

Board of Supervisors
Thursday, May 9th, 2019 @ 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 Hermany, Road Master Bruce Raber, Solicitor Marc Fisher, and approximately 8 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Media Representation: Kenny Blieler, NWP.

Public Comment: 1. Resident, Kermit DeLong addressed the BOS with concerns about a neighbor directing runoff water onto his property. Justin N. Smith stated that Chris Noll was out to look at the situation. Report will be given by Chris Noll. 2. Eric Andreus from Nestle Waters presented the BOS with a donation of 15K to be used in Ontelaunee Park. Total donations from Nestlé's to date is 290K. The BOS thanked Eric Andreus for Nestlé's continued support. Eric also left a 90 page monitoring book for 2018 of the activity in Lynn Twp as well as a condensed 4 page pamphlet.

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 04/12/18 and to direct the treasurer to pay the bills. Motion carried unanimously.

Fire Companies: LPFC 2nd Asst. Fire Chief, Tim VanBlargan reported for the LPFC for the month of April, 14 emergency calls for the year; May 12th is vender bingo; 3 members completed mods 2; 3 members will be taking pumps, 2 classes held at West Penn fire co. starting May 14th. NTFC Fire Chief, Peter Christ reported for the NTFC for the month of April, 42 fire calls as of 5/6/19; Guns & Cash bash tkts. are all in circulation; Pump, Hose and ladder testing will be completed as soon as the weather permits and will be done in conjunction with LPFC; received 20 cones, 6 boxes of flares and signage from Penn-dot for when we close state roads in particular Route 309 & Mtn. Road; 1st female firefighter graduate from the Bucks FF1 Academy on June 5th; will be hosting a ropes & rigging class 6/3, 17 & 22; 2 FF will be attending pump 2 class at West Penn. A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich approving the assistance of the Fire Police on May 25th for the NW 5K in the Park, Schnecksville Fair June 18th thru June 22nd, and Upper Macungie annual Fireworks display at Breinigsville Park on July 6th. Motion carried unanimously.

Pension Update- Pension representative Justin Schmoyer presented the BOS with a review on the pension plan.

Road Report: Bruce Raber, Road master, reported for the month of April: (1) Swept roads to remove winters road materials. (2) Started to work on roads getting ready to pave. (3) Completed most of the boom mowing. (4) More cold patching was done. (5) Got both 10 wheeler trucks ready for paving. (6) Helped Weisenberg Twp with their paving projects - next is Lynn Twp. (7) Started paving in Lynn twp. with the help of Weisenberg Twp. Anticipated work for May: (1) Finish paving projects. (2) Start mowing shoulders of roads.

Joint Oil Bid: See 2019 bid results below.

Joint Bids – Received for Oil, 50,000 Gallons~ CRS-2PME3M

Oil Bids Received	CRS-2PME3M-LYNN TWP
Asphalt Maint. Solutions, LLC P.O. Box 387 Center Valley, PA 18034	50,000 Total Gallons \$2.15 Gal. Total=\$ 107,500.00

Heidelberg Township did the joint bidding and accepted the one bid received at their meeting held on Thursday, April 18, 2019.

A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour to award Asphalt Maintenance Solutions, LLC for Lynn Township's portion of the bid, 50,000 gallons, for the 2019 Joint Oil. Motion carried unanimously.

Proposed Sewer Amendments: Discussion was held regarding the proposed sewer service amendments. The BOS were in agreement to include "On Lot" and "Community Disposal" as part of the modifications. The BOS will review further and will discuss at the June 13th BOS meeting.

DCED Resolution 2019-15- A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich approving Resolution 2019-15; A RESOLUTION FOR THE DCED GRANT APPLICATION @ 85%. Motion carried unanimously.

Ordinance 2019-01: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour adopting Ordinance 2019-01; AN ORDINANCE OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP AMENDING THE CODE OF ORDINANCES, TOWNSHIP OF LYNN, AUTHORIZING THE BOARD OF SUPERVISORS TO ENTER INTO CONTRACTS TO ERECT AND SUPPLY POWER FOR PUBLIC STREET LIGHTIN, ESTABLISHING AN ASSESSMENT FORMULA FOR THE PAYMENT OF STREET LIGHTING, PROVIDING CERTAIN EXEMPTIONS FROM ASSESSMENT, AND ESTABLISHING A METHODOLOGY FOR BILLING AND COLLECTION OF SUCH ASSESSMENTS. Motion carried unanimously.

Park: Yard Sale: The Yard Sale was not as anticipated due to high winds the day of. LCC: LCC has bands to put around trees for West Nile and Spotted Lantern Fly. There is no charge. Kathy Hermany has obtained a large roll for those in the community that wish to have some. Grass: Justin N. Smith has contacted Don Dietrich to cut the park and tot-lot. At this time the BOS were in favor of getting a quote from Don Dietrich to cut the Tot-lot for this year. The BOS directed Tammy M. White to advertise for a FT Road Crew/Park employee at the starting rate of \$15. This individual will work for Bruce as well as in the Park. Veterans Memorial: Donald Christ stated that the next meeting will be held 5/21 at the Lynn Twp. building. Mr. Christ also reported that the Veterans Memorial website should be up and working within 2 weeks. Donations should be ready to accept by the end of the summer on the website. Pool Feasibility Study: The BOS directed Tammy M. White to do a letter of support for the proposed pool. The letters of support from the surrounding Municipalities can be used for the Pool Feasibility Study which will enable them to apply for grants.

Miscellaneous: (1) EMC stipend \$500/ Lynn: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving a \$500 stipend for a combined EMC Coordinator for Lynn Twp. Motion carried unanimously. Heidelberg Twp. has approved their \$500 stipend for the position of EMC Coordinator, making the total 1K per year. Heidelberg will be doing an advertisement for the position and Lynn township will reimburse them for half of the advertising cost. (2) TCC Alternate: A motion was made by Justin N. Smith and seconded by Brian C. Dietrich to appoint Kathy Hermany as alternate TCC delegate for Lynn Twp. Motion carried unanimously. (3) Transfer Station: With much discussion the BOS has decided to close the Transfer Station. A date will be decided on as to when the TS will close. The decision has come due to the fact that the Expenses are more than the income being brought in. (4) Regional Planning: Meeting will be held the First Tuesday of June 4th, 5:30pm @ Lowhill Township. Tammy M. White will be at the meeting. (5) Inspection Agency: There has been a complaint regarding one of Lynn Twp. Inspection Agencies. Once final inspection of the complaint in question is completed, further action will be taken. (6) REC Fields: Justin N. Smith stated that there was vandalism at the REC Fields. Cameras caught the perpetrators and further action will be taken. (7) Eagle Scout: The Eagle Scout project in Ontlaunee Park will be completed soon.

Public Comment: (1) Jan Sutermeister thanked the BOS for their letter of support for the community pool.

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 26, 2018

(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.

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 7:36 pm.

As of May 31, 2019

Account	Balance
General Fund	198,362.43
Capital Reserve	5,427.81
CD's	1,039,523.27
Zoning/Subdivision	67,813.99
Veteran	8,244.78
HLLW COG	65,295.77
State Road	333,861.23
Equipment	77,335.36
Street Light	2,551.49
Park	35,746.76
Recreation	3,623.90
Total	1,837,786.79

TOTAL

Income-GENERAL FUND

301 · Real Property Taxes	
301.10 · Real Estate Tax-Current	15,324.49
301.40 · Delinquent RE Tax-Tax Claim	22.24
Total 301 · Real Property Taxes	15,346.73
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	5,343.40
310.20 · Earned Income Tax	

310.21 · Earned Income Tax-Current	108,688.36
Total 310.20 · Earned Income Tax	108,688.36
Total 310 · Local Tax Enabling Act	114,031.76
321 · Business Licenses and Permits	
321.80 · Cable Television Francise	14,693.63
Total 321 · Business Licenses and Permits	14,693.63
331 · Fines	
331.10 · Court - Magistrate	76.61
Total 331 · Fines	76.61
341 · Interest	
341.01 · Interest on Checking	83.10
Total 341 · Interest	83.10
342 · Interest, Rents & Royalties	
342.53 · Royalties from Cell Tower Rent	2,662.00
Total 342 · Interest, Rents & Royalties	2,662.00
360 · Gen. Govt. Charges for Services	
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	3,291.17
362.41D · Driveway Permit	150.00
362.41F · Building Permit Filed	450.00
362.41S · Accessory Struc < 1000 ft	225.00
Total 362.41 · Building Permit	4,116.17
Total 362.40 · Protective Inspection Fees	4,116.17
362.47 · State fees for Permits	67.50
362.98 · Sign Permit	30.00
Total 362 · Public Safety	4,213.67
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	2,100.30
Total 364 · Sanitation	2,100.30
Total 360 · Gen. Govt. Charges for Services	6,313.97

Total Income	153,207.80
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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	710.34
Total 403 · Tax Collection	710.34
404 · Solicitor/Legal Services	1,159.40
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	129.99
406.32 · Communication - Phone/Wireless	368.94
406.34 · Advertising	145.00
406.38 · Rentals	545.85
406.99 · Payroll	5,421.79
Total 406 · Other General Govt. Admin	9,032.32

408 · Engineering Services	
408.99 · Township engineer	<u>6,291.25</u>
Total 408 · Engineering Services	6,291.25
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	1,221.56
409.37 · Repairs and Maint.	288.29
409.44 · Laundry/Other Sanitary Services	<u>479.34</u>
Total 409 · General Government Bldg&Plants	<u>1,989.19</u>
Total 400 · General Government	22,141.46
410 · Public Safety	
411 · Fire	
411.99 · Fire Company - Miscellaneous	<u>98.44</u>
Total 411 · Fire	98.44
413 · Code Enforcement	
413.31 · Code enforcement pro. service	<u>2,363.00</u>
Total 413 · Code Enforcement	2,363.00
414 · Planning & Zoning	
414.34 · ZB Advertising, Print, & Bind	126.70
414.99 · Salary Zoning Officer	<u>396.00</u>
Total 414 · Planning & Zoning	<u>522.70</u>
Total 410 · Public Safety	2,984.14
420 · Health and Human Services	
422 · Vector (Animal) Control	
422.99 · Stray Animals	<u>500.00</u>
Total 422 · Vector (Animal) Control	500.00
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	533.06
426.44 · Sanitation Services	<u>1,496.00</u>
Total 426 · Gen Gov Recycling Col & Dis	<u>2,029.06</u>
Total 420 · Health and Human Services	2,529.06
430 · Public Works Hwy,Rds,Streets	
437 · Repair of Tools & Machinery	
437.99 · Truck Repair	<u>3,676.52</u>
Total 437 · Repair of Tools & Machinery	3,676.52
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	10,162.30
438.25 · Repairs & Maint Supplies	2,015.78
438.99 · Truck Fuel	<u>2,175.00</u>
Total 438 · Road/Bridge Maint. and Repair	<u>14,353.08</u>
Total 430 · Public Works Hwy,Rds,Streets	18,029.60
450 · Culture-Recreation	
454 · GF Parks	
454.15 · Parks part time staff (GF)	<u>486.93</u>
Total 454 · GF Parks	<u>486.93</u>
Total 450 · Culture-Recreation	486.93
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,502.16
481.20 · Employer paid Medicare	351.31
481.30 · Employer paid Unemployment Comp	32.68
483.49 · 457 Pension contribution	<u>1,000.00</u>
Total 481 · Employer paid Taxes	2,886.15
486 · Insurance	

486.10 · Insurance - Liability	-147.50
Total 486 · Insurance	-147.50
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	10,655.97
487.02 · Life Insurance	47.94
487.03 · Workmans Compensation	2,170.75
487.04 · Workers Compensation Vol Fire	787.00
Total 487 · Other Group Insurance Benefits	13,661.66
489 · All other unclassified Expenses	
489.98 · Clothing Allowance	273.92
Total 489 · All other unclassified Expenses	273.92
Total 480 · Misc. Expense	16,674.23

Total Expense	62,845.42
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Net Income	90,362.38
	May 19

Income-LIGHT FUND

383.11 · Street Lighting Tax	1,664.66
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Total Income	1,664.66
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Expense	0.00
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Net Income	1,664.66
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May 19

Other Income/Expense-CAPITAL RES

Other Income

341.02 · Interest on Savings	2.76
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Total Other Income	2.76
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Net Other Income	2.76
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Net Income	2.76
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May 19

Income-LFF

341.01 · Interest on Checking	200.75
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Total Income	200.75
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Expense

430 · LFF Public Works

438 · Maint./Repair Roads & Bridges	388.70
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439 · HW Construction/Rebuilding Proj	46,376.15
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Total 430 · LFF Public Works	46,764.85
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Total Expense	46,764.85
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Net Income	-46,564.10
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May 19

Income-HLLW COG

341.02 · Interest on Savings	27.65
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Total Income	27.65
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Expense	0.00
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Net Income	27.65
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May 19

Income-RECREATION

341.01 · Interest on Checking	0.62
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Total Income	0.62
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Expense	0.00
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Net Income	0.62
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	May 19
Income-ESCROW FUND	
341.000 · Interest Earnings	
341.01 · Interest on Checking	0.66
341.02 · Interest J&M, LLC	27.08
Total 341.000 · Interest Earnings	27.74
Total Income	27.74
Expense	0.00
Net Income	27.74
	May 19
Income-PARK FUND	
341.01 · Interest on Checking	4.75
342.59 · Rental of Park Facilities	1,325.00
387 · Contributions and Donations	15,300.00
Total Income	16,629.75
Expense	
454 · Parks	
454.25 · Repairs & Maintenance Supplies	737.29
454.36 · Public Utilities	104.67
454.38 · Rental	158.98
454.59 · Rental fee Deposit Refund	250.00
Total 454 · Parks	1,250.94
Total Expense	1,250.94
Net Income	15,378.81
	May 19
Income-EQUIPMENT FUND	
341.02 Interest on Equip Fund	39.28
Total Income	39.28
Expense	0.00
Net Income	39.28
	May 19
Ordinary Income/Expense-VETERANS	
Income	
341.03 Interest Memorial Fund	3.49
357.01 Grants/Donations	122.00
Total Income	125.49
Gross Profit	125.49
Net Ordinary Income	125.49
Net Income	125.49
Total Income (all accounts)	171,926.50
Total Expense (all accounts)	110,861.21
Net Income(all accounts)	61,065.29

Respectfully Submitted,

Tammy M. White

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Secretary/Treasurer