

**Board of Supervisors**  
**Thursday, February 8th, 2018 @ 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 Ryan Christman, Secretary/Treasurer Tammy M. White, Asst. Secretary/Treasurer Kathy A. Hermany, Road Master Bruce Raber, and approximately 10 citizens.

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

**Media Representation:** Kenny Blieler & Justin Sweitzer.

**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 approving the BOS minutes from 01/02/18 re-org meeting and directing the treasurer to pay the bills. Motion carried unanimously.

**Fire Companies:** NTFC Asst. Fire Chief, Gary Kuntz reported 183 fire calls 2017; 2017 Calls/Training attendance was submitted to the township; Criminal checks were turned into the township; Apparatus Maintenance History was submitted for the 2017 year to the township; 2018 fire police swear in took place on 1/22/2018; Boy Scouts earned their first aid badges on 1/09/2018; Has mat operations and awareness annual refreshers have been completed by all members with the exception of one fire police on leave; Peter Christ - Fire and Life Safety educator; Deputy Chief Kuntz is currently taking fire officer II cert.; 4 member are enrolled in FFII certification; 50Jr. FF members are currently attending and 2 others have completed Module II of essentials; 3 members enrolled in haz-mat operations certification at Whitehall FD in March; Guns and cash calendars are still for sale and drawing is the month of April; Guns and cash bash tickets will be out shortly after the calendar drawing; 2018 Hose, Ladder and pump testing. Township will continue to pay for the 2018 Hose, ladder and pump testing; NTFC has a go fund me page on Facebook for monetary donations for the building project. **Retention and recruitment incentive program:** The BOS were in agreement to allot 10K to the NTFC & LPFC for the Retention and Recruitment Incentive Program, and also agreed that the 10K be broke down between the fire companies based upon the number of calls. This will require a resolution that Solicitor, Marc Fisher will prepare. This donation will be in addition of the yearly donation. **LPFC:** No representation present.

**Road Report:** Bruce Raber reported for the month of **January:** (1) Plowed and treated roads. (2) Unloaded trucks and washed them. (3) Made repairs to plows and trucks. (4) Opened pipes during and after heavy rains. (5) Took aluminum cans to scrap yard +\$168.00. (6) More Boom mowing has been done. (7) Worked on some dirt roads cleaning out gutters and re-grading and started filling pot holes. (8) Tree trimming on North Alley. Anticipated work for **February:** (1) Continue Boom Mowing. (2) Fill in pot holes on dirt roads. (3) Take down some dead trees along mountain roads.

**Park: Yard Sale:** The community Yard Sale will be held on Saturday, April 28, 2018 from 11-4pm in Ontelaunee Park. Space rentals are opened to anyone interested within or outside of the township. Electronic Recycling and Document Shredding Available; New Tripoli Fire Company will have Food available for purchase. Under Pavilion 10 x 10 space is \$15.00; Outside 10 x 10 space is \$10.00. Sign Up by calling or stopping by the township office at 610-298-2645.

**New Pavilion Bid proposal:** Ryan Christman has the bid ready to put out. **Ordinance 2018-01:** Marc Fisher stated that the ordinance was properly advertised. A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour to adopt Ordinance 2018-01; **AN ORDINANCE OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA REGUALTING THE USE AND ENJOYMENT BY THE PUBLIC OF PARKS AND RECREATION GROUNDS OWNED AND OPERATED BY THE TOWNSHIP; PRESCRIBING RULES FOR THE USE BY THE PUBLIC OF PARKS AND RECREATION GROUNDS AND THE FACILITIES CONNECTED THEREWITH; AND PRESCRIBING PENALTIES FOR THE VIOLATAIONS OF THOSE RULES AND REGULATIONS.** Motion carried unanimously. **PT**

**help:** A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour to hire Jacob Mack as Part Time laborer in Ontelaunee Park at the rate of \$10/hour. Motion carried unanimously.

**Ag Security Resolution 2018-09:** Solicitor, Marc Fisher opened the hearing at 7:03pm and reviewed the Ag Security proposal. No comments were heard and the hearing closed at 7:04pm. A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving **Resolution 2018-09: A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA FOR ACCEPTANCE OF PARCEL OF 27.3 AND .3 ACRES INTO THE AG SECURITY.** Motion carried unanimously. The Resolution was for Christopher Wentz properties located at 8897 Herrnhutter Strass Rd. Kempton, PA 19529.

**Resolution 2018-10:** A motion was made by Justin N. Smith and seconded by Brian C. Dietrich approving **Resolution 2018-10: A RESOLUTION OF THE BOARD OS SUPERVISORS OF THE TOWNSHIP OF LYNN, LEHIGH COUNTY APPOINTING RON JERDON TO SERVE AS AN ALTERNATE MEMBER ON THE LYNN TOWNSHIP ZONING HEARING BOARD UNTIL 01/01/21.** Motion carried unanimously.

**CPA Resolution 2018-11:** A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich approving **Resolution 2018-11; A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, APOINTING A CERTIFIED (CPA) OR COMPETENT PUBLIC ACCOUNTANT OR FIRM OF SAME TO EXAMINE THE**



**RECORDS OF THE TOWNSHIP.** Motion carried unanimously. The motion was to appoint Frey & Co. to complete the townships 2017 audit. The cost is 7K.

**Ag Security Proposal:** Timothy Foster/Zoey Farms LLC 15.35 acres: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving receipt of the Ag Security request from Timothy Foster and to include the parcel of 15.35 acres and for the staff to process the Ag Security request. Motion carried unanimously.

**Miscellaneous:** **(1) Impervious Coverage proposal:** A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour authorizing Solicitor, Marc Fisher to advertise the Rural and Rural Residential districts to increased to 20% from the previous 10% and all other districts would remain the same. Motion carried unanimously. **(2) Light Proposals:** The township received to light quotes: 1st quote was from Wood-Mite Construction (Titus Kauffman). His total quote for both buildings was \$18,450.00. 2nd quote was from Earl Kocher Electric (Stacy Fritch). His total quote for both buildings was \$11,500.00. A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour to accept the portion of Stacy Fritch bid for the Office building at \$5,500.00. Motion carried unanimously.

**(3) 2018 Car Cruise:** Steve Feinour said he will head the committee for the car cruise which will be held in Ontelaunee Park on July 8, 2018. Ben & Sue Giralico have stepped down from the Recreation Committee but are willing to help Steve Feinour in any way they can. **(4) Old Pavilion:** The BOS were in agreement to keep the old pavilion up until the bids come in for the new pavilion. **(5) Farm Fest:** There will not be a Farm Fest this year due to the lack of help. **(6) PT Cleaning Person:** A motion was made by Justin N. Smith and seconded by Brian C. Dietrich making a motion to appoint Tina Snyder PT on the cleaning staff at \$15/hour. Motion carried unanimously. **(7) Multi Municipal Plan:** The BOS were in agreement to continue pursuing the plan with the other townships. Bids were done by Weisenberg and Spotts Stevens and McCoy came in at 53K and the LVPC came in around 112K. The BOS seemed to lean toward the LVPC even though they were substantially high because the LVPC plans to redo the entire book. Spotts Steven and McCoy would be doing a lot of copy and pasting from the original plan. The cost per municipality would be based on population of each municipality. **(8) Decatur St. Ice:** Ryan Christman stated that he will set up a meeting with the Lehigh County Conservation District regarding the runoff water issue on Decatur Street.

**Public Comment:** **(1) Resident William Kline:** Mr. Kline presented the BOS with a draft resolution to eliminate Gerrymandering. No specific Resolution was passed but A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich stating the BOS support. Motion carried unanimously. Steve I. Feinour also noted that Mr. Kline and his wife would be willing to serve on the EAC Committee, however at least a 3rd member would have to come on board as well.

**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 7:51 pm.

**As of February 28, 2018**

Account	Balance
General Fund	306,714.40
Capital Reserve	5,393.41
CD's	1,122,480.54
Zoning/Subdivision	67,652.37
HLLW COG	62,152.12
State Road	35,461.85
Equipment	85,780.63
Street Light	1,038.43
Park	45,106.82
Recreation	12,613.34
<b>Total</b>	<b>1,744,393.91</b>

**Income-GENERAL FUND**

	<u>TOTAL</u>
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	9,987.75
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	72,199.21
Total 310.20 · Earned Income Tax	72,199.21
Total 310 · Local Tax Enabling Act	82,186.96
321 · Business Licenses and Permits	
321.80 · Cable Television Francise	12,966.42
Total 321 · Business Licenses and Permits	12,966.42
341 · Interest	
341.01 · Interest on Checking	114.99

341 · Interest - Other	4.20
Total 341 · Interest	119.19
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

362 · Public Safety

362.40 · Protective Inspection Fees

362.41 · Building Permit

362.41B · BLDG/Alter/Repair Permit 974.08

362.41F · Building Permit Filed 150.00

362.41S · Accessory Struc < 1000 ft 25.00

Total 362.41 · Building Permit 1,149.08

Total 362.40 · Protective Inspection Fees 1,149.08

362.47 · State fees for Permits 22.50

Total 362 · Public Safety 1,171.58

364 · Sanitation

364.30 · Solid Waste Collection/Disposal 1,543.00

Total 364 · Sanitation 1,543.00

Total 360 · Gen. Govt. Charges for Services 2,714.58

**Total Income 99,197.15**

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 726.44

405 · Secretary/Clerk

405.12 · Salary Township Secretary 2,659.96

Total 405 · Secretary/Clerk 2,659.96

406 · Other General Govt. Admin

406.12 · Salary Full Time Staff 2,405.34

406.21 · Office Supplies 262.47

406.23 · Postage 109.99

406.32 · Communication - Phone/Wireless 588.13

406.38 · Rentals 909.84

406.42 · Membership/Dues 492.00

406.46 · Mtg., Conf., Cont.Ed. 339.00

406.99 · Payroll 5,949.55

Total 406 · Other General Govt. Admin 11,056.32

409 · General Government Bldg&Plants

409.36 · Public Utility Services (TWP) 1,632.44

409.37 · Repairs and Maint. 2,565.49

409.44 · Laundry/Other Sanitary Services 256.00

409.99 · Heating - Oil/Propane 4,353.32

Total 409 · General Government Bldg&Plants 8,807.25

Total 400 · General Government 23,525.83

410 · Public Safety

411 · Fire

411.99 · Fire Company - Miscellaneous 220.54

Total 411 · Fire 220.54

412 · Ambulance/Rescue

412.99 · Ambulance/Rescue Expenses 103.46

Total 412 · Ambulance/Rescue	103.46
413 · Code Enforcement	
413.31 · Code enforcement pro. service	4,345.00
413.45 · Contracted Services	<u>152.00</u>
Total 413 · Code Enforcement	4,497.00
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>10.40</u>
Total 419 · Other Public Safety	<u>10.40</u>
Total 410 · Public Safety	54,831.40
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	511.04
426.44 · Sanitation Services	<u>728.00</u>
Total 426 · Gen Gov Recycling Col & Dis	<u>1,239.04</u>
Total 420 · Health and Human Services	1,239.04
430 · Public Works Hwy,Rds,Streets	
432 · Winter Maintenance	
432.14 · Salaries Winter Maintenance	11,802.80
432.15 · P/T Winter Salary	<u>639.64</u>
Total 432 · Winter Maintenance	12,442.44
437 · Repair of Tools & Machinery	
437.99 · Truck Repair	<u>1,981.88</u>
Total 437 · Repair of Tools & Machinery	1,981.88
438 · Road/Bridge Maint. and Repair	
438.25 · Repairs & Maint Supplies	1,081.25
438.99 · Truck Fuel	<u>2,369.69</u>
Total 438 · Road/Bridge Maint. and Repair	<u>3,450.94</u>
Total 430 · Public Works Hwy,Rds,Streets	17,875.26
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,557.73
481.20 · Employer paid Medicare	364.30
481.30 · Employer paid Unemployment Comp	765.55
483.49 · 457 Pension contribution	<u>650.00</u>
Total 481 · Employer paid Taxes	3,337.58
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	12,038.56
487.02 · Life Insurance	48.20
487.03 · Workmans Compensation	218.00
487.04 · Workers Compensation Vol Fire	<u>1,354.00</u>
Total 487 · Other Group Insurance Benefits	<u>13,658.76</u>
Total 480 · Misc. Expense	16,996.34
<b>Total Expense</b>	<b>114,467.87</b>
Net Income	<u><u>-15,270.72</u></u>
	<u>Feb 18</u>
Other Income/Expense- <b>CR</b>	
Other Income	
341.02 · Interest on Savings	1.24
<b>Total Other Income</b>	<b>1.24</b>



Net Other Income	1.24
Net Income	<u>1.24</u>
	<u>Feb 18</u>
<b>Income-LFF</b>	
341.01 · Interest on Checking	11.84
Total Income	<u>11.84</u>
Expense	
430 · LFF Public Works	
432 · Winter Maintenance	12,396.25
438 · Maint./Repair Roads & Bridges	225.54
Total 430 · LFF Public Works	<u>12,621.79</u>
Total Expense	<u>12,621.79</u>
Net Income	<u>-12,609.95</u>
	<u>Feb 18</u>
<b>Income-HLLW</b>	
341.02 · Interest on Savings	9.53
Total Income	<u>9.53</u>
Expense	0.00
Net Income	<u>9.53</u>
	<u>Feb 18</u>
<b>Income-ESCROW</b>	
341.000 · Interest Earnings	
341.01 · Interest on Checking	0.30
341.02 · Interest J&M, LLC	9.76
Total 341.000 · Interest Earnings	<u>10.06</u>
361 · General Government	
361.96 · Subdivision Escrow Deposit	600.00
Total 361 · General Government	<u>600.00</u>
Total Income	<u>610.06</u>
Expense	0.00
Net Income	<u>610.06</u>
	<u>Feb 18</u>
<b>Income-PARK</b>	
341.01 · Interest on Checking	3.43
342.59 · Rental of Park Facilities	1,060.00
Total Income	<u>1,063.43</u>
Expense	
454 · Parks	
454.36 · Public Utilities	99.87
454.38 · Rental	158.98
Total 454 · Parks	<u>258.85</u>
Total Expense	<u>258.85</u>
Net Income	<u>804.58</u>
	<u>Feb 18</u>
<b>Income-EQUIP</b>	
341.02 Interest on Equip Fund	30.67
Total Income	<u>30.67</u>
Expense	0.00
Net Income	<u>30.67</u>
Total Income (all accounts)	<u>100,923.92</u>

Total Expense (all accounts)

127,348.51

Net Income(all accounts)

-26,424.59

Respectfully Submitted,

*Tammy M. White*

Tammy M. White  
Secretary/Treasurer