

**Board of Supervisors**  
**Thursday, November 14th, 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, Road Master Bruce Raber, Engineer Rep./Zoning Officer Chris Noll, Solicitor Marc Fisher, and approximately 8 citizens.

**Pledge of Allegiance:** The Pledge of Allegiance was conducted.

**Media Representation:** NWP 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 10/10/19 BOS meeting and to direct the treasurer to pay the bills. Motion carried unanimously.

**Fire Companies:** LPFC Asst. Fire Chief, Tim VanBlargan: 58 calls for the year; 4 members completed ropes 1 class; 4 members attended hazmat awareness pro board class and now need to take the written test Thursday 11/21; Gun bingo is Saturday 11/16 doors open at 5pm games stat at 7pm, event is sold out; Turkey raffle is 11/22 doors open a 6pm; Renovations for the Social Hall will begin in December. NTFC Asst. Fire Chief, Gary Kuntz: 141 calls as of 11/14/19; 3 firefighters completed ropes I held at the Kempton Fire Co.; 2 firefighters completed vehicle rescue awareness and operations held at Coplay Fire Co.; 2 firefighters completed special vehicle rescue certification held at Catasauqua Fire Co.; Rescue 1741 provided equipment and manpower for the special vehicle rescue class held at Yocum Towing; 1 firefighter completed Haz-mat awareness certification; New Tripoli attended a joint training with Germansville Fire Co. and the Lehigh County Drone team on 10/20 at Bake Oven Knob. The Lehigh County Drone team is a resource that can be used at multiple incident types; NTFC will be hosting a meeting with the PA Stat Game Commission and the National Park Service on Monday, November 18th after a recent incident along the Appalachian trail. This meeting is to allow a review of available resources by all agencies; Annual filling sale is under way with a pick up date of 11/23 1-3pm; Christmas giveaway tickets are currently being sold for \$20 apiece, with 1,000 tickets printed. The tickets feature 11 guns and an ATV on Christmas day; NTFC provided lighting and traffic control on trick or treat night. The engine room was open to the public with free hot dogs, hot chocolate and candy; NTFC received a generous donation from the Seipstown Grange #1657; The annual Santa Claus run will be held on 12/21. Santa will be at the station from 12pm-1pm featuring Christmas Carolers from the Cub Scouts and Girl Scouts. Santa will be leaving the station on a fire truck at 1pm. Santa will be delivering gifts, all gifts need to be at the station by December 16th.

**Road Report:** Bruce Raber, Road master, reported for the month of October: (1) Helped Heidelberg Twp. with their paving projects. (2) Repaired & replaced road name signs and other signs. (3) Installed 5' pipe on Hummingbird Rd. (4) Hauled scrap metal from recycling center & shop = \$27.30. (5) Changed oil/greased and made some repairs to snow plows & trucks and put salt spreader & chains on trucks. (6) Worked on some dirt roads. (7) Cleaned up dirt & stone at some intersections (8) Cold Patching. (9) Tree Trimming has been completed on 6 roads. Anticipated work for November: (1) Tree Trimming. (2) Dirt roads.

**Park:** Chris Noll stated that he has met with Donald Christ, Bill Dellicker in the park regarding the Veterans War Memorial.

**Berger Sanitation Contract:** A motion was made by Brian C. Dietrich and seconded by Steve Feinour to accept the 3 year contract with Berger Sanitation contingent upon the addition of the language stating that there is no penalty if the contract would be terminated. Motion carried unanimously.

**Tax Rate for Year 2020:** A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich approving Resolution 2019-17; **A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF LYNN, LEHIGH COUNTY, FIXING THE TAX RATE FOR THE YEAR 2020.** Motion carried unanimously. The Resolution was approved keeping the millage of Lynn Township 0.2 mills.

**Budget Discussion:** Motion to authorize advertisement of the 2020 budget for viewing; adoption 12/12/19; A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour to authorize the advertisement of the draft 2020 budget for viewing. Motion carried unanimously.

**Miscellaneous:** (1) 2020 BOS meeting dates: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving the 2020 dates as follows: 2<sup>nd</sup> Thursday of each month are as follows: All mtg's at 6:30 pm 02/13-03/12-04/09-05/14-06/11-07/09-08/13-09/10-10/08-11/12-12/10, Budget Mtg. Wed. 09/30/20 close-out Mtg. Mon. 12/28/20 Re-Org Meeting dates: BOS Re-Org Mon. 01/06/20 @ 6:30; Elected Auditors Re-Org Tues. 01/07/20 @ 7:00 pm. Motion carried unanimously. (2) Reorg Dinner: Tammy White will verify with LPFC to see if their hall will be available and if not the NTFC will be contacted to see if their hall is available and also get dates. (3) Bruce Raber added that discussion was held regarding the manpower of all 4 Townships to help in the Park for the Veterans Memorial. Justin Smith stated that we will wait to see what the final plans are to evaluate what work is entailed. (4) In addition Bruce Raber added that the holes for the Township sign have been dug and the sign should be installed in 2 to 3 weeks.

**Public Comment:** (1) Pool: Jan Sutermeister stated they will have tax exempt status in 2 weeks.

**Announcements:** None

**Adjournment:** A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 6:46 pm.

**As of November 30, 2019**

Account	Balance
General Fund	244,358.05
Capital Reserve	5,439.82
CD's	1,039,523.27
Zoning/Subdivision	68,247.40
Veteran	15,051.34
HLLW COG	67,935.47
State Road	134,410.39
Equipment	77,506.51
Street Light	2,410.83
Park	32,995.11
Recreation	3,629.54

**TOTAL**

**Income-GENERAL FUND**

**301 · Real Property Taxes**

301.10 · Real Estate Tax-Current 286.77

301.40 · Delinquent RE Tax-Tax Claim 17.30

Total 301 · Real Property Taxes 304.07

**310 · Local Tax Enabling Act**

310.10 · Real Estate Transfer Tax 7,559.28

310.20 · Earned Income Tax

310.21 · Earned Income Tax-Current 82,211.46

Total 310.20 · Earned Income Tax 82,211.46

Total 310 · Local Tax Enabling Act 89,770.74

**321 · Business Licenses and Permits**

321.80 · Cable Television Francise 14,698.99

Total 321 · Business Licenses and Permits 14,698.99

**331 ·**

**Fines**

331.10 · Court - Magistrate 249.43

Total 331 · Fines 249.43

**341 · Interest**

341.01 · Interest on Checking 62.75

Total 341 · Interest 62.75

**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 991.50

362.41F · Building Permit Filed 200.00

362.41S · Accessory Struc < 1000 ft 30.00

Total 362.41 · Building Permit 1,221.50

362.44 · Sewage Permits (SEO Fees) 2,710.00

Total 362.40 · Protective Inspection Fees 3,931.50

362.47 · State fees for Permits 22.50

Total 362 · Public Safety 3,954.00

364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	1,862.00
Total 364 · Sanitation	1,862.00
Total 360 · Gen. Govt. Charges for Services	5,816.00
395 · Refunds of Prior Yr Expenditure	
395.99 · Refunds of Prior Year Exp.	11,881.74
Total 395 · Refunds of Prior Yr Expenditure	11,881.74
<b>Total Income</b>	<b>125,445.72</b>
Expense	
400 · General Government	
400.00 · Legislative (Governing) Body	
400.05 · Supervisor Salaries	275.86
Total 400.00 · Legislative (Governing) Body	275.86
402 · Auditing/Bookkeeping Services	
402.34 · Advertising	112.30
Total 402 · Auditing/Bookkeeping Services	112.30
403 · Tax Collection	
403.16 · Commission Paid as Compensation	13.68
Total 403 · Tax Collection	13.68
404 · Solicitor/Legal Services	308.40
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	2,716.20
Total 405 · Secretary/Clerk	2,716.20
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	2,382.64
406.21 · Office Supplies	234.71
406.23 · Postage	30.59
406.32 · Communication - Phone/Wireless	361.14
406.38 · Rentals	51.52
406.99 · Payroll	5,443.68
Total 406 · Other General Govt. Admin	8,504.28
408 · Engineering Services	
408.99 · Township engineer	322.26
Total 408 · Engineering Services	322.26
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	221.00
409.44 · Laundry/Other Sanitary Services	64.28
409.99 · Heating - Oil/Propane	1,365.93
Total 409 · General Government Bldg&Plants	1,651.21
Total 400 · General Government	13,904.19
410 · Public Safety	
411 · Fire	
411.99 · Fire Company - Miscellaneous	98.44
Total 411 · Fire	98.44
413 · Code Enforcement	
413.31 · Code enforcement pro. service	2,427.50
Total 413 · Code Enforcement	2,427.50
414 · Planning & Zoning	
414.99 · Salary Zoning Officer	87.00
Total 414 · Planning & Zoning	87.00
419 · Other Public Safety	
419.99 · PA One Call	10.83
Total 419 · Other Public Safety	10.83

Total 410 · Public Safety	2,623.77
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	601.08
426.44 · Sanitation Services	2,675.32
Total 426 · Gen Gov Recycling Col & Dis	3,276.40
Total 420 · Health and Human Services	3,276.40
430 · Public Works Hwy,Rds,Streets	
432 · Winter Maintenance	
432.14 · Salaries Winter Maintenance	11,040.64
Total 432 · Winter Maintenance	11,040.64
437 · Repair of Tools & Machinery	
437.98 · Repair of Machinery	460.00
Total 437 · Repair of Tools & Machinery	460.00
438 · Road/Bridge Maint. and Repair	
438.25 · Repairs & Maint Supplies	1,529.79
438.98 · Twp. paid road maint mat.	-26,412.37
438.99 · Truck Fuel	3,118.89
Total 438 · Road/Bridge Maint. and Repair	-21,763.69
Total 430 · Public Works Hwy,Rds,Streets	-10,263.05
450 · Cultlure-Recreation	
454 · GF Parks	
454.12 · Parks full time staff (GF)	89.55
454.15 · Parks part time staff (GF)	203.51
454.25 · Repairs & Maint Supplies	3,007.00
Total 454 · GF Parks	3,300.06
Total 450 · Cultlure-Recreation	3,300.06
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,482.27
481.20 · Employer paid Medicare	346.66
481.30 · Employer paid Unemployment Comp	15.98
483.49 · 457 Pension contribution	1,100.00
Total 481 · Employer paid Taxes	2,944.91
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	14,855.37
487.02 · Life Insurance	1,126.90
487.98 · Employer Paid Disability	1,430.10
Total 487 · Other Group Insurance Benefits	17,412.37
489 · All other unclassified Expenses	
489.98 · Clothing Allowance	466.93
Total 489 · All other unclassified Expenses	466.93
Total 480 · Misc. Expense	20,824.21
<b>Total Expense</b>	<b>33,665.58</b>
<b>Net Income</b>	<b>91,780.14</b>
	<b>Nov 19</b>
<b>Income-LIGHT FUND</b>	
383.11 · Street Lighting Tax	23.10
<b>Total Income</b>	<b>23.10</b>
<b>Expense</b>	
434 · Street Lighting	
434.36 · Street Lighting Electric	1,048.37
Total 434 · Street Lighting	1,048.37

Total Expense	1,048.37
Net Income	-1,025.27
Nov 19	
Other Income/Expense- <b>CR</b>	
Other Income	
341.02 · Interest on Savings	1.29
Total Other Income	1.29
Net Other Income	1.29
Net Income	1.29
Nov 19	
Income-LFF	
341.01 · Interest on Checking	28.88
Total Income	28.88
Expense	
430 · LFF Public Works	
438 · Maint./Repair Roads & Bridges	185.90
Total 430 · LFF Public Works	185.90
Total Expense	185.90
Net Income	-157.02
Nov 19	
Income-HLLW COG	
341.02 · Interest on Savings	16.17
Total Income	16.17
Expense	0.00
Net Income	16.17
Nov 19	
Income- <b>RECREATION</b>	
341.01 · Interest on Checking	0.58
Total Income	0.58
Expense	0.00
Net Income	0.58
Nov 19	
Income- <b>PARK</b>	
341.01 · Interest on Checking	5.30
342.59 · Rental of Park Facilities	50.00
Total Income	55.30
Expense	
454 · Parks	
454.36 · Public Utilities	140.38
454.38 · Rental	158.98
454.42 · Dues/Subscriptions/Memberships	50.00
Total 454 · Parks	349.36
Total Expense	349.36
Net Income	-294.06
Nov 19	
Income-EQUIP	
341.02 Interest on Equip Fund	18.44
Total Income	18.44
Expense	0.00

Net Income	18.44
	Nov 19
Ordinary Income/Expense- <b>VETERANS</b>	
Income	
341.03 Interest Memorial Fund	3.36
357.01 Grants/Donations	1,713.90
<b>Total Income</b>	<b>1,717.26</b>
Gross Profit	1,717.26
Net Ordinary Income	1,717.26
Net Income	1,717.26
	Nov 19
Income- <b>ESCROW</b>	
341.000 · Interest Earnings	
341.01 · Interest on Checking	0.66
341.02 · Interest J&M, LLC	15.25
Total 341.000 · Interest Earnings	15.91
<b>Total Income</b>	<b>15.91</b>
Expense	0.00
Net Income	15.91
Total Income (all accounts)	127,322.65
Total Expense (all accounts)	35,249.21
Net Income(all accounts)	92,073.44

*Tammy M. White*  
 Respectfully Submitted,  
 Tammy M. White Secretary/Treasurer