

Board of Supervisors
Thursday, March 12th, 2020 @ 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 Brian C. Dietrich, Member Steve I. Feinour, Solicitor Marc Fisher, Engineer/Zoning Officer Christopher Noll, Secretary/Treasurer, Tammy M. White, Asst. Secretary/Treasurer Kathy A. Hermany, Road Master Bruce Raber, and approximately 15 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Media Representation: Kenny Bleiler

Public Comment:

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 approving the BOS minutes from 02/13/20 board of supervisors meeting and directing the treasurer to pay the bills. Motion carried unanimously.

Audit 2019: Melanie Walsh, CPA from Frey & Co. spoke on the audit. The township has met all the obligations and the financial status of Lynn Township is very good.

Fire Companies: LPFC 2nd Asst. Chief reported: 2000 Club is going strong and the final will be Sunday, March 29th (2 weeks in between have been cancelled); Side by side has been repaired; Volunteers are scheduled for classes with NTFC. NTFC Fire Chief, Peter Christ reported: 28 fire responses as of 3/8/20; 2 firefighters completed advanced fire police 3/8; leadership 1 class, 3/23, 3/30, 4/20, 4/27 @ station 17; Silo Class @ station 10 3/28 & 3/29; Truck Committee obtaining pricing for different options from dealers; 3/15 doing food for a penny party in Macungie; 3/21 penny party @ station 17; 4/11 Easter filling sale; 4/25 Doing food for a bingo party; 6/21 Fathers Day chicken BBQ; 10/10 Guns & Cash Bash. **Fire Police Request(s):** A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving the assistance of the Fire Police @ 2020 St. Lukes 1/2 Marathon on April 26th and at the 2020 St. Patrick's Day Parade on March 22. Motion carried unanimously.

Waiver Request: SEO, Scott Bieber submitted a waiver request for a well distance exemption for 7794 Sechler Road. A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour to table the waiver until a complete submission with a map is provided. Motion carried unanimously. Marc Fisher will be in contact with Scott Bieber.

Road Report: Bruce Raber, Road master, reported for the month of **February:** (1) Filled in edge/shoulder of road on Ulrich Mill Rd. (2) Finished up boom mowing. (3) Filled pot holes on all dirt roads. (4) Added a 4' section onto pipe on Ulrich Mill Rd to stop stream erosion. (5) Installed a 18" x 40' on Hoffadeckel Ct. (6) Made repairs to a small bridge on Ulrich Mill Rd. (7) Started cold patching pot holes on black top roads. (8) Hauled aluminum cans - \$97.20 & scrap metal - \$100.20. (9) Repaired & replaced road signs. Anticipated work for **March:** (1) Started cleaning intersections & sweeping roads. (2) Cold Patching. (3) Start working on dirt roads. **Road Closure:** Ross Valley Road Bridge will be closed for approximately 60 days starting April 20th. Kenny Bleiler will make note to include in the NW Press.

Joint Oil Bid:

Joint Bids – Received for Oil, 30,000 Gallons~ CRS-2PME3M

Oil Bids Received	CRS-2PME3M-LYNN TWP
Midland Asphalt Materials Inc. 225 Columbia Mall Dr. Suite 410 Box 58 Bloomsburg, PA 17815	30,000 Total Gallons \$2.176 Gal. Total=\$ 65,280.00

Lowhill Township did the joint bidding and accepted the one bid received at their meeting held on Thursday, March 5, 2020.

A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour to award Asphalt Midland Asphalt Materials Inc. for Lynn Township's portion of the bid, 30,000 gallons, for the 2020 Joint Oil. Motion carried unanimously.

Park: (1) **Yard Sale:** Saturday, April 25, 2020 9am to 2pm. NTFC will provide food available for purchase.

Miscellaneous: (1) **Veterans Memorial:** Donald Christ was present to present the BOS and residents with an update on the Veterans Memorial. The BOS have agreed to accept the corner lot adjacent to the park by the Ebenezer Church that currently houses the War Memorial. Marc Fisher will arrange the transaction and the township will cover any of the costs involved, which should be minimal. The Veterans Committee has broken down to 3 sub-committees: Construction Committee, Finance Committee, Memorial Dedication & Booklet Committee. Chris Brown, from Brown Design estimated the cost of the project between 260K to 300K. Currently the Veterans Committee has 1700 names which are listed on the website. The goal is to obtain 3K based on the size of the Northwestern area (4twps). (2) **Building Lot:** The BOS were ok with the consolidation plan for a building lot owned by Elaine Peters to move 2 acres back to Act 310. All taxes have been paid. (3) **NW Swim:** Jan Sutermeister stated that they are still waiting for the 5013C. In addition on May 16th they will be holding a fundraiser at Leaser Lake. (4) **Car Cruise:** Keith Bergenstock thanked the BOS for being able to take over the car cruise in Ontelaunee Park last year and look forward to this year's cruise on July 5, 2020. (5) **Park Projects:** There is

a current Eagle Scout that has plans to rebuild the foot bridge in Ontelaunee park leading over to the Sewer Plant. Donald Christ added that he still has plans to have a plaque created to include all of the Eagle Scout projects that have been done in Ontelaunee Park. Justin N. Smith added that the Transfer Station can always use help in cleaning up the area.

Public Comment: None

Announcements:

- Saturday, April 25th Ontelaunee Park Yard Sale \$15 table under pavilion, \$10 for outside pavilion 9am to 2pm.
- 13th annual Pow-wow May 15th, 16th, 17th, 2019 Ontelaunee Park Admission \$7, Seniors and Veterans \$5, Children under 12 free.
- 5K Run NWL Educational Foundation Saturday, May 23, 2020; 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 7:13 pm.

As of March 31, 2020

Account	Balance
General Fund	102,497.56
Capital Reserve	5,444.70
CD's	1,057,796.29
Zoning/Subdivision	68,307.39
Veteran	23,837.56
HLLW COG	71,525.96
State Road	417,810.08
Equipment	106,428.99
Street Light	472.61
Park	48,914.65
Recreation	3,631.72
Total	1,906,667.51

TOTAL

Income-GENERAL FUND

301 · Real Property Taxes

301.40 · Delinquent RE Tax-Tax Claim

539.52

Total 301 · Real Property Taxes

539.52

310 · Local Tax Enabling Act

310.10 · Real Estate Transfer Tax

2,244.59

310.20 · Earned Income Tax

310.21 · Earned Income Tax-Current

39,332.26

Total 310.20 · Earned Income Tax

39,332.26

Total 310 · Local Tax Enabling Act

41,576.85

331 ·

Fines

331.10 · Court - Magistrate

41.55

Total 331 · Fines

41.55

341 · Interest

341.01 · Interest on Checking

23.76

Total 341 · Interest

23.76

355 · Shared Revenue & Entitlements

355.04 · Alcoholic Beverage Licenses

200.00

Total 355 · Shared Revenue & Entitlements

200.00

360 · Gen. Govt. Charges for Services

361 · General Government

361.21 · Office Supplies

0.01

361.81 · Business Permit

250.00

361.94 · Misc. Billing

20.00

Total 361 · General Government

270.01

362 · Public Safety

362.40 · Protective Inspection Fees

362.41 · Building Permit

362.41B · BLDG/Alter/Repair Permit	1,050.00
362.41D · Driveway Permit	50.00
362.41F · Building Permit Filed	250.00
362.41S · Accessory Struc < 1000 ft	<u>300.00</u>
Total 362.41 · Building Permit	1,650.00
362.44 · Sewage Permits (SEO Fees)	<u>800.00</u>
Total 362.40 · Protective Inspection Fees	2,450.00
362.47 · State fees for Permits	<u>9.00</u>
Total 362 · Public Safety	2,459.00
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	<u>1,493.20</u>
Total 364 · Sanitation	<u>1,493.20</u>
Total 360 · Gen. Govt. Charges for Services	4,222.21
392 · Interfund Operating Transfer	
392.99 · Transfer from COG	<u>200.79</u>
Total 392 · Interfund Operating Transfer	<u>200.79</u>
Total Income	46,804.68

Expense

400 · General Government	
400.00 · Legislative (Governing) Body	
400.05 · Supervisor Salaries	<u>275.86</u>
Total 400.00 · Legislative (Governing) Body	275.86
402 · Auditing/Bookkeeping Services	
402.31 · Professional Auditing Services	7,613.40
402.34 · Advertising	<u>368.40</u>
Total 402 · Auditing/Bookkeeping Services	7,981.80
404 · Solicitor/Legal Services	747.10
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	<u>2,761.49</u>
Total 405 · Secretary/Clerk	2,761.49
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	2,531.26
406.21 · Office Supplies	1,979.49
406.23 · Postage	91.18
406.32 · Communication - Phone/Wireless	736.05
406.34 · Advertising	474.00
406.38 · Rentals	711.73
406.42 · Membership/Dues	42.00
406.99 · Payroll	<u>5,990.16</u>
Total 406 · Other General Govt. Admin	12,555.87
408 · Engineering Services	
408.99 · Township engineer	<u>694.08</u>
Total 408 · Engineering Services	694.08
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	1,439.11
409.44 · Laundry/Other Sanitary Services	145.54
409.99 · Heating - Oil/Propane	<u>1,834.14</u>
Total 409 · General Government Bldg&Plants	<u>3,418.79</u>
Total 400 · General Government	28,434.99
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	3,520.00
Total 413 · Code Enforcement	3,520.00
414 · Planning & Zoning	
414.99 · Salary Zoning Officer	409.50
Total 414 · Planning & Zoning	409.50
Total 410 · Public Safety	4,027.94
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	527.24
426.44 · Sanitation Services	2,392.44
Total 426 · Gen Gov Recycling Col & Dis	2,919.68
Total 420 · Health and Human Services	2,919.68
430 · Public Works Hwy,Rds,Streets	
432 · Winter Maintenance	
432.14 · Salaries Winter Maintenance	6,066.22
Total 432 · Winter Maintenance	6,066.22
437 · Repair of Tools & Machinery	
437.01 · Repairs and Maint COG Equipment	200.79
437.99 · Truck Repair	3,610.64
Total 437 · Repair of Tools & Machinery	3,811.43
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	5,262.99
438.25 · Repairs & Maint Supplies	3,843.60
438.99 · Truck Fuel	791.95
Total 438 · Road/Bridge Maint. and Repair	9,898.54
Total 430 · Public Works Hwy,Rds,Streets	19,776.19
450 · Culture-Recreation	
454 · GF Parks	
454.12 · Parks full time staff (GF)	929.30
454.15 · Parks part time staff (GF)	137.81
454.25 · Repairs & Maint Supplies	907.36
Total 454 · GF Parks	1,974.47
Total 450 · Culture-Recreation	1,974.47
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,596.68
481.20 · Employer paid Medicare	373.42
481.30 · Employer paid Unemployment Comp	216.40
483.49 · 457 Pension contribution	4,780.00
Total 481 · Employer paid Taxes	6,966.50
486 · Insurance	
486.10 · Insurance - Liability	15,076.00
Total 486 · Insurance	15,076.00
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	11,643.19
487.02 · Life Insurance	55.54
487.03 · Workmans Compensation	2,455.50
487.04 · Workers Compensation Vol Fire	792.00
Total 487 · Other Group Insurance Benefits	14,946.23
Total 480 · Misc. Expense	36,988.73
Total Expense	94,122.00
Net Income	-47,317.32

	<u>Mar 20</u>
Other Income/Expense- CR	
Other Income	
341.02 · Interest on Savings	0.82
Total Other Income	0.82
Net Other Income	0.82
Net Income	0.82
	<u>Mar 20</u>
Income- LFF	
341.01 · Interest on Checking	89.98
355 · LFF State Shared Revenue	
355.03 · State Road Turnback Payments	304,432.71
Total 355 · LFF State Shared Revenue	304,432.71
Total Income	304,522.69
Expense	
430 · LFF Public Works	
438 · Maint./Repair Roads & Bridges	8,704.05
Total 430 · LFF Public Works	8,704.05
Total Expense	8,704.05
Net Income	295,818.64
	<u>Mar 20</u>
Income- HLLW	
341.02 · Interest on Savings	10.86
Total Income	10.86
Expense	
492 · Interfund Transfer	
492.01 · Transfer to GF Cking	200.79
Total 492 · Interfund Transfer	200.79
Total Expense	200.79
Net Income	-189.93
	<u>Mar 20</u>
Income- RECREATION	
341.01 · Interest on Checking	0.37
Total Income	0.37
Expense	0.00
Net Income	0.37
	<u>Mar 20</u>
Income- ESCROW	
341.000 · Interest Earnings	
341.01 · Interest on Checking	0.42
341.02 · Interest J&M, LLC	9.71
Total 341.000 · Interest Earnings	10.13
Total Income	10.13
Expense	0.00
Net Income	10.13
	<u>Mar 20</u>
Income- PARK	
341.01 · Interest on Checking	54.98
342.59 · Rental of Park Facilities	355.00
387 · Contributions and Donations	520.00

Total Income	929.98
Expense	
454 · Parks	
454.36 · Public Utilities	45.48
454.59 · Rental fee Deposit Refund	130.00
Total 454 · Parks	175.48
492 · Interfund Operating Transfers	
492.02 · Transfer to GFMM	470.00
Total 492 · Interfund Operating Transfers	470.00
Total Expense	645.48
Net Income	284.50
	Mar 20
Income-EQUIPMENT	
341.02 Interest on Equip Fund	26.13
Total Income	26.13
Expense	0.00
Net Income	26.13
	Mar 20
Ordinary Income/Expense-VETERANS	
Income	
341.03 Interest Memorial Fund	3.59
357.01 Grants/Donations	200.00
Total Income	203.59
Gross Profit	203.59
Net Ordinary Income	203.59
Net Income	203.59
Total Income (all accounts)	352,509.25
Total Expense (all accounts)	103,672.32
Net Income(all accounts)	248,836.93

Respectfully Submitted,

Tammy M. White

Tammy M. White
Secretary/Treasurer