

Board of Supervisors
Thursday, April 11th, 2019 @ 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 Chris Noll, Secretary/Treasurer Tammy M. White, Admin/Zoning office Secretary Kathy A. Hermany, Road Master Bruce Raber, and approximately 11 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Media Representation: NWP Elsa Kerschner.

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 03/14/19 and to direct the treasurer to pay the bills. Motion carried unanimously.

Subdivision: Marc Fisher reviewed with the BOS the temporary construction easement, Madison Village at Penn's View regarding a 4' proposed sidewalk. The BOS agreed the cost of the sidewalk, including any remuneration for legal review, will be borne by the Developer and the maintenance of the sidewalk will be handled by the HOA, and not the Township or Verizon.

Fire Companies: Asst. Chief, Tim VanBlargan from LPFC reported 6 emergency calls and 2 control burns for the month of March; total of 11 emergency calls for the year; April 13th Adult bingo @ 5:30 pm; April 14th Easter Egg Hunt from 12pm to 3pm; April 27th Gun Bingo @ 5pm; 4 members completed Mods 1 Class and are currently taking Mods 2. Fire Chief, Peter Christ from NTFC reported that Guns and Cash Bash tickets will be available shortly; pump, hose and ladder testing will be completed as soon as the weather permits; MCI drill 4/13 with station 10 at the NW Middle School; K-9 arson demo on 4.19; Filling sale pick up on Saturday 4.20. A motion was made by Justin N. Smith and seconded by Brian C. Dietrich approving the Fire Police to assist in the Borough of Macungie on 1) Antique Truck Show, June 14, 15, 2019. 2) Das Awkscht Feschst Car Show, August 2, 3, 4, 2019. 3) Wheels of Time Car Show, August 23, 24, 25, 2019. 4) Valley Preferred recycling event on May 4th. 5) St. Luke's 1/2 Marathon 4.28/ Motion carried unanimously.

Road Report: Bruce Raber, Road master, reported for the month of **March:** (1) Boom Mowing. (2) Filled pot holes on black top roads. (3) Built a new back wall in the middle section of the salt shed. (4) Hauled scrap metal = \$97.00 and aluminum cans = \$138.00 from Transfer Station, total = \$235.00. (5) Worked on dirt roads - cleaned gutters - re-grading - filling in and building up where needed and putting 2A modified over entire roads. Anticipated work for **April:** (1) Finish up dirt roads. (2) Start sweeping roads. (3) Finish up boom mowing. (4) Get roads ready for paving.

Stone & Bituminous Material Bids: See 2019 bid results below.

2019 Road Materials								
		250 Ton #67	400 Ton #57	1500 Ton	2000 Ton #8	400 Ton	250 Ton	900 Ton
<u>COMPANY</u>		Stone 1.0%	Stone 2%	#2A Stone	Stone 1.0%	#1 Stone	#10 Stone	2 RC
		LBW	LBW		LBW			
Lehigh Asphalt	FOB	13.75	12.75	10.50	16.00	12.50	-	10.50
	Total	3437.50	5100.00	15750.00	32000.00	5000.00	-	9450.00
	Delivered	18.75	17.75	15.50	21.00	17.50	-	15.50
	Total	4687.50	7100.00	23250.00	42000.00	7000.00	-	13950.00
New Enterprise	FOB	12.75	12.75	9.25	19.50	13.00	9.50	6.75
	Total	3187.50	5100.00	13875.00	39000.00	5200.00	2375.00	6075.00
	Delivered	19.10	19.10	15.60	25.85	19.35	15.85	13.10
	Total	4775.00	7640.00	23400.00	51700.00	7740.00	3962.50	11790.00
		600 Ton	1600 Ton	700 Ton	600 Ton	150 Ton	300 Ton	200 Ton
<u>COMPANY</u>		Type 2 or 3	9.5 mm HMA	9.5 mm WMA	19 mm HMA	25 mm HMA	9.5mm HMA	UPM perm
		Anti-Skid	Superpave	Superpave	Superpave	Superpave	Superpave	Coldpatch
Lehigh Asphalt	FOB	13.40	53.85	53.85	50.58	46.50	52.50	-
	Total	8040.00	86160.00	37695.00	30348.00	6975.00	15750.00	-
	Delivered	18.40	65.85	65.85	62.50	58.50	64.50	-
	Total	11040.00	105360.00	46095.00	37548.00	8775.00	19350.00	-
New Enterprise	FOB	16.50	56.75	56.75	48.00	43.00	53.00	131.00
	Total	9900.00	90800.00	39725.00	28800.00	6450.00	15900.00	26200.00

	Delivered	22.85	56.75+95/hr	56.75+95/hr	48.00+95/hr	43.00+95/hr	53.00+95/hr	137.60
	Total	13710.00	-					27520.00
		150 Ton					Hei-Way LLC	100.00
<u>COMPANY</u>		B-1						20000.00
		Sand					22 ton min order per del	125.00
Lehigh Asphalt	FOB	15.50						25000.00
	Total	2325.00						
	Delivered	20.50						
	Total	3075.00						
New Enterprise	FOB	-						
	Total	-						
	Delivered	-						
	Total	-						
		150,000 LF	15,000 Gals					
		Yellow	Diesel					
		Traffic Lines	Fuel					
A-1 Traffic Control	LF	.0925	-					
	Total	13,875.00	-					
DeAngelo Brothers LLC	LF	\$.098	-					
	Total	\$14,700.00	-					
PAPCO			2.0918	PICK UP				
			2.4879	DELIVERY				
			0.3886	MAX MARK UP				

A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour to accept all bids Motion carried unanimously. A second motion made by Brian C. Dietrich to accept the lowest highlighted bids on the chart below, this was seconded by Steve I. Feinour. Motion carried unanimously.

Park- Yard Sale; Kathy Hermany reported that 51 tables have been paid for and the Jack Follweiler will be doing the food for the yard sale. The NT Fire Police will also direct traffic. **Pond Algae proposal;** A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving the Park Pond proposal for 2 separate treatments of 75# (150# total) Green Clean Pro granular algacide, several days apart: \$830 total. Motion carried unanimously. **Splash Pad:** The DCNR Grant has been submitted, and is a 50% matching grant. The splash pad is estimated to cost 500K. We will be applying for another grant through DCED which is due by June 30, 2019 and is a 85% matching grant. These 2 grants would be awarded in 2019 but the money would not come till 2020.

Resolution 2019-13- A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich approving Resolution 2019-13: A JOINT MUNICIPAL RESOLUTION OF THE TOWNSHIPS OF HEIDELBERG, LOWHILL, LYNN AND WEISENBERG, LEHIGH COUNTY, PA CREATING AN INTERGOVERNMENTAL COOPERATION AGREEMENT TO ASSIST IN THE CONSTRUCTION OF A PEDESTRIAN TRAIL LOCATED AT THE NORTHWESTERN LEHIGH RECREATIONAL FIELDS FOR THE BENEFIT OF THE COMMUNITY. Motion carried unanimously.

Resolution 2019-14- A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving Resolution 2019-14: A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA APPROVING AND RATIFYING THE TRANSFER OF UNEMCOMBERED MONEYS FROM ONE TOWNSHIP ACCOUNT TO ANOTHER. Motion carried unanimously. The transfer was for withdrawing 100K from the lowest interest bearing CD, to replenish the General Fund account because of the capital expenditures in 2018.

Website Renewal: A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich approving the Website agreement with Kessler Freedman contingent that the current website is used for updating electronic/mobile devices, for May 1, 2019 to extend through April 30, 2020 at the cost of \$1,040.00. Motion carried unanimously.

Miscellaneous: (1) The BOS authorized Marc Fisher to proceed with Ordinance 2019-01 regarding Street Lights. (2) Brian C. Dietrich and his wife spent 4 hours cleaning the Transfer Station up and 3 weeks later there was garbage blown around again. Brian C. Dietrich suggested 3 options; 1 is to pave the Transfer Station and erect chain link fence inside to

prevent garbage from blowing into the woods; 2 is to close the Transfer Station and sell the property; 3 is to open to other townships to bring garbage to generate more income. The BOS will look at the numbers and report at the May BOS meeting. The BOS did agree that they will talk to the Transfer Station employee's regarding clean up at the end of each day.

Public Comment: (1) Proposed NW Community Pool: Jan Sutermeister present the BOS and residents with a slide show for the proposed NW Community Pool. The cost of the project is estimated to cost between 3 and 5 million. The BOS stated that they would like to see a feasibility plan. (2) Dog Park: Resident Sue Hoke asked the BOS if they would be willing to erect a dawn to dusk light at the dog park. The BOS was not opposed and will have Chris Noll look into it.

Announcements:

(1) 12th annual Pow-wow May 17th, 18th, 19th, 2019 Ontelaunee Park Admission \$7, Seniors and Veterans \$5, Children under 12 free

(2) NW Lehigh Education Foundation will be holding its 5th annual 5k in Ontelaunee Park on Saturday May 25, 2019

(3) 11th Annual Car & Motorcycle Show; Sunday, July 7, 2019; 1pm till 4pm in Ontelaunee Park. \$5 entrance fee for all cars, trucks and bikes; free admission for spectators. DJ.

(4) Yard Sale will be held in Ontelaunee Park, Saturday, April 27 from 11am to 4pm; tables under the pavilions are \$15 and outside are \$10.

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 7:19 pm.

As of April 30, 2019

Account	Balance
General Fund	108,000.05
Capital Reserve	5,425.05
CD's	1,039,523.27
Zoning/Subdivision	67,786.25
Veteran	8,119.29
HLLW COG	65,268.12
State Road	380,425.33
Equipment	77,296.08
Street Light	886.83
Park	20,367.95
Recreation	3,625.28
Total	1,776,723.50

	<u>TOTAL</u>
Income-GENERAL FUND	
301 · Real Property Taxes	
301.40 · Delinquent RE Tax-Tax Claim	247.02
Total 301 · Real Property Taxes	247.02
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	274.40
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	14,285.62
Total 310.20 · Earned Income Tax	14,285.62
Total 310 · Local Tax Enabling Act	14,560.02
331 · Fines	
331.10 · Court - Magistrate	10.24
Total 331 · Fines	10.24
341 · Interest	
341.01 · Interest on Checking	56.20
Total 341 · Interest	56.20
342 · Interest, Rents & Royalties	
342.53 · Royalties from Cell Tower Rent	1,331.00
Total 342 · Interest, Rents & Royalties	1,331.00
360 · Gen. Govt. Charges for Services	
361 · General Government	

361.97 · Zoning Board Appeal Fee	750.00
Total 361 · General Government	750.00
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	2,187.00
362.41D · Driveway Permit	75.00
362.41F · Building Permit Filed	450.00
362.41S · Accessory Struc < 1000 ft	75.00
Total 362.41 · Building Permit	2,787.00
362.44 · Sewage Permits (SEO Fees)	6,200.00
Total 362.40 · Protective Inspection Fees	8,987.00
362.47 · State fees for Permits	45.00
Total 362 · Public Safety	9,032.00
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	2,111.72
Total 364 · Sanitation	2,111.72
Total 360 · Gen. Govt. Charges for Services	11,893.72
395 · Refunds of Prior Yr Expenditure	
395.35 · Insurance & Bonding	27,892.47
Total 395 · Refunds of Prior Yr Expenditure	27,892.47
Total Income	55,990.67

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	
403.23 · Postage for Tax Collector	55.00
Total 403 · Tax Collection	55.00
404 · Solicitor/Legal Services	1,217.73
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	2,683.10
Total 405 · Secretary/Clerk	2,683.10
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	2,420.75
406.21 · Office Supplies	758.97
406.23 · Postage	143.68
406.32 · Communication - Phone/Wireless	632.45
406.38 · Rentals	185.83
406.42 · Membership/Dues	312.49
406.48 · Internet Fees/Web Design	1,040.00
406.99 · Payroll	5,152.89
Total 406 · Other General Govt. Admin	10,647.06
408 · Engineering Services	
408.99 · Township engineer	5,925.63
Total 408 · Engineering Services	5,925.63
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	1,302.04
409.37 · Repairs and Maint.	934.07
409.44 · Laundry/Other Sanitary Services	225.10
409.99 · Heating - Oil/Propane	1,562.74
Total 409 · General Government Bldg&Plants	4,023.95

Total 400 · General Government	24,828.33
410 · Public Safety	
411 · Fire	
411.99 · Fire Company - Miscellaneous	<u>1,571.44</u>
Total 411 · Fire	1,571.44
413 · Code Enforcement	
413.31 · Code enforcement pro. service	<u>4,845.00</u>
Total 413 · Code Enforcement	4,845.00
414 · Planning & Zoning	
414.99 · Salary Zoning Officer	<u>216.00</u>
Total 414 · Planning & Zoning	216.00
419 · Other Public Safety	
419.99 · PA One Call	<u>17.02</u>
Total 419 · Other Public Safety	<u>17.02</u>
Total 410 · Public Safety	6,649.46
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	573.89
426.44 · Sanitation Services	<u>1,304.00</u>
Total 426 · Gen Gov Recycling Col & Dis	<u>1,877.89</u>
Total 420 · Health and Human Services	1,877.89
430 · Public Works Hwy,Rds,Streets	
437 · Repair of Tools & Machinery	
437.98 · Repair of Machinery	5,954.46
437.99 · Truck Repair	<u>3,487.65</u>
Total 437 · Repair of Tools & Machinery	9,442.11
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	10,083.19
438.25 · Repairs & Maint Supplies	327.14
438.99 · Truck Fuel	<u>2,489.22</u>
Total 438 · Road/Bridge Maint. and Repair	<u>12,899.55</u>
Total 430 · Public Works Hwy,Rds,Streets	22,341.66
450 · Culture-Recreation	
454 · GF Parks	
454.15 · Parks part time staff (GF)	119.37
454.25 · Repairs & Maint Supplies	<u>163.04</u>
Total 454 · GF Parks	<u>282.41</u>
Total 450 · Culture-Recreation	282.41
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,397.82
481.20 · Employer paid Medicare	326.91
481.30 · Employer paid Unemployment Comp	20.39
483.49 · 457 Pension contribution	<u>1,000.00</u>
Total 481 · Employer paid Taxes	2,745.12
486 · Insurance	
486.10 · Insurance - Liability	<u>13,869.25</u>
Total 486 · Insurance	13,869.25
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	10,655.97
487.02 · Life Insurance	47.94
487.04 · Workers Compensation Vol Fire	<u>787.00</u>
Total 487 · Other Group Insurance Benefits	11,490.91

489 · All other unclassified Expenses	
489.98 · Clothing Allowance	53.98
Total 489 · All other unclassified Expenses	53.98
Total 480 · Misc. Expense	28,159.26
Total Expense	84,139.01
Net Income	-28,148.34
	Apr 19
Other Income/Expense-CAPITAL	
Other Income	
341.02 · Interest on Savings	2.84
Total Other Income	2.84
Net Other Income	2.84
Net Income	2.84
	Apr 19
Income-LIQUID FUEL	
341.01 · Interest on Checking	231.06
Total Income	231.06
Expense	
430 · LFF Public Works	
432 · Winter Maintenance	17,420.00
438 · Maint./Repair Roads & Bridges	18,663.57
Total 430 · LFF Public Works	36,083.57
Total Expense	36,083.57
Net Income	-35,852.51
	Apr 19
Income-HLLW COG	
341.02 · Interest on Savings	28.53
Total Income	28.53
Expense	0.00
Net Income	28.53
	Apr 19
Income-RECREATION	
341.01 · Interest on Checking	0.63
Total Income	0.63
Expense	0.00
Net Income	0.63
	Apr 19
Income-ESCROW	
341.000 · Interest Earnings	
341.01 · Interest on Checking	0.68
341.02 · Interest J&M, LLC	27.94
Total 341.000 · Interest Earnings	28.62
Total Income	28.62
Expense	0.00
Net Income	28.62
	Apr 19
Income-PARK	
341.01 · Interest on Checking	3.66
342.59 · Rental of Park Facilities	965.00
Total Income	968.66

Expense	
454 · Parks	
454.36 · Public Utilities	117.81
454.37 · Equipment Repair	1,447.62
454.59 · Rental fee Deposit Refund	50.00
Total 454 · Parks	1,615.43
Total Expense	1,615.43
Net Income	-646.77
	Apr 19
Income-EQUIPMENT	.
341.02 Interest on Equip Fund	40.53
Total Income	40.53
Expense	0.00
Net Income	40.53
	Apr 19
Ordinary Income/Expense-VETERANS	
Income	
341.03 Interest Memorial Fund	3.55
Total Income	3.55
Gross Profit	3.55
Net Ordinary Income	3.55
Net Income	3.55
Total Income (all accounts)	57,295.09
Total Expense (all accounts)	121,838.01
Net Income(all accounts)	-64,542.92

Respectfully Submitted,

Tammy M. White

Tammy M. White
Secretary/Treasurer

