

**Board of Supervisors**  
**Thursday, September 9th, 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 was absent, Member Brian C. Dietrich, Secretary/Treasurer Tammy M. White, Admin/Zoning office Secretary Kathy A. Hermans, Road Master Bruce Raber, Engineer Chris Noll, Solicitor Marc Fisher, and approximately 4 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 Justin N. Smith to accept the minutes from 08/12/21 and direct the treasurer to pay the bills. Motion carried unanimously.

**Subdivision:** Maintenance Agreement Suchon, Bausch Road: The Maintenance Agreement did not need to be approved. Tammy M. White was directed to stamp the agreement as "DRAFT" and attach a copy to the 4 modules; and to call JAH to pick up 2 of the copies so they can forward to DEP. **DEP Approval Letter Penn's View:** The letter from DEP dated August 26, 2021 granted a connection allocation of an additional of 55 EDU @ 250 GPD. Chris Noll will speak with LCA and then will update the BOS as to where Lynn Township now stands.

**Fire Companies:** Fire Chief, Gary Kuntz reported the monthly report for New Tripoli Fire Company: 143 Emergency calls as of 09/09/2021. Crew kept busy with the remnants of hurricane Ida. Bruce and the road crew worked hand in hand with the fire company crews; We will be having a crew force app training on 09/27 at our station as we continue to roll out the crew force app.; The 5<sup>th</sup> annual Guns and Cash bash event is scheduled for Saturday October 2, 2021; We will be giving away 3 Polaris 4 Wheelers as attendance prizes; Total tickets for sale is 6K; Hoagies sale by 09/16/2021; Gary Kuntz attended a meeting on 08/18 with Penn Dot officials to improve communications between the Fire Department and Penn Dot with the goal of decreasing response times when they are needed at an emergency scene; We took delivery of a new Holmatro Pentheon Battery ram purchased through a 14K state grant that we received; I sent an email regarding a damaged I-Pad that needs to be replaced and the addition of 3 I-pads that we are asking to be purchased before the training on 09/27. A motion was made by Brian C. Dietrich and seconded by Justin N. Smith authorized the replacement of the broken I-pad and the addition of 3 more at the cost of \$1,839.96. Motion carried unanimously. Gary Kuntz will place the order. Gary Kuntz handed in a work permit for a Jr. Firefighter. A motion was made by Brian C. Dietrich and seconded by Justin N. Smith for fire police assistance from LPFC for a 5K on Scholler Road. Motion carried unanimously. NTFC will also have a fire police at Rt. 309 and 143 on October 2<sup>nd</sup> for the Gun Bash.

**Road Report:** Bruce Raber, Road master, reported for the month of August: (1) assembled 8 new bridge signs and installed them. (2) Made repairs to the 6310JD Boom Mower. (3) Cut grass and weed wacked and boom mowed at the Transfer Station. (4) Worked at REC Fields setting up for Night in The Country, and did clean up. (5) Did Cold Patching. (6) Went around the entire township checking and opening all pipes & storm boxes due to heavy rain from Storm Ida. (7) After heavy rain we filled in and regraded dirt roads at washed out areas. (8) Installed a new 15" x 40' pipe on Ulrich Mille Rd. (9) Cut up trees off road ways after storms and during storms, approximately 15 trees. Anticipated work for September: (1) Take down a few trees that started to up root and are leaning over roadways as a result of Storm Ida. (2) Work on 1 or 2 more dirt roads. Tammy M. White will call Coogle's regarding the remaining recycling bins still at the transfer station. The township owns some of them. Will confirm with Coogle's how many are theirs and to see if they would like to purchase the bins that Lynn Township currently owns.

**Park:** Regular Maintenance was conducted in the Park; Band Shell cracks have been repaired and sealed; The Band Shell has been stained; The Flag Pole was erected at the Veterans Memorial. **Large Flowerhead Contract:** A motion was made by Brian C. Dietrich and seconded by Justin N. Smith approving the contract for The Large Flower Heads, Sunday, September 26, 2021 from 2pm to 5pm at the cost of \$1400.00. Motion carried unanimously. Cetronia Ambulance has the park rented for Saturday, September 11<sup>th</sup> and will conduct a flag ceremony; The BOS directed Tammy M. White to contact Coon Hollow regarding stocking the Park Pond with grass eating carp, sunnies, etc.

**Pension/2022 MMO:** Justin Schmoyer, Financial Advisor for Pennwood Financial Group furnished the BOS with a pension update for Lynn Township's pension plan. Mr. Schmoyer was not able to attend the meeting and will be at the October BOS meeting. A motion was made by Brian C. Dietrich and seconded by Justin N. Smith authorizing the 2022 MMO for the Non-Uniformed Pension Plan and the 2022 MMO for the 401A plan. Motion carried unanimously. Marc Fisher added that there will be 2 documents that need to be signed at the October BOS meeting regarding the Plan Document.

**Miscellaneous:** (1) Trick or Treat: The BOS set Trick or Treat for Saturday, October 30, 2021 from 6pm to 8pm. (2) Tax Collector: A motion was made by Justin N. Smith and seconded by Brian C. Dietrich authorizing the reimbursement to Mary Ann Metzger for a new printer she purchased at the cost of \$349.95. Motion carried unanimously. (3) Regional



Plan: Marc Fisher stated that the Regional Plan should be ready for final by February 2022. (4) REC Fields: Justin N. Smith stated that the REC Commission has installed a security camera system at the fields.

**Public Comment: (1)**

**Announcements:** (1) Wednesday, September 29, 2021 Budget Meeting 6:30 pm. (2) The Large Flower Heads Sunday September 26<sup>th</sup> 2-5pm @ Ontelaunee Park.

**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 7:00 pm.

**As of September 30, 2021**

Account	Balance
General Fund	240,396.59
COVID	231,431.44
Capital Reserve	5,456.95
CD's	1,075,677.23
Zoning/Subdivision	69,153.31
Veteran	163,763.57
HLLW COG	72,586.40
State Road	18,166.60
Equipment	117,714.69
Street Light	4,163.41
Park	64,524.78
Recreation	6,640.83
<b>Total</b>	<b>2,069,675.80</b>

	<b>TOTAL</b>
<b>Income-GENERAL FUND</b>	
301 · Real Property Taxes	
301.10 · Real Estate Tax-Current	1,067.82
301.40 · Delinquent RE Tax-Tax Claim	27.87
Total 301 · Real Property Taxes	1,095.69
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	10,132.22
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	34,750.98
Total 310.20 · Earned Income Tax	34,750.98
Total 310 · Local Tax Enabling Act	44,883.20
341 · Interest	
341.01 · Interest on Checking	45.33
Total 341 · Interest	45.33
342 · Interest, Rents & Royalties	
342.53 · Royalties from Cell Tower Rent	1,331.00
Total 342 · Interest, Rents & Royalties	1,331.00
355 · Shared Revenue & Entitlements	
355.05 · Gen Municipal Pension State Aid	27,980.13
355.99 · Fire Relief Account	26,416.74
Total 355 · Shared Revenue & Entitlements	54,396.87
360 · Gen. Govt. Charges for Services	
361 · General Government	
361.81 · Business Permit	125.00
Total 361 · General Government	125.00
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	1,819.50
362.41D · Driveway Permit	125.00
362.41F · Building Permit Filed	550.00

362.41S · Accessory Struc < 1000 ft	215.00
Total 362.41 · Building Permit	2,709.50
362.42 · Electrical Permit	125.00
362.44 · Sewage Permits (SEO Fees)	2,145.00
Total 362.40 · Protective Inspection Fees	4,979.50
362.47 · State fees for Permits	31.50
Total 362 · Public Safety	5,011.00
Total 360 · Gen. Govt. Charges for Services	5,136.00
392 · Interfund Operating Transfer	
392.95 · Transfer from Vet Mem	26,282.16
Total 392 · Interfund Operating Transfer	26,282.16
<b>Total Income</b>	<b>133,170.25</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	59.11
403.21 · Office Supplies	401.87
Total 403 · Tax Collection	460.98
404 · Solicitor/Legal Services	896.91
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	3,933.20
Total 405 · Secretary/Clerk	3,933.20
406 · Other General Govt. Admin	
Payroll	-927.33
406.12 · Salary Full Time Staff	3,600.80
406.21 · Office Supplies	8,804.07
406.23 · Postage	124.61
406.32 · Communication - Phone/Wireless	937.08
406.38 · Rentals	883.02
406.99 · Payroll Processing Fees	62.20
Total 406 · Other General Govt. Admin	13,484.45
408 · Engineering Services	
408.99 · Township engineer	2,416.25
Total 408 · Engineering Services	2,416.25
409 · General Government Bldg&Plants	
409.44 · Laundry/Other Sanitary Services	262.50
Total 409 · General Government Bldg&Plants	262.50
Total 400 · General Government	21,923.04
410 · Public Safety	
411 · Fire	
411.99 · Fire Company - Miscellaneous	30,918.11
Total 411 · Fire	30,918.11
413 · Code Enforcement	
413.31 · Code enforcement pro. service	3,860.00
Total 413 · Code Enforcement	3,860.00
414 · Planning & Zoning	
414.31 · Professional services	72.00
414.34 · ZB Advertising, Print, & Bind	113.14
414.99 · Salary Zoning Officer	229.50
Total 414 · Planning & Zoning	414.64

415 · Emergency Management and Comm.	
415.21 · EMS Office Supplies	1,395.89
Total 415 · Emergency Management and Comm.	1,395.89
419 · Other Public Safety	
419.99 · PA One Call	39.50
Total 419 · Other Public Safety	39.50
Total 410 · Public Safety	36,628.14
420 · Health and Human Services	
426 · Gen Gov Recycling Col & Dis	
426.44 · Sanitation Services	552.50
Total 426 · Gen Gov Recycling Col & Dis	552.50
Total 420 · Health and Human Services	552.50
430 · Public Works Hwy,Rds,Streets	
437 · Repair of Tools & Machinery	
437.99 · Truck Repair	724.83
Total 437 · Repair of Tools & Machinery	724.83
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	14,865.49
438.25 · Repairs & Maint Supplies	1,464.98
438.38 · Road/Bridge-Rental of Machinery	3,403.12
438.47 · Drug & Alcohol Testing	120.00
438.99 · Truck Fuel	1,872.53
Total 438 · Road/Bridge Maint. and Repair	21,726.12
Total 430 · Public Works Hwy,Rds,Streets	22,450.95
450 · Culture-Recreation	
454 · GF Parks	
454.12 · Parks full time staff (GF)	2,424.75
454.15 · Parks part time staff (GF)	262.50
454.25 · Repairs & Maint Supplies	2,124.15
454.31 · Parks Professional services	26,282.16
Total 454 · GF Parks	31,093.56
Total 450 · Culture-Recreation	31,093.56
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,604.38
481.20 · Employer paid Medicare	375.22
481.30 · Employer paid Unemployment Comp	10.76
483.49 · 457 Pension contribution	12,245.00
Total 481 · Employer paid Taxes	14,235.36
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	7,797.65
487.04 · Workers Compensation Vol Fire	990.00
Total 487 · Other Group Insurance Benefits	8,787.65
Total 480 · Misc. Expense	23,023.01
490 · Other Financing Uses-exp	
492 · Interfund Operating Transfer	
492.91 · Transfer to Covid Fund	231,371.29
492.96 · Transfer to HLLW COG	2,492.28
Total 492 · Interfund Operating Transfer	233,863.57
Total 490 · Other Financing Uses-exp	233,863.57
Total Expense	369,534.77
Net Income	-236,364.52

Sep 21

**Income-LIGHT FUND**

383.11 · Street Lighting Tax	114.35
<b>Total Income</b>	<b>114.35</b>
Expense	0.00
<b>Net Income</b>	<b>114.35</b>
<b>Sep 21</b>	

**Other Income/Expense-CR**

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

**Income-LFF**

341.01 · Interest on Checking	2.78
<b>Total Income</b>	<b>2.78</b>
Expense	
430 · LFF Public Works	
438 · Maint./Repair Roads & Bridges	9,808.39
Total 430 · LFF Public Works	9,808.39
<b>Total Expense</b>	<b>9,808.39</b>
<b>Net Income</b>	<b>-9,805.61</b>
<b>Sep 21</b>	

**Income-HLLW**

341.02 · Interest on Savings	8.71
342.40 · Rent of Machinery and Equipment	1,265.42
392.01 · Transfer from General Fund	2,492.28
<b>Total Income</b>	<b>3,766.41</b>
Expense	0.00
<b>Net Income</b>	<b>3,766.41</b>
<b>Sep 21</b>	

**Income-REC FUND**

341.01 · Interest on Checking	0.55
<b>Total Income</b>	<b>0.55</b>
Expense	0.00
<b>Net Income</b>	<b>0.55</b>
<b>Sep 21</b>	

**Income-ESCROW FUND**

341.000 · Interest Earnings	
341.01 · Interest on Checking	0.43
341.02 · Interest J&M, LLC	7.92
Total 341.000 · Interest Earnings	8.35
361 · General Government	
361.96 · Subdivision Escrow Deposit	800.00
Total 361 · General Government	800.00
<b>Total Income</b>	<b>808.35</b>
Expense	0.00
<b>Net Income</b>	<b>808.35</b>
<b>Sep 21</b>	

**Income-PARK FUND**



341.01 · Interest on Checking	5.44
342.59 · Rental of Park Facilities	1,750.00
387 · Contributions and Donations	1,199.50
<b>Total Income</b>	<b>2,954.94</b>
<b>Expense</b>	
454 · Parks	
454.20 · Reimburse for expenses	56.23
454.24 · General Supplies	150.00
454.25 · Repairs & Maintenance Supplies	1,911.02
454.34 · Advertising	60.00
454.35 · Payment for Concerts	1,400.00
454.59 · Rental fee Deposit Refund	250.00
454.97 · Plant Purchases	204.00
<b>Total 454 · Parks</b>	<b>4,031.25</b>
<b>Total Expense</b>	<b>4,031.25</b>
<b>Net Income</b>	<b>-1,076.31</b>
	<b>Sep 21</b>
<b>Income-EQUIPMENT</b>	
341.02 Interest on Equip Fund	24.16
<b>Total Income</b>	<b>24.16</b>
<b>Expense</b>	<b>0.00</b>
<b>Net Income</b>	<b>24.16</b>
	<b>Sep 21</b>
<b>Ordinary Income/Expense-VETERANS</b>	
<b>Income</b>	
341.03 Interest Memorial Fund	23.03
357.01 Grants/Donations	3,102.15
<b>Total Income</b>	<b>3,125.18</b>
<b>Gross Profit</b>	<b>3,125.18</b>
<b>Expense</b>	
492.95 Transfer to General Fund	26,282.16
<b>Total Expense</b>	<b>26,282.16</b>
<b>Net Ordinary Income</b>	<b>-23,156.98</b>
<b>Net Income</b>	<b>-23,156.98</b>
	<b>Sept, 21</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
<b>Covid Fund</b>	<b>231,431.44</b>
<b>Total Checking/Savings</b>	<b>231,431.44</b>
<b>Total Current Assets</b>	<b>231,431.44</b>
<b>TOTAL ASSETS</b>	<b>231,431.44</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
Net Income	231,431.44
<b>Total Equity</b>	<b>231,431.44</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>231,431.44</b>
<b>Total Income (all accounts)</b>	<b>375,399.08</b>
<b>Total Expense (all accounts)</b>	<b>409,656.57</b>
<b>Net Income(all accounts)</b>	<b>-34,257.49</b>

Respectfully Submitted,

*Tammy M. White*

Tammy M. White

Secretary/Treasurer

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