

Board of Supervisors
Thursday, April 10th, 2022 @ 6:30 PM
Lynn Twp.-7911 Kings Hgwy., New Tripoli

Call to Order: The regular scheduled 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, Engineer/Zoning Officer Chris Noll, Solicitor Marc Fisher, Secretary/Treasurer Tammy M. White, Assist. Secretary/Treasurer Kathy Hermany, Roadmaster Bruce Raber, and approximately 13 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Media Representation: None

Public Comment: None

Accept the Minutes and Direct the Treasurer to pay the bills: A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich to accept the minutes from 03/10/22 and to direct the treasurer to pay the bills. Motion carried.

Fire Companies: LPFC No Representation. NTFC Fire Chief Gary Kuntz: 52 emergency calls as of 04/14/22; Haz-Mat Ops Refresher was held on 3/21 & 3/28 and Awareness on 4/25 Marvin G., Jason L., and Dennis H. completed a basic fire police class at Walnutport Fire Co.; Tyler Kuntz completed a MOD I class at Walnutport Fire Co.; Tyler Kuntz completed NIMS 100, 200, 700, 800; Tyler Kuntz completed Haz-Mat Awareness online; Josh, Scott Mcnevin, Kayla Mcnevin, Derek Dorney, Owen Snyder are taking Haz-Mat OPS Pro Board certification; Nick, Bruce, Phil, Dave Diehl attended an ice rescue class at Kempton fire co.; Pete Kahora, Kayla Mcnevin, Josh McQuilken completed their MOD III; Kayla, Josh, Pete Kahora, Derek, and Owen started their MOD 4 class; Josh, Derek, Owen, Tristin are taking Vehicle Rescue Awareness and Ops at Greenawalds Fire Co.; Peter Christ completed his Fire Officer III Preboards certification; A free community CPR class was held at NTFC on Saturday 4/9 at 9am and 2pm; May calendar tickets are currently available; Filling pick up is Saturday 1-3pm; NTFC received a donation from Schlouch Inc. for \$800 this will be used to purchase additional rope rescue equipment; NTFC will be receiving a donation of \$948 from the Lehigh County Farm Bureau for the purchase of a grain bin rescue auger. This will be added to the grain bin rescue sleeve kit that is already purchased; Applied for a DCNR grant for \$4,406 for hose, this is a 50% matching grant; Yard Sale at the park on Saturday 5/7; Vince's Cheesesteak truck will be set up in the parking lot on Friday May 13th from 2-7pm; The Back Home Bagel truck will be setup in the lot on Sunday June 5th from 8am-12pm; 2022 Guns and Cash Bash event has been moved to Saturday, August 27th; 2 background checks turned in for 2 new senior fire team members; working papers for 2 new Jr. fire team members; all fire team members will be having new photos taken by Leroy Bogert on 5/16 and will be updating photo wall of all active members; 6 additional gear lockers, pagers, turnout gear have been ordered for new team members; In the final stages of setting up the Knox Box account to allow business owners to purchase Knox Boxes; currently there are over 17K outstanding in billing for accidents in our district. According to the billing agency some of these bills are ongoing with several notices being sent to insurance companies, while others have been denied all together. Lynn Township does have an ordinance to allow billing, so the department chooses not to bill individuals directly.

Subdivision: Stewart Case Waiver: Further information will be gathered and will be continued at the May BOS meeting for approval of the waiver. LCA Meeting EDU's: Chris Noll will attend meeting with Steve I. Feinour. A date will be decided on to meet with LCA.

Wording of 10% Rule: Discussion was held and Marc Fisher will gather more information to put in the Ordinance.

Resolution 2022-10: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving **Resolution 2022-10: A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA AMENDING THE NOTIFICATION AND RESOURCE MANUAL OF THE LYNN TOWNSHIP EMERGENCY OPERATIONS PLAN.** Motion carried unanimously.

Road Report: Bruce Raber, Road master, reported for the month of March: (1) Moved shed from recycling center to shop. (2) Cut trees off roads after strong winds. (3) Plowed and treated roads/unloaded and washed all trucks. (4) Cleaned intersections, developments & roads. (5) Worked in park filling in at new Veterans Memorial wall. Weisenberg twp. Took their loads to Lynnvile, Heidelberg Truck was used. (6) Repaired and replaced road signs. (7) Started filling pot holes on black top roads (cold patch). (8) Started working on dirt roads. (9) Made repairs to trucks & equipment. Anticipated work for April: (1) Work on dirt roads. (2) Finish up cold patching. (3) Start paving.

Stone & Bituminous Material Bids: See 2022 bid results below.

2022 Road Materials

		250 Ton #67	600 Ton #57	1800 Ton	2000 Ton #8	500 Ton	300 Ton	400 Ton
<u>COMPANY</u>		Stone 1.0%	Stone 2%	#2A Stone	Stone 1.0%	#1 Stone	#10 Stone	2 RC
		LBW	LBW		LBW			
Lehigh Asphalt	FOB	\$15.95	\$14.95	\$11.50	\$20.50	\$14.60	-	-
	Total	\$3,987.50	\$8,970.00	\$20,700.00	\$41,000.00	\$7,300.00	-	-

	Delivered	\$22.55	\$21.55	\$18.10	\$27.10	\$21.20	-	-
	Total	\$5,637.50	\$12,930.00	\$32,580.00	\$54,200.00	\$10,600.00	-	-
New Enterprise	FOB	\$15.50	\$15.50	\$9.65	\$26.50	\$12.75	\$15.50	\$7.00
	Total	\$3,875.00	\$9,300.00	\$17,370.00	\$53,000.00	\$6,375.00	\$4,650.00	\$2,800.00
	Delivered	\$22.50	\$22.50	\$16.20	\$33.50	\$19.75	\$22.05	\$13.55
	Total	\$5,625.00	\$13,500.00	\$29,160.00	\$67,000.00	\$9,875.00	\$6,615.00	\$5,420.00
		600 Ton	1000 Ton	400 Ton	500 Ton	200 Ton	400 Ton	350 Ton
COMPANY		Type 2 or 3	9.5 mm HMA	9.5 mm WMA	19 mm HMA	25 mm HMA	9.5mm HMA	UPM perm
		Anti-Skid	Superpave	Superpave	Superpave	Superpave	Superpave	Coldpatch
Lehigh Asphalt	FOB	\$14.75	\$66.00	\$66.00	\$59.00	\$54.00	\$66.00	-
	Total	\$8,850.00	\$66,000.00	\$26,400.00	\$29,500.00	\$10,800.00	\$26,400.00	-
	Delivered	\$21.35	\$76.00	\$76.00	\$69.00	\$64.00	\$76.00	-
	Total	\$12,810.00	\$76,000.00	\$30,400.00	\$34,500.00	\$12,800.00	\$30,400.00	-
New Enterprise	FOB	\$16.00	\$64.90	\$64.90	\$57.90	\$52.35	\$60.95	\$143.00
	Total	\$9,600.00	\$64,900.00	\$25,960.00	\$28,950.00	\$10,470.00	\$24,380.00	\$50,050.00
	Delivered	\$23.00	\$74.15	\$74.15	\$67.15	\$61.60	\$70.20	\$150.30
	Total	\$13,800.00	\$74,150.00	\$29,660.00	\$33,575.00	\$12,320.00	\$28,080.00	\$52,605.00
		200 Ton	450 Ton	300 Ton				
COMPANY		B-1	#R3 Stone	#R4 Stone				
		Sand						
Lehigh Asphalt	FOB	\$17.00	\$16.50					
	Total	\$3,400.00	\$7,425.00					
	Delivered	\$23.60	\$23.10					
	Total	\$4,720.00	\$10,395.00					
New Enterprise	FOB	-	\$14.00					
	Total	-	\$6,300.00					
	Delivered	-	\$21.00					
	Total	-	\$9,450.00					
			15,000 Gals					
			Diesel Fuel					
PAPCO			NO BIDS REVEIVED					

A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour to accept all the **2022 Road Material bids** Motion carried unanimously. A second motion made by Steve I. Feinour to accept the lowest highlighted bids on the chart above, this was seconded by Brian C. Dietrich. Motion carried unanimously.

Joint Oil Bids: See 2022 bid results below. Joint bidding was done by Weisenberg Twp and all bids were accepted.

2022 JOINT OIL & LINE PAINTING - Bidding Results

Item #	Name of Bidder	Material	Unit Price / Ton - Hour-Gal-Mile	Explanation
Item # 1 CRS-2PME-3M				
Winner	Midland Asphalt Materials, Inc.	195,000 gallons	\$ 2.62 /gallon	TOTAL \$ 510,900.00
	Asphalt Maintenance Solutions, LLC	195,000 gallons	\$ 2.79 /gallon	TOTAL \$544,050.00

30,000 Gallons - Heidelberg Twp. - \$78,600.00

35,000 Gallons - Lowhill Twp. - \$ 91,700.00

60,000 Gallons - Lynn Twp. - \$ 157,200.00

70,000 Gallons - Weisenberg Twp. - \$ 183,400.00

Item # 2 Line Painting - 4" Double Yellow Line				
Winner	A-1 Traffic Control Products, LLC	94 Miles	\$ 528.00 / mile	TOTAL \$ 49,632.00
	Midland Asphalt Materials, Inc.	94 Miles	\$ 530.00 / mile	TOTAL \$ 49,820.00

15 Miles - Heidelberg Township - \$ 7,920.00

10 Miles - Lowhill Township - \$ 5,280.00

24 Miles - Lynn Township - \$ 12,672.00

45 Miles - Weisenberg Township - \$ 23,760.00

Item # 3 Line Painting - 4" Single White Line				
Winner	A-1 Traffic Control Products, LLC	15 miles	\$ 316.80 / mile	TOTAL \$ 4,752.00
	Midland Asphalt Materials, Inc.	15 Miles	\$ 1.060.00 / mile	TOTAL \$15,900.00

5 Miles - Heidelberg Township - \$ 1,584.00

10 Miles - Weisenberg Township - \$ 3,168.00

A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour to accept Lynn Townships **2022 Joint Oil/Line Painting bids; 60K gallons totaling \$157,200.00 and 4" Double Yellow Line 24 miles totaling \$12,672.00.** Motion carried unanimously.

Executive Session: An executive session was held with the Board and Marc Fisher starting at 7:11pm to discuss protentional financial matter. The meeting resumed at 7:22pm

Ag Security: Daniel Watt. Marc Fisher opened up a public hearing at 7:20pm to address any comments regarding the Ag Security. Hearing none the hearing was closed at 7:22pm. Brian C. Dietrich made a motion seconded by Steve I. Feinour accepting the Ag Security pf Daniel & Victoria Watt; ID#540966247090 of .80 acre and ID#540956995264 of 10.997 acres. Motion carried unanimously.

Park: The BOS were in agreement to reorder plaques and tree plaques for items/trees that were put in memory/honor of an individual. Justin N. Smith, Bruce Raber and Ed Sawyer met at the park to do a walk through. They were all in agreement that the Basket Ball Courts need to be redone. The courts at the rec fields is also going to redone. We will have them come look at the park courts. Bruce Raber said it is something he and the road crew can do. Bruce Raber plans on paving in the front of the Park. Veterans Memorial Dedication is May 30th.

Website Agreement: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving Lynn Township's website agreement for the period of 05/01/22 through 04/30/2023, paying \$1,050.00 for the

agreement, and \$140.00 per month for any month in which updates are provided by Kessler Freedman.. Motion carried unanimously.

Transfer Station: Listing Agreement: A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich approving the listing agreement for the sale of the Transfer Station property. Motion carried unanimously.

Miscellaneous: Pine Lakes of Lynn Lake: The BOS were in agreement that the Township does not want to take over this portion (16 acres). Night in the Country: Justin N. Smith stated that the fire works for this year's night in the country will be cut in ½ and \$1 will be added to the admittance fee.

Public Comment: None.

Announcements:

- 15th annual Pow-wow May 12th, 13th, 14th, 15th, 2022 Ontelaunee Park Admission \$7, Seniors and Veterans \$5, Children under 12 free.
- 5K Run NWL Educational Foundation Saturday, May 28, 2022; Ontelaunee Park 9am

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 7:36 pm.

As of April 30, 2022

Account	Balance
General Fund	95,277.82
Capital Reserve	5,461.69
CD's	1,092,446.38
Covid	231,765.72
Zoning/Subdivision	70,322.49
Veteran	185,730.10
HLLW COG	75,469.00
State Road	290,299.86
Equipment	152,912.14
Street Light	367.21
Park	69,070.57
Recreation	12,645.77
Total	2,281,768.75

TOTAL

Income-General Fund

301 · Real Property Taxes

301.40 · Delinquent RE Tax-Tax Claim

245.15

Total 301 · Real Property Taxes

245.15

310 · Local Tax Enabling Act

310.10 · Real Estate Transfer Tax

12,490.72

310.20 · Earned Income Tax

310.21 · Earned Income Tax-Current

42,382.99

Total 310.20 · Earned Income Tax

42,382.99

Total 310 · Local Tax Enabling Act

54,873.71

331 · Fines

331.10 · Court - Magistrate

300.00

Total 331 · Fines

300.00

341 · Interest

341.01 · Interest on Checking

17.65

Total 341 · Interest

17.65

342 · Interest, Rents & Royalties

342.53 · Royalties from Cell Tower Rent

2,662.00

Total 342 · Interest, Rents & Royalties	2,662.00
360 · Gen. Govt. Charges for Services	
361 · General Government	
361.97 · Zoning Board Appeal Fee	500.00
Total 361 · General Government	500.00
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	1,639.50
362.41D · Driveway Permit	70.00
362.41F · Building Permit Filed	620.00
362.41S · Accessory Struc < 1000 ft	155.00
Total 362.41 · Building Permit	2,484.50
362.44 · Sewage Permits (SEO Fees)	2,175.00
Total 362.40 · Protective Inspection Fees	4,659.50
362.47 · State fees for Permits	22.50
Total 362 · Public Safety	4,682.00
Total 360 · Gen. Govt. Charges for Services	5,182.00
392 · Interfund Operating Transfer	
392.95 · Transfer from Vet Mem	939.40
Total 392 · Interfund Operating Transfer	939.40
Total Income	64,219.91
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	
403.23 · Postage for Tax Collector	58.00
Total 403 · Tax Collection	58.00
404 · Solicitor/Legal Services	1,290.99
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	4,205.20
Total 405 · Secretary/Clerk	4,205.20
406 · Other General Govt. Admin	
Payroll	-1,241.19
406.12 · Salary Full Time Staff	3,847.20
406.21 · Office Supplies	1,560.35
406.32 · Communication - Phone/Wireless	360.07
406.34 · Advertising	287.91
406.38 · Rentals	1,666.88
406.99 · Payroll Processing Fees	126.16
Total 406 · Other General Govt. Admin	6,607.38
408 · Engineering Services	
408.99 · Township engineer	956.25
Total 408 · Engineering Services	956.25

409 · General Government Bldg&Plants		
409.36 · Public Utility Services (TWP)	1,621.60	
409.37 · Repairs and Maint.	179.32	
409.44 · Laundry/Other Sanitary Services	<u>128.40</u>	
Total 409 · General Government Bldg&Plants	<u>1,929.32</u>	
Total 400 · General Government	15,515.89	
410 · Public Safety		
411 · Fire		
411.99 · Fire Company - Miscellaneous	<u>1,304.70</u>	
Total 411 · Fire	1,304.70	
413 · Code Enforcement		
413.31 · Code enforcement pro. service	<u>5,285.00</u>	
Total 413 · Code Enforcement	5,285.00	
414 · Planning & Zoning		
414.31 · Professional services	868.00	
414.34 · ZB Advertising, Print, & Bind	145.83	
414.98 · Zoning Recording/Transcription	250.00	
414.99 · Salary Zoning Officer	<u>478.75</u>	
Total 414 · Planning & Zoning	<u>1,742.58</u>	
Total 410 · Public Safety	8,332.28	
430 · Public Works Hwy,Rds,Streets		
432 · Winter Maintenance		
432.98 · Twp paid winter maint. mats.	<u>19,881.03</u>	
Total 432 · Winter Maintenance	19,881.03	
437 · Repair of Tools & Machinery		
437.98 · Repair of Machinery	1,232.99	
437.99 · Truck Repair	<u>2,232.37</u>	
Total 437 · Repair of Tools & Machinery	3,465.36	
438 · Road/Bridge Maint. and Repair		
438.14 · Salaries for Road Maint	17,470.34	
438.25 · Repairs & Maint Supplies	1,264.12	
438.98 · Twp. paid road maint mat.	6,087.45	
438.99 · Truck Fuel	<u>7,254.24</u>	
Total 438 · Road/Bridge Maint. and Repair	<u>32,076.15</u>	
Total 430 · Public Works Hwy,Rds,Streets	55,422.54	
450 · Culture-Recreation		
454 · GF Parks		
454.12 · Parks full time staff (GF)	1,764.00	
454.15 · Parks part time staff (GF)	144.45	
454.25 · Repairs & Maint Supplies	1,834.16	
454.37 · Repairs and Maint. serv (park)	<u>939.40</u>	
Total 454 · GF Parks	<u>4,682.01</u>	
Total 450 · Culture-Recreation	4,682.01	
480 · Misc. Expense		
481 · Employer paid Taxes		
481.10 · Employer paid FICA	1,737.76	

481.20 · Employer paid Medicare	406.41
481.30 · Employer paid Unemployment Comp	40.16
483.30 · Non-Uniform Pension Contr.	3,500.00
483.49 · 457 Pension contribution	1,280.00
Total 481 · Employer paid Taxes	6,964.33
486 · Insurance	
486.10 · Insurance - Liability	5,933.20
Total 486 · Insurance	5,933.20
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	13,244.80
487.02 · Life Insurance	47.94
487.03 · Workmans Compensation	3,112.00
487.04 · Workers Compensation Vol Fire	1,189.00
Total 487 · Other Group Insurance Benefits	17,593.74
Total 480 · Misc. Expense	30,491.27
490 · Other Financing Uses-exp	
492 · Interfund Operating Transfer	
492.92 · Transfer to Equip Fund	35,000.00
Total 492 · Interfund Operating Transfer	35,000.00
Total 490 · Other Financing Uses-exp	35,000.00
Total Expense	149,443.99
Net Income	-85,224.08

Jan 22

Income-LIGHT FUND

383.11 · Street Lighting Tax	148.02
Total Income	148.02
Expense	
434 · Street Lighting	
434.36 · Street Lighting Electric	1,034.26
Total 434 · Street Lighting	1,034.26
Total Expense	1,034.26
Net Income	-886.24

Apr 22

Other Income/Expense-CR

Other Income	
341.02 · Interest on Savings	0.65
Total Other Income	0.65
Net Other Income	0.65
Net Income	0.65

Apr 22

Income-LFF

341.01 · Interest on Checking	49.39
Total Income	49.39

Expense		
430 · LFF Public Works		
438 · Maint./Repair Roads & Bridges	7,439.60	
Total 430 · LFF Public Works	7,439.60	
Total Expense	7,439.60	
Net Income	-7,390.21	
	Apr 22	
Income- HLLW		
341.02 · Interest on Savings	8.99	
Total Income	8.99	
Expense	0.00	
Net Income	8.99	
	Apr 22	
Income- REC		
341.01 · Interest on Checking	1.00	
Total Income	1.00	
Expense	0.00	
Net Income	1.00	
	Apr 22	
Income- ESCROW		
341.000 · Interest Earnings		
341.01 · Interest on Checking	0.51	
341.02 · Interest J&M, LLC	7.66	
Total 341.000 · Interest Earnings	8.17	
361 · General Government		
361.96 · Subdivision Escrow Deposit	500.00	
Total 361 · General Government	500.00	
Total Income	508.17	
Expense	0.00	
Net Income	508.17	
	Apr 30 - May 1, 22	
Ordinary Income/Expense- EQUIP		
Income		
341.03 Interest Memorial Fund	24.62	
Total Income	24.62	
Gross Profit	24.62	
Net Ordinary Income	24.62	
Net Income	24.62	
	Mar 22	
Ordinary Income/Expense- VETERANS		
Income		
341.03 Interest Memorial Fund	26.23	
357.01 Grants/Donations	2,398.25	

Total Income		2,424.48
Gross Profit		2,424.48
Net Ordinary Income		2,424.48
Net Income		2,424.48
		Apr 22
Income-COVID		
341.03 Interest Covid Fund		45.97
Total Income		45.97
Expense		0.00
Net Income		45.97
Total Income (all accounts)		67,431.20
Total Expense (all accounts)		157,917.85
Net Income (all accounts)		-90,486.65

Respectfully
Submitted,

Tammy M. White

Tammy M.
White,
Secretary/Treasurer