

**Board of Supervisors**  
**Thursday, August 13th, 2020 @ 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 Brian C. Dietrich, Absent was member Steve I. Feinour, Secretary/Treasurer Tammy M. White, Admin/Zoning office Secretary Kathy A. Hermany, Road Master Bruce Raber, Engineer Chris Noll, Solicitor Marc Fisher, and approximately 23 citizens.

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

**Media Representation:** Sarit Laschinsky from the NW Press.

**Public Comment:** 1. Residents, Troy and Tina Everett were present to address the board with the ongoing issue of the property located at the end of Hoffadeckel Ct. that is defacing the other properties located on Hoffadeckel Ct. The BOS stated that they will take care of the issue.

**Accept the Minutes and Direct the Treasurer to pay the bills:** A motion was made by Brian C. Dietrich and seconded by Justin N. Smith to accept the minutes from 07/09/20 and direct the treasurer to pay the bills. Motion carried unanimously.

**Subdivision:** Penn's View Planning Module: Chris Noll stated the modules where in complete to be signed.

**Ordinance Review:** A motion was made by Brian C. Dietrich and seconded by Justin N. Smith authorizing Solicitor, Marc Fisher to clean up the ordinance and advertise. Motion carried unanimously.

**Fire Companies:** LPFC 2nd Asst. Fire Chief, Tim VanBlargan reported for the LPFC: 44 emergency calls for the year; Roof project is fully completed; 2 members have completed Mod 2 Class and have started Mod 3 classes; Drive thru hoagie sale on August 29th, large Italian hoagie only with or without onions. Orders are due by Friday the 21st pickup is 12 noon - 2pm; Golf tournament September 26th @ Rich Maiden Golf Course. Shot Gun start at 8am please contact Scott Greenawalt to sign up. Final Registration is September 12th; Keep checking Lynnport's FB page for upcoming raffles with some big prizes on weekends such as a Polaris ATV, 4 wheel drive John Deere Lawn Tractor, Jacuzzi hot tub and for Labor Day they will be raffling off a good American made Harley from Schaeffer's Harley-Davidson in Orwigsburg. NTFC Fire Chief, Peter Christ reported for the NTFC: 94 fire responses as of 8/11/2020; 1 FF enrolled in Whitehall Fire Academy; started on line raffles to supplement lost income for not holding in person guns-n-cash bash; guns-n-cash raffle only to be held September 14th @ 7:45pm live on FB; yard sale & food trucks Sept. 12th from 8am to 2pm; chicken BBQ Sept. 13th from 11am to 2pm drive thru. Presale tickets available.

**Road Report:** Bruce Raber, Road master, reported for the month of July: (1) 4 dumpsters at Recycling Center have been repaired for recycling; hauled 2 loads of scrap metal @ \$75.20 and \$105.00; aluminum cans @ \$80.00.(2) Dug out 6 tree stumps at train station in park. (3) Filled pot holes on dirt roads. (4) Finished up sweeping roads that were oiled & chipped. (5) Helped Heidelberg Twp. with their oil & chip. (6) Ross Valley Bridge project has been completed & final approval by Ryan Christman and Bruce Raber. (7) Cut grass & weed wacked at Recycling Center. (8) Spread screenings on Reeser Rd. where old oil pushed through. (9) Re-graded hills on dirt roads that washed out from heavy rain. (10) Cut up trees that came down from tropical storm. (11) Made repairs to large pipe on Hummingbird Rd. that got washed out due to tropical storm and also made repairs to a large pipe on Springhouse Road that we lost due to tropical storm/heavy rain. Anticipated work for August: (1) Re-grade mainly hills of dirt roads that washed out due to tropical storm/heavy rain. (2) If & when all repairs from tropical storm damage are finished we may do some paving. (3) Double yellow lines are to be painted on roads. **Ross Valley Bridge:** The Bridge is complete and a motion was made by Brian C. Dietrich and seconded by Justin N. Smith approving the additional \$5,850.00 for items not originally addressed in the original contract. Motion carried unanimously. **New Hires:** A motion was made by Brian C. Dietrich and seconded by Justin N. Smith to Hire Jacob Werley as FT road crew employee @ the rate of \$17.50/hour and to hire Brandon Wehr as a FT employee @ the rate of \$15.00/hour split between the Park and Road Crew. Motion carried unanimously.

**Park:** Trees - There are 55 dead trees in Ontelaunee Park. The BOS directed Bruce Raber to contact tree removal companies to give a quote and possibly have it split up between 4 years.

**Resolution 2020-10:** A motion was made by Brian C. Dietrich and seconded by Justin N. Smith approving Resolution 2020-10 for the transfer of unencumbered moneys from one township account to another. Motion carried unanimously. The resolution was to close the Paul Kuhn subdivision.

**Miscellaneous:** (1) LCA Corrected Letter- Chris Noll stated that there was a comprehensive meeting held and will continue to bring everyone up to date.

**Public Comment:** (1) Cable/WIFI/Internet: Numerous residents were present at the board meeting to address the BOS with their concerns for Cable/WIFI/Internet to rural areas in Lynn Township that do not have coverage. Amie Graham of 7618 Gypsy Moth Drive, Spoke on behalf of everyone. Amie did state there are grants available from Covid relief \$\$ that the Township may be eligible for. The BOS informed Amie that grants can take up to 2 years. Amie has been in contact with KIT Communications that are willing to access a bridge to the existing infra structure with BRC, with costs being a lot less than having the individuals paying to have the service run in by BRC. The board along with Marc Fisher suggested to Amie Graham to proceed as follows: 1. Compile a list of all the geographic areas & property addresses in Lynn Township



that currently do not have coverage. 2. Contact BRC to even see if they would entertain hybrid systems. Tammy White will write BRC a letter. 3. Check into House Bill 2438 and Senate Bill 835. 4. Check with Lehigh County to see what amount of \$\$ they are sending and how it can be used. **Note:** The township did not apply for the cares act \$\$, however someone did, and the township is expected to receive \$\$\$. Tammy will call Frank Kane, LHV director of community & economic development at Lehigh County. 5. Contact Senator Pat Browne. 6. Contact Representative Gary Day.

### Announcements:

**Adjournment:** A motion was made by Brian C. Dietrich and seconded by Justin N. Smith to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:28pm

### **As of August 31, 2020**

Account	Balance
General Fund	248,862.87
Capital Reserve	5,448.11
CD's	1,057,796.29
Zoning/Subdivision	67,948.93
Veteran	25,717.26
HLLW COG	71,479.23
State Road	73,425.84
Equipment	101,852.86
Street Light	3,510.45
Park	49,688.44
Recreation	6,633.65
<b>Total</b>	<b>1,712,363.93</b>

### TOTAL

#### Income-GENERAL FUND

301 · Real Property Taxes	
301.10 · Real Estate Tax-Current	2,043.26
301.40 · Delinquent RE Tax-Tax Claim	182.46
Total 301 · Real Property Taxes	2,225.72
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	11,769.06
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	92,849.57
Total 310.20 · Earned Income Tax	92,849.57
Total 310 · Local Tax Enabling Act	104,618.63
321 · Business Licenses and Permits	
321.80 · Cable Television Francise	13,926.43
Total 321 · Business Licenses and Permits	13,926.43
331 · Fines	
331.10 · Court - Magistrate	648.83
Total 331 · Fines	648.83
341 · Interest	
341.01 · Interest on Checking	41.91
Total 341 · Interest	41.91
356 · State Payments in Lieu of Taxes	
356.02 · Game Commission	2,017.55
356.10 · Fish & Boat 2006 In-Lieu of Tax	222.00
Total 356 · State Payments in Lieu of Taxes	2,239.55
360 · Gen. Govt. Charges for Services	
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	584.00
362.41F · Building Permit Filed	200.00
Total 362.41 · Building Permit	784.00

362.42 · Electrical Permit	520.00
Total 362.40 · Protective Inspection Fees	1,304.00
362.47 · State fees for Permits	22.50
Total 362 · Public Safety	1,326.50
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	2,198.80
Total 364 · Sanitation	2,198.80
Total 360 · Gen. Govt. Charges for Services	3,525.30
392 · Interfund Operating Transfer	
392.98 · Transfer from SubD/Zoning	400.40
Total 392 · Interfund Operating Transfer	400.40
<b>Total Income</b>	<b>127,626.77</b>
<b>Expense</b>	
400 · General Government	
400.00 · Legislative (Governing) Body	
400.05 · Supervisor Salaries	468.75
Total 400.00 · Legislative (Governing) Body	468.75
403 · Tax Collection	
403.16 · Commission Paid as Compensation	111.53
Total 403 · Tax Collection	111.53
404 · Solicitor/Legal Services	390.50
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	3,819.60
Total 405 · Secretary/Clerk	3,819.60
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	3,448.40
406.21 · Office Supplies	248.97
406.23 · Postage	64.49
406.32 · Communication - Phone/Wireless	679.57
406.38 · Rentals	129.32
406.42 · Membership/Dues	3,321.99
406.99 · Payroll	-925.08
Total 406 · Other General Govt. Admin	6,967.66
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	231.32
409.44 · Laundry/Other Sanitary Services	900.00
Total 409 · General Government Bldg&Plants	1,131.32
Total 400 · General Government	12,889.36
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	320.00
Total 413 · Code Enforcement	320.00
419 · Other Public Safety	
419.99 · PA One Call	11.46
Total 419 · Other Public Safety	11.46
Total 410 · Public Safety	429.90
420 · Health and Human Services	
422 · Vector (Animal) Control	
422.99 · Stray Animals	250.00
Total 422 · Vector (Animal) Control	250.00

426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	616.00
426.44 · Sanitation Services	2,097.72
Total 426 · Gen Gov Recycling Col & Dis	2,713.72
Total 420 · Health and Human Services	2,963.72
430 · Public Works Hwy,Rds,Streets	
437 · Repair of Tools & Machinery	
437.99 · Truck Repair	2,801.07
Total 437 · Repair of Tools & Machinery	2,801.07
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	13,149.53
438.25 · Repairs & Maint Supplies	980.93
438.47 · Drug & Alcohol Testing	101.00
438.99 · Truck Fuel	919.75
Total 438 · Road/Bridge Maint. and Repair	15,151.21
Total 430 · Public Works Hwy,Rds,Streets	17,952.28
450 · Culture-Recreation	
454 · GF Parks	
454.12 · Parks full time staff (GF)	3,470.30
454.15 · Parks part time staff (GF)	1,044.00
454.25 · Repairs & Maint Supplies	1,226.00
Total 454 · GF Parks	5,740.30
Total 450 · Culture-Recreation	5,740.30
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,675.74
481.20 · Employer paid Medicare	391.91
481.30 · Employer paid Unemployment Comp	98.55
483.49 · 457 Pension contribution	980.00
Total 481 · Employer paid Taxes	3,146.20
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	13,105.73
487.02 · Life Insurance	-186.74
487.04 · Workers Compensation Vol Fire	792.00
Total 487 · Other Group Insurance Benefits	13,710.99
489 · All other unclassified Expenses	
489.98 · Clothing Allowance	116.99
Total 489 · All other unclassified Expenses	116.99
Total 480 · Misc. Expense	16,974.18
<b>Total Expense</b>	<b>56,949.74</b>
<b>Net Income</b>	<b>70,677.03</b>
	<b>Aug 20</b>
Income-LIGHT FUND	
383.11 · Street Lighting Tax	187.32
<b>Total Income</b>	<b>187.32</b>
Expense	
434 · Street Lighting	
434.36 · Street Lighting Electric	943.13
Total 434 · Street Lighting	943.13
<b>Total Expense</b>	<b>943.13</b>
<b>Net Income</b>	<b>-755.81</b>

		<u>Aug 20</u>
Other Income/Expense- <b>CR</b>		
Other Income		
	341.02 · Interest on Savings	0.69
	<b>Total Other Income</b>	<b>0.69</b>
Net Other Income		0.69
Net Income		<b>0.69</b>
		<u>Aug 20</u>
Income- <b>LFF</b>		
	341.01 · Interest on Checking	24.56
	<b>Total Income</b>	<b>24.56</b>
Expense		
	430 · LFF Public Works	
	438 · Maint./Repair Roads & Bridges	116,807.59
	<b>Total 430 · LFF Public Works</b>	<b>116,807.59</b>
	<b>Total Expense</b>	<b>116,807.59</b>
Net Income		<b>116,783.03</b>
		<u>Aug 20</u>
Income- <b>HLLW COG</b>		
	341.02 · Interest on Savings	9.07
	<b>Total Income</b>	<b>9.07</b>
Expense		0.00
Net Income		<b>9.07</b>
		<u>Aug 20</u>
Income- <b>RECREATION</b>		
	341.01 · Interest on Checking	0.56
	<b>Total Income</b>	<b>0.56</b>
Expense		0.00
Net Income		<b>0.56</b>
		<u>Aug 20</u>
Income- <b>ESCROW</b>		
	341.000 · Interest Earnings	
	341.01 · Interest on Checking	0.34
	341.02 · Interest J&M, LLC	8.15
	<b>Total 341.000 · Interest Earnings</b>	<b>8.49</b>
	<b>Total Income</b>	<b>8.49</b>
Expense		
	492 · Interfund Operating Transfers	
	492.02 · Transfer to GFMM	400.40
	<b>Total 492 · Interfund Operating Transfers</b>	<b>400.40</b>
Expense		400.40
Net Income		<b>-391.91</b>
		<u>Jul 20</u>
Income- <b>PARK</b>		
	341.01 · Interest on Checking	4.17
	342.59 · Rental of Park Facilities	2,450.00
	387 · Contributions and Donations	25.00
	<b>Total Income</b>	<b>2,479.17</b>



Expense		
	454 · Parks	
	454.25 · Repairs & Maintenance Supplies	54.00
	454.36 · Public Utilities	308.04
	454.59 · Rental fee Deposit Refund	425.00
	Total 454 · Parks	787.04
	Total Expense	787.04
Net Income		1,692.13
		Aug 20
	Income-EQUIP	
	341.02 Interest on Equip Fund	21.54
	Total Income	21.54
	Expense	0.00
Net Income		21.54
		Aug 20
	Ordinary Income/Expense-VETERANS	
	Income	
	341.03 Interest Memorial Fund	3.18
	357.01 Grants/Donations	970.70
	Total Income	973.88
	Gross Profit	973.88
	Net Ordinary Income	973.88
	Net Income	973.88
	Total Income (all accounts)	131,332.05
	Total Expense (all accounts)	175,887.90
	Net Income(all accounts)	-44,555.85

Respectfully Submitted Tammy M. White Secretary/Treasurer Minutes08-13-20.doc

*Tammy M. White*