

Borough of Bryn Athyn  
Finance Committee  
Meeting Minutes

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March 18, 2025  
5:00pm

In attendance:        Duane Hyatt, Chair                                Jeff Elsing via phone  
                             Vikki Trost    Glenn Gurney  
                             Ali Durand

The meeting was called to order by Chairman Duane Hyatt at 5:00pm.

MINUTES

November Minutes were approved.

RESERVE BALANCES REVIEW

The Reserves Spreadsheet will be updated with additional costs to the Generator Project and the Alden Road Project. A separate tab will be added for each project's costs.

PROJECTS UPDATE

Sewer Plant Generator

Glenn Gurney reported that the project is progressing and one payment has been issued to the contractor. Mr. Gurney will provide the additional costs to add to the Reserves Spreadsheet.

Alden Road Project

Bids were opened on March 10 for the project. The low bid for Option A was \$597,437.50; the low bid for Option B is \$1,101,755.86. Vikki Trost reported that the Solicitor has reviewed the bid documents and recommends approval if the engineering review is positive.

Mr. Hyatt noted that the Committee had previously discussed paying for half of the project with reserves and borrowing the other half. Oversight and Peco connections have not been included in the bid amount. The Committee estimated that these additional costs could be close to \$200,000. Mr. Elsing noted that the Borough has been awarded \$300,000 in grant funding.

\$1,102,000 Low Bid  
+ 200,000 Additional Costs – Oversight & Peco Connections  
1,302,000 Estimated New Cost  
-300,000 Less Multimodal Transportation Grant Funds  
**\$1,002,000 Anticipated Project Cost**

Mr. Gurney noted that borrowing half for the project will keep the Borough within budget adding that it would not be good to deplete Borough reserves.

The Committee agreed to recommend that Borough Council accept Option B, utilizing the grant funds and financing the remaining fifty percent of the project, approximately \$500,000. If Council approves, Vikki Trost will contact Zach Williard at PFM to request financing information.

#### Tomlinson Road Sidewalks

The Tomlinson Road Sidewalk Project is progressing quickly. A change order (\$2,400) was approved by Mark Pennink which increases the total project cost to \$246,860. It was noted that Phase II of the project bid specs are being prepared by Nick Rose. This phase will include Tomlinson Road sidewalks from Sycamore and Marlin Roads.

#### POLICE DEPARTMENT STAFFING

Jeff Elsing reported that Officer Ken Johnson has resigned and will leave on April 25, 2025. Officer Johnson has accumulated more than 100 days that he must be paid between April 26 and September. Mr. Elsing noted that he is working on the new police contract and that future contracts will not permit accumulation of so many days. Chief Odhner would like to bring Sean Quinn (who is the remaining candidate on the Civil Service List) in as a part-timer to begin his training to replace Officer Johnson. It was also noted that unlike Chief Steve Gray, Officer Johnson will not accrue additional days as he is using up his accumulated days. Mr. Hyatt requested the cost to overlap personnel. Mr. Elsing estimated that it may cost an additional \$39,000 which is not budgeted. He will fine tune this number for Borough Council.

#### BOROUGH HALL GENERATOR

Background - Vikki Trost reported that years ago the Fire Company installed a generator in the Public Works Garage to supply power to the fire house during a power outage. Unfortunately, Borough Hall and the Borough Office have only one light and one outlet on the generator. Additionally, the generator does not connect to the building heating system. Vikki reported that Ken Schauder reported that the Bryn Athyn Elementary School has a

generator for the old school building that would be available to the Borough to provide power to Borough Hall, the Borough Office, and the building heating system. The Borough would need to have the generator delivered and installed. Ken Schauder noted that the Fire Company would likely pay for half of those costs. The estimated cost to the Borough is between \$7,000 and \$8,000. Vikki noted that there is \$8,500 in the Municipal Building Reserve Fund which would cover these costs. Jeff Elsing and Glenn Gurney offered to look into the details for the generator.

#### POLICE PENSION UPDATE

Mr. Hyatt reported that the market is down, but he is not too worried.

Vikki Trost will review the distribution of funds per the percentages set in January 2023 and make the necessary transfers to meet the planned allocation.

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|--|------------|
| <i>VMFXX Vanguard Federal Money Market Fund</i>                      | <i>3%</i>  |
| <i>VTIAX Vanguard Total International Stock Index Admiral Shares</i> | <i>13%</i> |
| <i>VTSAX Vanguard Total Stock Market Index Admiral Shares</i>        | <i>84%</i> |

#### FIRE SERVICES CONSOLIDATION UPDATE

Mr. Elsing reported that there are no real numbers yet and that the Borough Consolidation Committee needs to discuss. Mr. Elsing added that if the consolidation falls apart for the Borough, then we need a firm price for contracted services. The concern is the cost for the new firehouse becoming cost-prohibitive. Mr. Elsing noted that the Bryn Athyn Fire Company will dissolve into the new Fetters Mill Fire & Rescue and that the Borough would need to provide these services. Lower Moreland is currently working on pricing and a building design for their 2026 Budget. Mark Showmaker will provide information on these numbers. The next Fetters Mill Fire & Rescue meeting is scheduled for March 26.

Mr. Hyatt indicated that he expects that the Borough will move forward with consolidation, but we want to have a say in the cost of the building. The Committee members agreed that we do not need a Taj Mahal.

Mr. Hyatt recapped the discussions:

1. Recommend to Council borrowing 50% for Alden Road Improvements for Option B
2. Recommend overlapping police officer if cost is reasonable
3. Jeff Elsing and Glenn Gurney will investigate acquiring the generator from BACES
4. Police Pension/Vanguard – funds will be rebalanced.

The meeting was adjourned at 5:49pm.

***For the next meeting:***

- 1. Vikki will send a meeting reminder to the Committee prior to the meeting.***

***Next meeting date: April 15, 2025 at 6:00pm in Borough Hall.***