



**REGULAR MEETING
OF THE
BRYN ATHYN BOROUGH COUNCIL**

COUNCIL CHAMBER
April 3, 2023

The meeting was called to order by Vice President Duane Hyatt at 7:00p.m. The following were present:

MEMBERS OF COUNCIL

Glenn Gurney
Ric Asplundh
Aurette Genzlinger

Duane D. Hyatt
Mark Pennink

Also Present: Victoria S. Trost, Mayor Ken Schauder, Solicitor R. Rex Herder.
Excused: Councilmen Brent McCurdy and Jeffrey Elsing were excused.

MINUTES

On a motion by Ric Asplundh, seconded by Glenn Gurney, Council voted unanimous approval of the March minutes.

TREASURER’S REPORT

Treasurer Vikki Trost reported General Fund Revenue for March was \$376,505.44. General Fund Expenses were \$114,892.44. Net Income was \$261,613.00.

Sewer Fund Revenue for March was \$3,181.90. Sewer Fund Expenses were \$34,670.28. Net Income was -\$31,488.38.

Today PLGIT paid 4.64%. PLGIT Prime paid 4.91%.

The second page of this report shows the cash balances to date. Included in the General Fund cash receipts were:

| | | |
|----|------------|--------------------------------|
| \$ | 247,747.83 | in Real Estate Tax receipts |
| \$ | 33,830.18 | in Earned Income Tax receipts |
| \$ | 164.17 | in Local Services Tax receipts |
| \$ | 45,444.85 | in State Highway Aid receipts |
| \$ | 150.00 | in PA Beverage Permit receipts |
| \$ | 2,648.06 | in Fines |
| \$ | 30.00 | in Police Report receipts |
| \$ | 300.00 | in Planning Application Fees |
| \$ | 45,512.00 | in Woodmount contributions |
| \$ | 500.00 | in Zoning Permits |
| \$ | 236.00 | in Building Permit Fees |

Included in the Sewer Fund Cash Receipts were:

| | | |
|----|----------|------------------------------------|
| \$ | 2,018.00 | in Category 2 Sewer Usage receipts |
| \$ | 1,058.90 | in Late Fees and Finance Charges |
| \$ | 105.00 | in Sewer Certification receipts |

TAX COLLECTOR

Tax Collector, Bradley Cranch reported \$717,964.89 in Real Estate Taxes collected in March; \$102,525.19 remains uncollected.

BILLS

General Fund Bills

| | |
|--------------------------------|-----------|
| 21 st Century Media | \$414.98 |
| Am-Trust North America | 6,071.45 |
| AquaPA | 3,256.98 |
| Austin Rose | \$200.00 |
| Axon Enterprise, Inc. | 755.00 |
| Bryn Athyn Fire Company | 39,740.51 |
| Cargill, Incorporated | 1,672.58 |
| Cut Paste and Print | 101.20 |
| Davidheiser’s Inc. | 50.00 |
| DeLage Landen | 175.00 |
| Department of the Navy | 300.00 |
| Franklin-Templeton Investments | 4,371.00 |
| Independence Blue Cross | 6,840.29 |
| Kimberly A. Bursner | 125.00 |
| Kirsten Cranch | 200.00 |
| LexisNexis Matthew Bender Inc. | 60.44 |
| LOCALiQ | 474.64 |
| McDonald Uniform Company | 321.94 |

| | |
|------------------------------|--------------------|
| Nobre Computer Services, LLC | 500.00 |
| Peco Energy Company | 1,330.14 |
| Peter Sheedy | 200.00 |
| Petty Cash – Steve Gray | 126.55 |
| Petty Cash – Victoria Trost | 71.13 |
| Pioneer Auto Body & Repair | 245.69 |
| ProTract Engineering, Inc. | 2,758.00 |
| Staples | 115.41 |
| T & G Industries Inc. | 324.82 |
| TGI Office Automation | 38.81 |
| The Harrison Group | 30.00 |
| The Vanguard Group | 1,172.29 |
| Tri County Collision Center | 9,075.76 |
| Verizon Wireless | 242.43 |
| Victoria Trost | 50.00 |
| Wawa – Wright Express | 920.36 |
| TOTAL | \$82,332.40 |

Sewer Fund Bills

| | |
|---------------------------------|--------------------|
| Am-Trust North America | \$1,243.55 |
| EEMA | 2,447.16 |
| Herbert, Rowland & Grubic, Inc. | 882.50 |
| Home Depot | 72.92 |
| Independence Blue Cross | 658.51 |
| Keystone Engineering Group | 3,867.28 |
| MJ Reider Associates Inc. | 1,066.60 |
| McGovern Environmental LLC | 250.25 |
| Peco Energy | 419.36 |
| Postmaster | 180.00 |
| Pump Products | 1,272.52 |
| SCP Distributors LLC | 2,261.80 |
| Verizon | 82.90 |
| Verizon Internet | 29.56 |
| Verizon Wireless | 42.11 |
| Wawa – Wright Express | 119.19 |
| TOTAL | \$14,896.21 |

BMO Mastercard

General Fund

| | |
|--------------------|---------|
| Adobe AcroPro | \$14.99 |
| Google Workspace | 57.39 |
| 21 CM Newspapers | .99 |
| Amazon.com | 54.58 |
| Home Depot | 47.68 |
| SamsClub.com | 110.00 |
| ESET North America | 169.58 |

| | |
|------------------------------|--------------|
| TOTAL | \$455.21 |
| <u>Sewer Fund</u> | |
| Google Workspace | \$3.03 |
| eBay.com | 31.46 |
| Sprayer Supplies | 124.29 |
| USPS | 5.05 |
| Amazon.com | 269.01 |
| <u>Lukoil</u> | <u>34.30</u> |
| TOTAL | \$467.14 |

On a motion by Duane Hyatt, seconded by Glenn Gurney, Council unanimously voted to authorize payment of the bills as listed.

PRESIDENT’S REPORT - None

POLICE CHIEF’S REPORT

Chief Steve Gray reported the following activity for March:

| | |
|--|-----|
| Alarms | 07 |
| Assist Bryn Athyn Fire / Ambulance | 02 |
| Assist Other Police Agencies | 33 |
| Miscellaneous Activity | 68 |
| Public Service Calls / Assist Citizens | 05 |
| Special Traffic Details | 17 |
| Suspicious Circumstance Investigations | 08 |
| Traffic Citations | 92 |
| Vehicle Accidents | 03 |
| Vehicle Investigations | 148 |

On Saturday March 11th at 1:44pm, police conducted a vehicle stop in the 1800 block of Byberry Road which resulted in the arrest of a 38-year-old male resident of Willow Grove due to a Montgomery County Sheriff’s warrant for Terroristic Threats. Sheriff Deputies responded and took custody of the individual.

On Tuesday March 14th at 6:58pm, police took a report of harassment received by a resident in the 2700 block of Alden Road. The case is still under investigation.

On Wednesday March 29th at 2:56pm, police responded to Huntingdon Pike and Cathedral Road to investigate a motorist dispute. The complainant, a 63-year-old female resident of Philadelphia said that she was driving well under the speed limit while traveling Northbound on Huntingdon Pike because she found it to be necessary to drive slower while she was checking directions on her phone. At the same time, there was a

vehicle behind her that was being driven by a male who was yelling obscenities at her and telling her to get off her phone. The complainant said that she was scared and pulled off to the side of the road on Second Street Pike in Southampton to wait for police while the other driver turned Eastbound onto County Line Road and continued on his way. Police told the complainant it was good that she called police in case the situation would have escalated, however, police suggested that she pull over in the future to check her directions due to the dangers of distracted driving.

On Thursday March 30th at 2:25am, police attempted to stop a vehicle for speeding in the 2900 block of Huntingdon Pike. The vehicle turned onto Carriage Lane and then turned onto Harness Lane where it drove onto a front lawn, at which time the driver fled the vehicle and ran into the field behind the houses. County Dispatch advised that it was a stolen vehicle. Police located and arrested the driver, (a 20-year-old resident of Tulip Street in Philadelphia) who was already listed as a wanted person in Luzerne County for stealing a vehicle in Ashley Borough just four days before this incident. Charges have been filed against the driver, who is currently being housed in the Luzerne County Jail on the warrant that they had for him.

FIRE CHIEF'S REPORT

Chief Ken Schauder reported 22 Fire Calls in March, 19 in Lower Moreland and 3 in Bryn Athyn; 165 EMS Calls in March, 96 in Lower Moreland, 2 in Bryn Athyn and 67 in other municipalities. There were 102 Transports in March, 71 in Lower Moreland, none in Bryn Athyn and 31 in other municipalities.

EMERGENCY MANAGEMENT REPORT - None

MAYOR'S REPORT

Mayor Ken Schauder reported that he spoke with Maria Bouvier, Bryn Athyn Postmaster, about the recent parking issues at the post office since passport services have been offered there. The mayor reported that passport services are offered by appointment only, but that the USPS website stated that walk-ins were offered on Saturdays. The website will be corrected as appointments are required on Saturdays. It was explained that the passport services will generate additional income for the post office and allow Maria to keep two employees, Chris and Shaina, which improves mail sorting.

The Mayor also discussed the issue of home delivery versus the post office boxes that residents must rent in order to receive mail. It is not likely that home mail delivery will be available to Bryn Athyn residents; the Huntingdon Valley Post Office would take over and banks of one-hundred mailboxes would be set up in the Borough as Huntingdon Valley does not have the capacity to service Bryn Athyn. Complaints about the significant increase to box rental fees with no option for home delivery have been

received from many residents. Vice President Hyatt stated that it was not fair to the residents of Bryn Athyn to be denied home delivery and then forced to pay to rent a mailbox at the Post Office. If the Post Office waived the fee, Vice President Hyatt would be happy to continue receiving mail at the Post Office. Mayor Schauder will reach out to the US Postal System directly to request home delivery or free boxes.

SOLICITOR'S REPORT

Solicitor Rex Herder reported that he had done some legal research a while back and he will make available copies of the 1916 Court Decision creating the Borough of Bryn Athyn.

BOROUGH MANAGER'S REPORT

PA State Association of Boroughs

Mrs. Trost reported that she has the opportunity to attend the PSAB Annual Conference in Hershey, PA in June at little cost, however she will miss the June 5 meeting of Borough Council. Borough Council appointed Vikki Trost as a Voting Delegate for the purpose of electing officers of the association and voting on proposed resolutions and policies.

On a motion by Ric Asplundh, seconded by Glenn Gurney, Council voted unanimously in favor to appoint Victoria Trost as the Voting Delegate at the PSAB Conference in June 2023.

PennDOT Vulnerable Road User Project

Vikki Trost reported last month that PennDOT would perform pedestrian signal upgrades at Huntingdon Pike and Alnwick Road, and Huntingdon Pike and Cathedral Road. We have been dropped from the program because we do not have existing pedestrian signals.

Alden Road Subdivision

The subdivision application has been reviewed by the Alternate Borough Engineer and the Bryn Athyn Planning Commission. We expect the Montgomery County Planning Commission review later this month. This project will be added to the May agenda for Council review

Bryn Athyn Church Elementary School

Chalie Pluguez and Vikki Trost met with representatives of the Elementary School project to review the necessary permits for the new school.

Annual Audit

The 2022 Annual Audit was completed by the elected auditors and submitted on time to the PA Department of Community & Economic Development with no findings.

PUBLIC SAFETY COMMITTEE

Governor’s Award for Local Excellence

In the absence of Chairman Jeff Elsing, Vikki Trost reported that Bryn Athyn Borough and Lower Moreland Township have won a Governor’s Award for Local Excellence for Intergovernmental Cooperation for our efforts in bringing the fire companies together. Vikki Trost and Ken Schauder will attend the award ceremony in Harrisburg on April 12, along with representatives from Lower Moreland Township.

Chief of Emergency Services

Vikki Trost reported that she and Chris Hoffman will meet with a representative of GovHR to begin the recruitment process for the new Chief of Emergency Services for Bryn Athyn and Lower Moreland.

Bryn Athyn/Lower Moreland Boundary

Borough Engineer, Nick Rose, will work with Lower Moreland Township Engineer, Tim Woodrow, to determine the exact Bryn Athyn/Lower Moreland boundary on Byberry Road as a result of a question by the respective police departments on responsibility for the County Trail road-crossing.

Conditional Offer of Employment For The Position of Part-Time Police Officer

Mr. Hyatt presented a request by Chairman Elsing to extend a conditional offer of employment for a part-time police position.

On a motion by Aurelle Genzlinger, seconded by Mark Pennink, Council voted unanimously in favor to extend a conditional offer of employment for the position of Part-Time Police Officer to Ismail Gardee, pending his successful completion of both physical and psychological examinations.

PUBLIC WORKS COMMITTEE

Alden Road Improvements Bids

Chairman Mark Pennink recommended that the Alden Road Surface Improvements project be delayed at least six months because AquaPA has decided to replace the water main down the entire length of the road. Mr. Pennink recommended that the Alden Road Sidewalk Improvements at Huntingdon Pike be awarded to the lowest bidder since there are no utilities near the site which would interfere. Borough Engineer Nick Rose confirmed that the project will not be impacted by the AquaPA project.

On a motion by Mark Pennink, seconded by Ric Asplundh, Council voted unanimously in favor to award the Proposed Sidewalk Along the East End Alden Road project to the low bidder, NJS Concrete. LLC.

On a motion by Aurelle Genzlinger, seconded by Duane Hyatt, Council voted unanimously in favor to reject all bids for the Alden Road Surface Improvements due to a conflict with the AquaPA Water Main Replacement Project for Alden Road.

2023 Paving Bids

Mr. Pennink reported that the 2023 paving bids were opened by Lower Moreland Township. The bid to mill and pave Quarry Road to Alnwick Road is \$48,885.50. Mr. Pennink noted that this amount is within the current budget and recommends that Council accept.

Municipal Building Drainage Project

Chairman Pennink reported that TCCI has delivered materials for the project, noting that some underground utilities owned by ANC were not shown on the plans. TCCI has requested time and materials to do exploratory digging to locate these lines.

On a motion by Ric Asplundh, seconded by Aurelle Genzlinger, Council voted unanimously in favor to issue a change order to address unforeseen water and electric lines in an amount not to exceed \$5,000.

Tomlinson Road Sidewalk

Mr. Pennink would like to solicit bids in May or June for one or two blocks of concrete curbing with a twelve-foot ramp and a blind mat on Tomlinson Road. The sidewalk will be asphalt. Resident Ali Childs suggested that Orchard Lane to King Road is very bad and should be done first.

FINANCE COMMITTEE

Chairman Duane Hyatt reported that the Finance Committee is working on a cash flow analysis for a clear picture of cash flow for the current projects. Mr. Hyatt noted that the ARPA funds will cover the costs of the Municipal Building Drainage project and that funds are available for the Alden Road Sidewalk project.

Mr. Hyatt reported that the reallocation of Police Pension funds recommended by Duncan Pitcairn was implemented last month. This reallocation will continue the investment plan created by Reade Genzlinger.

The Finance Committee discussed the funding of the new position of Chief of Emergency Services in partnership with Lower Moreland Township for 2023. The position will be budgeted in 2024. Also discussed was payrates for part-time police officers, which are no longer competitive with neighboring municipalities.

LAND USE AND NATURAL RESOURCES/ SHADE TREE COMMITTEE - None

PUBLIC RELATIONS COMMITTEE - None

ADMINISTRATIVE COMMITTEE - None

PLANNING COMMISSION REPORT - None

ZONING OFFICER

Vikki Trost reported that there was one (1) Zoning Permit application approved in March. Two (2) Building Permits were issued. No (0) Grading Permits were issued.

The Zoning Hearing Board meeting on March 28, 2023 to review an application for a Special Exception for a Two-Family Dwelling for 2928 Cherry Lane was continued to April 25, 2023.

SEWER ADMINISTRATOR

Reid Heinrichs reported that a Spring cleanup is planned for the sewage treatment plant. An analysis for the new generator was received. Work continues on a plan for a temporary internet connection during the new elementary school construction.

BOROUGH ENGINEER - None

OLD BUSINESS - None

NEW BUSINESS - None

QUESTIONS OR COMMENTS FROM THE FLOOR

Russ Cooper requested an update on the sewage treatment plant electric situation. Gwen Rhodes reported that Cathedral Road is very narrow near Cairnrun Circle due to debris along the road edges. Bradley Cranch will get there soon to clean up.

There being no further business presented, the meeting was adjourned at 8:06pm.

Council's next regular meeting will be held on Monday, May 1, 2023 at 7:00pm in the Borough Hall.

Victoria S. Trost
Secretary