

Board of Supervisors
Monday, December 30th, 2024 (Close-out meeting) @ 6:30 PM
Lynn Twp.-7911 Kings Hgwy., New Tripoli

Call to Order: The Close-out 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, BCO Ryan Wessner, Secretary/Treasurer Tammy M. White, and 1 citizens.

Pledge of Allegiance: The Pledge of Allegiance was conducted.

Media Representation: BRCTV Channel 13, Michale Ruano

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 12/12/24 and to direct the treasurer to pay the bills as they become due. Motion carried unanimously.

Ordinance 2024-04: A motion was made by Frederick Najarian and seconded by Ronald Jerdon adopting Ordinance 2024-04: AN ORDINANCE OF THE BOARD OF SUPERVISORS OF LYNN TOWNSHIP, LEHIGH COUNTY, PA AMENDING CHAPTER 27 OF THE CODE OF ORDINANCES, TOWNSHIP OF LYNN, PROVIDING A COMPREHENSIVE REVISION OF THE LYNN TOWNSHIP ZONING ORDINANCE AND THE LYNN TOWNSHIP ZONING DISTRICT MAP. Motion carried unanimously.

Windsor Twp Ordinance Review: BCO Ryan Wessner submitted an Ordinance from Windsor Township for the BOS to review. The Planning Commission has been reviewing the IMPC (Specifically Section 3) and are in agreement with the BOS that it is to in depth for our area. A motion was made by Frederick Najarian and seconded by Ronald Jerdon directing Marc Fisher and BCO Ryan Wessner to review the Windsor Twp Ordinance and make recommendations, that Ag Security property owners would be accountable to comply as well. in the draft Ordinance. Motion carried unanimously.

BCO: BCO Ryan Wessner was present to answer any questions the BOS may have regarding his fee schedule for 2025. Ronald Jerdon inquired about Ryan Wessner (in)ability to perform commercial inspections until his certifications are complete. Ryan Wessner stated that he expects to complete his certification process in February and until that time, Ryan does have an arrangement with another inspector who is currently certified.

PC Recommendation on Trailer Length Limits: A motion was made by Ronald Jerdon and seconded by Frederick Najarian directing Matt Henderson to contact PennDOT to conduct a study on Blue Mtn House Rd.; Gun Club Rd; Leaser Rd.; Ontelaunee Rd.; Springhouse Rd., regarding Trailer Weight Limits. Motion carried unanimously. Roads to consider in the future are Swamp Rd.; Levan's Rd.; Hoffadeckel Court; Brobst Hill Rd.; Milo Rd.; Herrnhutter Strass Rd. & Sweitz Rd.

Cell Tower Lease: The BOS directed Tammy White to contact Crown Castle to see if they would agree to a 20K signing bonus.

Misc: 1. A motion was made by Frederick Najarian and seconded by Ronald Jerdon to allocate any remaining covid funds for upgrade to the Maintenance Shop. Motion carried unanimously. 2. PSATS 2025 Conference will be discussed at the January 6th Re-org meeting. 3. The F/T Park/Road Crew position has been advertised.

Public Comment: None

Announcements: Re-org (BOS) meeting is Monday, January 6, 2025 @ 6:30 PM.

Adjournment: A motion was made by Frederick Najarian and seconded by Ronald Jerdon to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:01 pm.

As of December 31, 2024

Account	Balance
General Fund	85,852.72
Capital Reserve	25,408.06
CD's	801,196.32
Covid	20,994.85
Zoning/Subdivision	105,414.86
Veteran	45,423.39
HLLW COG	93,786.98
State Road	52,841.70
Equipment	23,385.86
Street Light	1,475.09

Park 78,034.94
 Recreation 58,592.38

Total 1,392,407.15

TOTAL
L

Income-GENERAL FUND

301 · Real Property Taxes	
301.10 · Real Estate Tax-Current	359.39
301.23 · 515 Rollback - prior years	545.57
301.40 · Delinquent RE Tax-Tax Claim	2.22
301.60 · Real Estate Tax-Interim-Current	<u>49.52</u>
Total 301 · Real Property Taxes	956.70
310 · Local Tax Enabling Act	
310.10 · Real Estate Transfer Tax	5,096. 00
310.20 · Earned Income Tax	
310.21 · Earned Income Tax-Current	36,543 <u>.06</u>
Total 310.20 · Earned Income Tax	36,543 .06
Total 310 · Local Tax Enabling Act	41,639 .06
331 · Fines	
331.10 · Court - Magistrate	<u>216.49</u>
Total 331 · Fines	216.49
341 · Interest	
341.01 · Interest on Checking	<u>84.46</u>
Total 341 · Interest	84.46
360 · Gen. Govt. Charges for Services	
361 · General Government	
361.82 · Sale of surplus material	1,050. <u>00</u>
Total 361 · General Government	1,050. 00
362 · Public Safety	
362.40 · Protective Inspection Fees	
362.41 · Building Permit	
362.41B · BLDG/Alter/Repair Permit	1,825. 00
362.41F · Building Permit Filed	650.00
362.41S · Accessory Struc < 1000 ft	<u>75.00</u>
Total 362.41 · Building Permit	2,550. 00
362.42 · Electrical Permit	1,050. 00
Total 362.40 · Protective Inspection Fees	3,600. 00
362.47 · State fees for Permits	40.50
362 · Public Safety - Other	<u>170.00</u>
Total 362 · Public Safety	3,810. 50
Total 360 · Gen. Govt. Charges for Services	4,860. 50
392 · Interfund Operating Transfer	
392.91 · Transfer from Covid Fund	21,699 <u>.00</u>

Total 392 · Interfund Operating Transfer 21,699
.00

395 · Refunds of Prior Yr Expenditure

395.35 · Insurance & Bonding 411.48

Total 395 · Refunds of Prior Yr Expenditure 411.48

Total Income 69,867
.69

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 20.45

403.23 · Postage for Tax Collector 73.00

Total 403 · Tax Collection 93.45
2,563.

404 · Solicitor/Legal Services 76

405 · Secretary/Clerk

405.12 · Salary Township Secretary 8,660.
00

405.35 · Insurance and Bonding 11.00

Total 405 · Secretary/Clerk 8,671.
00

406 · Other General Govt. Admin

Payroll -
758.10

406.12 · Salary Full Time Staff 490.00

5,588.

406.21 · Office Supplies 82

406.23 · Postage 101.07

406.32 · Communication - Phone/Wireless 1,550.
33

406.34 · Advertising 166.30

406.38 · Rentals 469.46

1,319.

406.42 · Membership/Dues 00

406.46 · Mtg., Conf., Cont.Ed. 240.00

Total 406 · Other General Govt. Admin 9,166.
88

409 · General Government Bldg&Plants

409.36 · Public Utility Services 1,769.

(TWP) 41

5,267.

409.37 · Repairs and Maint. 00

1,919.

409.99 · Heating - Oil/Propane 38

Total 409 · General Government Bldg&Plants 8,955.
79

Total 400 · General Government 29,919
.63

410 · Public Safety

411 · Fire

12,000

411.54 · Fire Co. Donations .00

411.99 · Fire Company - 1,549.

Miscellaneous 94

Total 411 · Fire 13,549
.94

413 · Code Enforcement

413.31 · Code enforcement pro. service	8,721. 00
Total 413 · Code Enforcement	8,721. 00
414 · Planning & Zoning	
414.46 · Meetings, Conf. Seminars	3,800. 00
Total 414 · Planning & Zoning	3,800. 00
419 · Other Public Safety	
419.99 · PA One Call	12.74
Total 419 · Other Public Safety	12.74
Total 410 · Public Safety	26,083 .68
430 · Public Works Hwy, Rds, Streets	
432 · Winter Maintenance	
432.14 · Salaries Winter Maintenance	8,717. 24
Total 432 · Winter Maintenance	8,717. 24
437 · Repair of Tools & Machinery	
437.98 · Repair of Machinery	598.65
Total 437 · Repair of Tools & Machinery	598.65
438 · Road/Bridge Maint. and Repair	
438.14 · Salaries for Road Maint	8,322. 00
438.25 · Repairs & Maint Supplies	5,379. 78
438.74 · Purchase of Machinery/Equipment	17,300 .00
438.99 · Truck Fuel	2,049. 08
Total 438 · Road/Bridge Maint. and Repair	33,050 .86
Total 430 · Public Works Hwy, Rds, Streets	42,366 .75
450 · Culture-Recreation	
454 · GF Parks	
454.15 · Parks part time staff (GF)	211.68
454.25 · Repairs & Maint Supplies	80.00
454.37 · Repairs and Maint. serv (park)	269.00
Total 454 · GF Parks	560.68
Total 450 · Culture-Recreation	560.68
480 · Misc. Expense	
481 · Employer paid Taxes	
481.10 · Employer paid FICA	1,667. 20
481.20 · Employer paid Medicare	389.92
481.30 · Employer paid Unemployment Comp	31.69
483.49 · 457 Pension contribution	886.00
Total 481 · Employer paid Taxes	2,974. 81
486 · Insurance	
486.10 · Insurance - Liability	3,766. 20
Total 486 · Insurance	3,766. 20
487 · Other Group Insurance Benefits	
487.01 · Health Insurance	16,967

	.18
487.02 · Life Insurance	124.00
487.04 · Workers Compensation Vol Fire	5,820. 00
Total 487 · Other Group Insurance Benefits	22,911 .18
489 · All other unclassified Expenses	
489.98 · Clothing Allowance	30.11
Total 489 · All other unclassified Expenses	30.11
	29,682
Total 480 · Misc. Expense	.30
490 · Other Financing Uses-exp	
492 · Interfund Operating Transfer	
492.96 · Transfer to HLLW COG	2,598. 16
	2,598.
Total 492 · Interfund Operating Transfer	16
	2,598.
Total 490 · Other Financing Uses-exp	16
Total Expense	131,21 1.20
	-
Net Income	61,343 .51

Oct 24

Income-LIGHT FUND

383.11 · Street Lighting Tax	74.02
Total Income	74.02
Expense	0.00
Net Income	74.02
	Jan - Dec 24

Ordinary Income/Expense

Income-CR	
392 · Inter fund Operating Transfers	20,000 .00
Total Income	20,000 .00
Expense	
406 · Bank fees	72.00
492 · Interfund Operating Transfers	292.41
Total Expense	364.41
	19,635
Net Ordinary Income	.59
Other Income/Expense	
Other Income	
341.02 · Interest on Savings	8,367. 12
Total Other Income	8,367. 12
	8,367.
Net Other Income	12
	28,002
Net Income	.71
	Dec 24

Income-LFF

341.01 · Interest on Checking	30.93
Total Income	30.93
Expense	0.00
Net Income	30.93
	<u>Dec</u>
	<u>24</u>
Income-HLLW	
341.02 · Interest on Savings	67.58
392.01 · Transfer from General Fund	2,598.16
Total Income	2,665.74
Expense	0.00
Net Income	2,665.74
	<u>Dec</u>
	<u>24</u>
Income-RECREATION	
341.01 · Interest on Checking	581.51
Total Income	581.51
Expense	0.00
Net Income	581.51
	<u>Dec</u>
	<u>24</u>
Income-ESCROW	
341.000 · Interest Earnings	
341.01 · Interest on Checking	8.68
341.02 · Interest J&M, LLC	48.56
Total 341.000 · Interest Earnings	57.24
Total Income	57.24
Expense	0.00
Net Income	57.24
	<u>Dec</u>
	<u>24</u>
Income-PARK	
341.01 · Interest on Checking	17.04
342.59 · Rental of Park Facilities	400.00
387 · Contributions and Donations	25.00
Total Income	442.04
Expense	0.00
Net Income	442.04
	<u>Dec</u>
	<u>24</u>
Income-EQUIPMENT	
341.02 Interest on Equip Fund	588.66
Total Income	588.66
Expense	0.00

Net Income	<u>588.66</u>
	<u>Dec</u>
	<u>24</u>
Ordinary Income/Expense	
Income-VETERANS	
341.03 Interest Memorial Fund	31.40
	6,000.
357.01 Grants/Donations	00
Total Income	<u>6,031.40</u>
Gross Profit	6,031.40
Net Ordinary Income	6,031.40
Net Income	<u>6,031.40</u>
	<u>Dec</u>
	<u>24</u>
Income-COVID	
341.03 Interest Covid Fund	20.90
Total Income	<u>20.90</u>
Expense	
	21,699
492.91 Transfer to GF	.00
Total Expense	<u>21,699.00</u>
	-
Net Income	<u>21,678.10</u>
Total Income (all accounts)	108,727.25
Total Expense (all accounts)	153,274.61
	-
Net Income(all accounts)	<u>44,547.36</u>

Respectfully Submitted

Tammy M. White

Secretary/Treasurer



