



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

COUNCIL CHAMBER
August 5, 2019

The meeting was called to order by President Jeffrey Elsing at 7:00p.m. The following were present:

MEMBERS OF COUNCIL

Glenn Gurney
Mark Pennink
Jeffrey Elsing
Duane D. Hyatt

ALSO: Victoria S. Trost, Bradley E. Cranch, Stephen Gray, Reid Heinrichs, Derek Zecher, R. Scott Cooper, Mayor Ken Schauder, Solicitor R. Rex Herder. Councilmembers Ric Asplundh, Brent McCurdy and Aurelle Genzlinger were excused.

MINUTES

On a motion by Jeffrey Elsing, seconded by Mark Pennink, Council voted unanimous approval of the July minutes.

TREASURER’S REPORT

Treasurer Vikki Trost reported General Fund Revenue for July was \$39,697.87. General Fund Expenses were \$134,987.52. Net Income was -\$95,289.65.

Sewer Fund Revenue for July was \$326.11. Sewer Fund Expenses were \$23,136.46. Net Income was -\$22,810.35.

Today PLGIT paid 2.14%. PLGIT I-Class paid 2.28%.

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

\$	3,395.52	in Earned income Tax receipts
\$	1,240.69	in Local Services Tax receipts
\$	1,684.44	in Fines
\$	7,005.00	in Building Permit receipts
\$	465.50	in Pass-Through receipts for Professional Services
\$	75.00	in Zoning Permit receipts
\$	487.50	in Zoning Hearing Board Fee receipts
\$	1,516.32	in Insurance Dividends
\$	12,780.00	in Contributions to the Police Dept.
\$	11,008.90	in Fireworks Donations

Included in the Sewer Fund Cash Receipts were:

\$	171.11	in Late Fees
\$	155.00	in Lower Moreland Usage Fee Pass-Through

TAX COLLECTOR - None

BILLS

GENERAL FUND BILLS

Academy of the New Church	\$984.85
Aqua PA – Park Fountain	25.81
Aqua PA – Fire Hydrants	2,676.58
Bryn Athyn Fire Company	204.90
Building Inspection Underwriters Inc	264.00
Commonwealth of PA Clean Water Fund	500.00
Courier Times Inc	415.92
Davidheiser’s Inc.	97.95
De Lage Landen	86.00
De Lage Landen Financial Services Inc.	136.95
Dischell Bartle Dooley	600.00
Eastburn & Gray PC	2,017.50
Field Services LLC	1,500.00
Guardian Insurance	5.00
HA Thomson Company	49.00
John P Fraunces, Ed D.	165.00
Keystone Health Plan East	10,096.36
Kimberly A. Bursner	193.00
Lower Moreland Township	5,338.00

McDonald Uniform Company	790.88
Mike's Lock Shop	180.00
NAPA Weldon Auto Parts	65.94
Peco Energy – Street Lights	984.11
Peco Energy – Traffic Lights	96.88
Petty Cash RX	215.89
Petty Cash Steve Gray	142.25
Petty Cash Victoria Trost	15.04
ProTract Engineering Inc.	3,300.00
PSAB	45.00
Schauder Incorporated	1,157.50
Staples	54.06
TW Reiss Inc.	416.66
TGI Office Automation	21.36
The Vanguard Group	823.82
Trugreen Processing Center	1,739.86
USA Payroll	119.87
Verizon Wireless	173.50
Victoria Trost	50.00
Wawa – Wright Express	<u>857.32</u>
TOTAL	\$36,606.76

SEWER FUND BILLS

Academy of the New Church	3,477.36
Berardelli Pool Supplies LLC	841.39
Bryn Athyn Fire Company	5.83
De Lage Landen Financial Services Inc.	112.05
Franc Environmental	6,073.00
Gurney Kerr Contractors Inc.	351.75
Home Depot	399.04
Kenneth J Schauder Inc.	1,005.00
Keystone Health Plan East	998.28
Lower Moreland Township	155.00
MJ Reider Associates Inc.	259.00
Mac Medical Gases Inc.	3.50
Mike Nelson Consulting Services	250.00
Peco Energy – Feters Mill Pump Station	165.69
Peco Energy – Sycamore Pump Station	110.80
Robert Genzlinger	201.27
SCP Distributors LLC	1,518.02
Upper Moreland-Hatboro Joint Sewer Authority	5,668.82
USA Blue Book	43.35
USA Payroll	124.05
Verizon – Feters Mill Pump Station	40.00
Verizon – Sycamore Pump Station	43.07

Verizon Wireless	124.98
Wawa – Wright Express	<u>137.17</u>
TOTAL	\$22,108.42

On a motion by Duane Hyatt, seconded by Glenn Gurney, Council unanimously voted to authorize payment of the bills as shown on the attached list, which is made a part of these minutes.

PRESIDENT’S REPORT - None

MAYOR’S REPORT

Mayor Ken Schauder welcomed the Bryn Athyn Boy Scouts to the meeting noting that they are working on their Citizenship in the Community merit badge.

POLICE CHIEF’S REPORT

Chief Stephen Gray reported the following activity for July:

Alarms	14
Animal Complaints	03
Assist Bryn Athyn Fire / Ambulance	07
Assist Other Police Agencies	24
Assist Citizens / Public Service Calls	12
Miscellaneous Complaints	62
Special Traffic Details	06
Suspicious Circumstance Investigations	16
Traffic Citations	70
Vehicle Accidents	02
Vehicle Investigations / Warnings Issued	113

On Wednesday July 3rd at 11:31am, police responded to the Masons Mill Business Park to investigate a complaint of Trespassing. The investigation resulted in a citation being issued to a 33-year-old resident of Philadelphia for Trespass by Motor Vehicle.

On Thursday July 4th, police assisted with traffic and crowd control for the Borough’s annual Fireworks display. All went well. No arrests were made during this event.

On Tuesday July 9th at 6:18am, police conducted a vehicle stop at Buck and Byberry Road to investigate an expired vehicle registration. Further investigation resulted in charges being filed for drug possession, drug paraphernalia, operating a vehicle with an expired registration and also for driving a vehicle with an expired inspection.

On Tuesday July 16th at 1:39pm, Bryn Athyn Police were requested to assist the Abington and Lower Moreland Township Police Departments in searching for a male who ran from his vehicle after being stopped by an Abington Township Police Officer at Huntingdon Pike and Philmont Avenue for driving a vehicle with a stolen registration. Bryn Athyn Police located and apprehended the suspect in the area of Red Lion and Dale Road.

On Friday July 26th at 8:46pm, police conducted a vehicle stop in the area of Huntingdon Pike and Alden Road to investigate a defective rear tail light. Further investigation resulted in charges being filed for drug possession, drug paraphernalia and for operating the vehicle with defective rear lighting.

On Tuesday July 30th at 1:55am, police conducted a vehicle stop at Huntingdon Pike and Fetters Mill Road to investigate a defective rear tail light. Further investigation resulted in the arrest of a 28-year-old resident of Horsham for providing a false identity to police. The defendant was also wanted on warrants for both Bucks and Montgomery Counties. The defendant was arraigned before Judge Friedenber and then transported to Montgomery County Prison.

Masons Mill Road Traffic Signal

Mr. Pennink noted that the contractor working on the new parking lot at the Upper Moreland Masons Mill Park may have broken the traffic signal loop for the intersection at Masons Mill Road and Byberry Road. Chief Gray will check it out.

FIRE CHIEF'S REPORT

In the absence of Chief Derek Zecher, Ken Schauder reported 33 Fire Calls in July, 30 in Lower Moreland and 2 in Bryn Athyn; 108 Ambulance Calls in July, 76 in Lower Moreland, 10 in Bryn Athyn, 84 transports to the hospital.

Bryn Athyn Fire Company assisted Lower Moreland with a car fire in July; the Ambulance Company was fully staffed during the July 4th Fireworks and festivities.

Mayor Schauder reported last month that DUI Checkpoints were suspended because of the lack of an interagency cooperation agreement. The PA Legislature passed a new law allowing interagency cooperation and the DUI Checkpoints are back up and running.

EMERGENCY MANAGEMENT REPORT - None

SOLICITOR'S REPORT

Fetters Mill Bridge Rehabilitation

Solicitor Rex Herder reported that last month Council adopted a resolution authorizing the sale of 33 square feet of land to Montgomery County. Other property owners adjacent to the bridge have contacted Borough Manager Vikki Trost with questions regarding the right-of-way acquisition process and plan. Mr. Herder agreed that the process would be very confusing for the neighbors. Also, the County does not like the Borough subdivision process for the 33 square feet they would like to acquire. Mr. Herder suggested an option may be to offer the County a perpetual lease. Vikki Trost offered to arrange a meeting with property owners and the County. The County suggested a date of September 9 at the next meeting of Borough Council.

Mr. Herder will re-send to Council the information regarding water shut-off for delinquent sewer bills.

BOROUGH MANAGER'S REPORT

Resolution #2019-03

Vikki Trost reported that the Pennsylvania Municipal Records Manual was amended March 28, 2019. In order to legally dispose of Borough records no longer of use, the Borough must declare its intent to follow the schedules and procedures as set forth in the records manual. Resolution No. 2019-03 is needed to update to the current version of the records manual. Council adopted the previous version of the manual by resolution in 2009.

Council unanimously approved Resolution No. 2019-03 adopting the current version of the Pennsylvania Municipal Records Manual as amended March 28, 2019.

Borough of Bryn Athyn Resolution #2019-03

A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF BRYN ATHYN, MONTGOMERY COUNTY, PENNSYLVANIA, DECLARING IT'S INTENT TO FOLLOW THE SCHEDULES AND PROCEDURES FOR DISPOSITION OF RECORDS AS SET FORTH IN THE MUNICIPAL RECORDS MANUAL APPROVED ON DECEMBER 16, 2008 AS AMENDED MARCH 28, 2019.

WHEREAS, a Local Government Records Committee was created by Act 428 of 1968 and empowered thereby to make rules and regulations for records disposition; and,

WHEREAS, the Municipal Records Manual was approved by said committee on December 16, 2008 and amended on March 28, 2019; and,

WHEREAS, the Borough of Bryn Athyn desires to dispose of records according to statutory requirements;

NOW THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Bryn Athyn, Montgomery County, Pennsylvania, that it intends to follow the schedules and procedures for disposition of records as set forth in the Municipal Records Manual approved on December 16, 2008 and amended on March 28, 2019.

APPROVED THIS FIFTH DAY OF AUGUST, 2019.

BOROUGH OF BRYN ATHYN

Disposition of Police Records

Chief Gray inventoried the storage area of the police garage when he took over as Chief in 2017 and determined that most of the files stored, dating back to 1946, were not needed and presented a safety hazard. The files to be destroyed at this time include:

- Incident Reports from 1970 through 2015.
- Patrol Logs from 1970 to 2013.
- Traffic Citations from 1960 to 2013.
- Non-Traffic Citations from 1970 to 1999.

State law requires these documents be retained for 3 years.

- Accident Reports from 1970 through 2010.

State law requires these forms to be retained for 5 years.

Sewer Delinquencies

Letters were sent by certified mail to two property owners who have seriously delinquent balances. The next step is collections.

PUBLIC SAFETY COMMITTEE

Chairman Jeffrey Elsing reported that the Public Safety Committee did not meet this month and will next meet on September 9, 2019.

Mr. Elsing reported that the Fireworks event successfully raised enough to pay for this year's display and he thanked everyone who helped with the event.

PUBLIC WORKS COMMITTEE

Chairman Mark Pennink reported that he is waiting to hear the start date for the paving project which includes King Road, Sycamore Road, Alden Road and Buck Road.

Mr. Pennink reported that the Cairnrun Homeowners Association has requested additional signage on the Borough section of Quarry Road to inform motorists that the private section is one-way only and do not enter. Mr. Pennink has approved the signs requested.

Mr. Pennink reported that Alden Road may be closed from Rose Lane to Fetters Mill Road for drainage work.

FINANCE COMMITTEE

Chairman Duane Hyatt reported that the Finance Committee met in July.

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 Two (2) Zoning Permit applications were received in July. Eight (8) Building Permits were issued. No Grading Permits were issued.

The Zoning Hearing Board met on July 18, 2019 to report their decision on the Holmes application for variances for lot size and rear yard setback. The application was denied.

The Zoning Hearing Board will meet on Tuesday, August 27, 2019 to hear testimony on a new application requesting a variance for a Pole Barn encroaching in the rear yard setback on Buck Road.

SEWER ADMINISTRATOR

Chairman Glenn Gurney reported that the Fetters Mill/Loop Pump Station has been experiencing electrical problems

The Sycamore Pump Station will undergo maintenance. Mr. Gurney noted that there have been no odor complaints from neighbors.

BOROUGH ENGINEER - None

OLD BUSINESS

Council members discussed setting up a meeting with property owners to discuss the options for Alden Road improvements. The meeting will be scheduled when all Council members are available to participate. The work-session meeting will be advertised.

Councilman Pennink reported that Matt Odhner will repaint road lines that did not hold up over the winter.

NEW BUSINESS - None

QUESTIONS OR COMMENTS FROM THE FLOOR - None

There being no further business presented, the meeting was adjourned at 7:39 pm.

Council's next regular meeting will be held on Monday, September 9, 2019 at 7:00pm in the Borough Hall.

Victoria S. Trost
Secretary