

Board of Supervisors
Thursday, September 12th, 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 12 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Media Representation: Kenny Blieler

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 08/8/19 and direct the treasurer to pay the bills. Motion carried unanimously.

Subdivision: Paul Kuhn Waiver & Preliminary: A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich granting the waiver of SALDO 22-302.1. Motion carried unanimously. A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich granting conditional preliminary approval based on KCE comments dated 08/20/2019. Motion carried unanimously.

Fire Companies: Lynnport Fire Company: No representation. Fire Chief, Peter Christ reported the monthly report for New Tripoli Fire Company: 95 fire calls as of 09/08/19; 1 more FF passed his VRT; 2 FF enrolled in VRT and 3 in SVRT for September & October; Vehicle fire training with Weisenberg FD 09/16; Rescue demonstration on 09/23 by ESI Equipment; Gun Bash on 09/18. A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving Fire Police to assist at the Macungie Halloween Parade October 26, 2019. Motion carried unanimously.

Road Report: Bruce Raber, Road master, reported for the month of August: (1) Re-graded & filled in some dirt roads. (2) Set up & took down for Night in the Country. (3) Hauled scrap metal from recycling center = \$74.20 and cut and weed wacked at the TS. (4) Checked & cut & cleared around all stop -road name signs for better visibility. (5) Paved over a 4" pipe that was installed 2 months earlier. (6) Should mowing continues. (7) Replaced a 15' x 6' section of road pipe. (8) Started working at the Rec. Fields building walking trails. Anticipated work for September: (1) Work at Rec. Fields. (2) Install pipe. Justin N. Smith stated that the REC Field walking trail project is ahead of schedule and has thanked Bruce and the road crew as well as the other road crews for all their work to date.

Joint Salt Bid- A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour to accept Lynn Townships portion of the Joint Salt Bid for 2019-2020. Motion carried unanimously. The Joint bidding was done by Washington Township.

Joint Bids – Received for Salt, 5,050 Tons -
Sodium Chloride Deicing Rock Salt
Lynn's Portion 200 TON

Salt Bids Received	3900 Tons Sodium Chloride Deicing Rock Salt -
Cargill Deicing Technology 24950 Country Club Blvd Suite 450 North Olmsted, OH 44070	5050 TON Unit Price Del. As directed \$71.00 Total = \$358,550.00 Unit Price pick up \$73.89 Total = \$373,144.50
Eastern Salt Company, Inc. 134 Middle St, Suite 210 Lowell, MA 01852	5050 TON Unit Price Del. As directed \$69.90 Total = \$352,995.00 Unit Price pick up Same as above Total = \$Same as above Lynn's Portion 200 TON Unit Price Del. As directed \$69.90 Total = \$13,980.00 Unit Price pick up Same as above Total = \$Same as above

Park: (1) Disc Golf Signs are up in the Park. (2) Arborvitae Trees: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour to proceed with a quote from Schochary Ridge Nursery for the removal of existing dead Arborvitae trees, plant 15 green giant Arborvitae 5-6' tall at the cost of \$2,050.00. Motion carried unanimously. (3) Soccer Field Proposal: A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich accepting soccer field maintenance plan from Genesis for a total of \$2,059.65 for 2019-2020 Maintenance of Upper Field & Lower Field in Ontelaunee Park. (4) Dawn to Dusk Light: Chris Noll stated that Dave Wright will be sending a quote to the township for the installation of the dawn to dusk light to be located at the Dog Park. (5) NWL Soccer Team: Justin N. Smith stated that the NWL Boys Soccer Team will be doing volunteer work in Ontelaunee Park on Sunday, September 15, 2019 @ 1pm. (6) Park Bridge: A motion was made by Steve I. Feinour to hire Postupak Painting at the cost of \$19,657.00 to repair and paint the Ontelaunee Park Pedestrian Bridge. Motion carried unanimously.

Ag Security Resolution 2019-16: Geiger; Hermany; Moyer/Pergosky Ag Security; Solicitor Marc Fisher called a public hearing at 6:52 pm to present the proposed Ag Security's. Hearing no comments the hearing was closed at 6:53 pm. A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving **Resolution 2019-16: A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA ADOPTING RESOLUITON 2019-16 ADDING 8.1 ACRES, PARCEL # 543920792591-1; 4.531 ACRES, PARCEL #541801503053-1; 32.9883 ACRES, PIN #551030660522-1 INTO THE AG SECURITY AREA.** Motion carried unanimously.

Ordinance 2019-12: A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich approving **ORDINANCE 2019-02: AN ORDINANCE OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA AMENDING THE CODE OF ORDINANCES, TOWNSHIP OF LYNN TO ALLOW FOR MORE THAN ONE PRINCIPAL USE ON THE SAME LOT IN THE VILLAGE CENTER (VC) ZONING DISTRICT.** Motion carried unanimously.

2020 MMO: Justin Schmoyer, Financial Advisor for Pennwood Financial Group presented the BOS with a pension update for Lynn Township's pension plan. A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour authorizing the 2020 MMO(S); 1 for the 401A and the 2nd one for the Old defined benefit plan. Motion carried unanimously.

Pension: Justin Schmoyer from Penn Wood Financial Group was present to give an investment update on the Lynn Township Pension and to review the transition update.

Miscellaneous: (1) NPDES Violation: Chris Noll informed the BOS that there is a property in violation regarding permits for a pole barn, with additional issues with Conservation District. (2) Sewer Authority: Eric Schellhamer and Charles Volk from LCA were present to update the BOS with the sewer authority improvements. Charles Volk will also be sending the BOS 3 copies of LCA's Corrective Action Plan Amendment. One Copy is already on file with the township. (3) Night in the Country: Justin N. Smith reported that the REC Commission has decided to increase tickets for Night in the Country by \$1 and are also looking into ways to collect money from the vendors. Justin N. Smith specifically thanked Kathy Hermany for all of her work in organizing and taking charge of Night in the Country. (4) Community Pool: Jan Sutermeister reported that the committee is moving forward with the 5013C status with the IRS. (5) Trick or Treat: The BOS set Trick or Treat for Saturday, October 26, 2019 from 6pm to 8pm.

Public Comment: None

Announcements: (1) Wednesday, September 25, 2019 Budget Meeting 6:30 pm (2) Apple Pioneer Festival Ontelaunee Park Saturday, October 5, 2019.

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 7:15 pm.

As of September 30, 2019

Account	Balance
General Fund	198,850.84
Capital Reserve	5,437.10
CD's	1,039,523.27
Zoning/Subdivision	67,914.01
Veteran	12,267.10
HLLW COG	66,824.39
State Road	136,776.10
Equipment	77,467.76
Street Light	4,394.44
Park	33,237.10
Recreation	3,628.34
Total	1,646,320.45

TOTAL

Income-GENERAL FUND

301 · Real Property Taxes

301.20 · Real Estate Tax-Prior	929.60
301.22 · Street Light Tax-Prior	263.71
301.40 · Delinquent RE Tax-Tax Claim	111.40
301.60 · Real Estate Tax-Interim-Current	44.74
Total 301 · Real Property Taxes	1,349.45
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	7,558.39
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	22,605.13
Total 310.20 · Earned Income Tax	22,605.13
Total 310 · Local Tax Enabling Act	30,163.52
331 · Fines	
331.10 · Court - Magistrate	24.57
Total 331 · Fines	24.57
341 · Interest	
341.01 · Interest on Checking	102.14
Total 341 · Interest	102.14
355 · Shared Revenue & Entitlements	
355.04 · Alcoholic Beverage Licenses	600.00
355.05 · Gen Municipal Pension State Aid	31,462.16
355.99 · Fire Relief Account	29,305.99
Total 355 · Shared Revenue & Entitlements	61,368.15
360 · Gen. Govt. Charges for Services	
361 · General Government	
361.81 · Business Permit	250.00
Total 361 · General Government	250.00
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	4,530.00
362.41F · Building Permit Filed	50.00
362.41S · Accessory Struc < 1000 ft	220.00
Total 362.41 · Building Permit	4,800.00
362.44 · Sewage Permits (SEO Fees)	2,090.00
Total 362.40 · Protective Inspection Fees	6,890.00
362.47 · State fees for Permits	40.50
Total 362 · Public Safety	6,930.50
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	3,493.00
Total 364 · Sanitation	3,493.00
Total 360 · Gen. Govt. Charges for Services	10,673.50
Total Income	103,681.33

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	47.86
Total 403 · Tax Collection	47.86
404 · Solicitor/Legal Services	837.50
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	275.38
406.23 · Postage	1,906.41
406.32 · Communication - Phone/Wireless	548.43
406.38 · Rentals	357.84
406.48 · Internet Fees/Web Design	710.00
406.99 · Payroll	<u>5,993.16</u>
Total 406 · Other General Govt. Admin	12,211.97
408 · Engineering Services	
408.99 · Township engineer	<u>2,695.01</u>
Total 408 · Engineering Services	2,695.01
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	224.84
409.44 · Laundry/Other Sanitary Services	<u>706.50</u>
Total 409 · General Government Bldg&Plants	<u>931.34</u>
Total 400 · General Government	19,682.64
410 · Public Safety	
411 · Fire	
411.99 · Fire Company - Miscellaneous	<u>29,404.43</u>
Total 411 · Fire	29,404.43
413 · Code Enforcement	
413.31 · Code enforcement pro. service	<u>8,125.00</u>
Total 413 · Code Enforcement	8,125.00
414 · Planning & Zoning	
414.99 · Salary Zoning Officer	<u>144.00</u>
Total 414 · Planning & Zoning	144.00
419 · Other Public Safety	
419.99 · PA One Call	<u>16.28</u>
Total 419 · Other Public Safety	<u>16.28</u>
Total 410 · Public Safety	37,689.71
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	543.36
426.44 · Sanitation Services	<u>2,096.00</u>
Total 426 · Gen Gov Recycling Col & Dis	<u>2,639.36</u>
Total 420 · Health and Human Services	2,639.36
430 · Public Works Hwy,Rds,Streets	
437 · Repair of Tools & Machinery	
437.99 · Truck Repair	<u>240.00</u>
Total 437 · Repair of Tools & Machinery	240.00
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	10,064.08
438.25 · Repairs & Maint Supplies	162.40
438.38 · Road/Bridge-Rental of Machinery	3,572.00
438.98 · Twp. paid road maint mat.	23,806.56
438.99 · Truck Fuel	<u>987.27</u>
Total 438 · Road/Bridge Maint. and Repair	<u>38,592.31</u>
Total 430 · Public Works Hwy,Rds,Streets	38,832.31
450 · Culture-Recreation	
454 · GF Parks	
454.12 · Parks full time staff (GF)	939.64

454.15 · Parks part time staff (GF)	1,426.53
454.25 · Repairs & Maint Supplies	2,771.15
454.74 · Machinery & Equipment	569.63
Total 454 · GF Parks	5,706.95
Total 450 · Culture-Recreation	5,706.95
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,608.46
481.20 · Employer paid Medicare	376.17
481.30 · Employer paid Unemployment Comp	80.34
483.49 · 457 Pension contribution	16,524.00
Total 481 · Employer paid Taxes	18,588.97
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	10,655.97
487.02 · Life Insurance	47.94
487.04 · Workers Compensation Vol Fire	787.00
Total 487 · Other Group Insurance Benefits	11,490.91
Total 480 · Misc. Expense	30,079.88
490 · Other Financing Uses-exp	
492 · Interfund Operating Transfer	
492.96 · Transfer to HLLW COG	2,654.00
Total 492 · Interfund Operating Transfer	2,654.00
Total 490 · Other Financing Uses-exp	2,654.00

Total Expense	137,284.85
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Net Income	-33,603.52
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Sep 19

Income-LIGHT FUND

383.11 · Street Lighting Tax	109.86
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Total Income	109.86
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Expense

434 · Street Lighting	
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434.36 · Street Lighting Electric	967.91
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Total 434 · Street Lighting	967.91
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Total Expense	967.91
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Net Income	-858.05
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Sep 19

Other Income/Expense-CR

Other Income

341.02 · Interest on Savings	1.84
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Total Other Income	1.84
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Net Other Income	1.84
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Net Income	1.84
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Sep 19

Income-ESCROW

341.000 · Interest Earnings	
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341.01 · Interest on Checking	0.66
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341.02 · Interest J&M, LLC	21.71
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Total 341.000 · Interest Earnings	22.37
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Total Income	22.37
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Expense	0.00
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Net Income	22.37
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	Sep 19
Income-EQUIPMENT	
341.02 Interest on Equip Fund	26.26
Total Income	26.26
Expense	0.00
Net Income	26.26
	Sep 19
Ordinary Income/Expense-VETERANS	
Income	
341.03 Interest Memorial Fund	3.93
357.01 Grants/Donations	1,358.80
Total Income	1,362.73
Gross Profit	1,362.73
Net Ordinary Income	1,362.73
Net Income	1,362.73
Income-LFF	39.32
Expense-LFF	215.40
NET -LFF	-176.08
Income-HLLW COG	2,676.10
Expense-HLLW COG	0.00
NET -HLLW COG	2,676.10
Income-RECREATION	0.62
Expense-RECREATION	0.00
NET -RECREATION	0.62
Income-PARK	1,922.80
Expense-PARK	2,293.54
NET -PARK	-370.74
Total Income (all accounts)	109,843.23
Total Expense (all accounts)	140,761.70
Net Income(all accounts)	-30,918.47

Respectfully Submitted,

Tammy M. White

Tammy M. White
Secretary/Treasurer