

Board of Supervisors
Thursday, April 13th, 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, Engineer/Zoning Officer Chris Noll, Solicitor Marc Fisher, Secretary/Treasurer Tammy M. White, Assist. Secretary/Treasurer Kathy Hermany, and Trish Burkhardt, (Absent) Roadmaster Bruce Raber, and approximately 15 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Executive Session: Justin N. Smith announce that an executive session was held prior to the meeting to discuss personnel issues. The 3 board members where present in the session.

Media Representation: NWP, Marieke Andronache

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 03/09/23 and to direct the treasurer to pay the bills. Motion carried.

Fire Companies: LPFC Asst. Fire Chief Tim VanBlargan: 24 emergency calls to date; 1 member completed Mod 3 and has started Mod 4; 3 members completed Hazmat Awareness pro-board, 2 of them completed Hazmat Ops pro-board; 2 background checks to turn in for new members; April 22nd is Gun Bingo game start at 7pm; Next Hoagie sale is May 3rd orders due by April 21st. NTFC Fire Chief Gary Kuntz: 49 Emergency calls to date; 1 Member completed his fire officer III certification and 3 members MOD III; currently selling May calendar tickets; Fall Bash is scheduled for 09/16/23 with a big announcement coming soon; An order was placed for a Polaris Ranger 1000 crew Northstar with a delivery date of June 2023. The unit will have an enclosed cab with heat & A/C along with a Fire/rescue skid unit; The new tanker should arrive by the end of May 2023; 1 new fire fighter; New R&R program has been approved by NTFC membership, \$20,000 is needed to fully fund this program for 2023. A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving Fire Police to help on May 13th for a car show in Virginville. Motion carried unanimously.

Road Report: Bruce Raber, Road master, reported for the month of **March:** (1) Cold Patching. (2) Filled Pot Holes on Dirt Roads. (3) Plowed & Treated Roads – unloaded and washed trucks. (4) Hand many trees come down on roads due to wind. (5) Installed 2 new pipes on Weaver Ct. 15" x 40'. (6) Cleaned out fitters & cut shoulders & stoned all dirt roads. (7) Helped Weisenberg Twp. Pave a parking lot in their park. (8) Started working on weavers Ct. getting it ready to put millings down. Later to be oiled and chipped. (9) Started cleaning intersections & roads. Anticipated work for **April:** (1) Finish up cleaning intersections & sweep roads. (2) Start working on roads to be paved.

Stone & Bituminous Material Bids: See 2023 bid results below.

		200 Ton #67	600 Ton #57	1600 Ton	2000 Ton #8	500 Ton	300 Ton	300 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	\$16.95	\$16.00	\$12.80	\$22.50	\$15.95		
	Total	\$3,390.00	\$9,600.00	\$20,480.00	\$45,000.	\$7,975.00		
	Delivered	\$23.55	\$22.60	\$19.40	\$29.10	\$22.55		
	Total	\$4,710.00	\$13,560.00	\$31,040.00	\$58,200.	\$11,275.		
New Enterprise	FOB	\$16.00	\$16.00	\$10.80	\$33.40	\$14.30	\$18.40	\$7.90
	Total	\$3,200.00	\$9,600.00	\$17,280.00	\$66,800.	\$7,150.00	\$5,520.00	\$2,370.00
	Delivered	\$23.00	\$23.00	\$17.35	\$40.40	\$21.30	\$24.95	\$15.20
	Total	\$4,600.00	\$13,800.00	\$27,760.00	\$80,800.	\$10,650.	\$7,485.00	\$4,560.00
		600 Ton	1100 Ton	500 Ton	500 Ton	200 Ton	400 Ton	350 Ton
<u>COMPANY</u>		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	\$15.60	\$65.00	\$65.00	\$59.00	\$52.50	\$63.00	
	Total	\$9,360.00	\$71,500.00	\$32,500.00	\$29,500.	\$10,500.00	\$25,200.00	
	Delivered	\$22.20	\$74.00	\$74.00	\$68.00	\$61.50	\$72.00	
	Total	\$13,320.00	\$81,400.00	\$37,000.00	\$34,000.	\$12,300.00	\$28,800.00	
New Enterprise	FOB	\$16.00	\$74.00	\$74.00	\$65.40	\$59.45	\$68.40	\$147.00
	Total	\$9,600.00	\$81,400.00	\$37,000.00	\$32,700.	\$11,890.00	\$27,360.00	\$51,450.00
	Delivered	\$23.00	\$83.40	\$83.40	\$74.80	\$68.85	\$77.80	\$154.30

	Total	\$13,800.00	\$91,740.00	\$41,700.00	\$37,400.	\$13,770.00	\$31,120.00	\$54,005.00
		200 Ton	450 Ton	300 Ton				
COMPANY		B-1	#R3 Stone	#R4 Stone				
		Sand						
Lehigh Asphalt	FOB	\$18.50	\$18.00	\$21.00				
	Total	\$3,700.00	\$8,100.00	\$6,300.00				
	Delivered	\$25.10	\$24.60	\$27.60				
	Total	\$5,020.00	\$11,070.00	\$8,280.00				
New Enterprise	FOB		\$16.10	\$16.10				
	Total		\$7,245.00	\$4,830.00				
	Delivered		\$23.10	\$24.10				
	Total		\$10,395.00	\$7,230.00				
			Diesel Fuel					
PAPCO			NO BIDS REVEIVED					

A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour to accept all the **2023 Road Material bids** Motion carried unanimously. A second motion made by Brian C. Dietrich to accept the lowest highlighted bids on the chart above for the stone bids and below for the Joint Oil Bids and Line Painting bids, this was seconded by Steve I. Feinour. Motion carried unanimously.

Joint Oil Bids and Joint Line Painting: See 2023 bid results below. Joint bidding was done by Heidelberg Twp. and all bids were accepted.

Joint Oil Bids (Lynn Twp. Portion)–Received for Oil~45,000 Gallons CRS-2PME3M

Oil Bids Received	CRS-2PME3M-LYNN TWP
Asphalt Maint. Solutions, LLC Heidelberg~Lynn~Weisenberg~Lowhill 30K 45K 60K 35K	45,000 Gallons \$2.62 Gal. Total=\$ 117,900.00
Midland Asphalt Materials, Inc Heidelberg~Lynn~Weisenberg~Lowhill 30K 45K 60K 35K	45,000 Gallons \$2.67 Gal. Total=\$120,150

Joint Line Painting Bids (Lynn Twp. Portion)–24 Miles

	Unit Price Per Mile	150,000 LF Dbl. Yellow Traffic Lines
A-1Traffic Control Products, LLC	\$528.00	24 miles*\$528.00 = \$12,672.00

Park: Eagle Scout Project: Ben Surman, from troop #89, presented the BOS with his Eagle Scout project. His project is to erect a Gaga Ball Pit. A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich approving the project based on the describe location between the playgrounds and to get final approval from Chris Noll and Bruce Raber on the site and the dimensions. Motion carried unanimously. The BOS also signed initial paperwork for Ben to proceed and the BOS also signed another paper allowing Ben to do fundraising for the project. Ed Sawyer: Cleared pond; laid 60 yards of mulch; Repaired small bridge from monument to pavilion, but will need to be replaced next year; Troop #89 did clean up in the park; Pond was treated; Park opens 5/6/23; Stoned year loop with Modified and 2B; Springhouse needs slates; Playground timbers where replaced. Golf Cart: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour to purchase from, Golf Cart Services, a refurbished 2017 Cushman Hauler @ the price of \$5,190.00. Motion carried unanimously.

Ag Security proposal- A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour accepting the Ag Security proposal of Michael & Abigail Gross, 7118 Springhouse Rd. New Tripoli, PA 18066; pin#551071987121-1, 10 acres, and to direct Marc Fisher and the staff to proceed. Motion accepted unanimously.

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 \$1,750.00 for the

agreement, and \$150.00 per month for any month in which updates are provided by Kessler Freedman.. Motion carried unanimously.

Resolution 2023-9- A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour adopting Reso: 2023-09; A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUTY, PA READOPTING CERTAIN PREVIOUSLY APPROVED PARCELS INTO THE AGRICULTURAL SECURITY AREA OF THE TOWNSHIP AS WELL AS CERTAIN PARCELS INTO THE AGRICULTURAL SECURITY AREA OF THE TOWNSHIP THAT WERE SUBMITTED IN 1995. Motion carried unanimously.

Northern Lehigh Multi-Municipal Plan- Lengthy discussion was held and Justin Smith shared his concern. He also shared the concerns with Brian Carl @ Weisenberg Twp. The committee had met and did agree to make some changes. Justin Smith still has concerns stemming from the MPC as well as that the draft Plan does not allow for amendments. Justin Smith will attend the May 2nd meeting along with Brian C. Dietrich at Washington Township.

Miscellaneous: (1) Tax Bills-Fritz Najarian suggested that Berks could possibly mail multiple tax bills in one envelope to those individual that have multiple properties. (2) Kitchen/Bathroom in Pavilion- Chris Noll will check with Ryan Christman to see if the bids are ready to be advertised for completion of the Kitchen/Bathroom in the Pavilion. (3) Brian Dietrich thanked the Board and Staff and everyone who sent flowers/cards during the loss of his Mother. (4) EMC Deputy – A motion was made by Steve I. Feinour and seconded by Brian C. Dietrich appointing Dawn Didra as Deputy to EMC Phil Hobel at same cost as Phil. Motion carried unanimously. Dawn Didra is the EMC for Heidelberg Township and they also appointed Phil Hobel as their Deputy. (5) EMC FB Page – A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving EMC Phil Hobel to create a FB Page, and proposing that the Board is notified of anything that is to be posted with the Township letterhead.

Public Comment: Donald Christ wished Bruce a good recovery and also thanked Ed Sawyer and Tina Snyder for their work in the Park.

Announcements:

- 16th annual Pow-wow May 18th, 19th, 20th, 21th, 2023 Ontelaunee Park Admission \$7, Seniors and Veterans \$5, Children under 12 free.
- 5K Run NWL Educational Foundation Saturday, May 27, 2023; 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 7:28 pm.

As of April 30, 2023

	2023	2022
PARK	\$3,844.27	\$2,501.15
GF	(\$66,378.30)	(\$139,625.16)
St.		
Light	\$165.44	(\$886.24)
LFF	(\$48,252.24)	\$272,405.66
Equip	\$473.49	\$35,099.99
Escrow	\$1,019.99	\$1,143.54
Rec	\$19.02	\$6,003.05
Veteran	(\$4,353.80)	\$17,956.64
COG	(\$340.74)	\$36.88
CR	(\$151,436.83)	\$16,771.83
Covid	\$472.50	\$283.60
	(\$264,767.20)	\$211,690.94

TOTAL

Income-GENERAL FUND

301 · Real Property Taxes

301.40 · Delinquent RE Tax-Tax Claim

300.53

Total 301 · Real Property Taxes

300.53

310 · Local Tax Enabling Act

310.10 · Real Estate Transfer Tax

3,784.10

310.20 · Earned Income Tax

310.21 · Earned Income Tax-Current	21,052.06
Total 310.20 · Earned Income Tax	21,052.06
Total 310 · Local Tax Enabling Act	24,836.16
331 · Fines	
331.10 · Court - Magistrate	3.43
Total 331 · Fines	3.43
341 · Interest	
341.01 · Interest on Checking	61.48
Total 341 · Interest	61.48
360 · Gen. Govt. Charges for Services	
361 · General Government	
361.30 · Zoning-Subdiv-Land Dev Fees	1,835.54
361.97 · Zoning Board Appeal Fee	900.00
Total 361 · General Government	2,735.54
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	1,874.50
362.41D · Driveway Permit	50.00
362.41F · Building Permit Filed	450.00
362.41S · Accessory Struc < 1000 ft	385.50
Total 362.41 · Building Permit	2,760.00
Total 362.40 · Protective Inspection Fees	2,760.00
362.47 · State fees for Permits	127.00
Total 362 · Public Safety	2,887.00
Total 360 · Gen. Govt. Charges for Services	5,622.54
392 · Interfund Operating Transfer	
392.03 · Transfer from CD #869	150,000.00
392.95 · Transfer from Vet Mem	637.50
392.99 · Transfer from COG	573.58
Total 392 · Interfund Operating Transfer	151,211.08
Total Income	182,035.22

Expense

400 · General Government	
400.00 · Legislative (Governing) Body	
400.05 · Supervisor Salaries	1,733.75
Total 400.00 · Legislative (Governing) Body	1,733.75
404 · Solicitor/Legal Services	685.10
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	6,292.40
Total 405 · Secretary/Clerk	6,292.40
406 · Other General Govt. Admin	
Payroll	-1,474.44
406.12 · Salary Full Time Staff	3,869.44
406.21 · Office Supplies	387.60

406.23 · Postage	70.59
406.32 · Communication - Phone/Wireless	316.16
406.38 · Rentals	156.77
406.46 · Mtg., Conf.,Cont.Ed.	450.00
406.48 · Internet Fees/Web Design	1,450.00
406.99 · Payroll Processing Fees	<u>126.13</u>
Total 406 · Other General Govt. Admin	5,352.25
408 · Engineering Services	
408.99 · Township engineer	<u>4,152.25</u>
Total 408 · Engineering Services	4,152.25
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	2,184.30
409.44 · Laundry/Other Sanitary Services	201.24
409.99 · Heating - Oil/Propane	<u>1,702.10</u>
Total 409 · General Government Bldg&Plants	<u>4,087.64</u>
Total 400 · General Government	22,303.39
410 · Public Safety	
411 · Fire	
411.99 · Fire Company - Miscellaneous	<u>3,143.64</u>
Total 411 · Fire	3,143.64
413 · Code Enforcement	
413.31 · Code enforcement pro. service	<u>3,132.75</u>
Total 413 · Code Enforcement	3,132.75
414 · Planning & Zoning	
414.34 · ZB Advertising, Print, & Bind	143.69
414.98 · Zoning Recording/Transcription	250.00
414.99 · Salary Zoning Officer	<u>1,156.00</u>
Total 414 · Planning & Zoning	<u>1,549.69</u>
Total 410 · Public Safety	7,826.08
420 · Health and Human Services	
422 · Vector (Animal) Control	
422.99 · Stray Animals	<u>240.00</u>
Total 422 · Vector (Animal) Control	<u>240.00</u>
Total 420 · Health and Human Services	240.00
430 · Public Works Hwy,Rds,Streets	
437 · Repair of Tools & Machinery	
437.01 · Repairs and Maint COG Equipment	573.58
437.99 · Truck Repair	<u>2,795.95</u>
Total 437 · Repair of Tools & Machinery	3,369.53
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	17,070.44
438.25 · Repairs & Maint Supplies	1,220.31
438.99 · Truck Fuel	<u>2,753.54</u>
Total 438 · Road/Bridge Maint. and Repair	<u>21,044.29</u>
Total 430 · Public Works Hwy,Rds,Streets	24,413.82
450 · Culture-Recreation	

454 · GF Parks

454.12 · Parks full time staff (GF)	3,059.60
454.15 · Parks part time staff (GF)	201.24
454.25 · Repairs & Maint Supplies	2,191.29

Total 454 · GF Parks 5,452.13

Total 450 · Culture-Recreation 5,452.13

480 · Misc. Expense

481 · Employer paid Taxes

481.10 · Employer paid FICA	2,010.55
481.20 · Employer paid Medicare	470.20
481.30 · Employer paid Unemployment Comp	243.58
483.49 · 457 Pension contribution	1,526.00
483.50 · Pension Admin Fees	3,500.00

Total 481 · Employer paid Taxes 7,750.33

486 · Insurance

486.10 · Insurance - Liability	6,886.40
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Total 486 · Insurance 6,886.40

487 · Other Group Insurance Benefits

487.01 · Health Insurance	17,023.14
487.03 · Workmans Compensation	3,347.75
487.04 · Workers Compensation Vol Fire	1,215.00

Total 487 · Other Group Insurance Benefits 21,585.89

489 · All other unclassified Expenses

489.98 · Clothing Allowance	84.90
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Total 489 · All other unclassified Expenses 84.90

Total 480 · Misc. Expense 36,307.52

Total Expense 96,542.94

Net Income 85,492.28

Jan 23

Income-LIGHT FUND

383.11 · Street Lighting Tax	165.44
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Total Income 165.44

Total Expense 0.00

Net Income 165.44

Apr 23

Ordinary Income/Expense-CR

Expense

492 · Interfund Operating Transfers

492.02 · Transfer to GFMM	150,000.00
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Total 492 · Interfund Operating Transfers 150,000.00

Total Expense 150,000.00

Net Ordinary Income -150,000.00

Other Income/Expense

Other Income

387 · Contributions and Donations	20.00
392 · Interfund Operating Transfer	
392.97 · Transfer from Recreation Fund	3,000.00
Total 392 · Interfund Operating Transfer	3,000.00
Total Income	4,495.71
Expense	
454 · Parks	
454.25 · Repairs & Maintenance Supplies	318.75
454.59 · Rental fee Deposit Refund	50.00
Total 454 · Parks	368.75
Total Expense	368.75
Net Income	4,126.96
	Apr 23
Income-EQUIPMENT	
341.02 Interest on Equip Fund	111.54
Total Income	111.54
Expense	0.00
Net Income	111.54
	Apr 23
Ordinary Income/Expense-VETERAN	
Income	
341.03 Interest Memorial Fund	7.03
Total Income	7.03
Gross Profit	7.03
Expense	
492.95 Transfer to General Fund	637.50
Total Expense	637.50
Net Ordinary Income	-630.47
Net Income	-630.47
	Apr 23
Income-COVID	
341.03 Interest Covid Fund	111.31
Total Income	111.31
Expense	0.00
Net Income	111.31
Total Income (all accounts)	187,097.15
Total Expense (all accounts)	262,633.99
Net Income(all accounts)	-75,536.84

Respectfully
Submitted

Tammy M. White
Tammy M
White

341.02 · Interest on Savings	3.57
Total Other Income	3.57
Net Other Income	3.57
Net Income	-149,996.43
	Apr 23
Income-LFF	
341.01 · Interest on Checking	62.46
Total Income	62.46
Expense	
430 · LFF Public Works	
438 · Maint./Repair Roads & Bridges	14,511.22
Total 430 · LFF Public Works	14,511.22
Total Expense	14,511.22
Net Income	-14,448.76
	Apr 23
Income-HLLW	
341.02 · Interest on Savings	54.73
Total Income	54.73
Expense	
492 · Interfund Transfer	
492.01 · Transfer to GF Cking	573.58
Total 492 · Interfund Transfer	573.58
Total Expense	573.58
Net Income	-518.85
	Mar 23
Income-RECREATION	
341.01 · Interest on Checking	5.31
Total Income	5.31
Expense	0.00
Net Income	5.31
	Apr 23
Income-ESCROW	
341.000 · Interest Earnings	
341.01 · Interest on Checking	2.82
341.02 · Interest J&M, LLC	42.01
Total 341.000 · Interest Earnings	44.83
Total Income	44.83
Expense	0.00
Net Income	44.83
	Apr 23
Income-PARK	
341.01 · Interest on Checking	25.71
342.59 · Rental of Park Facilities	1,450.00