

**Board of Supervisors**  
**Thursday, March 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 Christopher Noll, Secretary/Treasurer, Tammy M. White was absent, Asst. Secretary/Treasurer Kathy A. Hermany took the minutes, Road Master Bruce Raber, and approximately 18 citizens.

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

**Media Representation:** Kenny Bleiler

**Public Comment:** Michael Reese, 8273 Blue Mountain House Road, presented to the board, Atty. Fisher, and Chris Noll the complaints that he has filed with the township. His concern is with the noise and harassment from the White Deer Run facility. Brian Mohr questioned the Board if anything has been done to address these complaints. Chairman Justin Smith replied there has been some follow up on these complaints and the township will take under advisement what has been brought to their attention tonight. Chris Noll commented that he had spoken with Leslie Eckert and sent her the decisions from the previous zoning hearing appeals and will contact her again. The township will put this item on the agenda.

**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 02/8/18 board of supervisors meeting and directing the treasurer to pay the bills. Motion carried unanimously.

**Audit 2017:** Patrick C. McGoldrick, CPA from Frey & Co. spoke on the audit. The township has met all the obligations and the financial status of Lynn Township is very good.

**Fire Companies:** LPFC Fire Chief, Clark Mantz reported: They had 3 calls in February and so far 3 calls for March. March 18, 2018 will be lunch with the Easter Bunny NTFC Asst. Fire Chief, Gary Kuntz reported: They had 52 calls and the Guns & Cash Bash will be 9/29/2018. The Board did not adopt Resolution 2018-12, it was agreed upon to make it a line item in the budget. Brian Dietrich was contacted about donating stone for the pad for the proposed pole building. Bruce Raber was instructed to inquire on stone prices. The board agreed to deduct this stone amount from the amount we will give them for the new building. A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich to adopt Resolution 2018-13 This is a requirement of the IRS for the Fire Company financing. **A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA CONSENTING TO THE COMMUNITY FIRE COMPANY OF NEW TRIPOLI'S FIRE STATION RENOVATION PROJECT; AUTHORIZING AND DIRECTING OFFICERS AND OFFICIALS OF LYNN TOWNSHIP TO ASSIST WITH ANY AND ALL PROCEDURAL REQUIREMENTS OF THE FIRE COMPANY, AS THE SOLE OBLIGOR, TO FINANCE THE PROJECT.** Motion carried unanimously.

**Road Report:** Bruce Raber, Road master, reported for the month of **February:** (1) Boom mowing continues. (2) Did some body work and painting on 2 trucks - made repairs on boom mower - made some small repairs to trucks, (Hydraulic hoses - Power steering reservoir - Truck body pin - etc...). (3) Cleaned out gutters and re-graded dirt roads (hills only). (4) Cut a lot of trees off roads because of high winds. (5) Plowed & treated roads. (6) Repaired & replaced road name signs and stop signs. (7) Went around the entire township filling pot holes on black top roads. (8) Unloaded trucks and washed them & cleaned out the insides of trucks. Anticipated work for **March:** (1) Continue Boom mowing. (2) Hopefully start working on dirt roads, filling in and grading them and filling pot holes. (3) Go around checking and filling pot holes on black top roads.

**Park:** (1) Yard Sale: Kathy Hermany reported approximately 25 people have rented spaces for this event. (2) New Pavilion: Bids will be accepted until March 19, 2018 at 3 p.m. and opened at that time.

**Multi-Municipal Plan:** Becky Bradley gave an overview of the Lehigh Valley Planning Commission. The regional comprehensive plan should be updated every 10 years. There are 6 municipalities in this regional plan; Lynn, Lowhill, Heidelberg, Washington, Weisenberg, and Slatington Borough. She presented to the board a proposed draft budget to update the regional plan. It is usually an eighteen to twenty-four month process and would most likely be six months to obtain the grant money from DCED. Justin Smith & Brian Dietrich are in favor of moving forward at the proposed \$10,000.00 draft budget. Steve Feinour will look over the last book.

**Miscellaneous:** (1) Decatur Street Ice/Water Drainage; Chris Noll will meet with the Lehigh County Conservation on site in the future. (2) Codification ~ Lynn Mark at Keystone is working on this. (3) Atty. Marc Fisher will write Ordinance 18-02, impervious cover, the 15% to 20% range, that 5% will be recharged.(4) Brian Dietrich spoke with residents on Schochary Road and they definitely do not want special signage for deaf people. (5) The new light bulbs will start being installed the week of March 12<sup>th</sup>.

**Public Comment:** (1) David Fink commented that he would like to see Lynn Township more active in the PSATS convention. David Fink commented Lynn Township has the most preserved farms and he wondered what Lynn Township has done to support Lehigh County Farm Preservation. There was general discussion on farmland preservation. (2)



Dennis Glodzik questioned why the transfer station will not take wood pellet bags for recycling. Kathy Hermany commented she called Cogle's and they do not take them because they said they are contaminated.

**Announcements:**

- 11<sup>th</sup> annual Pow-wow May 18<sup>th</sup>, 19<sup>th</sup>, 20<sup>th</sup>, 2018 Ontelaunee Park Admission \$7, Seniors and Veterans \$5, Children under 12 free.
- 5K Run NWL Educational Foundation Saturday, May 26, 2018; Ontelaunee Park
- Daylight savings time; turn clocks ahead 1 hour Sunday March 11th.

**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 7:45 pm.

**As of March 31, 2018**

<b>Account</b>	<b>Balance</b>
General Fund	292,195.49
Capital Reserve	5,394.74
CD's	1,122,480.54
Zoning/Subdivision	67,663.15
HLLW COG	62,162.34
State Road	336,339.89
Equipment	85,812.36
Street Light	1,038.43
Park	45,200.32
Recreation	12,614.38
<b>Total</b>	<b>2,030,901.64</b>

	<b><u>TOTAL</u></b>
<b>Income-GENERAL FUND</b>	
301 · Real Property Taxes	
301.40 · Delinquent RE Tax-Tax Claim	467.37
301.60 · Real Estate Tax-Interim-Current	66.18
<b>Total 301 · Real Property Taxes</b>	<b>533.55</b>
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	7,980.14
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	55,049.19
<b>Total 310.20 · Earned Income Tax</b>	<b>55,049.19</b>
<b>Total 310 · Local Tax Enabling Act</b>	<b>63,029.33</b>
331 · Fines	
331.10 · Court - Magistrate	146.13
<b>Total 331 · Fines</b>	<b>146.13</b>
341 · Interest	
341.01 · Interest on Checking	119.91
<b>Total 341 · Interest</b>	<b>119.91</b>
342 · Interest, Rents & Royalties	
342.53 · Royalties from Cell Tower Rent	2,420.00
<b>Total 342 · Interest, Rents &amp; Royalties</b>	<b>2,420.00</b>
360 · Gen. Govt. Charges for Services	
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41D · Driveway Permit	100.00
362.41F · Building Permit Filed	200.00
362.41S · Accessory Struc < 1000 ft	185.00
<b>Total 362.41 · Building Permit</b>	<b>485.00</b>
362.42 · Electrical Permit	119.50
<b>Total 362.40 · Protective Inspection Fees</b>	<b>604.50</b>
362.47 · State fees for Permits	0.00
<b>Total 362 · Public Safety</b>	<b>604.50</b>

364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	1,429.00
Total 364 · Sanitation	1,429.00
Total 360 · Gen. Govt. Charges for Services	2,033.50
<b>Total Income</b>	<b>68,282.42</b>
Expense	
400 · General Government	
400.00 · Legislative (Governing) Body	
400.05 · Supervisor Salaries	275.86
Total 400.00 · Legislative (Governing) Body	275.86
402 · Auditing/Bookkeeping Services	
402.31 · Professional Auditing Services	7,115.00
402.34 · Advertising	314.44
Total 402 · Auditing/Bookkeeping Services	7,429.44
403 · Tax Collection	
403.99 · Misc.	12.00
Total 403 · Tax Collection	12.00
404 · Solicitor/Legal Services	1,347.32
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	2,626.84
Total 405 · Secretary/Clerk	2,626.84
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	2,442.89
406.21 · Office Supplies	29.99
406.23 · Postage	149.99
406.32 · Communication - Phone/Wireless	591.41
406.34 · Advertising	671.44
406.38 · Rentals	375.83
406.46 · Mtg., Conf., Cont.Ed.	170.19
406.99 · Payroll	5,800.92
Total 406 · Other General Govt. Admin	10,232.66
408 · Engineering Services	
408.99 · Township engineer	18,377.04
Total 408 · Engineering Services	18,377.04
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	1,488.89
409.99 · Heating - Oil/Propane	2,414.19
Total 409 · General Government Bldg&Plants	3,903.08
Total 400 · General Government	44,204.24
410 · Public Safety	
411 · Fire	
411.99 · Fire Company - Miscellaneous	643.14
Total 411 · Fire	643.14
413 · Code Enforcement	
413.31 · Code enforcement pro. service	752.00
Total 413 · Code Enforcement	752.00
414 · Planning & Zoning	
414.34 · ZB Advertising, Print, & Bind	97.64
414.99 · Salary Zoning Officer	805.00
Total 414 · Planning & Zoning	902.64
419 · Other Public Safety	
419.99 · PA One Call	15.20
Total 419 · Other Public Safety	15.20

Total 410 · Public Safety 2,312.98

420 · Health and Human Services

426 · Gen Gov Recycling Col & Dis

426.15 · Transfer/Recycle Salaries 447.20

426.44 · Sanitation Services 848.00

Total 426 · Gen Gov Recycling Col & Dis 1,295.20

Total 420 · Health and Human Services 1,295.20

430 · Public Works Hwy,Rds,Streets

432 · Winter Maintenance

432.14 · Salaries Winter Maintenance 11,332.51

432.15 · P/T Winter Salary 445.80

Total 432 · Winter Maintenance 11,778.31

437 · Repair of Tools & Machinery

437.99 · Truck Repair 2,868.23

Total 437 · Repair of Tools & Machinery 2,868.23

438 · Road/Bridge Maint. and Repair

438.25 · Repairs & Maint Supplies 2,501.81

438.99 · Truck Fuel 1,726.43

Total 438 · Road/Bridge Maint. and Repair 4,228.24

Total 430 · Public Works Hwy,Rds,Streets 18,874.78

450 · Culture-Recreation

454 · GF Parks

454.15 · Parks part time staff (GF) 120.20

Total 454 · GF Parks 120.20

Total 450 · Culture-Recreation 120.20

480 · Misc. Expense

481 · Employer paid Taxes

481.10 · Employer paid FICA 1,491.33

481.20 · Employer paid Medicare 348.78

481.30 · Employer paid Unemployment Comp 263.06

483.49 · 457 Pension contribution 650.00

Total 481 · Employer paid Taxes 2,753.17

487 · Other Group Insurance Benefits

487.01 · Health Insurance 12,038.56

487.02 · Life Insurance 48.20

487.04 · Workers Compensation Vol Fire 1,354.00

Total 487 · Other Group Insurance Benefits 13,440.76

Total 480 · Misc. Expense 16,193.93

**Total Expense 83,001.33**

**Net Income -14,718.91**

**Mar 18**

Other Income/Expense-**CAPITAL**

Other Income

341.02 · Interest on Savings 1.33

Total Other Income 1.33

**Net Other Income 1.33**

**Net Income 1.33**

**Mar 18**

Income-**LFF**

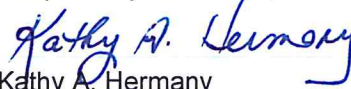
341.01 · Interest on Checking 73.30

355 · LFF State Shared Revenue

355.03 · State Road Turnback Payments 305,713.76

Total 355 · LFF State Shared Revenue	305,713.76
<b>Total Income</b>	<b>305,787.06</b>
<b>Expense</b>	
430 · LFF Public Works	
438 · Maint./Repair Roads & Bridges	4,909.02
<b>Total 430 · LFF Public Works</b>	<b>4,909.02</b>
<b>Total Expense</b>	<b>4,909.02</b>
<b>Net Income</b>	<b>300,878.04</b>
	<b>Mar 18</b>
<b>Income-HLLW COG</b>	
341.02 · Interest on Savings	10.22
<b>Total Income</b>	<b>10.22</b>
<b>Expense</b>	<b>0.00</b>
<b>Net Income</b>	<b>10.22</b>
	<b>Mar 18</b>
<b>Income-RECREATION</b>	
341.01 · Interest on Checking	1.04
<b>Total Income</b>	<b>1.04</b>
<b>Expense</b>	<b>0.00</b>
<b>Net Income</b>	<b>1.04</b>
	<b>Mar 18</b>
<b>Income-ESCROW</b>	
341.000 · Interest Earnings	
341.01 · Interest on Checking	0.33
341.02 · Interest J&M, LLC	10.45
<b>Total 341.000 · Interest Earnings</b>	<b>10.78</b>
<b>Total Income</b>	<b>10.78</b>
<b>Expense</b>	<b>0.00</b>
<b>Net Income</b>	<b>10.78</b>
	<b>Mar 18</b>
<b>Income-PARK</b>	
341.01 · Interest on Checking	3.71
342.59 · Rental of Park Facilities	230.00
<b>Total Income</b>	<b>233.71</b>
<b>Expense</b>	
454 · Parks	
454.36 · Public Utilities	90.21
454.59 · Rental fee Deposit Refund	50.00
<b>Total 454 · Parks</b>	<b>140.21</b>
<b>Total Expense</b>	<b>140.21</b>
<b>Net Income</b>	<b>93.50</b>
	<b>Mar 18</b>
<b>Income-EQUIPMENT</b>	
341.02 Interest on Equip Fund	31.73
<b>Total Income</b>	<b>31.73</b>
<b>Expense</b>	<b>0.00</b>
<b>Net Income</b>	<b>31.73</b>
<b>Total Income (all accounts)</b>	<b>374,358.29</b>
<b>Total Expense (all accounts)</b>	<b>88,050.56</b>
<b>Net Income(all accounts)</b>	<b>286,307.73</b>

Respectfully Submitted,



Kathy A. Hermany

Assistant Secretary/Treasurer