

Board of Supervisors
Thursday, February 9th, 2023 @ 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 Vice Chairman Brian C. Dietrich at 6:30 pm in the Municipal Building. Present were Vice Chairman Brian C. Dietrich, VIA Phone Member Steve I. Feinour, Chairman Justin N. Smith was absent, Solicitor Marc Fisher, Secretary/Treasurer Tammy M. White, Asst. Secretary/Treasurer, Tara Jones, Road Master Bruce Raber, and approximately 12 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Media Representation: NWP, Marieke Andronache.

Public Comment: Lehigh County Executive Phil Armstrong was present at the meeting to address any questions or concerns of Lynn Township and to also introduce his Yorman De La Rosa as the community liaison. Resident, Tammy Wislowski had concerns with industrial parks being built and how areas such as Lynn Township can avoid this coming into our area. Phil Armstrong stated that the County has no power over local zoning. Brian C. Dietrich added that the county is being very instrumental in finishing the regional plan and including ordinances to with it. NTFC Fire Chief Gary Kuntz thanked Mr. Armstrong for all that the County has done for the community, and families of the fallen Fire Fighters.

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 approving the BOS minutes from 01/03/23 re-org meeting and directing the treasurer to pay the bills. Motion carried unanimously.*

2022 Audit Presentation: Melanie Walsh (Frey & Co.) presented the Board with the 2022 Audit. The township has met all the obligations and the financial status of Lynn Township is very good.

Resolution 2023-06 -Zoning Hearing Board - Term Ends 01/01/2026 **(1 Vacancy) (3 Year Term)** Steve I. Feinour made a motion, seconded by Brian C. Dietrich, adopting resolution number 2023-06, to Appoint Ron Jerdon to the Zoning Hearing Board for a **3 year term**; ending 01/01/2026. Motion carried unanimously.

Fire Companies: LPFC Assistant Fire Chief Tim VanBlargan reported; Ended 2022 with 67 emergency calls; 10 calls so far for 2023; all completed the bi-yearly CPR re-certification class; Since December 3, members completed the hazmat operations Pro-board certifications and 2 other members completed Fire Inspector I; currently the 2000 club is in full swing for the next 5 Saturdays; LPFC will be hosting an all you can eat breakfast on March 19th. NTFC Fire Chief Gary Kuntz reported; One Member recently completed his Mod 4 certification; Fire Police members were sworn in by the honorable Tom Creighton on January 16, 2023; NTFC will be hosting a basic fire police class; several members are completing their Mod certifications at Weisenberg Fire Company; May calendar tickets will be on sale, watch the Facebook page; Confirmation was given from the PA Office of the State Fire Commissioner due to having the maximum amount of 20 FFI certified personnel we will be receiving the maximum grant amount of 15K for this year; Gary Kuntz thanks the township Board and Staff and Road Crew for all their assistance during the tragedy that took place on December 7, 2022; 4 background checks are being turned in for 3 new Senior Fire Team members; Jeff Czonstka, Wally Frisch, Adam Peter, and Jacob Oldaker; Working papers for 1 new Jr. FF; Gary Kuntz was recently on Business Matters hosted by Tony Ianelli on WFMZ, the program featured recruitment and retention of volunteer Firefighters and focused on the FC needs. The program will air on 2/20/23; NTFC department will be part of a documentary film focused on the volunteer fire service in the USA, sponsored in part by John Deere; Thank you to Congresswoman Susan Wild and Staff for having Deputy Chief Nick Gruber and his wife Natalie Gruber as a guest at the SOTU address in Washington DC this past Tuesday. As Deputy Chief Gruber explained to the media, the biggest challenge is funding. *A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich to send 70K for the new truck that NTFC is purchasing, 35K from 2022 and 35K for 2023, with a remaining 35K to be given in 2024 and 35K to be given in 2025. Motion carried unanimously.* Gary Kuntz attended a Regionalization meeting on 1/25 at Weisenberg Fire Dept. along with Officers; Working on a new R&R program to be inline with Germansville & Weisenberg Fire Dept's which will be presented at the next board meeting; Benefit Concert will be held for the Fallen Fire Fighters on February 25th at the Kempton Community Center, doors open at 6:15pm. **Memorial Ride:** July 22nd, ride will start at the NTFC and will be stopping at the Ontelaunee Park for approximately 2 hours for lunch. The BOS where in agreement with the Memorial Ride. The office staff will double check with the party that has rented the upper pavilion just to confirm that there will not be any issue. Office Staff will be in contact with Earl Ostrander for the NTFC.

Road Report: *Bruce Raber reported for the month of January:* (1) Boom Mowing. (2) Took down tree and lights at band shell. (3) Cold Patching. (4) Cleaned out ditch and filled in and build up shoulder of road on Miller Rd. (we have another section of road to do). (5) Filled Pot holes on dirt roads. (6) Opened Inlet & exit ends of pipes on Autumn Rd. – Reeser Rd. – Springhouse Rd. and Mountain Rd. (7) Repaired a few stop signs and speed limit signs. (8) Cut up a few trees that came down on roads due to wind. (9) Treated & plowed roads. (10) Pushing up millings as hauled in at Lynnville Lot. *Anticipated work for February:* (1) Finish up boom mowing. (2) Build up shoulders of Road on Miller Rd. (3) Cold Patching.

Miscellaneous: (1) Steve I. Feinour thanked Phil Armstrong for all that they do for Township.

Public Comment: Resident Tammy Wislowski addressed concerns regarding the burned out house on Decatur Street as well as the 7292 Madison St. address. Marc Fisher acknowledged that both issues are being taken care of and that Chris Noll will be asked to follow up on the concerns.

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 7:01 pm.

As of February 28, 2023

Account	Balance
General Fund	86,153.63
Capital Reserve	5,394.00
CD's	943,168.83
Covid	153,275.84
Zoning/Subdivision	73,829.09
Veteran	10,103.39
HLLW COG	84,431.59
State Road	131,898.28
Equipment	153,625.42
Street Light	671.06
Park	82,071.83
Recreation	15,669.08
Total	1,740,292.04

TOTAL

Income-GENERAL FUND

301 · Real Property Taxes	
301.40 · Delinquent RE Tax-Tax Claim	298.89
Total 301 · Real Property Taxes	298.89
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	3,833.85
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	75,617.75
Total 310.20 · Earned Income Tax	75,617.75
Total 310 · Local Tax Enabling Act	79,451.60
321 · Business Licenses and Permits	
321.80 · Cable Television Franchise	14,421.08
Total 321 · Business Licenses and Permits	14,421.08
331 · Fines	
331.10 · Court - Magistrate	1.72
Total 331 · Fines	1.72
341 · Interest	
341.01 · Interest on Checking	75.60
341.99 · Interest income from tax col.	98.94
Total 341 · Interest	174.54
360 · Gen. Govt. Charges for Services	
361 · General Government	
361.21 · Office Supplies	260.00
361.30 · Zoning-Subdiv-Land Dev Fees	830.00
361.94 · Misc. Billing	23.00

361.97 · Zoning Board Appeal Fee	900.00
Total 361 · General Government	2,013.00
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	360.00
362.41F · Building Permit Filed	200.00
Total 362.41 · Building Permit	560.00
362.44 · Sewage Permits (SEO Fees)	625.00
Total 362.40 · Protective Inspection Fees	1,185.00
362.47 · State fees for Permits	13.50
Total 362 · Public Safety	1,198.50
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	98.00
Total 364 · Sanitation	98.00
Total 360 · Gen. Govt. Charges for Services	3,309.50
392 · Interfund Operating Transfer	
392.95 · Transfer from Vet Mem	5,000.00
Total 392 · Interfund Operating Transfer	5,000.00
395 · Refunds of Prior Yr Expenditure	
395.99 · Refunds of Prior Year Exp.	317.85
Total 395 · Refunds of Prior Yr Expenditure	317.85

Total Income	102,975.18
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Expense

400 · General Government	
400.00 · Legislative (Governing) Body	
400.05 · Supervisor Salaries	468.75
Total 400.00 · Legislative (Governing) Body	468.75
402 · Auditing/Bookkeeping Services	
402.31 · Professional Auditing Services	8,742.00
402.34 · Advertising	793.85
Total 402 · Auditing/Bookkeeping Services	9,535.85
404 · Solicitor/Legal Services	198.34
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	4,442.40
Total 405 · Secretary/Clerk	4,442.40
406 · Other General Govt. Admin	
Payroll	-1,483.69
406.12 · Salary Full Time Staff	7,169.21
406.21 · Office Supplies	1,354.29
406.23 · Postage	1,020.67
406.32 · Communication - Phone/Wireless	448.82
406.38 · Rentals	184.05
406.99 · Payroll Processing Fees	763.00
Total 406 · Other General Govt. Admin	9,456.35
408 · Engineering Services	

408.99 · Township engineer	2,183.00
Total 408 · Engineering Services	2,183.00
409 · General Government Bldg&Plants	
409.37 · Repairs and Maint.	338.67
409.44 · Laundry/Other Sanitary Services	268.32
409.99 · Heating - Oil/Propane	2,633.06
Total 409 · General Government Bldg&Plants	3,240.05
Total 400 · General Government	29,524.74
410 · Public Safety	
411 · Fire	
411.54 · Fire Co. Donations	70,000.00
Total 411 · Fire	70,000.00
413 · Code Enforcement	
413.31 · Code enforcement pro. service	3,691.00
Total 413 · Code Enforcement	3,691.00
414 · Planning & Zoning	
414.99 · Salary Zoning Officer	1,290.50
Total 414 · Planning & Zoning	1,290.50
415 · Emergency Management and Comm.	
415.21 · EMS Office Supplies	95.00
Total 415 · Emergency Management and Comm.	95.00
419 · Other Public Safety	
419.99 · PA One Call	11.80
Total 419 · Other Public Safety	11.80
Total 410 · Public Safety	75,088.30
430 · Public Works Hwy,Rds,Streets	
432 · Winter Maintenance	
432.14 · Salaries Winter Maintenance	18,796.11
Total 432 · Winter Maintenance	18,796.11
437 · Repair of Tools & Machinery	
437.98 · Repair of Machinery	1,990.00
437.99 · Truck Repair	1,432.78
Total 437 · Repair of Tools & Machinery	3,422.78
438 · Road/Bridge Maint. and Repair	
438.25 · Repairs & Maint Supplies	1,375.90
438.99 · Truck Fuel	2,035.80
Total 438 · Road/Bridge Maint. and Repair	3,411.70
Total 430 · Public Works Hwy,Rds,Streets	25,630.59
450 · Culture-Recreation	
454 · GF Parks	
454.12 · Parks full time staff (GF)	1,504.80
454.25 · Repairs & Maint Supplies	1,261.80
454.31 · Parks Professional services	5,000.00
454.36 · Public Utilities	158.98
Total 454 · GF Parks	7,925.58

Total 450 · Culture-Recreation	7,925.58
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	2,024.27
481.20 · Employer paid Medicare	473.42
481.30 · Employer paid Unemployment Comp	1,168.21
483.49 · 457 Pension contribution	2,763.00
483.50 · Pension Admin Fees	200.00
Total 481 · Employer paid Taxes	6,628.90
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	14,749.26
487.02 · Life Insurance	70.74
487.03 · Workmans Compensation	5,263.75
487.04 · Workers Compensation Vol Fire	1,215.00
Total 487 · Other Group Insurance Benefits	21,298.75
489 · All other unclassified Expenses	
489.98 · Clothing Allowance	29.99
Total 489 · All other unclassified Expenses	29.99
Total 480 · Misc. Expense	27,957.64
490 · Other Financing Uses-exp	
492 · Interfund Operating Transfer	
492.99 · Transfer to Subdivision/Zoning	830.00
Total 492 · Interfund Operating Transfer	830.00
Total 490 · Other Financing Uses-exp	830.00

Total Expense	166,956.85
Net Income	-63,981.67
	Jan 23

Income-LIGHT FUND

383.11 · Street Lighting Tax	165.44
Total Income	165.44
Total Expense	0.00
Net Income	165.44
	Feb 23

Ordinary Income/Expense-CR

Expense

66900 · Reconciliation Discrepancies	1,573.66
Total Expense	1,573.66
Net Ordinary Income	-1,573.66
Other Income/Expense-CR	
Other Income	
341.02 · Interest on Savings	125.24
Total Other Income	125.24
Net Other Income	125.24
Net Income	-1,448.42

	Feb 23
Income-LFF	
341.01 · Interest on Checking	88.05
Total Income	88.05
Expense	
430 · LFF Public Works	
438 · Maint./Repair Roads & Bridges	6,701.31
Total 430 · LFF Public Works	6,701.31
Total Expense	6,701.31
Net Income	-6,613.26
	Feb 23
Income-HLLW	
341.02 · Interest on Savings	54.80
Total Income	54.80
Total Expense	0.00
Net Income	54.80
	Feb 23
Income-RECREATION	
341.01 · Interest on Checking	4.80
Total Income	4.80
Expense	0.00
Net Income	4.80
	Feb 23
Income-ESCROW	
341.000 · Interest Earnings	
341.01 · Interest on Checking	2.77
341.02 · Interest J&M, LLC	41.95
Total 341.000 · Interest Earnings	44.72
392 · Interfund Operating Transfer	830.00
Total Income	874.72
Expense	0.00
Net Income	874.72
	Feb 23
Income-PARK	
341.01 · Interest on Checking	25.17
342.59 · Rental of Park Facilities	1,150.00
387 · Contributions and Donations	20.00
Total Income	1,195.17
Expense	
454 · Parks	
454.25 · Repairs & Maintenance Supplies	125.00
454.38 · Rental	269.00
Total 454 · Parks	394.00

Total Expense		394.00
Net Income		801.17
Feb 23		
Income-EQUIPMENT		
	341.02 Interest on Equip Fund	111.37
Total Income		111.37
Expense		0.00
Net Income		111.37
Feb 23		
Ordinary Income/Expense-Veterans		
Income		
	341.03 Interest Memorial Fund	8.79
	357.01 Grants/Donations	75.00
Total Income		83.79
Gross Profit		83.79
Expense		
	492.95 Transfer to General Fund	5,000.00
Total Expense		5,000.00
Net Ordinary Income		-4,916.21
Net Income		-4,916.21
Feb 23		
Income-Covid		
	341.03 Interest Covid Fund	111.14
Total Income		111.14
Expense		0.00
Net Income		111.14
Total Income (all accounts)		105,789.70
Total Expense (all accounts)		180,625.82
Net Income(all accounts)		-74,836.12

Respectfully Submitted,
Tammy M. White
Secretary/Treasurer

Tammy M. White

