

Board of Supervisors
Thursday, February 12th, 2026@ 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 Brian C. Dietrich at 6:30 pm in the Municipal Building. Present were Chairman Brian C. Dietrich, Vice Chairman Frederick Najarian, Member Ronald Jerdon. Solicitor Marc Fisher, Secretary/Treasurer Tammy White, Asst. Secretary/Treasurer, Trisha Burkhardt, Road Master Matt Henderson, and approximately 21 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Media Representation: TV 13, NWP Kathryn Townsend.

Public Comment: Democrat, Dr. Geoffrey Whitcomb from Lower Macungie Township was present to announce that he is running for PA House 187th District.

Accept the Minutes and Direct the Treasurer to pay the bills: A motion was made by Ronald Jerdon and seconded by Frederick Najarian approving the BOS minutes from 01/05/26 re-org meeting and directing the treasurer to pay the bills as they become due. Motion carried unanimously.

Fire Companies: LPFC Fire Chief Phil Hobel reported; LPFC ended the 2025 year with 70 emergency calls; 2 emergency calls for January 2026; Had 4 new members join; 3 members took CPR at NTFC; Few members looking at taking Water Rescue Awareness at Kempton Fire also an online version is offered; looking for Fire team to complete Hazmat refreshers either in person or online by beginning of July; new radios installed in all the trucks; 2,000 club fundraiser still going Friday Feb. 13th final Sunday Feb. 22nd; all you can eat breakfast Sunday March 15th. NTFC Fire Chief Nick Gruber reported; 18 emergency calls to date; Haz-Mat OPS refresher will begin 2/16; Members completed CPR AED BBP refresher 2/2/26; 1 member took the HazMat Ops test; May calendar tickets is almost done, it will be ready in the week or two; crews staffed the station throughout the snow storm and provided coverage; Thank you to the road crew for their help during several emergencies this winter; \$13,000 was awarded from the PA state grant; radios have been installed on all the trucks. Thanks again to the township supervisors for supporting us through this project; A new truck committee has been formed. The committee has started to evaluate replacement options for our 2001 engine; request to cover the cost of extra Emergency Networking module for St. 17 and St. 14. Frederick Najarian supplied the 2 new Fire chiefs with the list of landowners who have available ponds. Both Fire Chief will review.

Road Report: Matt Henderson reported for the month of January: (1) Cut a lot of dead and overhanging trees on the dirt roads. (2) Preparing trucks and equipment for snowstorms. (3) David Wright updated lights in the shop and a truck bay. (4) Plowed a lot of snow. (5) Received 10 loads of salt this week, shed is full. (6) Hauled in antiskid, that storage is also full (7) Pushing back snow at intersections, along with problem drifting areas. Anticipated work for February: (1) More plowing and salting. (2) Cutting trees when snow melts. (3) Servicing mowing equipment. Ronald Jerdon announced that the road crew has done a phenomenal job with the current snow/ice storms.

Park: (1) Roads in and out are plowed, as well as the parking lot.. (2) Water lines are checked for freezing issues. (3) Dog park parking lot is plowed and accessible. Anticipated work (1) Tree removal when snow melts.

Ag Security Proposals:

A motion was made by Ronald Jerdon and seconded by Brian C. Dietrich accepting receipt of the Ag Security proposal of Keith Harwick, 9197 Kistler Valley Rd. Kempton, PA 19529 ; Pin # , 5408704534891, 13.758 acres, and Ag Security proposal of Frederick and Joyce Najarian, 9209 Kistler Valley Rd. Kempton, PA 19529 ; Pin #'s , 540894593177, 27.8 acres, 541805383202, 29 acres, 540895796800, 0.9 acre, and to direct Marc Fisher and staff to proceed with necessary paperwork. Motion accepted. Frederick Najarian recused himself. Frederick Najarian stated that he would wait the 180 days, which then would result in deemed approval.

Resolution 2026-12: A motion was made by Frederick Najarian and seconded by Ronald Jerdon approving Resolution 2026-12: **A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA RATIFYING THE DECLARATION OF A DISASTER EMERGENCY.** Motion carried unanimously.

Codification Extension: A motion was made by Frederick Najarian and seconded by Ronald Jerdon approving the extension till the end of March 2026 as suggested by General Code. Motion carried unanimously. The recording process deadline was originally 2/16/26. Noted that with the extension being approved at the 2/12 meeting, it will be sent for immediate processing to get it incorporated into the Code the next day. General Code editor anticipates they could then have the Township Analysis ready for the township by the end of March at the latest in order to include these corrections.

Ordinance 2026-01: Amending the code of Ordinance. Marc Fisher opened the hearing at 6:50pm. Hearing no comments the hearing was closed at 6:51pm. A motion was made by Frederick Najarian and seconded by Ronald Jerdon approving Ordinance 2026-01: **AN ORDINANCE OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA AMENDING THE CODE OF ORDINANCES, TOWNSHIP OF LYNN, TO ADD CERTAIN SECTIONS OF ORDINANCES PREVIOUSLY ADOPTED BY LYNN TOWNSHIP BUT WERE MISTAKENLY OMITTED FROM THE CODE OF ORDINANCES; TO CLARIFY THAT THE MAXIMUM PERCENTAGE OF NEW LOTS AVAILABLE FOR NON-AGRICULTURAL DEVELOPMENT IN THE AGRICULTURAL PRESERVATION – AP ZONING DISTRICT IS LIMITED TO 10% OF THE PROPERTY TO BE DEVELOPED WITHIN LYNN TOWNSHIP**

AS DESCRIBED IN THE RECORDED DEED AS OF JUNE 3, 1982, PLUS ONE ADDITIONAL LOT LIMITED TO SIZE BUT NOT TO EXCEED TEN (10) ACRES; AND TO AMEND LYNN TOWNSHIP ORDINANCE 24-04 TO REFLECT THAT ALL REFERENCES TO "BOARD OF COMMISSIONERS" SHALL BE CHANGED TO "BOARD OF SUPERVISORS". TO REQUIRE THAT THE MINIMUM DISTANCE BETWEEN BUILDINGS WITH MULTI-FAMILY DWELLINGS AND BETWEEN BUILDINGS WITH SINGLE-FAMILY ATTACHED DWELLINGS FRONT TO SIDE SHALL BE SEVENTY-FIVE (75) FEET; TO DELETE THE REFERENCE TO "ANIMAL RESCUE" IN SECTION 27-404.13; TO DELETE SECTION 27-404.4 FROM THE CODE OF ORDINANCES AND REPLACE IT WITH SECTION 27-404.10 FROM ORDINANCE 24-04; TO AMEND SECTION 27-310 TABLE 2 TO REFLECT THAT HOME OCCUPATION TYPE 1, SHOULD READ PURSUANT TO SECTION 27-404.10; TO AMEND SECTION 27-310 TABLE 2 TO REFLECT THAT HOME OCCUPATION TYPE 2, SHOULD READ PURSUANT TO SECTION 27-503.28; AND TO AMEND THE DEFINITION OF "GAME FARM" IN SECTION 27-901.47. Motion carried unanimously.

Ordinance 2026-02: Ordinance amending the Park Rules and Regulations. Marc Fisher opened the hearing at 6:53pm. Hearing no comments the hearing was closed at 6:54pm. A motion was made by Ronald Jerdon and seconded by Frederick Najarian approving Ordinance 2026-02: AN ORDINANCE OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA AMENDING THE CURRENT PARK RULES AND REGULATIONS SET FORTH IN SECTION 16-102 OF THE CODE OF ORDINANCES, TOWNSHIP OF LYNN. Motion carried unanimously.

Park Online Rental: Added to the online rental will be a clause that states that cancellation of an event must be done a minimum of 60 days prior to the event, after that there will be no refund. Discussion about a liability clause was discussed. This will be looked into further.

Ordinance: 2026-03: Amending Supervisors Pay. A motion was made by Brian C. Dietrich and seconded by Ronald Jerdon directing the Solicitor, Marc Fisher to proceed with advertisement of Ordinance 2026-03. Motion carried. Frederick Najarian stated no. The Ordinance states each supervisor of Lynn Township entering office after the effective date of this Ordinance shall receive compensation as an elected/appointed Township Supervisor in the annual amount not to exceed \$3,145.00. Frederick Najarian stated that a 68% pay raise is inappropriate. Ronald Jerdon and Brian Dietrich both agreed that they felt the raise was justified since there has not been a raise in 20+ years.

CD Renewal: A motion was made by Frederick Najarian approving, as presented, 2 CD's coming due 3/4/26 for 182 days @ 3.59% and 1 CD coming due 03/15/2026 for 2 years @ 2.96%. Motion carried unanimously.

Historical Society: Steve Bachman presented the BOS with pictures from Chris Brown which presents the exact location of the Historical Society building. 2 trees may have to come down. The Trustees of the Historical Social have approved the location. A motion was made by Frederick Najarian and seconded by Ronald Jerdon to proceed with the finalization from Chris Brown. Motion carried unanimously. The lease with the Historical Society will have to be revised.

EAC: The EAC has stated that approximately an \$1800 budget will be needed for the following: Oscht Garden – Plants \$350; Mulch \$200; 2 Signs \$315-\$440; \$400 Clean up Day April 18th; \$500 signage. Ahsley Dobak senior engineer from Barton & Loguidice will be present at the next BOS meeting on 3/12 to discuss a recycling grant. There are 6 additional bird town signs to be put up. Goodwill will be on site for the April 18th cleanup. Kathryn Townsend also asked if the salt truck could calibrate the amount of salt used on the roads. Kathryn Townsend added that she felt the chain link fence along the NW Rec Fields needs to be replaced and suggested a brick wall. The BOS informed her that the area in question is in Heidelberg Township.

Miscellaneous: 1. Approval of 2026 wages. A motion was made by Ronald Jerdon and seconded by Frederick Najarian giving employees of Lynn Township a 3% raise. Motion carried unanimously. Ronald Jerdon announced that performance evaluations were done.

2. Barry Mantz Resignation from BCofA: Barry Mantz needs to document his resignation in order for the BOS to accept it. This will be on the March agenda. **3. Zoning Officer, Ryan Wessner,** thanked the BOS for his appointment as Zoning Officer. Ryan Wessner will be creating a spread sheet and documenting all of the complaints that he receives so the BOS is aware of the complaints. All complaints are confidential. **4. Ronald Jerdon** stated that a snow emergency needs to be put in place so Phil Hobel EMC along with the township can be proactive when there is a snow emergency. **5. Frederick Najarian** announced that an executive session was held prior to tonight's meeting to discuss employee matters. **6. Frederick Najarian** announced that the Donats Peak Bridge has been awarded and construction to start mid-summer and be completed by October 29, 2026. If not completed by the 29th fines will be given on a daily basis.

Announcements: Ronald Jerdon announced that LPFC is having their monthly breakfast on Sunday 2/15. Frederick Najarian stated that he may not be able to attend the March BOS meeting and will keep the board informed.

Adjournment: A motion was made by Ronald Jerdon and seconded by Frederick Najarian to adjourn the meeting. Motion carried unanimously. Meeting was adjourned at 7:57 pm.

Account	Balance
General Fund	38,840.62
Capital Reserve	5,628.28
CD's	982,677.14
Zoning/Subdivision	111,269.30
Veteran	8,681.88
Veteran CD	80,000.00
HLLW COG	99,541.24
State Road	2,931.85
Equipment	53,524.62
Street Light	736.49
Park	16,604.11
Recreation	57,620.46
Covid	16,681.77
Farmland	354.62
Total	1,475,092.38

TOTAL

Income-GENERAL FUND

301 · Real Property Taxes	
301.40 · Delinquent RE Tax-Tax Claim	26.55
301 · Real Property Taxes - Other	20.00
Total 301 · Real Property Taxes	46.55
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	7,300.51
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	117,475.31
310.20 · Earned Income Tax - Other	3,427.71
Total 310.20 · Earned Income Tax	120,903.02
Total 310 · Local Tax Enabling Act	128,203.53
321 · Business Licenses and Permits	
321.80 · Cable Television Francise	11,049.16
Total 321 · Business Licenses and Permits	11,049.16
341 · Interest	
341.01 · Interest on Checking	19.23
Total 341 · Interest	19.23
342 · Interest, Rents & Royalties	
342.53 · Royalties from Cell Tower Rent	2,251.60
Total 342 · Interest, Rents & Royalties	2,251.60
355 · Shared Revenue & Entitlements	
355.04 · Alcoholic Beverage Licenses	200.00
Total 355 · Shared Revenue & Entitlements	200.00
360 · Gen. Govt. Charges for Services	
361 · General Government	
361.93 · Inspections	275.00
361.94 · Misc. Billing	966.00

Total 361 · General Government	1,241.00
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	1,764.50
362.41D · Driveway Permit	50.00
362.41F · Building Permit Filed	375.00
362.41S · Accessory Struc < 1000 ft	50.00
362.41 · Building Permit - Other	<u>304.50</u>
Total 362.41 · Building Permit	2,544.00
362.42 · Electrical Permit	229.50
362.44 · Sewage Permits (SEO Fees)	<u>385.00</u>
Total 362.40 · Protective Inspection Fees	3,158.50
362.47 · State fees for Permits	36.00
362 · Public Safety - Other	<u>50.00</u>
Total 362 · Public Safety	<u>3,244.50</u>
Total 360 · Gen. Govt. Charges for Services	4,485.50
392 · Interfund Operating Transfer	
392.95 · Transfer from Vet Mem	<u>700.00</u>
Total 392 · Interfund Operating Transfer	700.00
394.000 · Short-Term Debt	
394.200 · Reimbursement to Township	<u>150.00</u>
Total 394.000 · Short-Term Debt	<u>150.00</u>
Total Income	<u>147,105.57</u>
Gross Profit	147,105.57
Expense	
400 · General Government	
402 · Auditing/Bookkeeping Services	
402.31 · Professional Auditing Services	<u>4,275.00</u>
Total 402 · Auditing/Bookkeeping Services	4,275.00
403 · Tax Collection	
403.21 · Office Supplies	107.90
403 · Tax Collection - Other	<u>129.01</u>
Total 403 · Tax Collection	236.91
404 · Solicitor/Legal Services	1,286.15
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	<u>12,933.61</u>
Total 405 · Secretary/Clerk	12,933.61
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	475.24
406.21 · Office Supplies	2,454.79
406.23 · Postage	211.65
406.32 · Communication - Phone/Wireless	464.54
406.38 · Rentals	167.00
406.42 · Membership/Dues	179.88
406 · Other General Govt. Admin - Other	<u>9,942.51</u>

Total 406 · Other General Govt. Admin	13,895.61
408 · Engineering Services	
408.99 · Township engineer	<u>6,732.78</u>
Total 408 · Engineering Services	6,732.78
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	1,698.91
409.44 · Laundry/Other Sanitary Services	123.49
409.99 · Heating - Oil/Propane	<u>4,437.69</u>
Total 409 · General Government Bldg&Plants	6,260.09
400 · General Government - Other	<u>79.82</u>
Total 400 · General Government	45,699.97
410 · Public Safety	
411 · Fire	
411.99 · Fire Company - Miscellaneous	<u>279.35</u>
Total 411 · Fire	279.35
413 · Code Enforcement	
413.31 · Code enforcement pro. service	<u>1,260.00</u>
Total 413 · Code Enforcement	1,260.00
414 · Planning & Zoning	
414.99 · Salary Zoning Officer	<u>1,497.50</u>
Total 414 · Planning & Zoning	1,497.50
415 · Emergency Management and Comm.	
415.21 · EMS Office Supplies	<u>3,000.00</u>
Total 415 · Emergency Management and Comm.	3,000.00
419 · Other Public Safety	
419.99 · PA One Call	<u>24.00</u>
Total 419 · Other Public Safety	<u>24.00</u>
Total 410 · Public Safety	6,060.85
430 · Public Works Hwy,Rds,Streets	
432 · Winter Maintenance	
432.14 · Salaries Winter Maintenance	24,039.75
432.98 · Twp paid winter maint. mats.	<u>25,115.20</u>
Total 432 · Winter Maintenance	49,154.95
437 · Repair of Tools & Machinery	
437.98 · Repair of Machinery	3,249.19
437.99 · Truck Repair	<u>1,574.99</u>
Total 437 · Repair of Tools & Machinery	4,824.18
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	5,212.15
438.25 · Repairs & Maint Supplies	6,598.11
438.99 · Truck Fuel	<u>6,778.72</u>
Total 438 · Road/Bridge Maint. and Repair	<u>18,588.98</u>
Total 430 · Public Works Hwy,Rds,Streets	72,568.11
450 · Culture-Recreation	
454 · GF Parks	
454.36 · Public Utilities	92.95

454.37 · Repairs and Maint. serv (park)	289.00
Total 454 · GF Parks	<u>381.95</u>
Total 450 · Cultlure-Recreation	381.95
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,078.17
481.20 · Employer paid Medicare	277.13
481.30 · Employer paid Unemployment Comp	137.37
483.49 · 457 Pension contribution	5,111.19
483.52 · Roth IRA Capital Trust	<u>350.00</u>
Total 481 · Employer paid Taxes	6,953.86
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	19,564.74
487.02 · Life Insurance	58.30
487.03 · Workmans Compensation	2,409.00
487.04 · Workers Compensation Vol Fire	<u>1,630.00</u>
Total 487 · Other Group Insurance Benefits	23,662.04
489 · All other unclassified Expenses	
489.98 · Clothing Allowance	<u>625.61</u>
Total 489 · All other unclassified Expenses	<u>625.61</u>
Total 480 · Misc. Expense	31,241.51
Total Expense	<u>155,952.39</u>
Net Income	<u>-8,846.82</u>
	<u>Feb 26</u>
Other Income/Expense	
Other Income-CAPITAL RESERVE	
341.02 · Interest on Savings	<u>3.65</u>
Total Other Income	<u>3.65</u>
Net Other Income	3.65
Net Income	<u>3.65</u>
Net Income	<u>3.65</u>
	<u>Feb 26</u>
Income-LFF	
341.01 · Interest on Checking	<u>1.08</u>
Total Income	<u>1.08</u>
Expense	<u>0.00</u>
Net Income	<u>1.08</u>
	<u>Feb 26</u>
Income-HLLW COG	
341.02 · Interest on Savings	64.10
342.40 · Rent of Machinery and Equipment	<u>1,692.47</u>
Total Income	<u>1,756.57</u>
Expense	0.00

Net Income 1,756.57

Feb 26

Income-RECREATION

341.01 · Interest on Checking 8.83

Total Income 8.83

Expense 0.00

Net Income 8.83

Feb 26

Income-ESCROW

341.000 · Interest Earnings

341.01 · Interest on Checking 7.23

341.02 · Interest J&M, LLC 43.03

Total 341.000 · Interest Earnings 50.26

361 · General Government

361.96 · Subdivision Escrow Deposit 5,590.00

Total 361 · General Government 5,590.00

Total Income 5,640.26

Expense 0.00

Net Income 5,640.26

Feb 26

Income-PARK

341.01 · Interest on Checking 2.60

342.59 · Rental of Park Facilities 650.00

387 · Contributions and Donations 25.00

Total Income 677.60

Expense

454 · Parks

454.25 · Repairs & Maintenance Supplies 140.00

454.36 · Public Utilities 424.28

454.38 · Rental 158.98

Total 454 · Parks 723.26

Total Expense 723.26

Net Income -45.66

Feb 26

Income-EQUIPMENT

341.02 Interest on Equip Fund 34.74

Total Income 34.74

Expense 0.00

Net Income 34.74

Feb 26

Ordinary Income/Expense

Income-VETERANS

341.03 Interest Memorial Fund 37.23

357.01 Grants/Donations	1,150.00
Total Income	1,187.23
Gross Profit	1,187.23
Expense	
492.95 Transfer to General Fund	
Transfer to CD	80,000.00
492.95 Transfer to General Fund - Other	700.00
Total 492.95 Transfer to General Fund	80,700.00
Total Expense	80,700.00
Net Ordinary Income	-79,512.77
Net Income	-79,512.77
	Feb 26
Income-COVID	
341.03 Interest Covid Fund	10.83
Total Income	10.83
Expense	0.00
Net Income	10.83
	Feb 26
Income-FARMLAND PRES.	
341 - Interest	0.23
Total Income	0.23
Expense	0.00
Net Income	0.23
Total Income (all accounts)	156,426.59
Total Expense (all accounts)	237,375.65
Net Income(all accounts)	-80,949.06

Respectfully Submitted,

Tammy M. White
Secretary/Treasurer

