

Board of Supervisors
Thursday, March 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, Member Ronald Jerdon, Solicitor Marc Fisher, Secretary/Treasurer, Tammy M. White, Admin. Secretary, Trisha Burkhardt, Road Master Matt Henderson, Asst. Road Master Jarett White, and approximately 20 citizens. Absent, Vice Chairman Frederick Najarian.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Media Representation: NWP, Kathryn Townsend.

Public Comment: None.

Accept the Minutes and Direct the Treasurer to pay the bills: *A motion was made by Ronald Jerdon and seconded by Brian C. Dietrich approving the BOS minutes from 02/13/25 board of supervisors meeting and directing the treasurer to pay the bills as they become due. Motion carried unanimously.*

Subdivision: View of the Blue; *A motion was made by Brian C. Dietrich and seconded by Ronald Jerdon granting waivers 22-301,22-404 & 206. The motion was rescinded. A motion was made by Brian C. Dietrich and seconded by Ronald Jerdon approving the waivers stated in Karl Scherzberg (KCE) letter dated 2/12/2026. Motion carried unanimously. A motion was made by Brian C. Dietrich and seconded by Ronald Jerdon granting preliminary final approval subject to Karl Scherzberg (KCE) letter dated 2/12/2026. Motion carried unanimously. Carl & Jenny Miller waiver (Heid. Twp); A motion was made by Brian C. Dietrich and seconded by Ronald Jerdon granting the waiver for Carl & Jenny Miller on letter dated 03/09/2026. Motion carried unanimously.*

Fire Companies: LPTC Fire Chief, Phil Hobel: 6 calls to date; 1 member completed basic fire police class; 4 members completed Water Rescue Awareness; 6 members taking TIMS at Kempton March 24th; New Truck committee started to look at replacing an 1983 engine; All you can eat Breakfast Sunday 14th 8am-12:30pm. NTFC Fire Chief, Nick Gruber reported: 32 Emergency calls to date; Yearly Haz-Mat OPS refresher has been completed; Working on scheduling regional trainings for the year; May calendar ticket is out; New Truck update-Committee members are researching options and working with a dealer to get pricing; New harness for rescue boat has been purchased; the department attended the phantoms hockey game 3/7; New member, William Turner. Hydrant/Pond: Nick Gruber stated that he and Phil Hobel look at the list of ponds that was given to them last month by Frederick Najarian and they are both ok with the list. Software upgrade: Both Fire Chiefs submitted the total for their Software upgrade. NTFC total is \$3,895.00 and LPTC total is \$3,145.00.

EMC: Ronald Jerdon presented an estimate for a Fire Risk Sign to be located by the township building along Rte.143. *A motion was made by Ronald Jerdon and seconded by Brian C. Deitrich to purchase the materials at the cost of \$2,118.94 and have LCTI carpentry student do the construction. Motion carried unanimously.*

EAC: Ashley Dobak, Senior Managing Engineer for Barton & Loguidice presented the BOS with a print out for a recycling program which also included information for Grants. The BOS thanked her for her time. Kathryn Townsend reported that the EAC will be hosting a Spring clean up on Saturday, April 18th, 8am – noon. A flyer will be posted on the Township website. Also reported was that 2 bird town signs where stolen. Discussion for the Native Garden was held as well as the EAC is in preparation and finalizing of a lighting ordinance in preparation of new development to Lynn Township.

2025 Audit: Adam Freeby (Frey & Co.) presented the Board with the 2025 Audit. Melanie Walsh (Frey & Co.)also accompanied Adam. The township has met all the obligations and added that 2025 was in excess of Expenditures over Revenues (95,391) with 2024 being (101,007).

Road Report: Road Master Matt Henderson reported for the month of **February:** **1.** Plowed and salted roads. **2.** Pushing back snowdrifts. **3.** Filling in potholes on dirt roads. **4.** Washing and servicing trucks. **5.** Cleaning and painting shop doors. **6.** Ross Valley Bridge inspection was reviewed with no major issues. **7.** Serviced mowing tractors. Reported for the upcoming month of March: **1.** Plowing damage repairs. **2.** Road sweeping April 2nd. **3.** Cutting shoulders. **4.** Review roads for summer repair.

Park: Road Master Matt Henderson reported for the month of February: **1.** Removed dead trees along Allemaengal Rd. **2.** Monitored water lines throughout cold weather. **3.** Kept roads and parking lots open during snow storms. Reported for the upcoming month of March: **1.** Tree removal. **2.** Winter clean up. **3.** Water Test 4/16. **4.** Picnic table replacement. Matt Henderson has 3 quotes but Brian C. Dietrich stated the BOS would wait until Frederick Najarian was present. Matt Henderson was approached by Mara Beck's son regarding putting a bench in the park in memory of his Mom. Lower Pavilion: Ronald Jerdon stated that he has spoken with the executive director at LCTI in reference to having the student carpentry-electric-plumbing departments enclose the lower pavilion for bathrooms and kitchen. Ronald Jerdon stated that at this time it was for informational purposes.

Ordinance 2026-03: *A motion was made by Ronald Jerdon and seconded by Brian C. Dietrich approving Ordinance 2026-06: AN ORDINANCE OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA,*

AMENDING THE COMPENSATION TO BE PAID TO TOWNSHIP SUPERVISORS. Motion carried unanimously. This Ordinance does not apply to any sitting supervisor at this time.

Deputy Tax Collector: A motion was made by Ronald Jerdon and seconded by Brian C. Dietrich approving the appointment of Joann Scheffer as the Deputy Tax Collector for Lynn Township. Motion Carried unanimously.

Miscellaneous: (1) Barry Mantz Resignation BCofA: Have not received official letter from Barry Mantz.

Public Comment: (1) Ronald Jerdon announced that he will be meeting with the Ontelaunee Gun Club as previously discussed regarding a grant for the Ontelaunee Rod & Gun Club that needs to be submitted by the Township. The grant is to add additional Skeet shooting.

Announcements:

- Sunday, March 15th LPFC Breakfast 8am.
- Re-Org Dinner has been rescheduled for Friday, March 27th 6pm Lynnport Fire Co.
- 2026 Pow-wow has been cancelled.
- 5K Run NWL Educational Foundation Saturday, May 19, 2024, 9am; Ontelaunee Park 6am-11am.

Adjournment: A motion was made by Ronald Jerdon and seconded by Brian C. Dietrich to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:30 pm.

As of March 31, 2026

Account	Balance
General Fund	2,940.93
Capital Reserve	5,632.46
CD's	952,677.14
Zoning/Subdivision	120,568.09
Veteran	16,694.15
Veteran CD	80,000.00
HLLW COG	99,615.13
State Road	3,533.19
Equipment	53,564.35
Street Light	736.49
Park	34,902.45
Recreation	40,629.92
Covid	16,681.77
Farmland	355.21
Total	1,428,531.28

TOTAL

Income-GENERAL FUND

301 · Real Property Taxes	
301.22 · Street Light Tax-Prior	75.68
301.40 · Delinquent RE Tax-Tax Claim	272.05
Total 301 · Real Property Taxes	347.73
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	5,654.60
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	59,269.48
Total 310.20 · Earned Income Tax	59,269.48
Total 310 · Local Tax Enabling Act	64,924.08
331 · Fines	
331.10 · Court - Magistrate	46.71
Total 331 · Fines	46.71
341 · Interest	
341.01 · Interest on Checking	21.93

341.99 · Interest income from tax col.	46.41
341 · Interest - Other	<u>2,434.19</u>
Total 341 · Interest	2,502.53
355 · Shared Revenue & Entitlements	
355.04 · Alcoholic Beverage Licenses	<u>278.87</u>
Total 355 · Shared Revenue & Entitlements	278.87
360 · Gen. Govt. Charges for Services	
361 · General Government	
361.21 · Office Supplies	60.00
361.30 · Zoning-Subdiv-Land Dev Fees	
361.32 · Fees for Eng., Insp, & Reviews	<u>20,869.43</u>
Total 361.30 · Zoning-Subdiv-Land Dev Fees	<u>20,869.43</u>
Total 361 · General Government	20,929.43
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	1,575.00
362.41F · Building Permit Filed	300.00
362.41S · Accessory Struc < 1000 ft	<u>25.00</u>
Total 362.41 · Building Permit	1,900.00
362.42 · Electrical Permit	175.00
362.43 · Plumbing Permit	<u>100.00</u>
Total 362.40 · Protective Inspection Fees	2,175.00
362.41Z · Zoning Permit	50.00
362.47 · State fees for Permits	<u>40.50</u>
Total 362 · Public Safety	2,265.50
364 · Sanitation	
364.30 · Solid Waste Collection/Disposal	<u>77.00</u>
Total 364 · Sanitation	<u>77.00</u>
Total 360 · Gen. Govt. Charges for Services	23,271.93
392 · Interfund Operating Transfer	
392.96 · Transfer from the REC	<u>20,000.00</u>
Total 392 · Interfund Operating Transfer	20,000.00
394.000 · Short-Term Debt	
394.200 · Reimbursement to Township	<u>70.00</u>
Total 394.000 · Short-Term Debt	70.00
395 · Refunds of Prior Yr Expenditure	
395.35 · Insurance & Bonding	<u>213.99</u>
Total 395 · Refunds of Prior Yr Expenditure	<u>213.99</u>
Total Income	<u>111,655.84</u>
Gross Profit	111,655.84
Expense	
400 · General Government	
400.00 · Legislative (Governing) Body	
400.05 · Supervisor Salaries	<u>413.49</u>

Total 400.00 · Legislative (Governing) Body	413.49
404 · Solicitor/Legal Services	3,222.55
405 · Secretary/Clerk	
405.12 · Salary Township Secretary	6,486.51
405 · Secretary/Clerk - Other	<u>647.88</u>
Total 405 · Secretary/Clerk	7,134.39
406 · Other General Govt. Admin	
406.12 · Salary Full Time Staff	5,238.19
406.21 · Office Supplies	4,112.73
406.23 · Postage	145.91
406.32 · Communication - Phone/Wireless	2,264.14
406.34 · Advertising	489.59
406.38 · Rentals	247.45
406.99 · Payroll Processing Fees	9,469.25
406 · Other General Govt. Admin - Other	<u>4,996.59</u>
Total 406 · Other General Govt. Admin	26,963.85
408 · Engineering Services	
408.99 · Township engineer	<u>2,860.00</u>
Total 408 · Engineering Services	2,860.00
409 · General Government Bldg&Plants	
409.36 · Public Utility Services (TWP)	2,164.72
409.44 · Laundry/Other Sanitary Services	123.50
409.99 · Heating - Oil/Propane	<u>2,035.06</u>
Total 409 · General Government Bldg&Plants	<u>4,323.28</u>
Total 400 · General Government	44,917.56
410 · Public Safety	
411 · Fire	
411.97 · Lynnport FC Fuel	194.48
411.98 · New Tripoli FC Fuel	435.71
411.99 · Fire Company - Miscellaneous	<u>9,784.98</u>
Total 411 · Fire	10,415.17
413 · Code Enforcement	
413.31 · Code enforcement pro. service	<u>1,785.00</u>
Total 413 · Code Enforcement	1,785.00
414 · Planning & Zoning	
414.31 · Professional services	2,512.40
414.99 · Salary Zoning Officer	<u>900.00</u>
Total 414 · Planning & Zoning	3,412.40
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	65,612.57
430 · Public Works Hwy,Rds,Streets	
432 · Winter Maintenance	
432.14 · Salaries Winter Maintenance	<u>17,426.93</u>
Total 432 · Winter Maintenance	17,426.93

437 · Repair of Tools & Machinery	
437.98 · Repair of Machinery	2,732.97
437.99 · Truck Repair	<u>1,007.65</u>
Total 437 · Repair of Tools & Machinery	3,740.62
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	7,241.30
438.25 · Repairs & Maint Supplies	2,502.11
438.99 · Truck Fuel	<u>-630.19</u>
Total 438 · Road/Bridge Maint. and Repair	<u>9,113.22</u>
Total 430 · Public Works Hwy,Rds,Streets	30,280.77
450 · Culture-Recreation	
454 · GF Parks	
454.15 · Parks part time staff (GF)	587.24
454.36 · Public Utilities	186.80
454.37 · Repairs and Maint. serv (park)	<u>289.00</u>
Total 454 · GF Parks	<u>1,063.04</u>
Total 450 · Culture-Recreation	1,063.04
480 · Misc. Expense	
481 · Employer paid Taxes	
483.49 · 457 Pension contribution	1,870.00
483.52 · Roth IRA Capital Trust	<u>700.00</u>
Total 481 · Employer paid Taxes	2,570.00
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	19,564.74
487.02 · Life Insurance	58.30
487.04 · Workers Compensation Vol Fire	<u>1,630.00</u>
Total 487 · Other Group Insurance Benefits	21,253.04
489 · All other unclassified Expenses	
489.98 · Clothing Allowance	<u>169.99</u>
Total 489 · All other unclassified Expenses	<u>169.99</u>
Total 480 · Misc. Expense	<u>23,993.03</u>

Total Expense	165,866.97
----------------------	-------------------

Net Income	-54,211.13
-------------------	-------------------

Mar 26

Other Income/Expense-**CR**

Other Income

341.02 · Interest on Savings	4.18
------------------------------	------

Total Other Income	4.18
---------------------------	-------------

Net Other Income	4.18
-------------------------	-------------

Net Income	4.18
-------------------	-------------

c **Mar 26**

Income-**LFF**

341.01 · Interest on Checking	1.34
-------------------------------	------

355 · LFF State Shared Revenue	
--------------------------------	--

355.03 · State Road Turnback Payments	600.00
Total 355 · LFF State Shared Revenue	600.00
Total Income	601.34
Expense	0.00
Net Income	<u>601.34</u>
	<u>Mar 26</u>
Income-COG	
341.02 · Interest on Savings	73.89
Total Income	73.89
Expense	0.00
Net Income	<u>73.89</u>
	<u>Mar 26</u>
Income-RECREATION	
341.01 · Interest on Checking	9.46
367.99 · Rec Fee from Subdivision	3,000.00
Total Income	3,009.46
Expense	
492.97 · Transfer to GF CHKING	20,000.00
Total Expense	20,000.00
Net Income	<u>-16,990.54</u>
	<u>Mar 26</u>
Income-ESCROW	
341.000 · Interest Earnings	
341.01 · Interest on Checking	9.32
341.02 · Interest J&M, LLC	49.21
Total 341.000 · Interest Earnings	58.53
361 · General Government	
361.96 · Subdivision Escrow Deposit	3,600.00
Total 361 · General Government	3,600.00
Total Income	3,658.53
Expense	0.00
Net Income	<u>3,658.53</u>
	<u>Mar 26</u>
Income-PARK	
341.01 · Interest on Checking	5.07
342.59 · Rental of Park Facilities	3,658.27
387 · Contributions and Donations	15,025.00
Total Income	18,688.34
Expense	
454 · Parks	
454.25 · Repairs & Maintenance Supplies	140.00
454.59 · Rental fee Deposit Refund	250.00
Total 454 · Parks	390.00

Total Expense	390.00
Net Income	18,298.34
	Mar 26
Income-EQUIPMENT	
341.02 Interest on Equip Fund	39.73
Total Income	39.73
Expense	0.00
Net Income	39.73
	Mar 26
Ordinary Income/Expense	
Income-VETERANS	
341.03 Interest Memorial Fund	7.06
357.01 Grants/Donations	1,293.90
Total Income	1,300.96
Gross Profit	1,300.96
Net Ordinary Income	1,300.96
Net Income	1,300.96
	Mar 26
Income-COVID	
341.03 Interest Covid Fund	12.38
Total Income	12.38
Expense	0.00
Net Income	12.38
	Mar 26
Income-FARM	
341 - Interest	0.59
Total Income	0.59
Expense	0.00
Net Income	0.59
Total Income (all accounts)	139,045.24
Total Expense (all accounts)	186,256.97
Net Income(all accounts)	-47,211.73

Respectfully Submitted

Tammy M. White
 Tammy M. White
 Secretary/Treasurer

