

Board of Supervisors
Thursday, November 12th, 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, Member Steve I. Feinour, Secretary/Treasurer Tammy M. White, Admin/Zoning office Secretary Kathy A. Hermany, Road Master Bruce Raber, Engineer Rep./Zoning Officer Chris Noll, Solicitor Marc Fisher, and approximately 31 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Media Representation: Sarit Laschinsky from the NW Press.

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 10/08/20 BOS meeting and to direct the treasurer to pay the bills. Motion carried unanimously.*

Fire Companies: LPFC Asst. Fire Chief, Tim VanBlargan: 53 Emergency calls for the year; currently hosting a hazmat ops class at LP station with 9 members attending; Friday Nov. 0th is turkey raffle night which will be drawn @7pm via Facebook live; Nov. 24th is the filling and bacon dressing sale orders which are due by Friday the 13th pick up is 4-6pm on the 24th; Hoagie sale is December 2nd orders must be in by Nov. 27th. NTFC Fire Chief, Gary Kuntz: 139 Emergency call to date; 3 firefighters (Bill McQuilken, Derek Dorney, Cody Baugher) completed EVDC class held at Weisenberg Fire Company & Mack South; 4 firefighters (Bill McQuilken, Owen Snyder, Derek Dorney, Quintin Lawley) are currently taking Haz-Mat Operations at Lynn port Fire Company; Working on scheduling a Haz-Mat ops Pro Board testing session at New Tripoli, ; Working on annual Haz-Mat Ops refresher at New Tripoli; Trick or Treat night was Saturday 10/31, apparatus was set up with Fire Police at Decatur and Market Street; NTFC and Germansville Fire Depts. held a drive thru fire prevention event on Saturday, October 17 between 9am - 11 am in the parking lot of the strip mall at Route 309 & 100. Apparatus was on display and they gave free handouts to children with the Fire Prevention material; NTFC had representatives at the NW Regionalization meeting held on Wednesday 10/21 at NTFC; NTFC request a meeting with township officials last month and would to confirm a date to sit with supervisors and discuss the current challenges that will be coming in the near future; moving forward I would like to schedule an advertised meeting once every quarter at NTFC to encourage open transparent dialogue between the Fire Department and the Township. Steve Feinour stated that he would be in contact with Gary Kuntz to set up a meeting regarding day to day issues. No need to have all 3 Supervisors attend. The Fire Study was also discussed with possibly setting up meetings to continue with the Fire Study. Justin N. Smith stated the Fire Study was agreed upon by both Fire Companies and the BOS and stated that he feels the guidelines need to be completed. Brian C. Dietrich stated that he will not go along with the consolidation of NTFC and LPFC unless both Fire Companies agree. Back Home Bagel truck was a NTFC on Sunday, October 25th at 8am; Online raffles continue daily; Drive Thru Filling sale order deadline was 11/06, pickup 11/21 between 1-3pm, to date 700 containers have been sold; NTFC continues to meet with manufacturers to replace their 1997 Freightliner tanker, they continue to receive pricing and are working on finalizing a spec. The committee is meeting with the last manufacturer next Tuesday night 11/17.

Road Report: *Bruce Raber, Road master, reported for the month of October:* (1) Tree trimming - Leaser Rd. - Blue Mnt. House Rd. - Eile Dahl Rd. - Stump Rd. - Long Ct. - Old Orchard Ct. - Halpin Rd. - Koch Ct. - Sassafras Rd. - Lentz Rd. - Gun Club Rd. (2) Put up weight limit signs for Bridge on Ross Valley Rd. (3) Got trucks ready for winter. (4) Hauled scrap metal from Recycling Center \$138.00 and Aluminum Cans \$70. *Anticipated work for November:* (1) Finished up tree trimming. (2) Fill Pot Holes on Dirt Roads. (3) Start Boom Mowing. **Memorial Road:** A letter was received by PA Dept of Transportation regarding encroaching brush on state route 4028 (Memorial Rd.) 2 areas of concern are Oriole Road (Heidelberg Twp.) and Lochland (Lynn Twp.) Lochland has been taken care of and there is no line of site issue.

Park: Steve I. Feinour stated that New Employee Brandon Wehr is doing a fantastic job. The BOS were ok with Bruce purchasing Brandon a torpedo heater for the maintenance garage. There has been some vandalism at the park pertaining to benches being broken. The BOS directed Tammy M. White to call John Debrosky to install two cameras at the new pavilion. Also discussion was held regarding the existing plumbing that is the new pavilion. The caps that are sticking up through the floor are being broken. It was suggested to temporarily build something around the plumbed areas to prevent any serious damage.

Ordinance 2020-02: Marc Fisher opened a public hearing at 6:55 pm to review the ordinance. Resident Sherry Lienberger directed questions during the hearing. The hearing was closed at 7:09 pm. *A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour adopting Ordinance 2020-02:* **AN ORDINANCE OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA AMENDING CHAPTER 27 OF THE CODE OF ORDINANCES, TOWNSHIP OF LYNN, TO ADD AND REVISE CERTAIN DEFINITIONS RELATING TO SHORT-TERM RENTALS OF RESIDENTIAL PROPERTY; REGULATING THE ZONING DISTRICTS WITHIN WHICH SHOR-TERM RENTALS OF RESIDENTIAL PROPERTY ARE PERMITTED; SETTING FORTH REQUIREMENTS FOR SHORT-TERM**

RENTALS OF RESIDENTIAL PROPERTY AND THE CONDITIONS OF ISSUANCE OF PERMITS THEREFOR. Motion carried unanimously.

Ordinance 2020-03: Marc Fisher opened a public hearing at 7:10 pm to review the ordinance, the hearing was closed at 7:12 pm. A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour adopting Ordinance 2020-03: AN ORDINANCE OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA, AMENDING THE CODE OF ORDINANCES, TOWNSHIP OF LYNN, ESTABLISHING A WEIGHT LIMITATION FOR THE ROSS VALLEY ROAD BRIDGE IN LYNN TOWNSHIP, LEHIGH COUNTY, PA, AND ESTABLISHING PENALTIES FOR VIOLATION THEREOF. Motion carried unanimously.

The Sanctuary: The BOS were not in favor of a set price of \$50 per cat and \$110 per dog. The BOS directed Tammy M. White to contact the Sanctuary to see if they would be in favor of re writing the contract to state "Not to Exceed a Certain Dollar Amount).

Tax Rate for Year 2021: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving Resolution 2020-13; A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF LYNN, LEHIGH COUNTY, FIXING THE TAX RATE FOR THE YEAR 2021. Motion carried unanimously. The Resolution was approved keeping the millage of Lynn Township 0.2 mills.

Budget Discussion: Motion to authorize advertisement of the 2021 budget for viewing; adoption 12/10/20; A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour to authorize the advertisement of the draft 2021 budget for viewing. Motion carried unanimously.

Miscellaneous: (1) 2021 BOS meeting dates: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving the 2020 dates as follows: 2nd Thursday of each month (with the exception of November) are as follows: All mtg's at 6:30pm 02/11-03/11-04/8-05/13-06/10-07/8-08/12-09/9-10/14-(Wed.11/10)-12/9, Budget Mtg. Wed. 09/29/21 close-out Mtg. Mon. 12/27/21 Re-Org Meeting dates: BOS Re-Org Mon. 01/4/21 @ 6:30; Elected Auditors Re-Org Tues. 01/5/21 @ 7:00 pm. Motion carried unanimously.

(2) Re-org Dinner: BOS tabled the dinner till the new year for discussion.

Public Comment: (1) Internet/Cable: Amie Graham informed the BOS that Senator Pat Browne and executives from Pen Tela Data and Blue Ridge are planning to move ahead and hopefully have coverage by the end of the school year or at least by summer. (2) Veterans Memorial: Donald Christ announced that there was a successful groundbreaking ceremony for the Veterans Memorial on Wednesday, November 11, 2020. (3) Resident, Jesse Kovatch was present regarding his subdivision/septic system. Marc Fisher reviewed details with Jesse Kovatch and will look into the situation further and BOS will get back to Jesse Kovatch with his answers. (4) Resident, L. B. Roman was present to discuss issues of her wanted to bring in fill. Chris Noll stated that he will work with her but he needs a survey plan first and then he will look into it further.

Announcements: None

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 7:40 pm.

As of November 30, 2020

Account	Balance
General Fund	313,654.26
Capital Reserve	5,450.14
CD's	1,057,796.29
Zoning/Subdivision	68,873.94
Veteran	118,233.37
HLLW COG	78,847.53
State Road	38,057.61
Equipment	104,467.09
Street Light	1,496.37
Park	49,911.63
Recreation	6,635.29
Total	1,843,423.52

TOTAL

Income-GENERAL FUND

301 - Real Property Taxes

301.10 - Real Estate Tax-Current	352.84
301.22 - Street Light Tax-Prior	348.79
301.40 - Delinquent RE Tax-Tax Claim	41.33

Total 301 - Real Property Taxes 742.96

310 - Local Tax Enabling Act

310.10 - Real Estate Transfer Tax	21,145.27
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310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	97,776.67
Total 310.20 · Earned Income Tax	97,776.67
Total 310 · Local Tax Enabling Act	118,921.94
321 · Business Licenses and Permits	
321.80 · Cable Television Francise	14,291.88
Total 321 · Business Licenses and Permits	14,291.88
331 · Fines	
331.10 · Court - Magistrate	2.23
Total 331 · Fines	2.23
341 · Interest	
341.01 · Interest on Checking	52.53
Total 341 · Interest	52.53
360 · Gen. Govt. Charges for Services	
361 · General Government	
361.21 · Office Supplies	21.00
361.81 · Business Permit	100.00
361.90 · Mechanical/HVAC Permit	70.00
361.94 · Misc. Billing	100.00
361.97 · Zoning Board Appeal Fee	750.00
Total 361 · General Government	1,041.00
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	877.00
362.41D · Driveway Permit	50.00
362.41F · Building Permit Filed	330.00
362.41P · Pool/Hot Tub/Spa Permit	0.00
362.41S · Accessory Struc < 1000 ft	100.00
Total 362.41 · Building Permit	1,357.00
362.42 · Electrical Permit	105.00
362.44 · Sewage Permits (SEO Fees)	3,350.00
Total 362.40 · Protective Inspection Fees	4,812.00
362.47 · State fees for Permits	22.50
Total 362 · Public Safety	4,834.50
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	1,964.00
Total 364 · Sanitation	1,964.00
Total 360 · Gen. Govt. Charges for Services	7,839.50
395 · Refunds of Prior Yr Expenditure	
395.35 · Insurance & Bonding	14,256.03
395 · Refunds of Prior Yr Expenditure - Other	169.66
Total 395 · Refunds of Prior Yr Expenditure	14,425.69
Total Income	156,276.73

Expense

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	27.84
Total 403 · Tax Collection	27.84
404 · Solicitor/Legal Services	1,002.50

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	3,548.40
406.21 · Office Supplies	3,739.19
406.23 · Postage	165.04
406.32 · Communication - Phone/Wireless	504.98
406.34 · Advertising	157.61
406.38 · Rentals	734.83
406.99 · Payroll	-885.72
Total 406 · Other General Govt. Admin	7,964.33
408 · Engineering Services	
408.99 · Township engineer	797.25
Total 408 · Engineering Services	797.25
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	439.65
409.44 · Laundry/Other Sanitary Services	225.00
409.99 · Heating - Oil/Propane	1,270.36
Total 409 · General Government Bldg&Plants	1,935.01
Total 400 · General Government	16,015.28
410 · Public Safety	
411 · Fire	
411.54 · Fire Co. Donations	10,000.50
411.99 · Fire Company - Miscellaneous	98.44
Total 411 · Fire	10,098.94
413 · Code Enforcement	
413.31 · Code enforcement pro. service	6,060.49
Total 413 · Code Enforcement	6,060.49
414 · Planning & Zoning	
414.31 · Professional services	299.00
414.34 · ZB Advertising, Print, & Bind	236.80
414.98 · Zoning Recording/Transcription	252.50
Total 414 · Planning & Zoning	788.30
419 · Other Public Safety	
419.99 · PA One Call	16.20
Total 419 · Other Public Safety	16.20
Total 410 · Public Safety	16,963.93
420 · Health and Human Services	
422 · Vector (Animal) Control	
422.99 · Stray Animals	390.00
Total 422 · Vector (Animal) Control	390.00
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	632.50
426.44 · Sanitation Services	1,979.00
Total 426 · Gen Gov Recycling Col & Dis	2,611.50
Total 420 · Health and Human Services	3,001.50
430 · Public Works Hwy,Rds,Streets	
432 · Winter Maintenance	
432.14 · Salaries Winter Maintenance	14,049.76
Total 432 · Winter Maintenance	14,049.76
437 · Repair of Tools & Machinery	
437.98 · Repair of Machinery	984.27

437.99 · Truck Repair	649.20
Total 437 · Repair of Tools & Machinery	1,633.47
438 · Road/Bridge Maint. and Repair	
438.25 · Repairs & Maint Supplies	1,633.52
438.99 · Truck Fuel	561.40
Total 438 · Road/Bridge Maint. and Repair	2,194.92
Total 430 · Public Works Hwy,Rds,Streets	17,878.15
450 · Culture-Recreation	
454 · GF Parks	
454.12 · Parks full time staff (GF)	2,385.00
454.15 · Parks part time staff (GF)	90.00
454.25 · Repairs & Maint Supplies	210.94
454.31 · Parks Professional services	867.00
Total 454 · GF Parks	3,552.94
Total 450 · Culture-Recreation	3,552.94
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,565.30
481.20 · Employer paid Medicare	366.08
481.30 · Employer paid Unemployment Comp	106.57
483.49 · 457 Pension contribution	930.00
Total 481 · Employer paid Taxes	2,967.95
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	11,643.19
487.02 · Life Insurance	955.54
487.98 · Employer Paid Disability	1,071.36
Total 487 · Other Group Insurance Benefits	13,670.09
489 · All other unclassified Expenses	
489.98 · Clothing Allowance	331.98
Total 489 · All other unclassified Expenses	331.98
Total 480 · Misc. Expense	16,970.02
Total Expense	74,381.82
Net Income	81,894.91

Nov 20

Income-LIGHT FUND

383.11 · Street Lighting Tax	32.80
Total Income	32.80
Expense	
434 · Street Lighting	
434.36 · Street Lighting Electric	1,049.70
Total 434 · Street Lighting	1,049.70
Total Expense	1,049.70
Net Income	-1,016.90

Nov 20

Other Income/Expense-CR

Other Income	
341.02 · Interest on Savings	0.69
Total Other Income	0.69
Net Other Income	0.69
Net Income	0.69

Nov 20

Income-LFF

341.01 · Interest on Checking	4.32
Total Income	4.32
Expense	
430 · LFF Public Works	
438 · Maint./Repair Roads & Bridges	192.96
Total 430 · LFF Public Works	192.96
Total Expense	192.96
Net Income	-188.64
	Nov 20

Income-HLLW

341.02 · Interest on Savings	10.01
Total Income	10.01
Expense	0.00
Net Income	10.01
	Nov 20

Income-RECREATION

341.01 · Interest on Checking	0.56
Total Income	0.56
Expense	0.00
Net Income	0.56
	Nov 20

Income-ESCROW

341.000 · Interest Earnings	
341.01 · Interest on Checking	0.40
341.02 · Interest J&M, LLC	8.15
Total 341.000 · Interest Earnings	8.55
Total Income	8.55
Expense	0.00
Net Income	8.55
	Nov 20

Income-PARK

341.01 · Interest on Checking	4.29
Total Income	4.29
Expense	
454 · Parks	
454.36 · Public Utilities	310.29
454.37 · Equipment Repair	202.50
454.38 · Rental	158.98
Total 454 · Parks	671.77
Total Expense	671.77
Net Income	-667.48
	Nov 20

Income-EQUIPMENT

341.02 Interest on Equip Fund	22.09
Total Income	22.09
Expense	0.00
Net Income	22.09
	Nov 20

Ordinary Income/Expense-VETERANS

Income	
341.03 Interest Memorial Fund	10.20
357.01 Grants/Donations	82,736.12
Total Income	82,746.32
Gross Profit	82,746.32
Net Ordinary Income	82,746.32
Net Income	82,746.32
Total Income (all accounts)	239,106.36
Total Expense (all accounts)	76,296.25
Net Income(all accounts)	162,810.11

Tammy M. White

Respectfully Submitted,
Tammy M. White Secretary/Treasurer

