

**Board of Supervisors**  
**Thursday, October 12th, 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, Secretary/Treasurer Tammy M. White, Solicitor Marc Fisher, Engineer Kevin Horvath, Road Master Bruce Raber, and approximately 25 citizens.

**Pledge of Allegiance:** The Pledge of Allegiance was conducted.

**Media Representation:** Marie Maritch from the NW Press

**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 Justin N. Smith to accept the minutes from 09/14/23 BOS meeting and the 09/27/2023 Budget meeting and to direct the treasurer to pay the bills. Motion carried unanimously.

**Subdivision:** Case Subdivision: A motion was made by Brian C. Dietrich and seconded by Justin N. Smtih approving the Case Site Plan and Sewage Planning Module based on condition listed on KCE letters dated September 14, 2023 and October 5, 2023. Motion carried unanimously. Well Waivers: A motion was made by Brian C. Dietrich and seconded by Justin N. Smith approving a well waiver for 5481 Owl Valley Rd. as well as 8083 Allemaengel Rd. Motion carried unanimously.

**Fire Companies:** LPFC Asst. Fire Chief, Tim VanBlargan: 56 emergency calls to date; 10/12 at Jacobs church for fire prevention month; next hoagie pick up is Nov. 1<sup>st</sup> orders due by 10/20; Saturday Nov. 11<sup>th</sup> is gun bingo with tickets still available; Tickets are still available for the turkey raffle and 200 Club. NTFC Fire Chief, Gary Kuntz: 135 calls to date; currently have 5 fire team members working on completing their FF II certification. On 10/16 a group will be going to the Whitehall burn tower for live suppression training; Thanksgiving filling sale is going on now, for details check out their Facebook page; Thank you to all departments that helped at the historic Fall Bash (St. 14, 51, Berks 33, Skook, 37), 2,200+ people were in attendance. With out the 150+ volunteers this event would not be possible; currently working on the 2024 Fire Chief's budget. Prices continue to increase across the board for gear and other consumable items. Our primary engine is due for replacement by 2026 at the cost of 900K+, On top of that there will be a radio upgrade project in 2025 and that will require the FC to purchase new radios at a cost of over 200K; The pump testing schedule will be changed to yearly to help improve the ISO score which can help lower insurance premiums for residents & businesses. Property owners with a pone are encouraged to consider adding a dry hydrant for quick access to a water supply year wound; the 4 departments are working on a Regional Christmas Pary on December 9<sup>th</sup> 2023 at St. 17; there is a regionalization meeting being held at Germansville Fire Co. on 10/23/23 @ 6:30 pm pertaining to the crisis in the Fire service; We applied for the annual OSFC grant for 2024; 1 background check to turn in.; Fire prevention at the school and 10/23 at Ebenezer church.

**Road report:** Bruce Raber, Road master, reported for the month of September: (1) 2 small paving jobs (Red Rd. & Sweitz Rd.) (2) Cut grass in the park before new hire Ryan Rucker started. (3) Finished cold patching. (4) Cut shoulders & cleaned out gutters on Bachman Rd. (5) Repaired & Replaced a few Road signs. (6) Worked on a section of Hummingbird Rd. from Saint Peters Road. to State Rd. (dirt rd.) (7) Hauled scrap metal to scrap yard \$131.00. Anticipated work for October: (1) Get truck & equipment ready to tree trim & start tree trimming. (2) Clean out a few more cutters & cut some shoulders. (3) Get trucks & equipment ready for winter.

**Park:** Dietrich stone masonry finished the repairs to the stone on the front of the bandshell. New employee Ryan Rucker is doing a good job.

**Appointment of Supervisors:** 3 applicants to replace Steve I. Feinour term are: Jason Moyer, Greg Snyder, and Ron Jerdon. Justin N. Smith motioned to appoint Ron Jerdon, Brian C. Dietrich did not second the motion died. Brian C. Dietrich motioned to appoint Greg Snyder, Justin N. Smith did not second the motion, motion died. Brian C. Dietrich motioned to appoint Jason Moyer, Justin N. Smith did not second the motion, motion died. Brain C. Dietrich motioned to appoint Kermit E. DeLong, Justin N. Smith did not second the motion, motion died. A public meeting will be advertised and held with in 15 days, which will include Justin N. Smith, Brian C. Dietrich, and Vacancy board member Kermit DeLong. If a motion to appoint someone does not occur at the meeting, a petition will be filed in court by Kermit E. DeLong and a Judge will choose the new member and it can be anyone and does not have to be one of the 3 candidates. Meeting date will be confirmed Friday 10/13/23.

**Miscellaneous:** 1. **Solar Ordinance:** Marc Fisher stated that the Solar Ordinance will be presented at the November Board meeting for adoption. 2. **Spay & Neuter contract:** The board discussed having a cap put on an individual for the number of cats that they bring into Forgotten Felines and The Sanctuary. Decision will be made when the contracts are renewed the end of this year. 3. **Multi Municipal Plan:** A joint meeting will be advertised with the Planning Commission and the BOS to review the zoning uses that have been compiled on a list for Lynn Township. The meeting will be November 21, 2023 @ 7pm. 4. **REC Fields:** Justin N. Smith stated that the BB court is completed and the Pickle Ball

Court and Skate park surfaces are done and on 10/20 the skate park will be installed. The pickle ball nets etc.. are on order.

**Public Comment:** None

**Announcements:**

Reminder to change clocks back 1 hour, November 5, 2023.

Trick or Treat Night is Saturday, October 28 from 6-8pm Rain or Shine.

**Adjournment:** *A motion was made by Brian C Dietrich and seconded by Justin N. Smith to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:03 pm.*

**As of October 31, 2023**

Account	Balance
General Fund	212,482.57
Capital Reserve	5,425.28
CD's	793,168.83
Covid	125,403.05
Zoning/Subdivision	74,619.43
Veteran	25,393.74
HLLW COG	91,714.19
State Road	114,526.54
Equipment	140,324.61
Street Light	3,297.13
Park	102,702.52
Recreation	12,704.62
<b>Total</b>	<b>1,701,762.51</b>

	<b><u>TOTAL</u></b>
<b>Income-GENERAL FUND</b>	
301 · Real Property Taxes	
301.10 · Real Estate Tax-Current	504.94
301.40 · Delinquent RE Tax-Tax Claim	153.07
301.60 · Real Estate Tax-Interim-Current	88.78
Total 301 · Real Property Taxes	746.79
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	19,727.62
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	26,397.58
Total 310.20 · Earned Income Tax	26,397.58
Total 310 · Local Tax Enabling Act	46,125.20
341 · Interest	
341.01 · Interest on Checking	209.88
Total 341 · Interest	209.88
360 · Gen. Govt. Charges for Services	
361 · General Government	
361.81 · Business Permit	200.00
361.94 · Misc. Billing	350.00
361.95 · Permits	350.00
Total 361 · General Government	900.00
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	



362.41B · BLDG/Alter/Repair Permit	8,019.12
362.41F · Building Permit Filed	<u>1,050.00</u>
Total 362.41 · Building Permit	9,069.12
362.42 · Electrical Permit	963.50
362.44 · Sewage Permits (SEO Fees)	655.00
362.48 · Demolition Permit	<u>50.00</u>
Total 362.40 · Protective Inspection Fees	10,737.62
362.47 · State fees for Permits	<u>113.00</u>
Total 362 · Public Safety	<u>10,850.62</u>
Total 360 · Gen. Govt. Charges for Services	11,750.62
392 · Interfund Operating Transfer	
392.91 · Transfer from Covid Fund	9,630.00
392.95 · Transfer from Vet Mem	206.25
392.99 · Transfer from COG	<u>154.90</u>
Total 392 · Interfund Operating Transfer	9,991.15
395 · Refunds of Prior Yr Expenditure	
395.35 · Insurance & Bonding	<u>6,259.14</u>
Total 395 · Refunds of Prior Yr Expenditure	<u>6,259.14</u>
<b>Total Income</b>	<b>75,082.78</b>

Expense

400 · General Government	
400.00 · Legislative (Governing) Body	
400.05 · Supervisor Salaries	<u>312.50</u>
Total 400.00 · Legislative (Governing) Body	312.50
403 · Tax Collection	
403.16 · Commission Paid as Compensation	<u>34.91</u>
Total 403 · Tax Collection	34.91
404 · Solicitor/Legal Services	701.10
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	<u>12,197.45</u>
Total 405 · Secretary/Clerk	12,197.45
406 · Other General Govt. Admin	
Payroll	-2,301.39
406.21 · Office Supplies	90.26
406.23 · Postage	389.29
406.32 · Communication - Phone/Wireless	629.98
406.34 · Advertising	679.54
406.38 · Rentals	283.00
406.99 · Payroll Processing Fees	<u>126.15</u>
Total 406 · Other General Govt. Admin	-103.17
408 · Engineering Services	
408.99 · Township engineer	2,886.00
408 · Engineering Services - Other	<u>2,262.50</u>
Total 408 · Engineering Services	5,148.50
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	354.78

409.44 · Laundry/Other Sanitary Services	218.01
Total 409 · General Government Bldg&Plants	572.79
Total 400 · General Government	18,864.08
410 · Public Safety	
411 · Fire	
411.54 · Fire Co. Donations	10,000.00
411.97 · Lynnport FC Fuel	429.57
411.98 · New Tripoli FC Fuel	787.96
411.99 · Fire Company - Miscellaneous	32,085.15
Total 411 · Fire	43,302.68
413 · Code Enforcement	
413.31 · Code enforcement pro. service	4,300.00
Total 413 · Code Enforcement	4,300.00
414 · Planning & Zoning	
414.99 · Salary Zoning Officer	2,121.50
Total 414 · Planning & Zoning	2,121.50
419 · Other Public Safety	
419.99 · PA One Call	16.28
Total 419 · Other Public Safety	16.28
Total 410 · Public Safety	49,740.46
420 · Health and Human Services	
422 · Vector (Animal) Control	
422.99 · Stray Animals	440.00
Total 422 · Vector (Animal) Control	440.00
Total 420 · Health and Human Services	440.00
430 · Public Works Hwy,Rds,Streets	
432 · Winter Maintenance	
432.14 · Salaries Winter Maintenance	8,328.30
Total 432 · Winter Maintenance	8,328.30
437 · Repair of Tools & Machinery	
437.01 · Repairs and Maint COG Equipment	154.90
437.98 · Repair of Machinery	2,565.50
437.99 · Truck Repair	2,860.62
Total 437 · Repair of Tools & Machinery	5,581.02
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	16,905.17
438.25 · Repairs & Maint Supplies	4,008.21
438.99 · Truck Fuel	1,762.03
Total 438 · Road/Bridge Maint. and Repair	22,675.41
Total 430 · Public Works Hwy,Rds,Streets	36,584.73
450 · Culture-Recreation	
451 · Gen Gov.-Recreation	
451.01 · Gen Gov. Rec-Pd by Rec. Fund	211.90
Total 451 · Gen Gov.-Recreation	211.90
454 · GF Parks	

454.12 · Parks full time staff (GF)	4,495.59
454.15 · Parks part time staff (GF)	670.80
454.25 · Repairs & Maint Supplies	1,409.59
454.31 · Parks Professional services	<u>13,480.00</u>
Total 454 · GF Parks	<u>20,055.98</u>
Total 450 · Culture-Recreation	20,267.88

480 · Misc. Expense

481 · Employer paid Taxes	
481.10 · Employer paid FICA	2,676.09
481.20 · Employer paid Medicare	625.85
481.30 · Employer paid Unemployment Comp	188.77
483.49 · 457 Pension contribution	<u>2,379.00</u>

Total 481 · Employer paid Taxes 5,869.71

487 · Other Group Insurance Benefits

487.01 · Health Insurance	7,306.61
487.04 · Workers Compensation Vol Fire	<u>1,216.00</u>

Total 487 · Other Group Insurance Benefits 8,522.61

489 · All other unclassified Expenses

489.98 · Clothing Allowance	<u>105.00</u>
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Total 489 · All other unclassified Expenses 105.00

Total 480 · Misc. Expense 14,497.32

**Total Expense 140,394.47**

**Net Income -65,311.69**

Oct 23

Income-LIGHT FUND

383.11 · Street Lighting Tax	<u>104.38</u>
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**Total Income 104.38**

Expense

434 · Street Lighting	
434.36 · Street Lighting Electric	<u>1,199.02</u>

Total 434 · Street Lighting 1,199.02

**Total Expense 1,199.02**

**Net Income -1,094.64**

Oct 23

Other Income/Expense-CR

Other Income

341.02 · Interest on Savings	<u>4.09</u>
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**Total Other Income 4.09**

Net Other Income 0.00

**Net Income 4.09**

Oct 23

Income-LFF

341.01 · Interest on Checking	<u>89.59</u>
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**Total Income 89.59**

Expense

430 · LFF Public Works

438 · Maint./Repair Roads & Bridges 2,105.49

Total 430 · LFF Public Works 2,105.49

**Total Expense 2,105.49**

Net Income **-2,015.90**

**Oct 23**

Income-HLLW COG

341.02 · Interest on Savings 66.72

342.40 · Rent of Machinery and Equipment

342.43 · Rent of Public Works Machinery 4,270.96

Total 342.40 · Rent of Machinery and Equipment 4,270.96

**Total Income 4,337.68**

Expense

492 · Interfund Transfer

492.01 · Transfer to GF Cking 154.90

Total 492 · Interfund Transfer 154.90

**Total Expense 154.90**

Net Income **4,182.78**

**Oct 23**

Income-REC

341.01 · Interest on Checking 4.45

**Total Income 4.45**

Expense 0.00

Net Income **4.45**

**Oct 23**

Income-ESCROW

341.000 · Interest Earnings

341.01 · Interest on Checking 3.63

341.02 · Interest J&M, LLC 48.21

Total 341.000 · Interest Earnings 51.84

361 · General Government

361.96 · Subdivision Escrow Deposit 300.00

Total 361 · General Government 300.00

**Total Income 351.84**

Expense 0.00

Net Income **351.84**

**Oct 23**

Income-PARK

341.01 · Interest on Checking 36.21

342.59 · Rental of Park Facilities 500.00

387 · Contributions and Donations 20.00

<b>Total Income</b>	<b>556.21</b>
<b>Expense</b>	
<b>454 · Parks</b>	
454.25 · Repairs & Maintenance Supplies	277.00
454.36 · Public Utilities	320.71
454.38 · Rental	490.00
454.59 · Rental fee Deposit Refund	150.00
<b>Total 454 · Parks</b>	<b>1,237.71</b>
<b>Total Expense</b>	<b>1,237.71</b>
<b>Net Income</b>	<b>-681.50</b>
	<b>Oct 23</b>
<b>Income-EQUIPMENT</b>	
341.02 Interest on Equip Fund	116.25
<b>Total Income</b>	<b>116.25</b>
<b>Expense</b>	<b>0.00</b>
<b>Net Income</b>	<b>116.25</b>
	<b>Oct 23</b>
<b>Ordinary Income/Expense-VETERAN</b>	
<b>Income</b>	
341.03 Interest Memorial Fund	18.82
<b>Total Income</b>	<b>18.82</b>
<b>Gross Profit</b>	<b>18.82</b>
<b>Expense</b>	
492.95 Transfer to General Fund	206.25
<b>Total Expense</b>	<b>206.25</b>
<b>Net Ordinary Income</b>	<b>-187.43</b>
<b>Net Income</b>	<b>-187.43</b>
	<b>Oct 23</b>
<b>Income-COVID</b>	
341.03 Interest Covid Fund	108.15
<b>Total Income</b>	<b>108.15</b>
<b>Expense</b>	
492.91 Transfer to GF	9,630.00
<b>Total Expense</b>	<b>9,630.00</b>
<b>Net Income</b>	<b>-9,521.85</b>
<b>Total Income (all accounts)</b>	<b>80,774.24</b>
<b>Total Expense (all accounts)</b>	<b>154,927.84</b>
<b>Net Income(all accounts)</b>	<b>-74,153.60</b>

Respectfully Submitted,

*Tammy M. White*  
 Tammy M. White  
 Secretary/Treasurer

