Marc Fisher, Engineer Roy Stewart and Chris Noll, and approximately 19 citizens.

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

**NWP Reporter:** Kenneth Bleiler.

**Public Comment:** (1) Steve Everett from Leighton PA asked the BOS permission to plant a tree in Ontelaunee Park in honor of past members of the Everett family. The Everett family holds their annual family reunion in Ontelaunee Park. The BOS stated that they would let Mr. Everett know a specific area in the park to plant a tree. Mr. Everett also asked for a plaque to be included. The Township will notify Mr. Everett in regards to ordering the plaque. (2) Residents Bill & Jennifer Whitney of 7216 Decatur Street had discussion with the BOS regarding a retaining wall that is being installed by their neighbor, Jonathan Wetzel. Both engineer, Roy Stewart and Solicitor Marc Fisher stated that Mr. Wetzel is following the township rules and that the area in question is not Township owned and that the Townships response is limited. Marc Fisher stated to the Whitney's that they may have private rights. Roy Stewart added that he will contact Mr. Wetzel to confirm with him that the area in question also needs to be surveyed. Resident Tina Figueroa and Richard Held also addressed the BOS in regards to Mr. Wetzel dumping debris and concrete on their property to spread as fill. The BOS again stated that they may have private rights.

**Accept the Minutes and Direct the Treasurer to pay the bills:** *A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich to accept the minutes from 08/14/14 and to direct the treasurer to pay the bills. Motion carried unanimously.*

**Subdivision:** Pergosky: Scott Dietrich from Beitler Surveying presented the BOS with a subdivision plan for Lynnwood #1, Pergosky, for possible building. Solicitor, Marc Fisher stated that it is open space and that consent from all the property owners would have to be obtained before the BOS would entertain a building. Scott Dietrich stated that he would inform Mr. Pergosky of the requirements.

**Fire Companies:** No Report.

**Road Report:** Bruce Raber, Road master, reported for the month of August: (1) 3 days setting up for Night in the Country and 1 day to clean up. (2) Cut grass and weed wacked around recycling center. (3) Hauled scrap metal from recycling center \$167.40. (4) Installed a new road pipe. (5) Had double yellow lines painted. (6) Cleaned up dirt & stone that washed out of driveways onto roads. (7) Helped Lowhill, Heidelberg, and Weisenberg Townships with their oil & chipping (2 days). (8) Cleaned out all storm boxes. (9) Filled pot holes on all dirt roads. (10) Painted the holding tank under the fuel tank and touched up the fuel tank. Anticipated work for September: (1) Finish up shoulder mowing. (2) Work on dirt roads. (3) Paint the underside of bridge on Ross Valley Road. (4) Cut some shoulders on dirt roads & black top roads.

**Brown Design Corp.:** Chris Brown from Brown Design Corp. presented the BOS with a new Comprehensive Site Plan which was based upon the results of the park survey, which Mr. Brown recapped. Resident, Rob Sadler suggested that the board look into how much the playground area gets used that is located in the townhomes before expanding the playground area in Ontelaunee Park. Mr. Brown will meet with the REC Advisory Committee and the Historical Society to review the plan. The next step would be to prepare a budgetary menu of where to begin. Added to the discussion was that a Master NPDES permit would need to be obtained.

**2015 MMO:** *A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour authorizing the 2015 MMO.*

**Duane Peoples:** Duane Peoples presented, and reviewed with the BOS, the 2014 Pension Update.

**Resolution 2014-18:** This resolution is a restatement of approval counterpart of Lynn Township approving amended and restated declaration for the townships short term disability/life insurance through The Trustee's Insurance and Retirement Services available through PSATS for municipalities. Solicitor, Marc Fisher reviewed the documents provided and relayed to the BOS that the Trust has determined it would be appropriate to update and fully restate documents. It is intended to enable the Trustees to make changes in an efficient and cost-effective manner and to comprehensively reconfirm, and ensure proper updated documentation of, compliance by all participating Townships. In addition Mr. Fisher added that it is being done to bring the plan into compliance with State and Federal Laws. Marc Fisher added that after the municipalities adopt their resolutions, each municipality will then be asked to pass an ordinance to formally adopt the Restated Trust Agreement in accordance with the Intergovernmental Cooperation Act. A motion was made by Brian C. Dietrich approving Resolution 2014-18 but then he withdrew his motion. The BOS stated they will revisit this at the October 9<sup>th</sup> board meeting. Steve I. Feinour said he would like to shop around regarding this issue as well as health insurance. Tammy M. White will also call PSATS to get further information.

**2015 Budget:** Discussion will take place at the Wednesday, September 24, 2014 budget meeting @ 6pm.



**Dissolution of the Sewer Authority:** A motion was made by Justin N. Smith and seconded by Steve I. Feinour to final the necessary form making the sewer authority "inactive" at this time instead of choosing to terminate. Motion carried unanimously.

**Trick or Treat Night:** Trick or Treat Night for Lynn Township will be Saturday, October 25, 2014 from 6pm till 8pm.

**Miscellaneous:** (1) Ponderosa Ct.: Lengthy discussion was held between the BOS, Township Engineer's, Township Solicitor, and residents Dan McClelland, Brenda and Dave Brannan, Sonia Heltzer, and George Cameron regarding the Ponderosa Ct. drainage issue. The BOS informed the residents that Step A will take place before Step B, which means that the Township will take action to clean out and maintain the current swales. This will be the less costly direction to take first. In maintaining the swales this will only solve the surface water issue, it will not solve the ground water issue or the wet basements. Piping and Inlets will also only solve the surface water issue and not the ground water or the wet basements. (2) Zoning Map: The BOS stated that they were in favor of updating the zoning maps because the maps change due to the ordinance updates. Cost could be \$100's to a couple thousand. (3) LCCD Memorandum of Understanding: Engineer, Roy Stewart drafted a letter to LCCD regarding suggested changes to the MOU. The BOS had reviewed the letter and approved it to be sent. (4) Codification: Keystone Publishing will be contacted in regards to the publishing of the codification as well as having it done digitally. This could also be set up on the township web page as well as the maps and require people to pay for a hardcopy of the maps. (5) Behler Ct.: Roy Stewart stated that he has not received any feedback from Pen Dot and advised the home owner to call them again.

**Public Comment:** None

**Announcements:** (1) Pioneer Days is scheduled for Saturday, October 4, 2014 in 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 8:34 pm.

**As of September 30, 2014**

Account	Balance
General Fund	886,359.02
Capital Reserve	5,336.34
CD's	475,064.25
Zoning/Subdivision	10,234.29
HLLW COG	33,455.77
State Road	37,783.86
Street Light	4,482.01
Park	43,631.21
Recreation	29,427.40
<b>Total</b>	<b>1,525,774.15</b>

	<u>TOTAL</u>
<b>Income-GENERAL FUND</b>	
301 · Real Property Taxes	
301.10 · Real Estate Tax-Current	807.83
301.12 · Street Light Tax-Current	0.00
301.40 · Delinquent RE Tax-Tax Claim	422.87
Total 301 · Real Property Taxes	1,230.70
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	7,624.40
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	60,900.43
Total 310.20 · Earned Income Tax	60,900.43
Total 310 · Local Tax Enabling Act	68,524.83
331 · Fines	
331.10 · Court - Magistrate	332.22
Total 331 · Fines	332.22
342 · Interest, Rents & Royalties	
342.53 · Royalties from Cell Tower Rent	1,210.00
Total 342 · Interest, Rents & Royalties	1,210.00
355 · Shared Revenue & Entitlements	
355.04 · Alcoholic Beverage Licenses	600.00
355.05 · Gen Municipal Pension State Aid	23,236.08

355.99 · Fire Relief Account	30,176.07
Total 355 · Shared Revenue & Entitlements	54,012.15
356 · State Payments in Lieu of Taxes	
356.02 · Game Commission	2,017.55
Total 356 · State Payments in Lieu of Taxes	2,017.55
360 · Gen. Govt. Charges for Services	
361 · General Government	
361.81 · Business Permit	75.00
361.87 · Sale of Maps & Publications	45.00
361.90 · Mechanical/HVAC Permit	54.00
361.94 · Misc. Billing	5.00
361.97 · Zoning Board Appeal Fee	-87.62
Total 361 · General Government	91.38
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	829.00
362.41F · Building Permit Filed	300.00
Total 362.41 · Building Permit	1,129.00
362.42 · Electrical Permit	124.00
362.44 · Sewage Permits (SEO Fees)	235.00
Total 362.40 · Protective Inspection Fees	1,488.00
Total 362 · Public Safety	1,488.00
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	1,390.85
Total 364 · Sanitation	1,390.85
Total 360 · Gen. Govt. Charges for Services	2,970.23
Total Income	130,297.68

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	39.38
Total 403 · Tax Collection	39.38
404 · Solicitor/Legal Services	728.60
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	2,341.33
Total 405 · Secretary/Clerk	2,341.33
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	2,120.91
406.21 · Office Supplies	-86.27
406.23 · Postage	121.98
406.32 · Communication - Phone/Wireless	820.06
406.34 · Advertising	30.84
406.38 · Rentals	347.07
406.99 · Payroll	237.16
Total 406 · Other General Govt. Admin	3,591.75
408 · Engineering Services	
408.99 · Township engineer	1,165.63
Total 408 · Engineering Services	1,165.63
409 · General Government Bldg&Plants	

409.36 · Public Utility Services (TWP)	428.09
409.44 · Laundry/Other Sanitary Services	<u>371.35</u>
Total 409 · General Government Bldg&Plants	<u>799.44</u>
Total 400 · General Government	8,941.99
410 · Public Safety	
411 · Fire	
411.98 · New Tripoli FC Fuel	<u>264.27</u>
Total 411 · Fire	264.27
412 · Ambulance/Rescue	
412.98 · Fuel	<u>950.66</u>
Total 412 · Ambulance/Rescue	950.66
413 · Code Enforcement	
413.31 · Code enforcement pro. service	<u>3,421.50</u>
Total 413 · Code Enforcement	3,421.50
414 · Planning & Zoning	
414.99 · Salary Zoning Officer	<u>1,464.75</u>
Total 414 · Planning & Zoning	1,464.75
419 · Other Public Safety	
419.99 · PA One Call	<u>3.82</u>
Total 419 · Other Public Safety	<u>3.82</u>
Total 410 · Public Safety	6,105.00
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	666.85
426.44 · Sanitation Services	<u>828.00</u>
Total 426 · Gen Gov Recycling Col & Dis	<u>1,494.85</u>
Total 420 · Health and Human Services	1,494.85
430 · Public Works Hwy,Rds,Streets	
437 · Repair of Tools & Machinery	
437.99 · Truck Repair	<u>963.11</u>
Total 437 · Repair of Tools & Machinery	963.11
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	8,002.34
438.25 · Repairs & Maint Supplies	578.80
438.99 · Truck Fuel	<u>1,741.02</u>
Total 438 · Road/Bridge Maint. and Repair	<u>10,322.16</u>
Total 430 · Public Works Hwy,Rds,Streets	11,285.27
450 · Culture-Recreation	
454 · GF Parks	
454.15 · Parks part time staff (GF)	2,444.89
454.25 · Repairs & Maint Supplies	<u>80.00</u>
Total 454 · GF Parks	<u>2,524.89</u>
Total 450 · Culture-Recreation	2,524.89
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,391.74
481.20 · Employer paid Medicare	325.49
481.30 · Employer paid Unemployment Comp	-63.75
483.49 · 457 Pension contribution	<u>650.00</u>
Total 481 · Employer paid Taxes	2,303.48
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	9,734.78
487.02 · Life Insurance	38.50



487.04 · Workers Compensation Vol Fire	1,313.00
Total 487 · Other Group Insurance Benefits	11,086.28
489 · All other unclassified Expenses	
489.99 · EE withholding taxes	5,415.53
Total 489 · All other unclassified Expenses	5,415.53
Total 480 · Misc. Expense	18,805.29
490 · Other Financing Uses-exp	
492 · Interfund Operating Transfer	
492.96 · Transfer to HLLW COG	760.00
Total 492 · Interfund Operating Transfer	760.00
Total 490 · Other Financing Uses-exp	760.00
<b>Total Expense</b>	<b>49,917.29</b>
<b>Net Income</b>	<b>80,380.39</b>

**Sep 14**

Income-LIGHT FUND

383.11 · Street Lighting Tax	84.48
<b>Total Income</b>	<b>84.48</b>
<b>Expense</b>	
434 · Street Lighting	
434.36 · Street Lighting Electric	804.47
Total 434 · Street Lighting	804.47
<b>Total Expense</b>	<b>804.47</b>
<b>Net Income</b>	<b>-719.99</b>

**Sep 14**

Income-LFF

<b>Expense</b>	0.00
430 · LFF Public Works	
438 · Maint./Repair Roads & Bridges	787.00
Total 430 · LFF Public Works	787.00
<b>Total Expense</b>	<b>787.00</b>
<b>Net Income</b>	<b>-787.00</b>

**Sep 14**

Income-COG

342.40 · Rent of Machinery and Equipment	1,528.16
392.01 · Transfer from General Fund	760.00
<b>Total Income</b>	<b>2,288.16</b>
<b>Expense</b>	<b>0.00</b>
<b>Net Income</b>	<b>2,288.16</b>

**Sep 14**

Income-ESCROW FUND

361 · General Government	
361.96 · Subdivision Escrow Deposit	500.00
Total 361 · General Government	500.00
<b>Total Income</b>	<b>500.00</b>
<b>Expense</b>	<b>0.00</b>
<b>Net Income</b>	<b>500.00</b>

**Sep 14**

Income-PARK FUND

342.59 · Rental of Park Facilities	775.00
------------------------------------	--------

387 · Contributions and Donations	-97.59
<b>Total Income</b>	<b>677.41</b>
Expense	
454 · Parks	
454.25 · Repairs & Maintenance Supplies	800.16
454.36 · Public Utilities	123.37
<b>Total 454 · Parks</b>	<b>923.53</b>
<b>Total Expense</b>	<b>923.53</b>
<b>Net Income</b>	<b>-246.12</b>
Total Income (all accounts)	133,847.73
Total Expense (all accounts)	52,432.29
<b>Net Income(all accounts)</b>	<b>81,415.44</b>

Respectfully Submitted,

*Tammy M. White*

Tammy M. White  
Secretary/Treasurer