

Board of Supervisors
Thursday, June 10th, 2021 @ 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 Chris Noll, Solicitor Marc Fisher, and approximately 7 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Executive Session: Chairman, Justin N. Smith announced that there was a brief executive session held prior to the meeting to discuss potential legal matters. In attendance were Chairman Justin N. Smith, Vice Chairman Steve I. Feinour, Member Brian C. Dietrich, and Solicitor Marc Fisher.

Media Representation: Saret Laschinsky, 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 05/13/21 and to direct the treasurer to pay the bills. Motion carried unanimously.*

Subdivision: Blue Mountain Church & School: *A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich approving the "Hardship Waiver Request" dated 2/4/2021. Motion carried unanimously.*

Fire Companies: LPFC Asst. Fire Chief Tim VanBlargan reported for the month of May: 31 fire call to date; Firefighter Owen Bliss has completed all 4 Mod Classes and has successfully taken the structural burn portion to become an interior firefighter; 5 other members have taken the Mod 1 Class and are currently taking Mod 2 which is being held at the West Penn Fire Co. NTFC Fire Chief, Gary Kuntz reported for the month of May: 86 emergency calls to date with one of them being a dwelling fire on Decatur St. and a structure fire in West Penn and a recent dwelling fire in Weisenberg Twp.; 2 firefighters completed their Mod 4 certification, they will be going for their firefighter I Pro Board state certification; Tickets for the 5th annual Guns & Cash Bas on Saturday October 2nd have arrived. There are already a limited # of tickets available as they are going fast; Gathers Day Chicken BBQ 6/20 advanced tickets are for sale on their Facebook page; We held part 2 of the drive-thru covid 19 vaccine event at the station on Sunday 5/31 from 1 – 3, along with Yocum's Pharmacy, and Cetronia Ambulance Corps.; Traffic control was provided a Ontelaunee Park on Saturday 5/29 for the 5K run; A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving both NTFC and LPFC to provide fire police to attend the annual Night In The Country Even on Saturday August 21, 2021; 2 background checks for 2 new senior firefighters were turned in as well as working papers for 3 new junior firefighters; Gary Kuntz will be a guest speaker at a press conference at the NTFC station on Monday 6/28 @ 11 am in partnership with the Lehigh Valley DUI Highway Safety Task Force. The safety topics are; belts, booze, and burns; In a fire emergency fire departments have the right to access property for usage of pond water even if the owner say no; In addition to this the fire department will be discussing improving access to ponds and the possibility of adding some dry hydrants. **EMC:** *A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving the purchase of a Laptop, Printer, Laptop Bag, Business Cards, Portable Radio, Mobile Radio, iPad. Motion carried unanimously.* Phil Hobel will be in contact with Tammy M. White regarding the type of laptop and printer he needs; then Tammy M. White will contact Keystone Technologies for the purchase of the laptop and printer. Tammy M. White will work on getting Phil's Business Cards done. Bruce Raber along with Gary Kuntz will contact Kevin Huber regarding the portable and mobile radio purchases. Lynn Township would need to outfit each truck as well as have handhelds. Tammy M. White will contact AT&T wireless regarding the iPad since Lynn Township already pays monthly for the iPad's for both fire companies.

Road Report: Bruce Raber, Road master, reported for the month of May: (1) Worked on Bachman Rd. putting down millings then oil & chip on top. (2) Installed 80' of 15" pipe on Blue Mt. House Rd. (2 new cross pipes) and regraded the road. (3) Cold Patching. (4) Repaired & Replaced a few speed limit & Stop Signs. (5) Helped Lowhill Twp with their paving projects. (6) Hauled aluminum can \$144.00 & scrap metal \$165.00. (7) Started shoulder mowing. (8) Put up 3 new (No vehicles beyond this point) in tot-lot. Anticipated work for June: (1) Work on getting roads ready to oil & chip. (2) Help Weisenberg Twp with their oil & chip.

Park: Ed Sawyer reported for the month of May: Grass mowing and grounds maintenance is in full mode, tables have been put under upper pavilion. Old tables were relocated throughout the park for fishing and picnic; 1st night 2 tables got destroyed, 3rd night 1 more got destroyed. Supervisors were in contact with P:SP and a report has been filed. Someone repaired the last broken table located at the dog park/fishing hole. No Pow Wow this year. There were 10 park rentals in the past month. Tina trimmed and fertilized roses at entrance and they are in full bloom, more roses were purchased and placed where other roses died. Hydrangea's also were planted at the band shell below the stage. Cleaned drainage ditch's also removed large rocks/boulders that mower hit. Installed flag's at entrance and WW2 monument for memorial day. Haled tree mulch up to the border bank between Oswald field and church field to lower the weed whacking maintenance; Planted 3 donated Oak tree's. Began pushing wood line back so mowers fit under trees. Clean brush from north side of pond. Bruce relocated a tree pole saw from the maintenance building to the park. NEEDS: Band Shell is in

need of refinish, clear coat is really peeling off. Front of the stage rock facing is falling off and needs to be re-surfaced. Steve I. Feinour will contact Snyder Bros. regarding the refacing of the front of the bandshell. Steve I. Feinour will also contact Steve Geiger regarding the staining of the bandshell.

Ordinance 2021-01- A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving Ordinance 2021-01: AN ORDINANCE OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA AMENDING THE CODE OF ORDINANCES, TOWNSHIP OF LYNN TO ESTABLISH PROTOCOLS FOR THE DECLARATION OF AN OPEN BURNING BAN, Motion carried unanimously.

Resolution 2021-11- A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving Resolution 2021-11: A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA FOR THE TRANSFER OF UNENCOMBERED MONEYS FROM ONE TOWNSHIP ACCOUNT TO ANOTHER. Motion carried unanimously. The Resolution was for the closure of the Acker/Springhouse subdivision.

Certificate of deposit maturity notice: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour to take the matured CD ending in 265 and roll it over into a 60 month CD along with the accumulated interest. Motion carried unanimously.

Resignation- A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour accepting the resignation letter from Michael Dietrich from his position on the Lynn Township Planning Commission. Motion carried unanimously.

Miscellaneous: (1) Chris Noll: Chris Noll reported that he is staying on top of the Hoffadeckel Ct. issue; the conservation district was out to a property on Allemaengel Rd. regarding a pasture. (2) Bruce Raber: Bruce Raber reported that they installed a 15" pipe for the monument drainage. (3) Assurances of Compliance with title VI of the Civil Rights Act of 1964 Form: A motion was made by Brian C. Dietrich and seconded by Justin N. Smith approving the Chairman's signature on the form in order to complete the registration process for the \$462,742.58 Federal grant money with the amount being based on the Townships population. Motion carried. Steve I. Feinour abstained. Funds must be earmark by December 2024 and the funds must be used by December 2026. In addition Marc Fisher stated that the form is to comply with Federal Laws and that nothing can come back on the township. (4) Park Cameras: Justin N. Smith will contact Keystone Technologies regarding the security cameras in the park. A new quote will be forwarded to the BOS for their review. (5) Multi-Municipal Plan: Brian C. Dietrich stated that the plans should be ready to adopt for the BOS by August or September. Brian C. Dietrich was given the plans to review. A link was also emailed to the BOS for their review. (6) Justin N. Smith: Justin N. Smith stated that a new zero turn mower was purchased for the rec fields. Justin also added that they are hoping for a great turn out this year for Night In The Country; admission price was increased by \$1.

Public Comment: None

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 7:31 pm.

As of June 30, 2021

Account	Balance
General Fund	215,938.83
Capital Reserve	5,454.89
CD's	1,075,677.23
Zoning/Subdivision	68,732.57
Veteran	199,448.90
HLLW COG	72,279.97
State Road	131,835.73
Equipment	117,640.62
Street Light	6,502.30
Park	52,170.63
Recreation	6,639.15
Total	1,952,320.82

TOTAL

Income-GENERAL FUND

301 · Real Property Taxes	
301.10 · Real Estate Tax-Current	42,583.99
301.40 · Delinquent RE Tax-Tax Claim	219.29
301.60 · Real Estate Tax-Interim-Current	11.62
Total 301 · Real Property Taxes	42,814.90
310 · Local Tax Enabling Act	

310.10 · Real Estate Transfer Tax	9,270.31
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	<u>40,538.87</u>
Total 310.20 · Earned Income Tax	<u>40,538.87</u>
Total 310 · Local Tax Enabling Act	49,809.18
341 · Interest	
341.01 · Interest on Checking	<u>49.25</u>
Total 341 · Interest	49.25
342 · Interest, Rents & Royalties	
342.53 · Royalties from Cell Tower Rent	<u>1,331.00</u>
Total 342 · Interest, Rents & Royalties	1,331.00
360 · Gen. Govt. Charges for Services	
361 · General Government	
361.30 · Zoning-Subdiv-Land Dev Fees	
361.32 · Fees for Eng., Insp, & Reviews	<u>584.38</u>
Total 361.30 · Zoning-Subdiv-Land Dev Fees	584.38
361.81 · Business Permit	75.00
361.97 · Zoning Board Appeal Fee	<u>750.00</u>
Total 361 · General Government	1,409.38
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	999.00
362.41D · Driveway Permit	50.00
362.41F · Building Permit Filed	300.00
362.41S · Accessory Struc < 1000 ft	<u>20.00</u>
Total 362.41 · Building Permit	1,369.00
362.44 · Sewage Permits (SEO Fees)	<u>2,560.00</u>
Total 362.40 · Protective Inspection Fees	3,929.00
362.47 · State fees for Permits	<u>13.50</u>
Total 362 · Public Safety	3,942.50
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	<u>3,360.00</u>
Total 364 · Sanitation	<u>3,360.00</u>
Total 360 · Gen. Govt. Charges for Services	8,711.88
392 · Interfund Operating Transfer	
392.95 · Transfer from Vet Mem	1,224.10
392.98 · Transfer from SubD/Zoning	500.00
392.99 · Transfer from COG	<u>5,926.10</u>
Total 392 · Interfund Operating Transfer	<u>7,650.20</u>
Total Income	110,366.41
Expense	
400 · General Government	
400.00 · Legislative (Governing) Body	
400.05 · Supervisor Salaries	<u>468.75</u>
Total 400.00 · Legislative (Governing) Body	468.75
403 · Tax Collection	
403.16 · Commission Paid as Compensation	<u>2,378.00</u>
Total 403 · Tax Collection	2,378.00
404 · Solicitor/Legal Services	1,164.79
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	<u>5,874.80</u>
Total 405 · Secretary/Clerk	5,874.80

406 · Other General Govt. Admin	
Payroll	-1,445.64
406.12 · Salary Full Time Staff	5,401.20
406.21 · Office Supplies	1,370.53
406.23 · Postage	216.98
406.32 · Communication - Phone/Wireless	511.49
406.38 · Rentals	540.82
406.99 · Payroll Processing Fees	65.55
Total 406 · Other General Govt. Admin	6,660.93
408 · Engineering Services	
408.99 · Township engineer	1,165.00
Total 408 · Engineering Services	1,165.00
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	242.30
409.37 · Repairs and Maint.	1,072.50
409.44 · Laundry/Other Sanitary Services	750.00
409.99 · Heating - Oil/Propane	1,665.38
Total 409 · General Government Bldg&Plants	3,730.18
Total 400 · General Government	21,442.45
410 · Public Safety	
413 · Code Enforcement	
413.31 · Code enforcement pro. service	3,223.00
Total 413 · Code Enforcement	3,223.00
414 · Planning & Zoning	
414.31 · Professional services	1,252.00
414.34 · ZB Advertising, Print, & Bind	113.14
414.98 · Zoning Recording/Transcription	225.00
Total 414 · Planning & Zoning	1,590.14
419 · Other Public Safety	
419.99 · PA One Call	10.22
Total 419 · Other Public Safety	10.22
Total 410 · Public Safety	4,823.36
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.15 · Transfer/Recycle Salaries	924.00
426.44 · Sanitation Services	1,902.84
Total 426 · Gen Gov Recycling Col & Dis	2,826.84
Total 420 · Health and Human Services	2,826.84
430 · Public Works Hwy,Rds,Streets	
437 · Repair of Tools & Machinery	
437.01 · Repairs and Maint COG Equipment	5,926.10
437.98 · Repair of Machinery	2,163.37
437.99 · Truck Repair	605.71
Total 437 · Repair of Tools & Machinery	8,695.18
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	21,966.65
438.25 · Repairs & Maint Supplies	8,561.67
438.99 · Truck Fuel	3,515.93
Total 438 · Road/Bridge Maint. and Repair	34,044.25
Total 430 · Public Works Hwy,Rds,Streets	42,739.43
450 · Culture-Recreation	
454 · GF Parks	
454.12 · Parks full time staff (GF)	3,644.75
454.15 · Parks part time staff (GF)	1,170.00

454.25 · Repairs & Maint Supplies	4,401.29
Total 454 · GF Parks	9,216.04
Total 450 · Culture-Recreation	9,216.04
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	2,639.84
481.20 · Employer paid Medicare	617.38
481.30 · Employer paid Unemployment Comp	120.11
481.43 · Qrtly Federal Excise Tax	29.26
483.49 · 457 Pension contribution	1,665.00
Total 481 · Employer paid Taxes	5,071.59
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	14,318.24
487.02 · Life Insurance	55.54
487.03 · Workmans Compensation	2,892.25
487.04 · Workers Compensation Vol Fire	990.00
Total 487 · Other Group Insurance Benefits	18,256.03
489 · All other unclassified Expenses	
489.98 · Clothing Allowance	184.60
Total 489 · All other unclassified Expenses	184.60
Total 480 · Misc. Expense	23,512.22

Total Expense	104,560.34
Net Income	5,806.07

Jun 21

Income-LIGHT FUND

383.11 · Street Lighting Tax	4,964.33
Total Income	4,964.33
Expense	
434 · Street Lighting	
434.36 · Street Lighting Electric	1,056.68
Total 434 · Street Lighting	1,056.68
Total Expense	1,056.68
Net Income	3,907.65
	Jun 21

Other Income/Expense-CR

Other Income	
341.02 · Interest on Savings	0.74
Total Other Income	0.74
Net Other Income	0.74
Net Income	0.74
	Jun 21

Income-LFF

341.01 · Interest on Checking	30.96
Total Income	30.96
Expense	
430 · LFF Public Works	
438 · Maint./Repair Roads & Bridges	25,370.95
Total 430 · LFF Public Works	25,370.95
Total Expense	25,370.95

Net Income		-25,339.99
		Jun 21
Income-HLLW		
341.02 · Interest on Savings		10.55
Total Income		10.55
Expense		
492 · Interfund Transfer		
492.01 · Transfer to GF Cking		5,926.10
Total 492 · Interfund Transfer		5,926.10
Expense		5,926.10
Net Income		-5,915.55
		Jun 21
Income-REC		
341.01 · Interest on Checking		0.60
Total Income		0.60
Expense		0.00
Net Income		0.60
		Jun 21
Income-ESCROW		
341.000 · Interest Earnings		
341.01 · Interest on Checking		0.45
341.02 · Interest J&M, LLC		8.71
Total 341.000 · Interest Earnings		9.16
Total Income		9.16
Expense		
492 · Interfund Operating Transfers		
492.02 · Transfer to GFMM		500.00
Total 492 · Interfund Operating Transfers		500.00
Expense		500.00
Net Income		-490.84
		Jun 21
Income-PARK		
341.01 · Interest on Checking		4.77
342.59 · Rental of Park Facilities		1,475.00
Total Income		1,479.77
Expense		
454 · Parks		
454.25 · Repairs & Maintenance Supplies		156.00
454.36 · Public Utilities		149.33
454.59 · Rental fee Deposit Refund		950.00
Total 454 · Parks		1,255.33
Total Expense		1,255.33
Net Income		224.44
		Jun 21
Income-EQUIPMENT		
341.02 Interest on Equip Fund		26.55
Total Income		26.55
Total Expense		0.00

Net Income	26.55
	Jun 21
Ordinary Income/Expense- VETERANS	
Income	
341.03 Interest Memorial Fund	25.69
357.01 Grants/Donations	19,605.90
Total Income	19,631.59
Gross Profit	19,631.59
Expense	
492.95 Transfer to General Fund	1,224.10
Total Expense	1,224.10
Net Ordinary Income	18,407.49
Net Income	18,407.49
Total Income (all accounts)	136,520.66
Total Expense (all accounts)	139,893.50
Net Income(all accounts)	-3,372.84

Respectfully Submitted,



Tammy M. White
Secretary/Treasurer

