

Board of Supervisors
Thursday, August 8th, 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, Admin/Zoning office Secretary Kathy A. Hermany, Road Master Bruce Raber, Engineer Chris Noll, Solicitor Marc Fisher, and approximately 5 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Media Representation: Kenny Bleiler, NWP.

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 07/11/19 and direct the treasurer to pay the bills. Motion carried unanimously.

Subdivision: Paul Kuhn extension: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving the extension request thru October 31, 2019. Motion carried unanimously.

Fire Companies: LPFC 2nd Asst. Fire Chief, Tim VanBlargan reported for the LPFC: 34 emergency calls for the year; LPFC will be hosting a basic Fire Police class starting Sept 9th; Sept 7th from 2pm - 8pm will the LPFC 75th Anniversary parade; Sept 15th is the meat bingo. NTFC Fire Chief, Peter Christ reported for the NTFC: 82 fire calls as of 8/7/19; FF Phil Hobel passed his FFII pro-board certification; 2 FF completed truck 1&2; 1 FF completed Mod 3 of essentials; 1 FF passed basic vehicle rescue technician; will be at Night in the Country. Fire Fighters Retention & Recruitment Fund 2019: In 2018 the BOS stated the following: The BOS discussed that the money(10K) would be split between NTFC and LPFC based on amount of calls received from January thru September 30th. Calls will be reported at the October BOS meeting and the fire companies will have their money by November. The BOS agreed this is how it will be based each year going forward. The 2019 year will be the same.

Road Report: Bruce Raber, Road master, reported for the month of July: (1) Cleaned out gutters & cut shoulders. (2) Fixed up the wood fence on the train bridge in park. (3) Made repair to exhaust pipe on 6320JD shoulder mower. (4) Weed wacked around bridges & guide rails. (5) We had about 12 trees come down during storms. (6) Installed a 4' X 40' long road pipe. (7) Did some cold patching (about 3 tons). (8) Installed & replaced stop & road name signs. (9) Started cleaning out box culverts. (10) Hauled scrap metal - \$53.40 & aluminum cans - \$90.00 from recycling center and a scrap road pipe - \$93.00. (11) All double yellow lines have been painted. Anticipated work for August: (1) Work on cleaning box culverts. (2) Install another large pipe. (3) Work on some dirt roads. Ross Valley Bridge: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour authorizing KCE to put the Ross Valley Bridge repairs out for bid. Motion carried unanimously. KCE stated that the Ross Valley Bridge repairs would cost approximately 160K. Bruce Raber added that LFF money can be used toward the repairs. Park Bridge: The BOS were in favor of Bruce Raber obtaining 3 quotes to make repairs to the foot bridge in Ontelaunee Park. KCE estimates the repairs will be under the threshold of having to put out to bid.

Proposed Sewer Amendments Update Ord. 2019-02: A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich authorizing Solicitor, Marc Fisher to advertise the ordinance. Motion carried unanimously.

Multi Municipal Comprehensive Plan Service Agreement: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving the Planning Services Agreement with the LVPC and the Municipalities of Heidelberg Township, Lowhill Township, Lynn Township, Slatington Borough, Washington Township, Weisenberg Township, collectively organized as a multi-municipal comprehensive planning area (Northern Lehigh and together with LVPC, the "Parties, and each a "Party". Motion carried unanimously.

Park: Dawn to Dusk Light: Chris Noll is working on the Dawn to Dusk light for at the dog park. Disk Golf: Kathy Hermany reported that the new disk golf sign have been delivered and will be put up in a few weeks. Arborvitae: The BOS stated that the 6 dead Arborvitae located in the park along the Murhy property should be replaced. Kathy Hermany will call Ross Post and have him come out and recommend a size. Dumpster: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour authorizing the purchase of a dumpster for Ontelaunee Park to be located at the maintenance garage. Motion carried unanimously. The dumpster will have a lock on it at all times. Maint. Garage: Justin N. Smith stated that an individual was caught stealing from the maintenance garage and another individual was seen inside the fence surrounding the garage. The State Police were called.

Miscellaneous: (1) Transfer Station: There are now 2 recycling bins located at the TS that need repairs. It will be looked into having them repaired. (2) Walking Trail: Brian Carl is going to meet with the road crews during set up of Night in the Country to review the walking trail project. Justin N. Smith stated that the project should be covered with grant money and Nestle money. (3) Chris Noll: Chris Noll stated that the Nestle Culvert Replacement does not affect the township. (4) Jan Sutermeister: Jan was present to give an update that the proposed pole committee passed their bylaws and once they obtain 5013C status they will move forward with feasibility study.

Public Comment: None

Announcements: (1) Night in the Country is scheduled for Saturday, August 17, 2019 with a rain date of Sunday, August 18, 2019.

(3) Apple Festival Saturday, October 5, 2019 Ontelaunee Park

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 6:57 pm.

As of August 31, 2019

Account	Balance
General Fund	232,454.36
Capital Reserve	5,435.26
CD's	1,039,523.27
Zoning/Subdivision	67,891.64
Veteran	10,904.37
HLLW COG	64,148.29
State Road	136,952.18
Equipment	77,441.50
Street Light	5,250.49
Park	33,607.84
Recreation	3,627.72
Total	1,677,236.92

	<u>TOTAL</u>
Income-GENERAL FUND	
301 · Real Property Taxes	
301.10 · Real Estate Tax-Current	2,507.78
301.40 · Delinquent RE Tax-Tax Claim	178.25
301.60 · Real Estate Tax-Interim-Current	25.82
Total 301 · Real Property Taxes	2,711.85
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	10,002.91
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	96,932.33
Total 310.20 · Earned Income Tax	96,932.33
Total 310 · Local Tax Enabling Act	106,935.24
321 · Business Licenses and Permits	
321.80 · Cable Television Francise	14,463.43
Total 321 · Business Licenses and Permits	14,463.43
331 · Fines	
331.10 · Court - Magistrate	63.20
Total 331 · Fines	63.20
341 · Interest	
341.01 · Interest on Checking	84.68
Total 341 · Interest	84.68
342 · Interest, Rents & Royalties	
342.53 · Royalties from Cell Tower Rent	2,662.00
Total 342 · Interest, Rents & Royalties	2,662.00
356 · State Payments in Lieu of Taxes	
356.02 · Game Commission	2,017.55
Total 356 · State Payments in Lieu of Taxes	2,017.55
360 · Gen. Govt. Charges for Services	
361 · General Government	
361.81 · Business Permit	125.00
361.90 · Mechanical/HVAC Permit	140.00
Total 361 · General Government	265.00
362 · Public Safety	
362.40 · Protective Inspection Fees	

362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	1,440.00
362.41D · Driveway Permit	75.00
362.41F · Building Permit Filed	400.00
362.41S · Accessory Struc < 1000 ft	25.00
Total 362.41 · Building Permit	1,940.00
362.42 · Electrical Permit	290.00
362.43 · Plumbing Permit	380.00
Total 362.40 · Protective Inspection Fees	2,610.00
362.47 · State fees for Permits	63.00
Total 362 · Public Safety	2,673.00
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	3,039.20
Total 364 · Sanitation	3,039.20
Total 360 · Gen. Govt. Charges for Services	5,977.20
Total Income	134,915.15
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	116.49
403.21 · Office Supplies	23.30
403.46 · Meetings, Conferences, Cont. Ed	50.00
Total 403 · Tax Collection	189.79
404 · Solicitor/Legal Services	2,022.80
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	2,716.22
Total 405 · Secretary/Clerk	2,716.22
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	2,458.86
406.21 · Office Supplies	2,188.57
406.32 · Communication - Phone/Wireless	2,100.85
406.38 · Rentals	363.84
406.46 · Mtg., Conf., Cont. Ed.	60.00
406.99 · Payroll	5,921.14
Total 406 · Other General Govt. Admin	13,093.26
408 · Engineering Services	
408.99 · Township engineer	3,595.60
Total 408 · Engineering Services	3,595.60
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	226.30
409.44 · Laundry/Other Sanitary Services	670.36
Total 409 · General Government Bldg&Plants	896.66
Total 400 · General Government	22,790.19
410 · Public Safety	
411 · Fire	
411.99 · Fire Company - Miscellaneous	5,197.34
Total 411 · Fire	5,197.34
413 · Code Enforcement	
413.31 · Code enforcement pro. service	2,105.00
Total 413 · Code Enforcement	2,105.00

414 · Planning & Zoning	
414.99 · Salary Zoning Officer	270.00
Total 414 · Planning & Zoning	270.00
419 · Other Public Safety	
419.99 · PA One Call	23.89
Total 419 · Other Public Safety	23.89
Total 410 · Public Safety	7,596.23
420 · Health and Human Services	
422 · Vector (Animal) Control	
422.99 · Stray Animals	200.00
Total 422 · Vector (Animal) Control	200.00
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	543.36
426.44 · Sanitation Services	2,576.00
Total 426 · Gen Gov Recycling Col & Dis	3,119.36
Total 420 · Health and Human Services	3,319.36
430 · Public Works Hwy,Rds,Streets	
437 · Repair of Tools & Machinery	
437.99 · Truck Repair	2,328.63
Total 437 · Repair of Tools & Machinery	2,328.63
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	10,092.28
438.25 · Repairs & Maint Supplies	879.57
438.99 · Truck Fuel	2,272.70
Total 438 · Road/Bridge Maint. and Repair	13,244.55
Total 430 · Public Works Hwy,Rds,Streets	15,573.18
450 · Culture-Recreation	
454 · GF Parks	
454.12 · Parks full time staff (GF)	573.79
454.15 · Parks part time staff (GF)	1,910.47
454.25 · Repairs & Maint Supplies	382.79
454.31 · Parks Professional services	900.12
Total 454 · GF Parks	3,767.17
Total 450 · Culture-Recreation	3,767.17
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,628.01
481.20 · Employer paid Medicare	380.74
481.30 · Employer paid Unemployment Comp	82.15
483.49 · 457 Pension contribution	1,000.00
Total 481 · Employer paid Taxes	3,090.90
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	21,311.94
487.02 · Life Insurance	47.94
487.04 · Workers Compensation Vol Fire	787.00
Total 487 · Other Group Insurance Benefits	22,146.88
Total 480 · Misc. Expense	25,237.78
Total Expense	78,283.91
Net Income	56,631.24
	Aug 19
Income-LIGHT FUND	
383.11 · Street Lighting Tax	105.49
Total Income	105.49

Expense	
434 · Street Lighting	
434.36 · Street Lighting Electric	968.17
Total 434 · Street Lighting	968.17
Total Expense	968.17
Net Income	-862.68
	Aug 19
Other Income/Expense- CR	
Other Income	
341.02 · Interest on Savings	2.02
Total Other Income	2.02
Net Other Income	2.02
Net Income	2.02
	Aug 19
Income- LIQUID FUEL FUND	
341.01 · Interest on Checking	43.59
Total Income	43.59
Expense	
430 · LFF Public Works	
438 · Maint./Repair Roads & Bridges	17,840.25
Total 430 · LFF Public Works	17,840.25
Total Expense	17,840.25
Net Income	-17,796.66
	Aug 19
Income- HLLW COG	
341.02 · Interest on Savings	22.44
Total Income	22.44
Expense	0.00
Net Income	22.44
	Aug 19
Income- RECREATION	
341.01 · Interest on Checking	0.60
Total Income	0.60
Expense	0.00
Net Income	0.60
	Aug 19
Income- ESCROW FUND	
341.000 · Interest Earnings	
341.01 · Interest on Checking	0.64
341.02 · Interest J&M, LLC	22.40
Total 341.000 · Interest Earnings	23.04
Total Income	23.04
Expense	0.00
Net Income	23.04
	Aug 19
Income- PARK FUND	
341.01 · Interest on Checking	5.71
342.59 · Rental of Park Facilities	1,175.00
Total Income	1,180.71
Expense	

454 · Parks	
454.25 · Repairs & Maintenance Supplies	1,115.00
454.36 · Public Utilities	141.80
454.38 · Rental	158.98
454.59 · Rental fee Deposit Refund	500.00
Total 454 · Parks	1,915.78
Total Expense	1,915.78
Net Income	-735.07
	Aug 19
Income-EQUIPMENT	
341.02 Interest on Equip Fund	28.78
Total Income	28.78
Expense	0.00
Net Income	28.78
	Aug 19
Ordinary Income/Expense-VETERANS	
Income	
341.03 Interest Memorial Fund	3.26
357.01 Grants/Donations	2,402.97
Total Income	2,406.23
Gross Profit	2,406.23
Net Ordinary Income	2,406.23
Net Income	2,406.23
Total Income (all accounts)	138,728.05
Total Expense (all accounts)	99,008.11
Net Income(all accounts)	39,719.94

Respectfully Submitted Tammy M. White Secretary/Treasurer Minutes08-08-19.doc

Tammy M. White