Board of Supervisors

Thursday, October 8th, 2026 @ 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 Brian C. Dietrich, at 6:30 pm in the Municipal Building. Present were Chairman Brian C. Dietrich, Vice Chairman Frederick Najarian, Member Ronald Jerdon, Secretary/Treasurer Tammy M. White, Admin/Zoning office Secretary Trish Burkhardt. Road Master Matt Henderson, Solicitor Marc Fisher, Engineer Karl Scherzberg, Zoning Officer Ryan Wessner, and approximately 13 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Media Representation: None

Public Comment: None

Accept the Minutes and Direct the Treasurer to pay the bills: *A motion was made by Ronald Jerdon and seconded by Frederick Najarian to accept the minutes from 09/10/26 BOS meeting and the 09/23/2026 Budget meeting and to direct the treasurer to pay the bills as they become due. Motion carried unanimously.*

Subdivision: Hoover poultry barns Preliminary/Final & Stormwater Agreement:
The manure management plan was discussed with Zoning Officer Ryan Wessner. Frederick Najarian stated that the plan needs to be revised to exclude specific areas from the manure management area and to clearly show all wells and public waterways. Matt Hoover noted he would check with his lawyer regarding the plan. *A motion was made by Frederick Najarian and seconded by Ronald Jerdon to table the matter until the revisions are made. The motion carried unanimously.*

Fire Companies: NTFC Fire Chief, Nick Gruber: 147 Emergency calls to date; 1 FF will be taking basic fire police training; 1 member finished up his FF1 training; Crews will be participating in a fire drill at Corner Stone Living on oct. 26th with the regional stations; Fall bash was held on 9/19 and the event went well overall; the local LSA grant was submitted for the QRS vehicle. LPFC Fire Chief, Phil Hobel: 1 returning member; continuous joint trainings with NTFC, as well as NW regional stations; November filling sale due Nov. 16th pick up 24th; Pizza fundraiser at the Twp building 10/19 2-7pm; Breakfast 10/18 8am-12:30pm; Turkey tickets out now with drawing gin Nov.; Grants: **1.** St. Luke's Outreach – In review Pending-EMS equipment $7,740. **2.** Sheetz, Wegmans, State Far, Tractor Supply request – 5K truck Fund equipment fund pending; Engine 14 provided staffed crew 18 hrs. while NT had a Fall Bash; 1 member on leave due to Antarctica contract deployment as a FF.

EMC: *Frederick Najarian made a motion, seconded by Ronald Jerdon authorizing Tammy White to draft a letter to send to Cetronia Ambulance stating that the Township is due a $12,500 refund by November 12th 2026 for them backing out of the contract with the township, resulting in a refund for three months. Motion carried unanimously.*

Road report: *Matt Henderson, Road Master, reported for the month of September:* **(1)** Helped Weisenberg Pave. **(2)** Painted front office door and man doors on office building. **(3)** Inventory for budget meeting. **(4)** Weed whacking around bridges, guiderails, and dry hydrant. **(5)** Shoulder Mowing. **(6)** Helped Heidelberg pave. **(7)** Servicing/washing 10 wheel dump trucks for the year. **(8)** Anticipated *work for October:* **(1)** Veteran banner installation. **(2)** Boom Mowing. **(3)** Shoulder cutting. **(4)** Getting equipment ready for winter. **(5)** Patching blacktop. 309 Fatality: Marc Fisher will be responding to the Claims Examiner upon collecting documents pertaining to any issues on Route 309 located within Lynn Township involving DEP.

Park: Completed Work: **1.** 2 trees are removed for the new building. **2**. Ground tree stumps. **3.** Dead tree removal. **4.** Pond aerators are on site ready for installation. Planned work: **1**. Install aerators in pond. **2.** Fall clean up. LCTI Bench: Ronald Jerdon stated that LCTI student Kenny will need a location in the Park to place the bench he is making. The bench was donated by a local citizen and will be made in honor of Donald Christ. Pavilion damage: Mark Fisher followed up with the 2 individuals regarding their reimbursement for the damage to the picnic pavilion. PA Film Office: The PA Film Office, a unit of the Dept. of Community & Economic Development has contacted the Township regarding the possible production of filming in the LV and are interested in the Zeisloff Log House and Ft. Everett. This is something that is in the early stages of discussion. Park/Township property: A motion was made by Ronald Jerdon and seconded by Frederick Najarian stating that there is no Hunting/Trapping on Township property.

CD Renewal: *A motion was made by Frederick Najarian and seconded by Ronald Jerdon approving the renewal of CR CD #0107 for 91 days @ 3.54%. Motion carried unanimously.*

Resolution 2026-19: *A motion was made by Frederick Najarian and seconded by Ronald Jerdon approving Resolution 2026-19:* ***A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA APPROVING PIN #541809991480-13.66 acres; INTO THE AG SECURITY AREA.*** *Motion carried Unanimously.*

Historical Society: Dennis Hartman gave an update on the building and hope to have it started by the end of October, weather permitting. The Zoning Officer advised that revised drawings should be resubmitted and he will issue the building

permit. A separate plumbing permit will be issued once adequate drawings are submitted for review/approval. There are memorials still available online at The Historical Society website.

Pension: 2027 MMO: Justin Schmoyer, Financial Advisor for Lynn Township furnished the BOS with a pension update for Lynn Township's pension plan. *A motion was made by Ronald Jerdon and seconded by Frederick Najarian authorizing an increase in 2% for pension contribution from 8% to 10% for 2027 and authorizing the 2027 MMO for the Non-Uniformed Pension Plan and the 2027 MMO for the 401A plan. Motion carried unanimously.*

EAC- Here is a summary of the updates from Robert Sayre:

- Park Planting: Robert Sayre reported that plants have been planted in the designated area near the front of the park with the help of the Boy Scouts.
- Budget Request: The Environmental Advisory Council (EAC) will draft a letter detailing the items they plan to purchase to align with their $2,500 budget request.
- Lighting Ordinance: The Board of Supervisors (BOS) has not yet reviewed the proposed lighting ordinance drafted by the EAC. Questions were raised regarding agricultural areas and enforcement responsibilities. It was noted that the township's current nuisance ordinance is sufficient to handle these matters.

Miscellaneous: **1.** Trish Burkhardt spoke with Christine from Madison Village regarding the tree that needs to be replaced. Christine confirmed that it will be replaced when all the other trees are planted. **2.** Fritz Najarian reported that the culvert on 863 has been fixed and the completion date for the Donat's Peak bridge is 10/09, with a $150/per day fine after that.

Public Comment: **1.** Resident Donna Kistler expressed concerns regarding the proximity of the proposed poultry barns to her property and the potential risk of runoff affecting her well. The Board of Supervisors stated that the plan is currently being revised and that these concerns will be addressed.

2. Dennis Hartman announced that the Bank Barn will be repainted this month with the exception of the mail pouch sign.

Announcements:

1. Reminder to change clocks back 1 hour, November 1, 2026.
2. Trick or Treat Night is Saturday, October 31st from 6-8pm Rain or Shine.
3. NW Veterans Committee will be holding a Veterans Day Celebration @ 8 Oaks on Wednesday, November 11th from 4-8pm
4. BOS Codification Workshop Thursday October 29, 2026 @ 6:30pm

Adjournment: *A motion was made by Frederick Najarian and seconded by Ronald Jerdon to adjourn the meeting. Motion carried unanimously.* Meeting adjourned at 7:41 pm.

As of October 31, 2026

Account	Balance
General Fund	77,634.37
Capital Reserve	5,660.35
Capital ReserveCD's	656,729.46
Equipment	53,829.59
Equipment CD's	150,000.00
Recreation	60,678.15
REC CD's	150,000.00
Zoning/Subdivision	122,164.21
Veteran	24,442.12
Veteran CD	81,442.91
HLLW COG	99,581.16
State Road	118,381.76
Street Light	3,281.56
Park	14,043.77
Covid	8,288.18
Farmland	2,366.88
Total	**1,628,524.47**

	TOTAL
Income-GENERAL FUND	
301 · Real Property Taxes	

301.10 · Real Estate Tax-Current	569.26
Total 301 · Real Property Taxes	569.26
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	24,392.20
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	15,297.57
Total 310.20 · Earned Income Tax	15,297.57
Total 310 · Local Tax Enabling Act	39,689.77
341 · Interest	
341.01 · Interest on Checking	61.67
341 · Interest - Other	265.70
Total 341 · Interest	327.37
342 · Interest, Rents & Royalties	
342.53 · Royalties from Cell Tower Rent	4,518.56
Total 342 · Interest, Rents & Royalties	4,518.56
360 · Gen. Govt. Charges for Services	
361 · General Government	
361.30 · Zoning-Subdiv-Land Dev Fees	
361.32 · Fees for Eng., Insp, & Reviews	5,933.40
Total 361.30 · Zoning-Subdiv-Land Dev Fees	5,933.40
361.81 · Business Permit	75.00
361.89 · Short Term Rental Permit	350.00
361.94 · Misc. Billing	446.95
Total 361 · General Government	6,805.35
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	5,192.50
362.41F · Building Permit Filed	750.00
362.41S · Accessory Struc < 1000 ft	5,080.00
362.41 · Building Permit - Other	1,020.00
Total 362.41 · Building Permit	12,042.50
362.42 · Electrical Permit	154.50
362.44 · Sewage Permits (SEO Fees)	955.00
Total 362.40 · Protective Inspection Fees	13,152.00
362.47 · State fees for Permits	81.00
Total 362 · Public Safety	13,233.00
Total 360 · Gen. Govt. Charges for Services	20,038.35
392 · Interfund Operating Transfer	
392.99 · Transfer from COG	33.20
Total 392 · Interfund Operating Transfer	33.20
394.000 · Short-Term Debt	
394.200 · Reimbursement to Township	200.00
Total 394.000 · Short-Term Debt	200.00
395 · Refunds of Prior Yr Expenditure	
395.35 · Insurance & Bonding	24,536.01

	395.99 · Refunds of Prior Year Exp.	944.77
	Total 395 · Refunds of Prior Yr Expenditure	25,480.78
Total Income		90,857.29
Gross Profit		90,857.29
Expense		
	SUPERVISOR MEETING	156.25
	400 · General Government	
	400.00 · Legislative (Governing) Body	
	400.05 · Supervisor Salaries	312.50
	Total 400.00 · Legislative (Governing) Body	312.50
	403 · Tax Collection	
	403.16 · Commission Paid as Compensation	92.67
	Total 403 · Tax Collection	92.67
	404 · Solicitor/Legal Services	2,488.90
	405 · Secretary/Clerk	
	405.12 · Salary Township Secretary	15,424.51
	Total 405 · Secretary/Clerk	15,424.51
	406 · Other General Govt. Admin	
	Payroll	-1,037.52
	406.12 · Salary Full Time Staff	904.26
	406.21 · Office Supplies	219.03
	406.23 · Postage	18.02
	406.32 · Communication - Phone/Wireless	494.73
	406.34 · Advertising	265.66
	406.38 · Rentals	1,355.06
	406.42 · Membership/Dues	238.50
	Total 406 · Other General Govt. Admin	2,457.74
	409 · General Government Bldg&Plants	
	409.36 · Public Utility Services (TWP)	241.38
	409.44 · Laundry/Other Sanitary Services	140.00
	Total 409 · General Government Bldg&Plants	381.38
	Total 400 · General Government	21,157.70
	410 · Public Safety	
	411 · Fire	
	411.99 · Fire Company - Miscellaneous	1,084.58
	Total 411 · Fire	1,084.58
	413 · Code Enforcement	
	413.31 · Code enforcement pro. service	2,005.00
	Total 413 · Code Enforcement	2,005.00
	414 · Planning & Zoning	
	414.34 · ZB Advertising, Print, & Bind	226.32
	414.98 · Zoning Recording/Transcription	1,555.85
	414.99 · Salary Zoning Officer	825.00
	Total 414 · Planning & Zoning	2,607.17
	419 · Other Public Safety	
	419.99 · PA One Call	33.24

Total 419 · Other Public Safety	33.24
Total 410 · Public Safety	5,729.99
420 · Health and Human Services	
422 · Vector (Animal) Control	
422.99 · Stray Animals	250.00
Total 422 · Vector (Animal) Control	250.00
Total 420 · Health and Human Services	250.00
Total Expense	27,293.94
Net Income	**63,563.35**

	Oct 26
Income-ELECTRIC LIGHT	
383.11 · Street Lighting Tax	49.74
Total Income	49.74
Expense	
434 · Street Lighting	
434.36 · Street Lighting Electric	1,161.36
Total 434 · Street Lighting	1,161.36
Total Expense	1,161.36
Net Income	**-1,111.62**

	Oct 26
Other Income/Expense-CR	
Other Income	
341.02 · Interest on Savings	3.94
Total Other Income	3.94
Net Other Income	3.94
Net Income	**3.94**

	Oct 26
Income-LFF	
341.01 · Interest on Checking	100.90
Total Income	100.90
Expense	
430 · LFF Public Works	
430.74 · Purchase Equip & Machinery	22,100.00
438 · Maint./Repair Roads & Bridges	1,306.40
Total 430 · LFF Public Works	23,406.40
Total Expense	23,406.40
Net Income	**-23,305.50**

	Oct 26
Income-COG	
341.02 · Interest on Savings	69.26
Total Income	69.26
Expense	
492 · Interfund Transfer	

492.01 · Transfer to GF Cking	33.20
Total 492 · Interfund Transfer	33.20
Total Expense	33.20
Net Income	36.06

	Oct 26
Income-RECREATION	
341.01 · Interest on Checking	7.77
392 · Interfund Operating Transfers	
392.93 · Transfer from GFMM	20,000.00
Total 392 · Interfund Operating Transfers	20,000.00
Total Income	20,007.77
Expense	0.00
Net Income	20,007.77

	Oct 26
Income-ESCROW	
341.000 · Interest Earnings	
341.01 · Interest on Checking	9.26
341.02 · Interest J&M, LLC	46.36
Total 341.000 · Interest Earnings	55.62
361 · General Government	
361.96 · Subdivision Escrow Deposit	500.00
Total 361 · General Government	500.00
Total Income	555.62
Expense	0.00
Net Income	555.62

	Oct 26
Income-PARK	
341.01 · Interest on Checking	2.43
387 · Contributions and Donations	25.00
Total Income	27.43
Expense	
454 · Parks	
454.25 · Repairs & Maintenance Supplies	479.94
454.36 · Public Utilities	216.59
454.38 · Rental	270.00
Total 454 · Parks	966.53
Total Expense	966.53
Net Income	-939.10

	Oct 31 - Nov 1, 26
Income-EQUIPMENT	
341.02 Interest on Equip Fund	37.44
Total Income	37.44
Expense	0.00

Net Income	37.44
	Oct 26
Ordinary Income/Expense-VETERANS	
Income	
341.03 Interest Memorial Fund	15.81
357.01 Grants/Donations	1,750.00
Total Income	1,765.81
Gross Profit	1,765.81
Net Ordinary Income	1,765.81
Net Income	1,765.81
	Oct 26
Income-COVID	
341.03 Interest Covid Fund	5.76
Total Income	5.76
Expense	0.00
Net Income	5.76
	Oct 26
Income-FARM	
341 - Interest	1.65
Total Income	1.65
Expense	0.00
Net Income	1.65
Total Income (all accounts)	113,482.61
Total Expense (all accounts)	52,861.43
Net Income(all accounts)	60,621.18

Respectfully
Submitted
Tammy M. White
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Secretary/Treasurer
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