

**Board of Supervisors**  
**Thursday, July 8th, 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, Asst. Secretary/Treasurer Kathy A. Hermany, Road Master Bruce Raber, Engineer Chris Noll, Solicitor Marc Fisher, (Absent) Secretary/Treasurer Tammy M. White, and approximately 8 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 06/10/21 and to direct the treasurer to pay the bills. Motion carried unanimously.

**Fire Companies- LPFC** Asst. Fire Chief, Tim VanBlargan reported for the month of June: No Representation. **NTFC** Fire Chief, Gary Kuntz reported for the month of June: As of 07/08/2021 99 emergency calls were responded to; Bill McQuilken received his certificate for Vehicle Rescue Technician and earning a seat on heavy rescue. Bill is currently working on his FF1 certification, while also serving as President of the Fire Co. Scott McNevin has returned to our active roster after several years, Scott received his certificate for Haz-Mat awareness as required by our SOG's and the 2015 fire study; 1 firefighter enrolled in a FF1 academy class; 3 junior firefighters working on their minimum requirements to become active; Monday July 19<sup>th</sup> @ 6:30 pm NTFC will be hosting an electric vehicle awareness class; Monday July 26<sup>th</sup> NTFC will be participating in a joint Haz-Mat drill hosted by Weissenberg; A drive-thru chicken BBQ was held on Father's Day; The next chicken BBQ featuring Kauffman's chicken will be on July 11<sup>th</sup>; The 5<sup>th</sup> annual Guns and Cash Bash event is scheduled for Saturday, October 2, 2021. NTFC will be giving away 3 Polaris 4 Wheelers as attendance prizes. Due to overwhelming demand for tickets, NTFC released 3 series of tickets at 2,000 tickets per series, total tickets will be 6,000; NTFC has been told by Kenworth that the chassis for the new truck has been pushed back to January 2022 due to part shortages; The BOS were asked to encourage the road crew members to get involved with the fire department; NTFC will be hosting "Booze, Belts, and Burns" in partnership with Lehigh Valley DUI Highway Safety Task Force; Gary Kuntz along with some of the officers attended a meeting with LCA on Wednesday 6/30 to review the fire hydrant system in the Madison Park townhouse development; A meeting was scheduled for Wednesday, July 14<sup>th</sup> at the NTFC to discuss radio options for the road crew. Bruce Raber and Steve Feinour can be in attendance.

**Subdivision- Nancy Smith Lot Line Adj.:** A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich to table the subdivision because there was no one present. Motion carried unanimously. Nancy Smith then came to the meeting. A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour granting approval of the Lot Line Adjustment contingent on the lot size being an acre. Motion carried unanimously.

**Phillips Ag Security: Resolution 2021-12:** A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving Resolution 2021-12; **A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA ACCEPTING AG SECURITY; PIN# 5429629684001-; 16.7 acres; 7140 Flint Hill Road New Tripoli, PA 1806.** Motion carried. Justin N. Smith abstained from the motion.

**Road Report:** Bruce Raber, Road master, reported for the month of June: (1) Getting roads ready for oil & chip. (2) Weed wacked around guide rails & bridges. (3) Worked on a few dirt roads filling in & regrading. (4) Did some cold patching on roads to be oiled & chipped. (5) Helped Weissenberg Twp. With their oil & chip. (6) The 3 other townships came and helped with Lynn's oil & chip. (Lynn is completed) (7) Started helping Heidelberg Twp. With their oil & chip. (8) Hauled scrap metal = \$174.80. Anticipated work for July: (1) Help Lowhill twp. & Heidelberg Twp. with their oil & chip. (2) Sweep roads that were oiled & chipped. (3) Maybe install a few road pipes.

**Park:** Ed Sawyer reported for the month of June: Mowing & weed whacking is in full stream with the heat and rain; Met with the library person on placement of the Free Library and the location was decided upon. It will be located in front of small pavilion at playground, nothing further has been done since meeting; Tina painted the split rail fence at upper pavilion and painted flag pole base's along with opening and closing for rentals and janitorial services; Two areas in upper yard were backfilled; Began to open the walking path further due to over growth; replaced blades & greased equipment repaired broken wooden picnic tables; built a back-rack for the loader tractor to store tools; Planted donated Lamb's Ear plants in the front flower bed; Brought in personal grass catcher to clean up grass; Spoke with Ed at Coonhollow about a cluster of lily pads which Ed said were not a problem at this time; During a rental a food truck was hired and dumped hot water on a bush at upper pavilion killing half of it, the food truck will pay for replacement of bush. Schochary Ridge Nursery will be replacing the bush; A quote from Geiger Painting was received in the amount of \$1,080.00 to re-finish the bandshell; A motion was made by Justin N. Smith and seconded by Brian C. Dietrich to have the band shell refinished by Geiger Painting. Motion carried unanimously. An estimate will be coming regarding the face of the stone bandshell; Tina also pressure washed tables and floor in upper pavilion after repairs were made to the pressure washer. Ed Sawyer cleaned the carburetor and the pump assembly was replaced. A motion was made by Justin N.



Smith and seconded by Brian C. Dietrich granting conditional approval of a grass sweeper for the park, to purchase from a reputable dealer. Motion carried unanimously.

**Donations:** A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour for the township to pay NTFC and the LPFC based on the % of coverage and the rest of the donation to stay the same as 2020. Motion carried unanimously.

**Pension:** Restated Document: The BOS reviewed the Restated Document and had 3 issues. 1<sup>st</sup> Full Time Employee Invested time. 2<sup>nd</sup> Contribution Rate. 3<sup>rd</sup> A new hire rolling their existing plan into Lynn Twp's. Further discussion will be held with William Hildebrant, Justin Schmoyer, Marc Fish and Tammy White, to review the issues presented.

**Miscellaneous:** (1) A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour appointing Fritz Najarian to the Planning Commission to fill Michael Dietrich's term till 01/01/2022. Motion carried unanimously. (2)

**Transfer Station:** Steve I. Feinour will speak with Tammy M. White regard the TS and having the propane removed and eventually having the electric disconnected. (3) **Hartman's Butcher Shop:** Justin N. Smith discussed looking into purchase a plaque to give to Hartman's.

**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 7:10 pm

## As of July 31, 2021

Account	Balance
General Fund	416,870.51
Capital Reserve	5,455.56
CD's	1,075,677.23
Zoning/Subdivision	68,740.90
Veteran	168,222.38
HLLW COG	71,200.53
State Road	44,749.75
Equipment	117,664.77
Street Light	5,944.25
Park	53,258.61
Recreation	6,639.70
<b>Total</b>	<b>2,034,424.19</b>

	<u>TOTAL</u>
<b>Income-GENERAL FUND</b>	
301 · Real Property Taxes	
301.10 · Real Estate Tax-Current	4,571.04
301.40 · Delinquent RE Tax-Tax Claim	53.70
<b>Total 301 · Real Property Taxes</b>	<b>4,624.74</b>
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	14,443.42
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	23,636.71
<b>Total 310.20 · Earned Income Tax</b>	<b>23,636.71</b>
<b>Total 310 · Local Tax Enabling Act</b>	<b>38,080.13</b>
331 · Fines	
331.10 · Court - Magistrate	325.00
<b>Total 331 · Fines</b>	<b>325.00</b>
341 · Interest	
341.01 · Interest on Checking	78.91
<b>Total 341 · Interest</b>	<b>78.91</b>
342 · Interest, Rents & Royalties	
342.53 · Royalties from Cell Tower Rent	2,662.00
<b>Total 342 · Interest, Rents &amp; Royalties</b>	<b>2,662.00</b>
354 · Capital & Operating Grants	
354.01 · General Government	231,371.29
<b>Total 354 · Capital &amp; Operating Grants</b>	<b>231,371.29</b>

360 · Gen. Govt. Charges for Services

361 · General Government

361.30 · Zoning-Subdiv-Land Dev Fees

361.32 · Fees for Eng., Insp, & Reviews 3,750.00

Total 361.30 · Zoning-Subdiv-Land Dev Fees 3,750.00

361.90 · Mechanical/HVAC Permit 391.00

Total 361 · General Government 4,141.00

362 · Public Safety

362.40 · Protective Inspection Fees

362.41 · Building Permit

362.41B · BLDG/Alter/Repair Permit 3,056.50

362.41F · Building Permit Filed 470.00

362.41S · Accessory Struc < 1000 ft 175.00

Total 362.41 · Building Permit 3,701.50

362.42 · Electrical Permit 741.00

362.43 · Plumbing Permit 326.00

362.44 · Sewage Permits (SEO Fees) 1,595.00

Total 362.40 · Protective Inspection Fees 6,363.50

362.47 · State fees for Permits 85.50

Total 362 · Public Safety 6,449.00

364 · Sanitation

364.30 · Solid Waste Collection/Disposal 229.10

Total 364 · Sanitation 229.10

Total 360 · Gen. Govt. Charges for Services 10,819.10

392 · Interfund Operating Transfer

392.95 · Transfer from Vet Mem 39,830.00

392.99 · Transfer from COG 1,088.26

Total 392 · Interfund Operating Transfer 40,918.26

Total Income 328,879.43

Expense

400 · General Government

400.00 · Legislative (Governing) Body

400.05 · Supervisor Salaries 312.50

Total 400.00 · Legislative (Governing) Body 312.50

403 · Tax Collection

403.16 · Commission Paid as Compensation 250.60

403.21 · Office Supplies 119.04

Total 403 · Tax Collection 369.64

404 · Solicitor/Legal Services 587.73

405 · Secretary/Clerk

405.12 · Salary Township Secretary 3,883.20

Total 405 · Secretary/Clerk 3,883.20

406 · Other General Govt. Admin

Payroll -899.84

406.12 · Salary Full Time Staff 3,650.80

406.21 · Office Supplies 196.74

406.32 · Communication - Phone/Wireless 644.06

406.34 · Advertising 212.00

406.38 · Rentals 1,176.15

406.42 · Membership/Dues 3,504.81

406.48 · Internet Fees/Web Design 65.00

406.99 · Payroll Processing Fees 135.79

Total 406 · Other General Govt. Admin 8,685.51

408 · Engineering Services

408.99 · Township engineer	3,369.13
Total 408 · Engineering Services	3,369.13
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	214.03
409.44 · Laundry/Other Sanitary Services	495.00
Total 409 · General Government Bldg&Plants	709.03
Total 400 · General Government	17,916.74
410 · Public Safety	
411 · Fire	
411.54 · Fire Co. Donations	10,000.00
411.99 · Fire Company - Miscellaneous	901.67
Total 411 · Fire	10,901.67
412 · Ambulance/Rescue	
412.54 · Ambulance/Rescue Donations	3,000.00
Total 412 · Ambulance/Rescue	3,000.00
413 · Code Enforcement	
413.31 · Code enforcement pro. service	3,420.00
Total 413 · Code Enforcement	3,420.00
414 · Planning & Zoning	
414.31 · Professional services	2,682.80
414.98 · Zoning Recording/Transcription	225.00
414.99 · Salary Zoning Officer	1,550.80
Total 414 · Planning & Zoning	4,458.60
419 · Other Public Safety	
419.99 · PA One Call	14.87
Total 419 · Other Public Safety	14.87
Total 410 · Public Safety	21,795.14
420 · Health and Human Services	
422 · Vector (Animal) Control	
422.99 · Stray Animals	100.00
Total 422 · Vector (Animal) Control	100.00
426 · Gen Gov Recycling Col & Dis	
426.44 · Sanitation Services	1,486.88
Total 426 · Gen Gov Recycling Col & Dis	1,486.88
Total 420 · Health and Human Services	1,586.88
430 · Public Works Hwy,Rds,Streets	
437 · Repair of Tools & Machinery	
437.01 · Repairs and Maint COG Equipment	1,088.26
437.98 · Repair of Machinery	174.40
437.99 · Truck Repair	59.72
Total 437 · Repair of Tools & Machinery	1,322.38
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	15,561.87
438.25 · Repairs & Maint Supplies	424.54
438.99 · Truck Fuel	2,074.71
Total 438 · Road/Bridge Maint. and Repair	18,061.12
Total 430 · Public Works Hwy,Rds,Streets	19,383.50
450 · Cultlure-Recreation	
452 · Participant Recreation	
452.97 · Northwestern Rec Commission	5,500.00
Total 452 · Participant Recreation	5,500.00
454 · GF Parks	
454.12 · Parks full time staff (GF)	2,440.00



454.15 · Parks part time staff (GF)	1,035.00
454.25 · Repairs & Maint Supplies	106.28
454.37 · Repairs and Maint. serv (park)	39,830.00
Total 454 · GF Parks	43,411.28
Total 450 · Culture-Recreation	48,911.28
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,713.00
481.20 · Employer paid Medicare	400.62
481.30 · Employer paid Unemployment Comp	31.37
483.30 · Non-Uniform Pension Contr.	400.00
483.49 · 457 Pension contribution	1,110.00
Total 481 · Employer paid Taxes	3,654.99
486 · Insurance	
486.10 · Insurance - Liability	-169.50
Total 486 · Insurance	-169.50
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	14,071.82
487.02 · Life Insurance	55.54
487.04 · Workers Compensation Vol Fire	990.00
Total 487 · Other Group Insurance Benefits	15,117.36
Total 480 · Misc. Expense	18,602.85
<b>Total Expense</b>	<b>128,196.39</b>
<b>Net Income</b>	<b>200,683.04</b>
	<b>Jul 21</b>

Income-LIGHT FUND

383.11 · Street Lighting Tax	440.95
<b>Total Income</b>	<b>440.95</b>
Expense	
434 · Street Lighting	
434.36 · Street Lighting Electric	999.00
Total 434 · Street Lighting	999.00
<b>Total Expense</b>	<b>999.00</b>
<b>Net Income</b>	<b>-558.05</b>
	<b>Jul 21</b>

Other Income/Expense-CR

Other Income	
341.02 · Interest on Savings	0.67
<b>Total Other Income</b>	<b>0.67</b>
<b>Net Other Income</b>	<b>0.67</b>
<b>Net Income</b>	<b>0.67</b>
	<b>Jul 21</b>

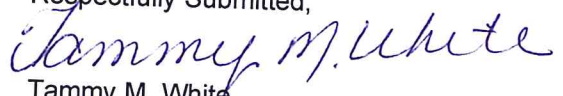
Income-LFF

341.01 · Interest on Checking	14.08
<b>Total Income</b>	<b>14.08</b>
Expense	
430 · LFF Public Works	
438 · Maint./Repair Roads & Bridges	87,100.06
Total 430 · LFF Public Works	87,100.06
<b>Total Expense</b>	<b>87,100.06</b>
<b>Net Income</b>	<b>-87,085.98</b>

	<b>Jul 21</b>
<b>Income-HLLW COG</b>	
341.02 · Interest on Savings	8.82
<b>Total Income</b>	<b>8.82</b>
<b>Expense</b>	
492 · Interfund Transfer	
492.01 · Transfer to GF Cking	1,088.26
<b>Total 492 · Interfund Transfer</b>	<b>1,088.26</b>
<b>Total Expense</b>	<b>1,088.26</b>
<b>Net Income</b>	<b>-1,079.44</b>
	<b>Jul 21</b>
<b>Income-RECREATION</b>	
341.01 · Interest on Checking	0.55
<b>Total Income</b>	<b>0.55</b>
<b>Expense</b>	<b>0.00</b>
<b>Net Income</b>	<b>0.55</b>
	<b>Jul 21</b>
<b>Income-ESCROW</b>	
341.000 · Interest Earnings	
341.01 · Interest on Checking	0.41
341.02 · Interest J&M, LLC	7.92
<b>Total 341.000 · Interest Earnings</b>	<b>8.33</b>
<b>Total Income</b>	<b>8.33</b>
<b>Expense</b>	<b>0.00</b>
<b>Net Income</b>	<b>8.33</b>
	<b>Jul 21</b>
<b>Income-PARK</b>	
341.01 · Interest on Checking	4.36
342.59 · Rental of Park Facilities	1,650.00
<b>Total Income</b>	<b>1,654.36</b>
<b>Expense</b>	
454 · Parks	
454.25 · Repairs & Maintenance Supplies	149.00
454.36 · Public Utilities	167.38
454.59 · Rental fee Deposit Refund	250.00
<b>Total 454 · Parks</b>	<b>566.38</b>
<b>Total Expense</b>	<b>566.38</b>
<b>Net Income</b>	<b>1,087.98</b>
	<b>Jul 21</b>
<b>Income-EQUIPMENT</b>	
341.02 Interest on Equip Fund	24.15
<b>Total Income</b>	<b>24.15</b>
<b>Expense</b>	<b>0.00</b>
<b>Net Income</b>	<b>24.15</b>
	<b>Jul 21</b>
<b>Ordinary Income/Expense-VETERANS</b>	
<b>Income</b>	
341.03 Interest Memorial Fund	22.30
357.01 Grants/Donations	8,581.18
<b>Total Income</b>	<b>8,603.48</b>

Gross Profit	8,603.48
Expense	
492.95 Transfer to General Fund	39,830.00
<b>Total Expense</b>	<b>39,830.00</b>
Net Ordinary Income	-31,226.52
Net Income	<b>-31,226.52</b>
Total Income (all accounts)	339,634.82
Total Expense (all accounts)	257,780.09
Net Income(all accounts)	<b>81,854.73</b>

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Respectfully Submitted,  
  
 Tammy M. White  
 Secretary/Treasurer

