

Board of Supervisors
Thursday, May 11th, 2023 @ 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 Brian C. Dietrich, Member Steve I. Feinour, Secretary/Treasurer Tammy M. White, Asst. Secretary/Treasurer Trish Burkhardt, Road Master Bruce Raber, Solicitor Marc Fisher, Zoning Officer Chris Noll, and approximately 15 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Executive Session: Justin N. Smith announced that an executive session was held prior to the meeting to discuss safety and security issues. Present in the session were Justin N. Smith, Brian C. Dietrich, Steve I. Feinour, Phil Hobel EMC, and Solicitor Marc Fisher.

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 to accept the minutes from 04/13/23 and to direct the treasurer to pay the bills. Motion carried unanimously.*

Fire Companies: NTFC EMC Phil Hobel reported: 61 calls as of 05/11/23; Earl is taking VRT certification; Earl, Scott M., Kayla M. taking OPS Refresher at St. 2; Scott McNevin and Kayla are taking their VRT certification; Adam Peter is taking his pumps I certification; Josh McQuilken and Abby Fusselman will be taking their EMT certification; Adam Peter and Sal are both working on classes online; Owen Snyder started the FFI Academy at Fogelsville; NTFC will be attending a live burn on Saturday 06/03 at the Berks county Fire training grounds with several Berks Departments; Raymond the Amish comic was a success along with food trucks on Saturday 5/6; May calendar drawing is under way; Bash tickets should be on sale by June with an attendance prize of a Ford Bronco; Vince's cheesesteak truck at NTFC this evening; The new tanker is on schedule to be delivered by the end of May; A Polaris Northstar 1000 Ultimate UTV is on order and a Fire/Rescue skid will be ordered next week. LPFC Assistant Recording Secretary Cindy Loch reported: Vince's Cheesesteaks will be in the township parking lot on Wednesday, May 17 from 2-7pm; 5/21 is surf, turf and wine bingo.

Resolution 2023-10: *A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving Resolution 2023-10: A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TWP, LEHIGH COUNTY, PA FOR THE TRANSFER OF UNENCUMBERED MONEYS FROM ONE TOWNSHIP ACCOUNT TO ANOTHER. Motion carried unanimously.* The Resolution was to close the subdivisions for Ron Jerdon; Miller/Rutherford; Daniel Kistler.

EMC: Resolution 2023-11: *A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving Resolution 2023-11: A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TWP, LEHIGH COUNTY, PA AMENDING THE LYNN TOWNSHIP EMERGENCY OPERATIONS PLAN. Motion carried unanimously.* First Net: The BOS directed Phil Hobel to look into First Net and find out cost specifics.

Road Report: *Bruce Raber, Road master, reported for the month of April:* (1) Millings Are down & ready to be oiled & chipped on Weavers Ct. (2) Went & helped Weisenberg Twp with their paving projects. (3) Worked on getting our roads ready for paving. (4) Working on Lynn paving projects with the help of the other 3 townships. Anticipated work for May: (1) Finish up Lynn paving projects. (2) Work on roads that are to be oiled & chipped. Bruce Raber added that Lynn Twp won the bid from Upper Mac for a used 2007 Mack Granite dump truck.

Park: Scout Project Update: Justin N. Smith signed the contract for Ben Shurman for him to proceed with his Eagle Scout project. Ben stated that he was going to get the wood donated for the Gaga Ball Pit. The BOS suggested that the Gaga Ball Pit be put by the small pavilion by the playground. Ben Shurman will update the BOS regarding the concrete.

Kitchen/Bathroom Update: Chris Noll will check with Ryan Christman to see what the status is. Chris added that Ryan met with Donald Christ to go over septic and sewer. Large Flowerhead concert contract: *A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving the Large Flowerhead concert scheduled for 09/24/23 from 2-5pm at the cost of \$1,400.00. Motion carried unanimously.*

Solar Ordinance: Discussion was held regarding the draft Solar Ordinance. Penn State is hosting a Webinar on May 17th. Harold Handwerk encourage the BOS to come back to the PC cause the sooner there is something done the better. Fritz Najarian stated that Thomas Murphy from PSATS is willing to look at the draft at no charge to the township.

Northern Lehigh Multi-Municipal Plan- Discussion was held. Justin N. Smith spoke with Brian Carl and stated that he feels there are Benefits and draw backs to the Plan. Justin N. Smith stated that he was going to talk to Brian Carl again before next meeting. Brian C. Dietrich suggested that the BOS needs to move forward with the Plan because Lynn Twp has already put money into the Plan with approximately 5K more to contribute. Brian stated it would cost the township a large amount of money if Lynn Twp had to do a Plan on their own.

Resolution 2023-13: *A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving Resolution 2023-13: A CERTIFIED RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF LYNN LEHIGH COUNTY, PA TO OPEN AND MAINTAIN ACCOUNTS. Motion carried unanimously.* The resolution was to remove Kathy Hermany and Tara Jones from Bank authorization and to add Trish Burkhardt.

Resolution 2023-14: A motion was made by Brian C. Dietrich and seconded by Steve I. Feinour approving Resolution 2023-14: A CERTIFIED RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF LYNN, LEHIGH COUNTY, PA TO OPEN AND MAINTAIN SAFETY DEPOSIT BOX AND ESCROW ACCOUNTS. Motion carried unanimously. The resolution was to remove Kathy Hermany and Tara Jones from the Safe Deposit box and escrow accounts and to add Trish Burkhardt.

Miscellaneous: (1) Chris Noll stated that things are working out very well with Trish Burkhardt. (2) Discussion was held with Michael Peters of 7991 Kings Highway regarding the parking of his vehicle along Rte. 143. Residents present regarding the issue where Bill Miller, Dan & Kathy Seneca. Chris Noll will look into the property and forward a letter to the property owner and the tenant. (3) Lynville Hotel: Justin N. Smith suggested that the Barn that collapsed be included at the ZHB on 05/23, with their request for an extension so they can meet guidelines.

Public Comment: (1) Resident Tami Wislowski addressed the BOS with continued concerns regarding the hoarder house (outside) across from the Bank on the corner of Camp Meeting Rd. Chris Noll will contact owner again and remain on top of it. Chris Noll added that Lynn Twp has a Nuisance Ordinance but is affective when the welfare and safety of an individual(s) are at risk. (2) Resident Cindy Loch asked if there was an ordinance for private shooting range. Chris Noll stated that there is no ordinance only that 150 yards distance from any existing properties/buildings must be maintained. (3) Resident Fay Dietrich addressed her concerns that Justin N. Smith spoke with 2 PC members regarding commercial expansion. Justin N. Smith stated that he spoke with the 2 candidates running for his seat on the BOS, Fritz Najarian and Ron Jerdon.

Announcements:

- (1) 16th annual Pow-wow May 18th, 19th, 20th, 21st 2023.
- (2) NW Lehigh Education Foundation 5k in Ontelaunee Park Sat. May 27, 2023 9am.
- (3) 2nd Annual Memorial Day Ceremony, Ontelaunee Park Monday, May 29th 11am.

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 7:31 pm.

As of May 31, 2023

Account	Balance	Total
General Fund	196,761.83	
Capital Reserve	5,405.73	
CD's	793,168.83	
Covid	140,717.20	
Zoning/Subdivision	72,674.00	
Veteran	12,215.45	
HLLW COG	83,032.52	
State Road	43,234.09	
Equipment	124,001.39	
Street Light	2,193.85	
Park	87,895.48	
Recreation	12,683.38	
		1,573,983.75
		Total
301 - Real Property Taxes	16,845.88	
301.10 - Real Estate Tax-Current		
301.40 - Delinquent RE Tax-Tax Claim	188.51	
Total 301 - Real Property Taxes	17,034.39	
310 - Local Tax Enabling Act		
310.10 - Real Estate Transfer Tax	7,112.35	
310.20 - Earned Income Tax		
310.21 - Earned Income Tax-Current		
Total 310.20 - Earned Income Tax	128,175.05	
Total 310 - Local Tax Enabling Act	135,287.40	
		TOTAL

321 · Business Licenses and Permits	
321.80 · Cable Television Franchise	12,885.29
Total 321 · Business Licenses and Permits	12,885.29
341 · Interest	
341.01 · Interest on Checking	126.97
Total 341 · Interest	126.97
342 · Interest, Rents & Royalties	
342.53 · Royalties from Cell Tower Rent	1,331.00
Total 342 · Interest, Rents & Royalties	1,331.00
360 · Gen. Govt. Charges for Services	
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	7,764.00
362.41F · Building Permit Filed	500.00
362.41S · Accessory Struc < 1000 ft	75.00
Total 362.41 · Building Permit	8,339.00
362.42 · Electrical Permit	200.00
362.44 · Sewage Permits (SEO Fees)	995.00
362.48 · Demolition Permit	25.00
Total 362.40 · Protective Inspection Fees	9,559.00
362.47 · State fees for Permits	76.50
Total 362 · Public Safety	9,635.50
Total 360 · Gen. Govt. Charges for Services	9,635.50
392 · Interfund Operating Transfer	
392.91 · Transfer from Covid Fund	12,914.00
392.92 · Transfer from Equip Fund	65,000.00
392.95 · Transfer from Vet Mem	196.17
392.98 · Transfer from SubD/Zoning	1,302.10
392.99 · Transfer from COG	1,005.18
Total 392 · Interfund Operating Transfer	80,417.45
Total Income	256,718.00

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	
403.16 · Commission Paid as Compensation	918.43
Total 403 · Tax Collection	918.43
404 · Solicitor/Legal Services	1,179.84
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	12,181.10
405.35 · Insurance and Bonding	1,853.00
Total 405 · Secretary/Clerk	14,034.10
406 · Other General Govt. Admin	

Payroll	406.12	Salary Full Time Staff	4,124.27
	406.21	Office Supplies	14,235.26
	406.23	Postage	76.85
	406.32	Communication - Phone/Wireless	451.75
	406.34	Advertising	190.02
	406.38	Rentals	187.48
	Total 406	Other General Govt. Admin	17,289.64
	408	Engineering Services	
	408.99	Township engineer	2,929.50
	Total 408	Engineering Services	2,929.50
	409	General Government Bldg&Plants	
	409.36	Public Utility Services (TWP)	1,941.51
	409.44	Laundry/Other Sanitary Services	813.35
	Total 409	General Government Bldg&Plants	2,754.86
	Total 400	General Government	39,575.12
	410	Public Safety	
	413	Code Enforcement	
	413.31	Code enforcement pro. service	8,735.00
	Total 413	Code Enforcement	8,735.00
	414	Planning & Zoning	
	414.31	Professional services	900.00
	414.34	ZB Advertising, Print, & Bind	131.53
	414.98	Zoning Recording/Transcription	500.00
	Total 414	Planning & Zoning	1,531.53
	419	Other Public Safety	
	419.99	PA One Call	6.77
	Total 419	Other Public Safety	6.77
	Total 410	Public Safety	10,273.30
	430	Public Works Hwy,Rds,Streets	
	437	Repair of Tools & Machinery	
	437.01	Repairs and Maint COG Equipment	1,005.18
	437.74	Equipment purchase	65,185.47
	437.98	Repair of Machinery	349.86
	437.99	Truck Repair	1,949.80
	Total 437	Repair of Tools & Machinery	68,490.31
	438	Road/Bridge Maint. and Repair	
	438.14	Salaries for Road Maint	25,609.62
	438.99	Truck Fuel	2,765.82
	Total 438	Road/Bridge Maint. and Repair	28,375.44
	Total 430	Public Works Hwy,Rds,Streets	96,865.75
	450	Culture-Recreation	
	454	GF Parks	
	454.12	Parks full time staff (GF)	4,514.40
	454.15	Parks part time staff (GF)	276.71
	454.25	Repairs & Maint Supplies	756.40

454.37 · Repairs and Maint. serv (park)	2,375.00
Total 454 · GF Parks	7,922.51
Total 450 · Culture-Recreation	7,922.51
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	3,032.21
481.20 · Employer paid Medicare	709.15
481.30 · Employer paid Unemployment Comp	258.24
483.49 · 457 Pension contribution	2,289.00
Total 481 · Employer paid Taxes	6,288.60
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	15,886.20
487.02 · Life Insurance	55.54
487.04 · Workers Compensation Vol Fire	1,215.00
Total 487 · Other Group Insurance Benefits	17,156.74
489 · All other unclassified Expenses	
489.98 · Clothing Allowance	38.94
Total 489 · All other unclassified Expenses	38.94
Total 480 · Misc. Expense	23,484.28
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	213,120.96
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Net Income	43,597.04
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May 23

Income-LIGHT FUND

383.11 · Street Lighting Tax	1,522.79
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Total Income	1,522.79
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Expense	0.00
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Net Income	1,522.79
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May 23

Other Income/Expense-CR

Other Income

341.02 · Interest on Savings	4.21
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Total Other Income	4.21
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Net Other Income	4.21
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Net Income	4.21
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May 23

Income-LFF

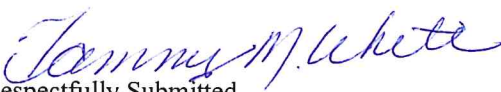
341.01 · Interest on Checking	48.06
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Total Income	48.06
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Expense

430 · LFF Public Works	
439 · HW Construction/Rebuilding Proj	
430 · LFF Public Works	50,044.80
Total 430 · LFF Public Works	50,044.80
Total Expense	50,044.80
Net Income	-49,996.74
May 23	
Income-HLLW	
341.02 · Interest on Savings	64.24
Total Income	64.24
Expense	
492 · Interfund Transfer	
492.01 · Transfer to GF Cking	1,005.18
Total 492 · Interfund Transfer	1,005.18
Total Expense	1,005.18
Net Income	-940.94
May 23	
Income-RECREATION	
341.01 · Interest on Checking	4.58
Total Income	4.58
Expense	
492 · Interfund Transfer	
492.01 · Transfer to GF Cking	1,005.18
Total 492 · Interfund Transfer	1,005.18
Total Expense	1,005.18
Net Income	-940.94
May 23	
Income-ESCROW	
341.000 · Interest Earnings	
341.01 · Interest on Checking	3.04
341.02 · Interest J&M, LLC	49.54
Total 341.000 · Interest Earnings	52.58
Total Income	52.58
Expense	
492 · Interfund Operating Transfers	
492.02 · Transfer to GFM	1,302.10
Total 492 · Interfund Operating Transfers	1,302.10
Total Expense	1,302.10
Net Income	-1,249.52
May 23	
Income-PARK	
341.01 · Interest on Checking	281.61
342.59 · Rental of Park Facilities	2,700.00
387 · Contributions and Donations	20.00
Total Income	3,001.61
Expense	
454 · Parks	
454.25 · Repairs & Maintenance Supplies	581.90

454.38 · Rental	158.98
454.59 · Rental fee Deposit Refund	450.00
Total 454 · Parks	1,190.88
Total Expense	1,190.88
Net Income	1,810.73
	May 23
Income-EQUIPMENT	
341.02 Interest on Equip Fund	141.03
392 Tranfer of funds	
392.92 Tranfer from GFMM	35,000.00
Total 392 Tranfer of funds	35,000.00
Total Income	35,141.03
Expense	
492.01 Transfer to GF Checking	65,000.00
Total Expense	65,000.00
Net Income	-29,858.97
	May 23
Ordinary Income/Expense-VETERANS	
Income	
341.03 Interest Memorial Fund	8.79
357.01 Grants/Donations	1,748.10
Total Income	1,756.89
Gross Profit	1,756.89
Expense	
492.95 Transfer to General Fund	196.17
Total Expense	196.17
Net Ordinary Income	1,560.72
Net Income	1,560.72
	May 23
Income-COVID	
341.03 Interest Covid Fund	120.91
Total Income	120.91
Expense	
492.91 Transfer to GF	12,914.00
Total Expense	12,914.00
Net Income	-12,793.09
Total Income (all accounts)	298,434.90
Total Expense (all accounts)	344,774.09
Net Income(all accounts)	-46,339.19


 Respectfully Submitted,
 Tammy M. White
 Secretary/Treasurer

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