

Board of Supervisors
Thursday, March 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 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, Solicitor Marc Fisher, Engineer/Zoning Officer Christopher Noll, Road Master Bruce Raber, and approximately 11 citizens. **Absent** were Secretary/Treasurer, Tammy M. White, Admin. Secretary, Kathy A. Hermany.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Executive Session: Justin N. Smith announced that the board held an executive decision prior to the meeting to discuss personnel matters. *Justin N. Smith made a motion and Brian C. Dietrich seconded it, to hire Trisha Burkhardt to fulfill Kathy Hermany's position starting at \$22.50/hr. Motion carried unanimously.*

Media Representation: NWP, Marieke Andronache

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 approving the BOS minutes from 02/09/23 board of supervisors meeting and directing the treasurer to pay the bills. Motion carried unanimously.*

Subdivision- Long Subdivision/Lot line: Bryan Ring from Art Swallow and Assoc. presented the lot line to the BOS. Chris Noll reviewed KCE letter dated 02/20/2023. *A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich approving KCE letter dated 02/20/23. Motion carried Unanimously. A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich approving the subdivision and the lot line. Motion carried unanimously.*

Fire Companies: NTFC Fire Chief, Gary Kuntz reported: 30 Emergency calls to date; 2 Members that completed their MOD 2 certification; 2 members starting their MOD 3 certification at Weisenberg; 10 members attended a FF down CPR training at Kempton Fire Co.; 6 members taking Truck I at Germansville Fire Co.; NTFC held basic FP class; Selling May calendar tickets. Tickets are \$30 a piece and can be purchased at local businesses, from fire team members, or conveniently online; Easter filling can be ordered on NTFC FB page; As of 3/09/23 1721 1997 Freightliner is under contract to be sold. Final inspection of the new Tanker is tentatively the week of April 10th.

Road Report: *Bruce Raber, Road master, reported for the month of February:* (1) Finished up building up shoulders of road on Miller Rd. (2) Did some cold patching (1 ½ ton). (3) Treated roads & plowed. (4) Hauled shop scrap metal to scrap yard \$98.00. (5) Repaired & replaced speed limit – stop signs & road name signs. (6) Cleaned out ditch on Ft. Everett Rd. (7) Worked on Blue MT. House Rd. from Leaser Rd. to top. (8) Worked on filling in shoulder of road on Ontelaunee Rd. by the lake. (9) Repaired fence at train trestle in park. (10) Finished up all boom mowing. (11) Took down 4 large dead trees at fence by the dog park. (12) Changed oil & filters on Boom Mower & cleaned inside & outside of it and painted hood & fenders & roof. **Anticipated work for March:** (1) Cold Patching. (2) Install 1 or 2 new 15" pipes on Weavers Ct. (3) Start working on dirt roads. Steve I. Feinour also mention that Upper Mac has a truck and a chipper that will be coming up for bid. Bruce will keep the BOS updated.

Park: (1) Cameras will be installed in the Park the beginning of June.

NL Multimunicipal Comprehensive Cooperative Implementation Agreement: 2 documents were given to the BOS from the LVPC, for their review. 1st documents is **THE NORTHERN LEHIGH MULTIMUNICIPAL COMPREHENSIVE PLAN INTERMUNICIPAL COOPERATIVE IMPLEMENTATION AGREEMENT**. 2nd document is **Northern Lehigh Communities Post-Plan Adoption COORDINATED ZONING AND OFFICIAL MAPS MULTIMUNICIPAL COMPREHENSIVE PLAN IMPLEMENTATION PROJECT**. Discussion was held regarding the documents. Steve I. Feinour stated that he will not sign nor agree to give any more money. Justin N. Smith also agreed that he felt no more money should be given. The documents will be reviewed further and they will be addressed at the BOS meeting in April.

Certificate of Deposit Maturity: When the CD is to be renewed Justin N. Smith suggested that it be rolled over to the CD with the highest rate.

Miscellaneous: (1) Lynnville Hotel: Chris Noll stated that Lynnville Hotel will be coming back before the ZHB soon. (2) Burned out House on Decatur Street: Marc Fisher stated that the owner received a letter dated 2/12/23 stating that the house needs to be demolished by March 31, 2023. If it is not demolished by 3/31 the Township will take action on its own to demolish the building and costs that are incurred which exceed \$26,844.78 (which State Farm is holding for demolition) will be the owners responsibility to pay for those costs and can be subject to \$500.00 per day for reimbursing the Township for its legal fees and expenses. (3) Bridge Inspection: Bruce Raber stated that himself and Ryan Christman met with the inspector regarding the inspection of the Bridge. All was good. (4) Concert: Steve I. Feinour stated that Marty Bennicoff asked if the BOS would waive the park fee for a Band that would like to do a Concert in the Park, for free. The BOS were in agreement to waive the fees. (5) REC Fields: Justin N. Smith stated that the rec field has 3 signs left to sell. In addition he also stated that the BB Courts will be fixed in June and 1 additional camera will be added to the rec fields. The rec commission also has plans to take the area where there is currently a small skate park located and redo the skate park and add a Pickle Ball Court. (6) Tax Bills: Marc Fisher will look into what process can be done to set a

limit on tax bills to avoid property owners from getting .10 and .12 bills. Brian C. Dietrich stated that the township should make the mileage "0".

Public Comment: None

Announcements:

- 16th annual Pow-wow May 18th, 19th, 20th, 21st 2023 Ontelaunee Park Admission \$7, Seniors and Veterans \$5, Children under 12 free.
- 5K Run NWL Educational Foundation Saturday, May 27, 2023, 9am; Ontelaunee Park

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 7:38 pm.

As of March 31, 2023

Account	Balance
General Fund	69,984.89
Capital Reserve	5,397.95
CD's	943,168.83
Covid	153,398.98
Zoning/Subdivision	73,878.69
Veteran	11,285.20
HLLW COG	84,492.31
State Road	107,679.59
Equipment	153,748.82
Street Light	671.06
Park	81,957.79
Recreation	15,674.39
Total	1,701,338.50

	<u>TOTAL</u>
Income- GENERAL FUND	
301 · Real Property Taxes	
301.40 · Delinquent RE Tax-Tax Claim	<u>652.28</u>
Total 301 · Real Property Taxes	652.28
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	4,562.35
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	<u>96,454.88</u>
Total 310.20 · Earned Income Tax	<u>96,454.88</u>
Total 310 · Local Tax Enabling Act	101,017.23
331 · Fines	
331.10 · Court - Magistrate	<u>101.72</u>
Total 331 · Fines	101.72
341 · Interest	
341.01 · Interest on Checking	<u>46.23</u>
Total 341 · Interest	46.23
342 · Interest, Rents & Royalties	
342.53 · Royalties from Cell Tower Rent	<u>2,662.00</u>
Total 342 · Interest, Rents & Royalties	2,662.00
360 · Gen. Govt. Charges for Services	
361 · General Government	
361.81 · Business Permit	<u>125.00</u>

Total 361 · General Government	125.00
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	4,320.00
362.41D · Driveway Permit	50.00
362.41F · Building Permit Filed	364.00
362.41S · Accessory Struc < 1000 ft	<u>50.00</u>
Total 362.41 · Building Permit	4,784.00
362.44 · Sewage Permits (SEO Fees)	1,378.00
362.48 · Demolition Permit	<u>50.00</u>
Total 362.40 · Protective Inspection Fees	6,212.00
362.47 · State fees for Permits	<u>45.00</u>
Total 362 · Public Safety	<u>6,257.00</u>
Total 360 · Gen. Govt. Charges for Services	6,382.00
392 · Interfund Operating Transfer	
392.95 · Transfer from Vet Mem	<u>825.00</u>
Total 392 · Interfund Operating Transfer	<u>825.00</u>
Total Income	111,686.46

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
404 · Solicitor/Legal Services	333.70
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	<u>4,392.40</u>
Total 405 · Secretary/Clerk	4,392.40
406 · Other General Govt. Admin	
Payroll	-1,061.24
406.21 · Office Supplies	209.60
406.32 · Communication - Phone/Wireless	581.74
406.34 · Advertising	526.73
406.38 · Rentals	1,430.17
406.48 · Internet Fees/Web Design	825.00
406.99 · Payroll Processing Fees	<u>58.50</u>
Total 406 · Other General Govt. Admin	2,570.50
408 · Engineering Services	
408.99 · Township engineer	<u>3,268.25</u>
Total 408 · Engineering Services	3,268.25
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	1,710.65
409.44 · Laundry/Other Sanitary Services	100.62
409.99 · Heating - Oil/Propane	<u>1,975.81</u>
Total 409 · General Government Bldg&Plants	<u>3,787.08</u>

Total 400 · General Government	14,820.68
410 · Public Safety	
411 · Fire	
411.99 · Fire Company - Miscellaneous	<u>1,722.75</u>
Total 411 · Fire	1,722.75
413 · Code Enforcement	
413.31 · Code enforcement pro. service	<u>6,617.00</u>
Total 413 · Code Enforcement	6,617.00
414 · Planning & Zoning	
414.34 · ZB Advertising, Print, & Bind	82.97
414.99 · Salary Zoning Officer	<u>909.25</u>
Total 414 · Planning & Zoning	992.22
415 · Emergency Management and Comm.	
415.31 · EMS - Professional Services	<u>50,000.00</u>
Total 415 · Emergency Management and Comm.	<u>50,000.00</u>
Total 410 · Public Safety	59,331.97
430 · Public Works Hwy,Rds,Streets	
432 · Winter Maintenance	
432.14 · Salaries Winter Maintenance	<u>17,942.18</u>
Total 432 · Winter Maintenance	17,942.18
437 · Repair of Tools & Machinery	
437.98 · Repair of Machinery	1,959.36
437.99 · Truck Repair	<u>6,203.97</u>
Total 437 · Repair of Tools & Machinery	8,163.33
438 · Road/Bridge Maint. and Repair	
438.25 · Repairs & Maint Supplies	2,265.83
438.99 · Truck Fuel	<u>1,475.13</u>
Total 438 · Road/Bridge Maint. and Repair	<u>3,740.96</u>
Total 430 · Public Works Hwy,Rds,Streets	29,846.47
450 · Culture-Recreation	
454 · GF Parks	
454.12 · Parks full time staff (GF)	3,122.47
454.15 · Parks part time staff (GF)	234.78
454.25 · Repairs & Maint Supplies	<u>581.65</u>
Total 454 · GF Parks	<u>3,938.90</u>
Total 450 · Culture-Recreation	3,938.90
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,628.20
481.20 · Employer paid Medicare	380.79
481.30 · Employer paid Unemployment Comp	409.55
483.49 · 457 Pension contribution	<u>1,526.00</u>
Total 481 · Employer paid Taxes	3,944.54
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	14,749.26
487.02 · Life Insurance	38.14

487.04 · Workers Compensation Vol Fire	1,215.00
487.98 · Employer Paid Disability	-29.76
Total 487 · Other Group Insurance Benefits	15,972.64
Total 480 · Misc. Expense	19,917.18
Total Expense	127,855.20
Net Income	-16,168.74

Jan 23

Income-LIGHT FUND

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

Mar 23

Other Income/Expense-CR

Other Income

341.02 · Interest on Savings	3.95
Total Other Income	3.95
Net Other Income	3.95
Net Income	3.95

Mar 23

Income-LFF

341.01 · Interest on Checking	93.61
355 · LFF State Shared Revenue	
355.03 · State Road Turnback Payments	600.00
Total 355 · LFF State Shared Revenue	600.00
Total Income	693.61
Expense	
430 · LFF Public Works	
432 · Winter Maintenance	21,289.54
438 · Maint./Repair Roads & Bridges	3,622.76
Total 430 · LFF Public Works	24,912.30
Total Expense	24,912.30
Net Income	-24,218.69

Mar 23

Income-HLLW

341.02 · Interest on Savings	60.72
Total Income	60.72
Total Expense	0.00
Net Income	60.72

Mar 23

Income-RECREATION

341.01 · Interest on Checking	5.31
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Total Income	5.31
Expense	0.00
Net Income	5.31
	Mar 23
Income- ESCROW	
341.000 · Interest Earnings	
341.01 · Interest on Checking	3.12
341.02 · Interest J&M, LLC	46.48
Total 341.000 · Interest Earnings	49.60
Total Income	49.60
Expense	0.00
Net Income	49.60
	Mar 23
Income- PARK	
341.01 · Interest on Checking	27.86
342.59 · Rental of Park Facilities	750.00
387 · Contributions and Donations	20.00
Total Income	797.86
Expense	
454 · Parks	
454.25 · Repairs & Maintenance Supplies	125.00
454.36 · Public Utilities	517.90
454.38 · Rental	269.00
Total 454 · Parks	911.90
Total Expense	911.90
Net Income	-114.04
	Mar 23
Income- EQUIPMENT	
341.02 Interest on Equip Fund	123.40
Total Income	123.40
Expense	0.00
Net Income	123.40
	Mar 23
Ordinary Income/Expense- Veterans	
Income	
341.03 Interest Memorial Fund	6.81
357.01 Grants/Donations	2,000.00
Total Income	2,006.81
Gross Profit	2,006.81
Expense	
492.95 Transfer to General Fund	825.00
Total Expense	825.00
Net Ordinary Income	1,181.81

Net Income		1,181.81
		Mar 23
Income-Covid		
	341.03 Interest Covid Fund	123.14
Total Income		123.14
Expense		0.00
Net Income		123.14
Total Income (all accounts)		115,716.30
Total Expense (all accounts)		154,504.40
Net Income(all accounts)		-38,788.10

Respectfully Submitted,

Tammy M. White

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Secretary/Treasurer

