



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

***COUNCIL CHAMBER***  
**February 5, 2024**

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

**MEMBERS OF COUNCIL**

- |                |                   |
|----------------|-------------------|
| Glenn Gurney   | Duane D. Hyatt    |
| Ric Asplundh   | Mark Pennink      |
| Jeffrey Elsing | Steven Huntzinger |

ALSO: Victoria S. Trost, Mayor Ken Schauder, Solicitor R. Rex Herder. Councilman Brent McCurdy was excused.

**MINUTES**

*On a motion by Ric Asplundh, seconded by Mark Pennink, Council voted unanimous approval of the January minutes.*

**TREASURER’S REPORT**

General Fund Revenue for January was \$77,961.09. General Fund Expenses were \$143,763.63. Net Income was -\$65,802.54.

Sewer Fund Revenue for January was \$1,581.45. Sewer Fund Expenses were \$20,757.24. Net Income was -\$19,175.79.

Today PLGIT paid 5.19. PLGIT Prime paid 5.55%.

Included in the General Fund cash receipts were:

\$	28,623.06	in Real Estate Tax receipts
\$	9,034.16	in Earned Income Tax receipts
\$	1,123.74	in Local Services Tax receipts

\$	1,220.30	in Fines
\$	30.00	in Police Report receipts
\$	2,609.20	in Building Permit receipts
\$	50.00	in Grading Permit receipts
\$	750.00	in Zoning Permit receipts
\$	120.00	in Road Opening Permit receipts
\$	4,351.13	in Professional Review fees
\$	29,900.00	in ANC Contributions
\$	100.00	in Fireworks Contributions

Included in the Sewer Fund Cash Receipts were:

\$	1,023.06	in Finance Charges
\$	523.39	in Late Fees
\$	35.00	in Sewer Certification Receipts

**TAX COLLECTOR**

Tax Collector, Bradley Cranch reported \$1,218,208.10 in Real Estate Taxes bills were sent out on February 1.

**BILLS**

**GENERAL FUND BILLS**

21 <sup>st</sup> Century Media	\$753.47
Aqua PA	3,249.27
Auto Spa Xpress	15.00
Bryn Athyn Fire Company	433.50
Building Inspection Underwriters Inc.	300.00
Cut Paste and Print	337.92
Davidheiser’s Inc.	60.00
DeLage Landen	175.00
Eastburn & Gray	2,062.50
Guardian Insurance	5.00
Independence Blue Cross	6,076.64
McCann Associates	844.20
NAPA Auto Parts	29.64
Nobre Computer Services LLC	800.00
PA Association of Municipal Administrators	150.00
Paychex of New York	896.37
Peco Energy	1,294.10
Petty Cash – Doug Hotchkiss	123.95
Petty Cash – Victoria Trost	63.10
Police Chiefs’ Association of Montgomery County	500.00
PSAB	25.00
T & G Industries Inc.	279.00
TGI Office Automation	144.51
The Vanguard Group	1,086.03
Verizon Wireless	243.07
Victoria Trost	50.00

Wawa – Wright Express	1,028.35
<u>Woodrow &amp; Associates</u>	<u>4,351.13</u>
TOTAL	\$25,376.75

**SEWER FUND BILLS**

Academy of the New Church	\$599.84
Aqua PA	354.60
Berardelli Pool Supplies, LLC	1,572.95
EEMA	1,956.00
Home Depot	342.56
Independence Blue Cross	680.58
Keystone Engineering Group	997.50
Lower Moreland Township	88.99
MJ Reider Associates Inc.	1,295.50
Mac Medical Gases Inc.	3.50
Peco Energy	555.14
Schauder Incorporated	150.00
SCP Distributors LLC	2,493.90
USA Blue Book	174.59
Verizon	180.90
Verizon Wireless	82.23
<u>Wawa – Wright Express</u>	<u>112.94</u>
TOTAL	\$11,641.72

**BMO MASTERCARD – GENERAL FUND**

Google Workspace	102.00
Adobe AcroPro	19.99
21 <sup>st</sup> Century Media	14.00
Amazon.com	144.91
Staples	76.09
SamsClub.com	65.82
Intuit.com	108.74
PA Uniform Construction Code	36.00
Microsoft.com	105.99
<u>Lowes.com</u>	<u>508.38</u>
TOTAL	\$1,181.92

**BMO MASTERCARD – SEWER FUND**

Intuit.com	\$108.74
Google Workspace	6.00
SamsClub.com	65.81
Amazon.com	-76.67
<u>SP Advance Truck Parts</u>	<u>11.23</u>
TOTAL	\$115.11

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

**PRESIDENT’S REPORT**

Employee Handbook

President Jeff Elsing introduced an updated version of the proposed Employee Handbook for Borough employees which has been discussed over the past several months. This has

not been viewed by employees. Mr. Elsing noted that the main sections of the handbook have been adopted by other municipalities. The latest updates to the draft involve health insurance for part-time (P-T) employees who work full-time hours. The benefit would cover the (P-T) employee only. The new paragraph spells out requirements for part-time employees to receive health insurance benefits. A P-T employee would be required to work at least 120 hours per month. It was suggested that a maximum monthly reimbursement dollar amount be included - \$1,000 per month was suggested. Mr. Elsing reported that P-T Police Officer, Alex Cricelli, has been working full-time hours for several years and has requested health insurance benefits. Mr. Cricelli has found an affordable health insurance policy for less than \$750 per month. Mayor Schauder suggested adjusting the hourly rate for P-T employees working full-time hours as opposed to a cash reimbursement. Council will continue discussion of this topic at the March meeting.

Resolution No. 2024-02

Mr. Elsing presented proposed Resolution No. 2024-02 to properly dispose of employment applications for candidates that were not hired by the Borough.

Mr. Elsing noted that the Borough Office staff is working on reviewing records and codification of the Borough ordinances.

*On a motion by Mark Pennink, seconded by Jeffrey Elsing, Council voted unanimously in favor to adopt Resolution No. 2024-02 to dispose of records according to the Pennsylvania Municipal Records Manual.*

**BOROUGH OF BRYN ATHYN**

**MONTGOMERY COUNTY, PENNSYLVANIA**

**RESOLUTION NO. 2024-02**

*Resolved by the Borough Council of the Borough of Bryn Athyn, Montgomery County, Pennsylvania, that*

**WHEREAS**, *by virtue of Resolution No. 2019-03 adopted on August 5, 2019, the Borough of Bryn Athyn declared its intent to follow the schedules and procedures for the disposition of records as set forth in the Municipal Records Manual approved December 16, 2008 as amended March 28, 2019, and,*

**WHEREAS**, *in accordance with Act 428 of 1968, each individual act of disposition shall be approved by resolution of the governing body of the municipality;*

**NOW, THEREFORE BE IT RESOLVED** *that the Borough Council of the Borough of Bryn Athyn, Montgomery County, Pennsylvania, in accordance with the above cited Municipal Records Manual, hereby authorizes the disposition of the following public records:*

**Personnel Records:**

*Applications for Employment – Not Hired*

**RESOLVED**, this fifth day of February, 2023.

**BOROUGH OF BRYN ATHYN**

Petition of the Lord’s New Church to Amend Section 1200.8.b of the Bryn Athyn Zoning Ordinance of 2018

President Elsing reported that Borough Council initially reviewed the petition of the Lord’s New Church in September 2023. Mr. Elsing explained that Council previously amended Section 1200.8.b of the Zoning Ordinance in August 2020 via Ordinance #693. The amendment permits colleges to rent residence buildings for short term rentals. The Lord’s New Church has requested that “college” be replaced with “school or church” in Section 1200.8.b.

Len Rose, representing the Lord’s New Church, explained that the church facilities are used as an event center. Attendees of LNC events currently rent residence buildings from the Bryn Athyn College. If permitted to rent the Pitcairn House residence for similar short-term rentals, the Lord’s New Church can offer additional rentals to attendees of Academy and General Church events. Mr. Rose explained that this would benefit the community. Mayor Schauder asked if code enforcement has reviewed for fire safety sprinklers. Councilman Gurney suggested that a committee be formed to further review this petition. Mr. Elsing, Mr. Huntzinger and Mayor Schauder volunteered to serve on the committee to do research. Mr. Hyatt asked what the definition of an affiliated institution is. Solicitor Herder added that another amendment to Section 1200.8.b was discussed in August 2023, after which Mr. Herder sent a memo to Borough Council via email. Mr. Herder noted that any amendment to the Zoning Ordinance will require a review by both Montgomery County Planning Commission and the Bryn Athyn Planning Commission; a Public Hearing would then be required.

Mr. Rose asked if the Academy would be interested in joining in the petition of the Lord’s New Church. Mr. Hyatt responded that the Academy would not be interested.

Mr. Herder noted that there are no time constraints on a decision on the petition. Council may decide against amending the Zoning Ordinance; the petitioner has no appeal rights. Mr. Herder will prepare a memo outlining the request and the process.

**POLICE CHIEF’S REPORT**

Acting Chief Doug Hotchkiss reported the following activity for January 2024:

All Police Activities done in the month of October	1526
Foot Patrol / Property Check	883
Alarms	7
Assist Bryn Athyn Fire / Ambulance	5
Assist Other Police Agencies	17
Public Service Calls / Assist Citizens	4
Special Traffic Details	17
Traffic Stops	49
Traffic Citations	29
Vehicle Accidents	2
Lost Dog	0
Fraud	0
Domestic	0
Disturbance	1
Warrants	0
Prisoner Transport	0
Suspicious Circumstance Investigations	10
Trespassing	2

On Friday January 5<sup>th</sup> Bryn Athyn Police officers along with President of Council / Chairman of Public Safety had our first department meeting. It was very positive, and we look forward to collaborating more in the future.

On Friday January 5<sup>th</sup> at 2:55 pm police received a call from campus security for 2 subjects in the Brickman Center food court who did not appear to belong there. When police arrived the 2 subjects were identified as a 21-year-old male and a 21-year-old female, both residents of Feasterville-Trevoze. After further investigation it was determined that the 2 subjects had entered through an open door that is normally locked. Both subjects were advised that this area is not open to the public, and they left without further incident.

On Thursday January 18<sup>th</sup> at 7:14 pm police were called to the C&S club for a 43-year-old male Bryn Athyn resident who had entered the property. The same male was told in the past that he could not be at this location, but a ban notice had never been issued. After a police investigation the C&S club issued a ban notice to the male.

On January 26<sup>th</sup> Bryn Athyn Police took part in Detective Holly Halota’s retirement ceremony. Holly has been a police officer for 27 years and has assisted our police department on multiple occasions over the years.

Len Rose who represents the Lord’s New Church read a report regarding threatening phone calls to the church offices. Mr. Rose thanked Acting Chief Doug Hotchkiss for his immediate response and ongoing efforts to resolve the situation. Acting Chief Hotchkiss reported that this is an ongoing investigation and although the actor has a history of similar threats, he cannot be charged at this point. Acting Chief Hotchkiss is working with the Mobile Crisis Unit.

**FIRE CHIEF’S REPORT**

Chief Ken Schauder reported 41 Fire Calls in January, 30 in Lower Moreland, 8 in Bryn Athyn and 3 in Other Municipalities; 174 Ambulance Calls in January, 105 in Lower Moreland, 5 in Bryn Athyn and 64 in Other Municipalities. There were 105 Transports to the hospital in January.

Chief Schauder reported that there are currently two ambulances on call 7 days per week. For the first four months this year, the “float” vehicle will only cover Bryn Athyn and Lower Moreland. Effective May 1, 2024 it will be the second ambulance on call and may be going out of town.

Chief Schauder reported that he, President Jeff Elsing, Acting Police Chief Doug Hotchkiss, and Manager Vikki Trost attended a meeting with the Montgomery County Planning Commission (MCPC) regarding the Pennypack Road Bridge at the County Trail. The Chief explained that the Montgomery County Cross County Trail which will connect municipalities throughout the County has scheduled inspections for the bridge to determine the weight limit for vehicles that need to access the County Trail. Chief Schauder will reach out to the MCPC for an update.

**EMERGENCY MANAGEMENT REPORT**

There has been a vacancy for the position of Deputy Emergency Management Coordinator. Councilman Steven Huntzinger agreed to serve as Deputy Emergency Management Coordinator.

*On a motion by Glenn Gurney, seconded by Duane Hyatt, Council voted unanimously in favor to appoint Steven Huntzinger as Deputy Emergency Management Coordinator.*

**MAYOR’S REPORT**

Mayor Ken Schauder reported that the Pennypack Ecological Restoration Trust Board is looking to acquire the June Fete Fairgrounds on Edge Hill Road at Huntingdon Road.

**SOLICITOR’S REPORT - None**

**BOROUGH MANAGER’S REPORT**

PA State Association of Boroughs

Vikki Trost reported that she will be attending the PSAB Conference in June and will represent the Borough as a Voting Delegate. PSAB requires the Borough to approve the

person appointed to serve as the Voting Delegate for proposed resolutions and policies. A motion will suffice.

*On a motion by Steven Huntzinger, seconded by Jeffrey Elsing, Council voted unanimously in favor to appoint Victoria S. Trost as a Voting Delegate to represent the Borough of Bryn Athyn at the 2024 PA State Association of Boroughs Conference in June 2024.*

Montgomery County Boroughs Association

The MCBA will hold its winter meeting on February 22, 2024 at the William Penn Inn, hosted by North Wales and Lansdale Boroughs.

Safety Committee

Stephanie Doman and Vikki Trost attended a webinar on Safety Committee Leadership last month. The Safety Committee will expand training opportunities for employees to promote safety in the workplace. The Committee conducts annual safety inspections for each department.

**PUBLIC SAFETY COMMITTEE**

Chief of Police

Chairman Jeff Elsing reported that the Chief of Police Hiring Committee has completed the search for a Chief of Police. Members of the committee included: Mayor Ken Schauder, Mr. McCurdy, Mr. Asplundh, and Mr. Elsing. Fifteen applications were received and narrowed down to five who were telephone screened. Three candidates were selected and two candidates were interviewed in person. It was a very difficult decision and the committee selected Brigdon Odhner for the position. Mr. Odhner is familiar with the Borough, Church and Schools.

*On a motion by Ric Asplundh, seconded by Duane Hyatt, Council voted unanimously in favor to present a Conditional Offer of Employment to Brigdon Odhner, pending physical and psychological evaluations and a background check.*

Mr. Elsing noted that the new chief will be reliant on Doug Hotchkiss to move forward. Acting Chief of Police Doug Hotchkiss was thanked for assuming leadership responsibilities when needed.

Chairman Elsing noted that Mr. Odhner has begun the physical and psychological evaluations, and the background check. A start date will be determined pending background check.

Purchase New Police Vehicle – 2023 Chevrolet Tahoe

Mr. Elsing reported that the purchase of a new vehicle was planned for last year, however vehicles have been difficult to get. The PA CoStars is a state purchase program which allows the Borough to forgo bidding the process for equipment and vehicles. Acting



Chief Hotchkiss located a vehicle which was available after waiting over a year for a 2023 model and the Public Safety Committee moved forward with the purchase since it was available for a limited time. The purchase price including upfit is \$57,888.81 which is available in the Police Car Reserve Fund.

*On a motion by Ric Asplundh, seconded by Glenn Gurney, Council voted unanimously in favor to ratify the purchase of a 2023 Chevrolet Tahoe for the amount of \$57,888.81 from Frederick Chevrolet through the PA CoStars program.*

Mr. Elsing noted that the 2018 Ford will be sold on Municid.

#### Civil Service Commission

Mr. Elsing reported that the list of eligible candidates for the position of police officer must be updated every two years by the Civil Service Commission. The Civil Service Commission has begun the process and already completed the physical and written examination of three candidates. The in-person interviews will take place on Saturday, February 10, 2024.

#### Police Department Staffing

Mayor Ken Schauder asked if the Police Department is going back to five full-time officers. Mr. Elsing and Mr. Gurney agreed that they would like to go back to five full-time officers. Mr. Elsing noted that there are three candidates to be interviewed for the Civil Service list and adding another full-time officer has not been formally discussed. Mr. Elsing will bring the staffing suggestion to the Finance Committee.

#### Intergovernmental Cooperation Agreement for a Joint Fire and Emergency Services Department for Lower Moreland Township and Bryn Athyn Borough

Chairman Jeff Elsing introduced the proposed document citing the history of the process to join the fire companies to date.

- In January 2023 both Bryn Athyn and Lower Moreland established the Office of Chief of Emergency Services and an Emergency Services Committee pursuant to the Intergovernmental Cooperation Act.
- In March 2023 Bryn Athyn and Lower Moreland entered into a Memorandum of Understanding creating the funding formula, administrative framework and budget for the position of Chief of Emergency Services.
- Today, Bryn Athyn and Lower Moreland are at a point where they are now ready to discuss how to bring the fire companies together to provide the best fire services possible to both municipalities.

*Fire Chief Ken Schauder provided additional notes to the proposed intergovernmental agreement:*

*Note #1 – Section #3 – Why is this being considered as a “Municipal Department”? Have different models been discussed? There are advantages of 501(c)3 Non-Profit entities. Many issues like pensions, unions, charitable contributions, etc.*

*It's a shame that the individual departments did not have any say in the "new name". Chief Schauder has several different names that would do away with the traditional identities of each organization. Time to move on with "new branding" of the new organization.*

*Note #2 – Sections #4 and #5 – What does supervision and management mean? As separate corporations, are the Huntingdon Valley and Bryn Athyn fire companies subject to supervision and management from an outside organization or persons? Speaking for Bryn Athyn Fire Company, we may not be opposed to this setup but some additional discussion needs to happen.*

*Note #3 – Section #8 – What assets are being referred to here? The existing assets that are owned by both HVFC and BAFc or the assets that will be bought jointly in the future by the municipalities?*

Chief Schauder noted that the fire companies received a copy of the proposed intermunicipal agreement twelve days ago and did not have much time to review; more time is needed. It was noted that the Emergency Services Committee and both municipal solicitors prepared the document. Members of Huntingdon Valley Fire Company (Deputy Chief Mike Molda, Chief Ted Middleman, and President Craig Colbert) were present and agreed with Chief Schauder's concerns.

Chief Mark Showmaker stated that the role of authority was always in question, but added that his goal is to create an umbrella department as we navigate the process for the future vision. Ken Schauder would like both fire companies to have input on this document.

It was noted that Lower Moreland Commissioners have received the document to discuss at their next meeting and may act on it at their March meeting. Mr. Elsing agreed that both municipalities are in the discussion stage.

Councilman Duane Hyatt was confused about the process to move forward to combine departments. Mr. Hyatt was under the impression that Chief Showmaker would work with both departments and ultimately make a recommendation on joining. Mr. Hyatt stated that joining department would be a major change in the community and thought that we are putting the cart before the horse. Mr. Hyatt is not ready to vote on this and feels that Council is being pushed into a decision.

Councilman Huntzinger would like to hear the pros and cons from the Bryn Athyn Fire Company.

Mr. Elsing agreed that public input is needed. Chairman Elsing asked what more information is needed before moving forward, noting that we have been driving toward a joint fire company all along. Mr. Elsing added that Borough Council is on uncharted ground right now and reminded Council that the current fire services program is

unsustainable in the future. Mr. Elsing stated that the Emergency Services Committee has planned to include the fire chiefs in the monthly meetings at some point.

Councilman Mark Pennink wondered why the Fire Chiefs are not on the committee. Chief Ted Middleman agreed that everyone understands that we are heading toward one company, but no one knows how that will happen.

Councilman Glenn Gurney said that it does seem like we need to list the pros and cons and bring in residents to the discussion. Mr. Huntzinger agreed that the fire companies should have some say in the structure.

Mr. Hyatt restated that he is not opposed to joining, but Council has not agreed to move forward and questioned if Council is ready to move forward. Chief Showmaker noted that he has been gathering information before Council votes. It was agreed that Borough Council needs more information before moving forward with the agreement and that community input is important. Mr. Elsing will bring this information to the next committee meeting tomorrow afternoon.

HVFC President Craig Colbert stated that Huntingdon Valley Fire Company and Bryn Athyn Fire Company need to meet and discuss the situation. Mr. Colbert feel that they are being pushed by the Township.

BAFC President Lach Brown heard Councilman Hyatt's comments and does not disagree. He noted that neither Bryn Athyn Fire Company nor Huntingdon Valley Fire Company currently do not have a sustainable model and that a plan must be in place for the future.

Chairman Jeff Elsing thanked everyone for a good discussion

#### Lower Moreland-Bryn Athyn Emergency Services Report

Chief Mark Showmaker submitted the following report for January:

*January's activity has been very busy, and it has been a very productive month. There were many special projects and assignments that were advanced to the next step such as the approval Fire apparatus purchase. The investigation of facts and the gathering of information regarding the upcoming purchase of Fire Apparatus has consumed a great deal of my time this month. The following will briefly cover some of these assignments.*

##### *Weeks 1 and 2*

- *I attended both the Bryn Athyn Borough Council meeting and the Lower Moreland Township Commissioner meetings.*
- *Presented my report on the Fire Apparatus Purchase to the LM Commissioners with the Commissioners approving the purchase of Pierce Mid Mount Tower Ladder as well as a Pierce Engine Pumper.*
- *Reviewed the year end Bryn Athyn Fire Company financial and response statistics.*
- *Attended the County Fire Marshals monthly meeting.*

- *Review and approve the Huntingdon Valley Fire Shift Program time sheets*
- *Employment Interviews conducted for new Power Shift Staff BAFC*
- *Conducted final fire alarm test and communications system test on Lower Moreland High School*
- *Preconstruction meeting with Arch Medical on Philmont Ave regarding new hazardous process.*
- *Attended a construction meeting of the new Bryn Athyn School regarding access and fire protection systems.*
- *Attended the Bryn Athyn Fire Company Officer meeting*
- *Meeting with Pierce Fire Apparatus Representative and the LM Township Manager*
- *Meeting with the LM L& I staff regarding new Townhouse Development*
- *Attended Bryn Athyn Fire Company Training*
- *Attended meeting at Bryn Athyn Cathedral regarding pre plan exercise and tour of facility*
- *Storm Preparation meeting with LM EMA*
- *Attended retirement luncheon for Director Schadegg at LM Township*
- *Review updated truck specification of new Pumper Apparatus for acceptance.*

#### *Week 3 and 4*

- *First Day of new EMS Power Shift at BAFC*
- *Attended Municipal Fire Chiefs of Montgomery County Meeting*
- *Second meeting with Arch Medical regarding process involving Titanium Dust*
- *Distributed to Both Fire Companies information regarding standard seating and function positions for fire apparatus. Both were notified that this will become a operational standard in the future and that they need to start to train and prepare for this.*
- *Meeting with the HVFC Chief Officers and Pierce to review the new pumper and to make some changes to the proposed specification that will better serve the community.*
- *Reviewed the intergovernmental agreement that both Solicitors are working on and made some corrective comments back to them.*
- *Attended weekend training with Bryn Athyn Fire Company*
- *Worked on Fire Truck Purchase information and reviewed modified price based on changes made to original stock truck proposed.*
- *Reviewed Region 5 response policy for comments.*
- *Started equipment review and inventories of both fire companies and compared it to the National Fire Protection Association (NFPA) required equipment list for new fire apparatus purchase*
- *Met with Chief and President of Bryn Athyn Fire Company to update progress*
- *Research conducted regarding Title 75 of PA for emergency lighting requirements of responding members and emergency vehicles*
- *Conducted research regarding fire station standards for NFPA*

*Responded to numerous fire and medical emergency calls throughout the month in both communities as well as mutual aid calls.*

*Emergency Response Data for the month:*

*BAFC Emergency Medical Calls in BA* 5  
*BAFC Emergency Medical Calls in LM* 103  
*BAFC Emergency Medical Calls other* 72  
*Year to date EMS Calls* 180

*BAFC Fire Calls in BA* 6  
*BAFC Fire Calls IN LM* 32  
*BAFC Fire Calls Other* 2  
*Year to Date Fire Calls* 40

*HVFC Fire Calls in LM* 30  
*HVFC Fire Calls in BA* 7  
*HVFC Fire calls other* 3  
*Year to Date Fire Calls* 40

Chief Showmaker added that the Lower Moreland Board of Commissioners approved an apparatus purchase to replace a Tower Ladder Truck and an Engine. Chief Showmaker was able to locate a stock order truck which will be available in four months as opposed to a four year wait on another vehicle. While negotiating on the ladder truck, he located an engine truck which is also needed by Lower Moreland. A savings of \$250,000 was realized on the purchase of two needed fire trucks.

Chief Showmaker reported that a joint training took place today with Bryn Athyn and Huntingdon Vally, as well as Upper Moreland Fire Co. The Chief reviewed the plans for the Bryn Athyn Church School fire suppression system.

## **PUBLIC WORKS COMMITTEE**

Chairman Mark Pennink reported that the Alden Road Committee met to review drawings and drainage plans. The committee expects to be ready for bid in three months.

Mr. Pennink reported two snow events in January handled by the snow crew. Mr. Pennink will speak to Steve Woerner at Lower Moreland regarding 2024 paving projects.

Chairman Pennink noted that he has nothing to report on the two construction projects, though complaints have been received about stormwater at the Bryn Athyn Church Elementary School. A new gas line will be installed in Woodland Road by Peco.

Mr. Gurney noted that the crosswalk signs on Tomlinson Road are in very poor condition and are not effective. They should be relocated. Mr. Pennink will order new signs.

Mr. Elsing noted that the crosswalk at Masons Mill Road, where the trail crosses, needs to be repainted. Bradley Cranch will take care of the crosswalk painting.

**FINANCE COMMITTEE**

Chairman Duane Hyatt reported that the Bid Package for the Sewer Generator Project should be completed. Mr. Elsing reported that he has asked Keystone Engineering to review the final document prior to advertising bids. Mr. Herder noted that the bid package is complete except for the prevailing wage statement which Vikki Trost will obtain prior to advertising. Mr. Elsing will reach out to Keystone Engineering again.

Mr. Hyatt reported that sidewalks on the Loop were discussed by the Finance Committee and asked if it is time to make the Loop one-way. Chairman Hyatt reported that the Police Pension Fund is doing very well. Mr. Hyatt noted that the purchase of the 2023 Tahoe will deplete the Police Car Reserve Fund; the sale of the 2018 Ford will help to rebuild the fund. There is still a vacancy on the Finance Committee.

**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 were two (2) Zoning Permit applications approved in January. Eleven (11) Building Permits were issued. One (1) Grading Permit was issued.

**SEWER ADMINISTRATOR**

Chairman Glenn Gurney reported that the Generator Project will be out to bid soon. The first quarter sewer billing is out. The annual Delaware River Basin Commission (DRBC) reported was completed last month.

Mr. Elsing noted that there is interest in online payments for sewer bills.

**BOROUGH ENGINEER - None**

**OLD BUSINESS - None**

**NEW BUSINESS**

Mr. Elsing asked if there will be a quorum for the March meeting. It was decided that there will be a quorum for the March 4, 2024 meeting.

**QUESTIONS OR COMMENTS FROM THE FLOOR - None**

There being no further business presented, the meeting was adjourned at 8:39pm.

Council's next regular meeting will be held on Monday, March 4, 2024 at 7:00pm in the Borough Hall.

Victoria S. Trost  
Secretary