

Borough of Bryn Athyn
Finance Committee
Meeting Minutes

November 17, 2020
6:00pm

In attendance: Duane Hyatt, Chair
 Vikki Trost
 Glenn Gurney
 Chris Carter
 Jeff Elsing
 Steve Gray

Attending via Zoom Conferencing: Bill Brown
 Reid Heinrichs

The meeting was called to order by Chairman Duane Hyatt at 6:00pm.

Minutes

The Committee approved the October 20, 2020 meeting minutes with a change made to indicate that only one body armor vest is budgeted per year.

2021 BUDGET

General Fund

The police officers have approved the change in the current health insurance plan to the proposed high-deductible/health reimbursement arrangement plan proposed by Trina Wilson last month. Vikki Trost has started the process to change the health insurance plan.

Vikki Trost reported that most of the \$32,000 shortfall in the last draft of the budget has been resolved due to an increase of \$30,000 in the projected state aid for the police pension plan. Mr. Hyatt suggested that since the Borough will save at least \$3,000 with the new health plan, that health insurance be reduced by \$3,957 to balance the General Fund 2021 Budget. The proposed 2021 General Fund Budget is \$1,663,288.

Mr. Hyatt reported that he spoke with Mark Pennink and that Mr. Pennink agreed to reduce the Public Works budget by \$20,000 if needed.

Vikki Trost reported that the 2021 estimated Assessed Valuation has decreased \$186,570 due to the exemption of a property granted by Montgomery County for a disabled veteran meeting the requirements for the exemption.

Mr. Gurney raised a question about the Borough repairing sidewalks and suggested that Borough Council consider a clear sidewalk policy.

Mr. Hyatt asked Mrs. Trost to insert the millage rates for past year actuals on the budget spreadsheet.

The Committee agreed to recommend no real estate tax increase in 2021 to Borough Council.

Sewer Fund

The Finance Committee welcomed Bill Brown and Reid Heinrichs via Zoom Conferencing to the meeting.

Mr. Gurney explained that the Sewer Budget consists of plant operation costs and administrative costs set by Vikki Trost. Mr. Gurney asked Reid Heinrichs to explain the increases to the plant operations budget. The Facility Maintenance budget is reduced to \$25,000 from \$35,000 proposed in Draft #1. Reed Bed Reserve will remain \$6,333. Vikki Trost confirmed that the current balance in the Reed Bed Reserve bank account is \$31,475.27. DEP Project will remain \$13,500 and the Capital Upgrade will remain at \$42,102.

The Committee agreed that if funds are available at the end of the year a Collection System Reserve bank account will be set up. The total budgeted expenses for the 2021 Budget are \$402,000.

Vikki Trost confirmed that an ordinance was adopted in July to enable Council to alter the method of calculating sewer usage bills for all categories. Bill Brown from Environmental Engineering and Management Associates explained the cost of processing waste for residential and non-residential flows. It was agreed that the total flows to the plant, less the pump station flows, equals the Category 3 and 4 flows. Mr. Hyatt asked Mr. Brown to take his analysis of costs and create a database using a five-year average to calculate bills for 2021. Vikki Trost will update the proposed Sewer Budget and send to Bill Brown. Chris Carter noted that the Finance Committee has been working on the billing project for too long, adding that we have the data and need to have the new billing calculation in place.

The meeting was adjourned at 7:07pm.

For the next meeting:

- 1. Vikki will make the approved changes to the General and Sewer budgets.***
- 2. Vikki will send the updated Sewer Budget to Bill Brown.***
- 3. Bill Brown to do the billing calculation***
- 4. Vikki will send a reminder to the committee regarding the next meeting prior to the meeting.***

Next meeting date: December 15, 2020 at 6:00pm in Borough Hall.