

**Board of Supervisors**  
**Thursday, April 9th, 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, Engineer/Zoning Officer Chris Noll via speaker phone, Secretary/Treasurer Tammy M. White, and approximately 0 citizens.

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

**Media Representation:** N/A.

**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 03/12/20 and to direct the treasurer to pay the bills. Motion carried unanimously.

**Subdivision: Waiver Request:** A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich granting the waiver request for Well Isolation Distance Exemption for 7794 Sechler Rd., Shawn Hansut property contingent upon the signing an Indemnification Agreement with the Township. Motion carried unanimously.

**Fire Companies:** N/A

**Road Report:** Bruce Raber, Road master, reported for the month of **March:** (1) All roads and intersections have been swept. (2) Made turning circles at the intersections of Leaser Rd. & Blue Mnt. House Rd. (3) Most Cold patching has been done. (4) Gutters cleaned out - shoulders cut & stoned on all dirt roads. (All dirt roads are finished) (5) Maintenance on 2 trucks & both road mowers. (6) Replaced & repaired 3 stop signs & 2 road name signs on Rabbit Run Rd. Anticipated work for **April:** (1) Replace and old 36" pipe with a new 42" pipe on Springhouse Rd. (2) Cut some shoulders on black top roads that are to oiled & chipped. (3) Cold Patching.

**Stone & Bituminous Material Bids:** See 2020 bid results below.

**2020 Road Materials**

		250 Ton #67	400 Ton #57	1800 Ton	1800 Ton #8	400 Ton	250 Ton	600 Ton
<u>COMPANY</u>		Stone 1.0%	Stone 2%	#2A Stone	Stone 1.0%	#1 Stone	#10 Stone	2 RC
		LBW	LBW		LBW			
<b>Lehigh Asphalt</b>	FOB	\$13.75	\$13.00	\$10.50	\$18.00	\$13.00	\$-	\$10.50
	Total	\$3,437.50	\$5,200.00	\$18,900.00	\$32,400.00	\$5,200.00	\$-	\$9,450.00
	Delivered	\$19.05	\$18.30	\$15.50	\$23.30	\$18.30	\$-	\$15.50
	Total	\$4,762.50	\$7,320.00	\$27,900.00	\$41,940.00	\$7,320.00	\$-	\$13,950.00
<b>New Enterprise</b>	FOB	\$14.00	\$14.00	\$9.00	\$19.50	\$12.00	\$10.00	\$7.00
	Total	\$3,500.00	\$5,600.00	\$16,200.00	\$35,100.00	\$4,800.00	\$2,500.00	\$6,300.00
	Delivered	\$20.45	\$20.45	\$15.45	\$25.95	\$18.45	\$18.15	\$13.45
	Total	\$5,112.50	\$8,180.00	\$27,810.00	\$46,710.00	\$7,380.00	\$4,537.50	\$12,105.00
		600 Ton	1100 Ton	500 Ton	500 Ton	150 Ton	300 Ton	200 Ton
<u>COMPANY</u>		Type 2 or 3	9.5 mm HMA	9.5 mm WMA	19 mm HMA	25 mm HMA	9.5mm HMA	UPM perm
		Anti-Skid	Superpave	Superpave	Superpave	Superpave	Superpave	Coldpatch
<b>Lehigh Asphalt</b>	FOB	\$13.60	\$54.85	\$54.85	\$51.00	\$46.65	\$53.20	\$-
	Total	\$8,160.00	\$60,335.00	\$27,425.00	\$25,500.00	\$6,997.50	\$15,960.00	\$-
	Delivered	\$18.90	\$64.85	\$66.85	\$63.00	\$58.65	\$65.20	\$-
	Total	\$11,340.00	\$71,335.00	\$33,425.00	\$31,500.00	\$8,797.50	\$19,560.00	\$-
<b>New Enterprise</b>	FOB	\$16.00	\$55.65	\$55.65	\$49.65	\$46.40	\$54.25	\$134.00
	Total	\$9,600.00	\$61,215.00	\$27,825.00	\$24,825.00	\$6,960.00	\$16,275.00	\$26,800.00
	Delivered	\$22.45	\$64.80	\$64.80	\$58.80	\$55.55	\$63.40	\$140.60
	Total	\$12,470.00	\$71,280.00	\$32,400.00	\$29,400.00	\$8,332.50	\$19,020.00	\$28,120.00
		150 Ton	400 Ton					
<u>COMPANY</u>		B-1	#R3 Stone					
		Sand						
<b>Lehigh Asphalt</b>	FOB	\$15.50	\$15.00					
	Total	\$2,325.00	\$6,000.00					

	Delivered	\$20.80	\$20.30					
	Total	\$3,120.00	\$8,120.00					
New Enterprise	FOB	\$-	\$14.00					
	Total	\$-	\$5,600.00					
	Delivered	\$-	\$20.45					
	Total	\$-	\$8,180.00					
		150,000 LF						
		Yellow						
		Traffic Lines						
A-1 Traffic Control	LF	\$0.0925	-					
	Total	\$13,872.00	-					
DeAngelo Brothers LLC	LF	\$0.145	-					
	Total	\$21,750.00	-					
			15,000 Gals					
			Diesel Fuel					
PAPCO			\$1.2172	PICK UP				
			\$1.6187	DELIVERY				
			\$0.3964	MAX MARK	UP			

A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour to accept all bids Motion carried unanimously. A second motion made by Brian C. Dietrich to accept the lowest highlighted bids on the chart below, this was seconded by Steve I. Feinour. Motion carried unanimously.

**Resolution 2020-09-** A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA APPROVING DECLARATION OF DISASTER EMERGENCY. The Resolution was not passed at this time.

**Ordinance 2020-01:** Justin N. Smith opened the hearing at 6:50pm hearing no comments the hearing was closed at 6:51. A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving Ordinance 2020-01: **AN ORDINANCE OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA AMENDING THE CODE OF ORDINANCES, TOWNSHIP OF LYNN, TO ADD CERTAIN ORDINANCES PREVIOUSLY ADOPTED BY LYNN TOWNSHIP PRIOR TO LYNN TOWNSHIP CODIFYING ITS ORDINANCES BUT WERE MISTAKENLY OMITTED FROM THE CODIFICATION ORDINANCE; TO ADD A FIVE (5') FOOT SIDE YARD AND FIVE (5') FOOT REAR YARD REQUIREMENT FOR THE ACCESSORY USE OF A PRIVATE NON-COMMERCIAL SWIMMING POOL IN THE VILLAGE CENTER (vc) ZONING DISTRICT; TO ELIMINATE REGULATION OF TEMPORARY SIGNS; AMEND REGULATIONS PERTAINING TO NON CONFORMING STRUCTURES; AND TO ALLOW FOR MORE THAN ONE PRINCIPAL USE ON THE SAME LOT IN THE GENERAL COMMERCIAL/GENERAL INDUSTRIA; (GC/GI) ZONING DISTRICT.** Motion carried unanimously.

**Park- Yard Sale;** "CANCELED" **Transfer Station:** As of now the Transfer Station is scheduled to open May1st.

**Website Renewal:** A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving the Website agreement with Kessler Freedman contingent that the current website is used for updating electronic/mobile devices, for May 1, 2020 to extend through April 30, 2021 at the cost of \$1,000.00. Motion carried unanimously.

**Miscellaneous:** None.

**Public Comment:** None.

**Announcements:**

(1) 13th annual Pow-wow May 15<sup>th</sup>, 16<sup>th</sup>, 17<sup>th</sup>, 2020 Ontelaunee Park Admission \$7, Seniors and Veterans \$5, Children under 12 free

(2) NW Lehigh Education Foundation will be holding its 6<sup>th</sup> annual 5k in Ontelaunee Park on Saturday May 23, 2020

(3) 12th Annual Car & Motorcycle Show; Sunday, July 5, 2020; 1pm till 4pm in Ontelaunee Park. Free admission for spectators. DJ.

**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 7:06 pm.

**As of April 30, 2020**

<b>Account</b>	<b>Balance</b>
General Fund	63,044.78
Capital Reserve	5,445.37

CD's	1,060,595.29
Zoning/Subdivision	68,315.61
Veteran	24,437.34
HLLW COG	71,486.00
State Road	401,792.21
Equipment	106,450.77
Street Light	472.61
Park	48,243.30
Recreation	3,632.02
<b>Total</b>	<b>1,853,915.30</b>

**TOTAL**

**Income-GENERAL FUND**

301 · Real Property Taxes	
301.40 · Delinquent RE Tax-Tax Claim	394.42
Total 301 · Real Property Taxes	394.42
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	4,138.76
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	14,649.38
Total 310.20 · Earned Income Tax	14,649.38
Total 310 · Local Tax Enabling Act	18,788.14
331 · Fines	
331.10 · Court - Magistrate	136.50
Total 331 · Fines	136.50
341 · Interest	
341.01 · Interest on Checking	9.55
Total 341 · Interest	9.55
342 · Interest, Rents & Royalties	
342.53 · Royalties from Cell Tower Rent	1,331.00
Total 342 · Interest, Rents & Royalties	1,331.00
360 · Gen. Govt. Charges for Services	
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	1,108.50
362.41D · Driveway Permit	100.00
362.41 · Building Permit - Other	50.00
Total 362.41 · Building Permit	1,258.50
Total 362.40 · Protective Inspection Fees	1,258.50
362.47 · State fees for Permits	18.00
Total 362 · Public Safety	1,276.50
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	58.20
Total 364 · Sanitation	58.20
Total 360 · Gen. Govt. Charges for Services	1,334.70
392 · Interfund Operating Transfer	
392.97 · Transfer from Park	470.00
392.99 · Transfer from COG	48.74
Total 392 · Interfund Operating Transfer	518.74
<b>Total Income</b>	<b>22,513.05</b>

**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	
403.23 · Postage for Tax Collector	55.00
Total 403 · Tax Collection	55.00
404 · Solicitor/Legal Services	461.60
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	2,761.49
Total 405 · Secretary/Clerk	2,761.49
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	2,458.52
406.32 · Communication - Phone/Wireless	362.36
406.38 · Rentals	519.32
406.42 · Membership/Dues	201.50
406.48 · Internet Fees/Web Design	700.00
406.99 · Payroll	6,342.21
Total 406 · Other General Govt. Admin	10,583.91
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	1,444.21
409.44 · Laundry/Other Sanitary Services	159.95
409.99 · Heating - Oil/Propane	1,172.69
Total 409 · General Government Bldg&Plants	2,776.85
Total 400 · General Government	16,914.71
410 · Public Safety	
411 · Fire	
411.99 · Fire Company - Miscellaneous	1,571.44
Total 411 · Fire	1,571.44
413 · Code Enforcement	
413.31 · Code enforcement pro. service	1,473.50
Total 413 · Code Enforcement	1,473.50
Total 410 · Public Safety	3,044.94
420 · Health and Human Services	
422 · Vector (Animal) Control	
422.99 · Stray Animals	560.00
Total 422 · Vector (Animal) Control	560.00
426 · Gen Gov Recycling Col & Dis	
426.44 · Sanitation Services	2,556.92
Total 426 · Gen Gov Recycling Col & Dis	2,556.92
Total 420 · Health and Human Services	3,116.92
430 · Public Works Hwy,Rds,Streets	
437 · Repair of Tools & Machinery	
437.01 · Repairs and Maint COG Equipment	48.74
437.99 · Truck Repair	4,516.19
Total 437 · Repair of Tools & Machinery	4,564.93
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	11,030.99
438.25 · Repairs & Maint Supplies	3,615.83
438.99 · Truck Fuel	1,535.22
Total 438 · Road/Bridge Maint. and Repair	16,182.04
Total 430 · Public Works Hwy,Rds,Streets	20,746.97
450 · Culture-Recreation	
454 · GF Parks	
454.12 · Parks full time staff (GF)	1,858.60

454.15 · Parks part time staff (GF)	571.28
454.37 · Repairs and Maint. serv (park)	50.00
Total 454 · GF Parks	2,479.88
Total 450 · Culture-Recreation	2,479.88
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,641.96
481.20 · Employer paid Medicare	384.01
481.30 · Employer paid Unemployment Comp	90.71
483.49 · 457 Pension contribution	1,055.00
Total 481 · Employer paid Taxes	3,171.68
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	11,643.19
487.02 · Life Insurance	55.54
487.04 · Workers Compensation Vol Fire	792.00
Total 487 · Other Group Insurance Benefits	12,490.73
Total 480 · Misc. Expense	15,662.41
Total Expense	61,965.83
Net Income	39,452.78
	Apr 20

#### Other Income/Expense-CR

##### Other Income

341.02 · Interest on Savings	0.67
Total Other Income	0.67
Net Other Income	0.67
Net Income	0.67
	Apr 20

#### Income-LFF

341.01 · Interest on Checking	82.87
Total Income	82.87
Expense	
430 · LFF Public Works	
438 · Maint./Repair Roads & Bridges	16,100.74
Total 430 · LFF Public Works	16,100.74
Total Expense	16,100.74
Net Income	16,017.87
	Apr 20

#### Income-HLLW COG

341.02 · Interest on Savings	8.78
Total Income	8.78
Expense	
492 · Interfund Transfer	
492.01 · Transfer to GF Cking	48.74
Total 492 · Interfund Transfer	48.74
Total Expense	48.74
Net Income	-39.96
	Apr 20

#### Income-RECREATION

341.01 · Interest on Checking	0.30
Total Income	0.30

Expense	0.00
Net Income	<u>0.30</u>
	<u>Apr 20</u>
<b>Income-<del>ESCROW</del></b>	
341.000 · Interest Earnings	
341.01 · Interest on Checking	0.34
341.02 · Interest J&M, LLC	7.88
Total 341.000 · Interest Earnings	<u>8.22</u>
Total Income	<u>8.22</u>
Expense	0.00
Net Income	<u>8.22</u>
	<u>Apr 20</u>
<b>Income-<del>PARK</del></b>	
341.01 · Interest on Checking	4.00
Total Income	<u>4.00</u>
Expense	
454 · Parks	
454.25 · Repairs & Maintenance Supplies	273.55
454.36 · Public Utilities	176.80
454.59 · Rental fee Deposit Refund	225.00
Total 454 · Parks	<u>675.35</u>
Total Expense	<u>675.35</u>
Net Income	<u>-671.35</u>
	<u>Apr 20</u>
<b>Income-<del>EQUIPMENT</del></b>	
341.02 Interest on Equip Fund	21.78
Total Income	<u>21.78</u>
Expense	0.00
Net Income	<u>21.78</u>
	<u>Apr 20</u>
<b>Ordinary Income/Expense-<del>VETERANS</del></b>	
Income	
341.03 Interest Memorial Fund	2.98
357.01 Grants/Donations	596.80
Total Income	<u>599.78</u>
Gross Profit	<u>599.78</u>
Net Ordinary Income	<u>599.78</u>
Net Income	<u>599.78</u>
Total Income (all accounts)	<u>23,239.45</u>
Total Expense (all accounts)	<u>78,790.66</u>
Net Income(all accounts)	<u>55,551.21</u>

Respectfully Submitted,  
Tammy M. White, Secretary/Treasurer

*Tammy M. White*