

Board of Supervisors
Thursday, July 11th, 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, Absent was Member Brian C. Dietrich, Secretary/Treasurer Tammy M. White, Asst. Secretary/Treasurer Kathy A. Hermany, Road Master Bruce Raber, Engineer Chris Noll, Solicitor Marc Fisher, and approximately 8 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Media Representation: N/A

Public Comment: 1. Robert Rice Waiver Request: Mr. Rice submitted a waiver request for a lot line adjustment between his two properties that butt each other and would like to combine as one lot. The BOS along with the Solicitor stated that he does not need the waiver and advised him to speak with his Lawyer to draft a consolidation deed and have it filed with the County.

Accept the Minutes and Direct the Treasurer to pay the bills: A motion was made by Steve I. Feinour and seconded by Justin N. Smith to accept the minutes from 06/13/19 and to direct the treasurer to pay the bills. Motion carried.

Fire Companies- LPFC Asst. Fire Chief, Tim VanBlargan reported for the month of June: 28 Emergency calls for the year; 2 members finished a pumps 1 class last weekend held at Emerald FC; Saturday, July 13th is tool bingo. **NTFC** Fire Chief, Peter Christ reported for the month of June: 63 fire calls as of 7/8/19; first female firefighter graduated from the Bucks FF1 Academy on June 5th; truck 1 & 2 being held at Germansville FC July and beginning of August; FF Jon Haas passed his FF1 Certification, 1 FF passed pump 1; 1 FF in Mod3; Night in the Country coming up; Guns & Cash bash fire police assistance; stroke unit & Coroner's office 07/15 @ station 17.

Subdivision- Overlay District Village Center: Chris Noll & Marc Fisher will prepare and have the BOS review it before it is sent to the Lehigh Valley Planning Commission. It will be a few months before it comes back to the BOS for their final approval.

Road Report: Bruce Raber, Road master, reported for the month of June: (1) Helped Weisenberg Twp. with oil & chip. (2) Shoulder mowing. (3) Prepared roads for oil & chip. (4) Weed whacked intersections and around guide rails. (5) Finished Lynn Twp Oil & Chip with help from 3 other townships. (6) Helped Heidelberg with their oil & chip. (7) Swept all our roads that were oiled & chipped. (8) Hauled scrap metal from Recycling Center = \$60; cut the grass and weed whacked at TS as well. Anticipated work for July: (1) Help Lowhill Township with their oil & chip. (2) Line Painting. (3) Install one large 4' road pipe, possibly 2.

Ag Security Proposal (s): Moyer/Pergosky Proposal & Hermany Proposal: A motion was made by Steve I. Feinour and seconded by Justin N. Smith approving receipt of the proposal and to direct the staff and solicitor to process the necessary paperwork. Motion carried. Hermany proposal is for 32.9883 acres and Moyer/Pergosky proposal is for 4.53 acres.

Proposed Sewer Amendments Update- Charles Volk and Liesel Gross from LCA were present at the meeting. Discussion was held concerning the steps that are being taken by LCA to make improvements to the sewer authority to free up allocation. Mr. Volk stated that they are meeting with Eric Schellhamer on 7/12/19. Mr. Volk added that there will be another meeting @ the township building. Date and time TBD. NTFC Fire Chief Peter Christ addressed concerned regarding a dry hydrant in the townhouses and that they do not have access to a key. Leisel Gross stated she will look into it and that it should not be a problem to give them a key for access.

Multi Municipal Comprehensive Plan Service Agreement- The BOS will discuss at the August BOS meeting.

Donations: A motion was made by Steve I. Feinour and seconded by Justin N. Smith for the township to pay NTFC 6K and the LPFC 4K based on 60% - 40% coverage and the rest of the donation to stay the same as 2018. Motion carried.

Park: (1) Ross Valley Bridge: Ryan Christman, from KCE, will be in touch with Bruce Raber to regarding the maintenance that needs to be done on the bridge. (2) Dog Park Light: Chris Noll is working on getting a dawn to dusk light connected in the area of the Dog Park. (3) Disk Golf: Kathy Hermany stated that the new disk golf signs have been ordered. (4) 2005 Mack: Bruce Raber wanted the BOS to know that the 2005 Mack is working great and is an asset to the road crew. (5) Transfer Station: A motion was made by Justin N. Smith and seconded by Steve I. Feinour increasing the cost of recyclables from \$5 to \$7 starting August 1st 2019. Motion carried. In addition, Bruce Raber added that the scrap metal drop off has to be policed better because individuals are putting other scrap in the area that is not accepted by Buckman Metal. Justin N. Smith also added that Tammy M. White check with Berger Sanitation regarding the cost of having a dumpster located at the Park by the Maintenance Garage. (6) Veterans Memorial: Donald Christ announced that there will be a mass mailing going out in reference to the Veterans Memorial.

Miscellaneous: (1) Pop Up Library: Megan Waidelich, from the Kutztown Community Library, emailed Lynn Township regarding a Pop Up Library in the New Tripoli area. The BOS were in favor of it, with a possible location in Ontelaunee Park. The process of the Pop Up Library is that free books are placed in a mailbox-like structure, and people can take and replace them as wanted. The location would also maintain its stock with books on a regular basis. Tammy M. White

will contact Megan Waidelich. (2) Car Show: Steve I. Feinour stated that car show that was held in the park on Sunday, July 7, 2019 was a huge success for the Boy Scouts. Ben Giralico added that the Boy Scout troop did an excellent job and approximately 150 cars were in attendance. (3) (4)

Public Comment: None

Announcements:

(1) Saturday, August 17, 2019; Night in the Country 4pm

(2) Saturday, October 5, 2019 Pioneer Day Festival in Ontelaunee Park

Adjournment: A motion was made by Steve I. Feinour and seconded by Justin N. Smith to adjourn the meeting.

Motion carried unanimously. Meeting adjourned at 7:30 pm

As of July 31, 2019

Account	Balance
General Fund	175,823.10
Capital Reserve	5,433.24
CD's	1,039,523.27
Zoning/Subdivision	67,868.60
Veteran	8,498.14
HLLW COG	64,125.85
State Road	154,748.84
Equipment	77,412.72
Street Light	6,113.17
Park	34,342.91
Recreation	3,627.12
Total	1,637,516.96

	<u>TOTAL</u>
Income-GENERAL FUND	
301 · Real Property Taxes	
301.10 · Real Estate Tax-Current	3,468.08
301.40 · Delinquent RE Tax-Tax Claim	91.67
301.60 · Real Estate Tax-Interim-Current	55.76
Total 301 · Real Property Taxes	3,615.51
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	8,679.37
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	8,482.08
Total 310.20 · Earned Income Tax	8,482.08
310.60 · Amusement /Admissions Tax	9,268.13
Total 310 · Local Tax Enabling Act	26,429.58
331 · Fines	
331.10 · Court - Magistrate	14.33
Total 331 · Fines	14.33
341 · Interest	
341.01 · Interest on Checking	123.77
Total 341 · Interest	123.77
342 · Interest, Rents & Royalties	
342.53 · Royalties from Cell Tower Rent	1,331.00
Total 342 · Interest, Rents & Royalties	1,331.00
356 · State Payments in Lieu of Taxes	
356.10 · Fish & Boat 2006 In-Lieu of Tax	222.00
Total 356 · State Payments in Lieu of Taxes	222.00
360 · Gen. Govt. Charges for Services	
361 · General Government	
361.81 · Business Permit	125.00
361.90 · Mechanical/HVAC Permit	70.00
Total 361 · General Government	195.00

362 · Public Safety

362.40 · Protective Inspection Fees

362.41 · Building Permit

362.41B · BLDG/Alter/Repair Permit 1,988.00

362.41F · Building Permit Filed 350.00

362.41S · Accessory Struc < 1000 ft 100.00

Total 362.41 · Building Permit 2,438.00

362.42 · Electrical Permit 325.00

362.44 · Sewage Permits (SEO Fees) 2,950.00

Total 362.40 · Protective Inspection Fees 5,713.00

362.47 · State fees for Permits 54.00

Total 362 · Public Safety 5,767.00

364 · Sanitation

364.30 · Solid Waste Collection/Disposal 4,206.40

Total 364 · Sanitation 4,206.40

Total 360 · Gen. Govt. Charges for Services 10,168.40

392 · Interfund Operating Transfer

392.99 · Transfer from COG 874.13

Total 392 · Interfund Operating Transfer 874.13

Total Income 42,778.72

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 169.14

Total 403 · Tax Collection 169.14

404 · Solicitor/Legal Services 1,009.60

405 · Secretary/Clerk

405.12 · Salary Township Secretary 4,008.09

Total 405 · Secretary/Clerk 4,008.09

406 · Other General Govt. Admin

406.12 · Salary Full Time Staff 3,649.16

406.21 · Office Supplies 131.29

406.23 · Postage 149.88

406.32 · Communication - Phone/Wireless 399.54

406.38 · Rentals 554.84

406.46 · Mtg., Conf.,Cont.Ed. 180.00

406.99 · Payroll 8,890.34

Total 406 · Other General Govt. Admin 13,955.05

408 · Engineering Services

408.99 · Township engineer 1,339.36

Total 408 · Engineering Services 1,339.36

409 · General Government Bldg&Plants

409.36 · Public Utility Services (TWP) 201.18

409.44 · Laundry/Other Sanitary Services 918.48

Total 409 · General Government Bldg&Plants 1,119.66

Total 400 · General Government 21,876.76

410 · Public Safety

411 · Fire

411.54 · Fire Co. Donations 10,000.00

411.97 · Lynnpport FC Fuel 50.15

411.99 · Fire Company - Miscellaneous	98.44
Total 411 · Fire	10,148.59
412 · Ambulance/Rescue	
412.54 · Ambulance/Rescue Donations	3,000.00
Total 412 · Ambulance/Rescue	3,000.00
413 · Code Enforcement	
413.31 · Code enforcement pro. service	5,365.00
Total 413 · Code Enforcement	5,365.00
414 · Planning & Zoning	
414.31 · Professional services	626.75
414.99 · Salary Zoning Officer	342.00
Total 414 · Planning & Zoning	968.75
Total 410 · Public Safety	19,482.34
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	815.04
426.44 · Sanitation Services	2,253.92
Total 426 · Gen Gov Recycling Col & Dis	3,068.96
Total 420 · Health and Human Services	3,068.96
430 · Public Works Hwy,Rds,Streets	
437 · Repair of Tools & Machinery	
437.98 · Repair of Machinery	1,310.60
Total 437 · Repair of Tools & Machinery	1,310.60
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	15,406.49
438.25 · Repairs & Maint Supplies	7,274.56
438.99 · Truck Fuel	1,984.26
Total 438 · Road/Bridge Maint. and Repair	24,665.31
Total 430 · Public Works Hwy,Rds,Streets	25,975.91
450 · Culture-Recreation	
452 · Participant Recreation	
452.97 · Northwestern Rec Commission	5,500.00
Total 452 · Participant Recreation	5,500.00
454 · GF Parks	
454.12 · Parks full time staff (GF)	1,787.81
454.15 · Parks part time staff (GF)	2,297.79
454.25 · Repairs & Maint Supplies	3,304.98
Total 454 · GF Parks	7,390.58
Total 450 · Culture-Recreation	12,890.58
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	2,457.91
481.20 · Employer paid Medicare	574.83
481.30 · Employer paid Unemployment Comp	129.73
483.49 · 457 Pension contribution	1,500.00
Total 481 · Employer paid Taxes	4,662.47
487 · Other Group Insurance Benefits	
487.02 · Life Insurance	47.94
487.04 · Workers Compensation Vol Fire	787.00
Total 487 · Other Group Insurance Benefits	834.94
Total 480 · Misc. Expense	5,497.41
Total Expense	88,791.96
Net Income	-46,013.24

	Jul 19
Income-LIGHT FUND	
383.11 · Street Lighting Tax	309.47
Total Income	309.47
Expense	
434 · Street Lighting	
434.36 · Street Lighting Electric	968.91
Total 434 · Street Lighting	968.91
Total Expense	968.91
Net Income	-659.44
	Jul 19
Other Income/Expense-CAP RES	
Other Income	
341.02 · Interest on Savings	2.94
Total Other Income	2.94
Net Other Income	2.94
Net Income	2.94
	Jul 19
Income-LFF	
341.01 · Interest on Checking	119.44
Total Income	119.44
Expense	
430 · LFF Public Works	
438 · Maint./Repair Roads & Bridges	132,167.76
Total 430 · LFF Public Works	132,167.76
Total Expense	132,167.76
Net Income	-132,048.32
	Jul 19
Income-HLLW	
341.02 · Interest on Savings	29.02
Total Income	29.02
Expense	
492 · Interfund Transfer	
492.01 · Transfer to GF Cking	874.13
Total 492 · Interfund Transfer	874.13
Total Expense	874.13
Net Income	-845.11
	Jul 19
Income-REC FUND	
341.01 · Interest on Checking	0.66
Total Income	0.66
Expense	0.00
Net Income	0.66
	Jul 19
Income-ESCROW FUND	
341.000 · Interest Earnings	
341.01 · Interest on Checking	0.70
341.02 · Interest J&M, LLC	28.85
Total 341.000 · Interest Earnings	29.55
Total Income	29.55

Expense	0.00
Net Income	<u>29.55</u>

Jul 19

Income-PARK FUND

341.01 · Interest on Checking	6.39
342.59 · Rental of Park Facilities	800.00
387 · Contributions and Donations	20.00

Total Income	<u>826.39</u>
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Expense

454 · Parks	
454.25 · Repairs & Maintenance Supplies	756.71
454.36 · Public Utilities	118.82
454.59 · Rental fee Deposit Refund	450.00

Total 454 · Parks	<u>1,325.53</u>
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Total Expense	<u>1,325.53</u>
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Net Income	<u>-499.14</u>
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Jul 19

Income-EQUIPMENT FUND

341.02 Interest on Equip Fund	41.86
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Total Income	<u>41.86</u>
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Expense	0.00
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Net Income	<u>41.86</u>
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Jul 19

Ordinary Income/Expense-VETERANS FUND

Income

341.03 Interest Memorial Fund	3.81
357.01 Grants/Donations	245.05

Total Income	<u>248.86</u>
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Gross Profit	<u>248.86</u>
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Net Ordinary Income	<u>248.86</u>
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Net Income	<u>248.86</u>
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Total Income (all accounts)	<u>44,386.91</u>
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Total Expense (all accounts)	<u>224,128.29</u>
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Net Income(all accounts)	<u>-179,741.38</u>
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Respectfully Submitted,

Tammy M. White
 Tammy M. White
 Secretary/Treasurer