



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

COUNCIL CHAMBER
May 4, 2020

The meeting was called to order by President Jeffrey Elsing at 7:00p.m. via Zoom Videoconferencing. President Elsing announced that the meeting will be recorded. Mr. Elsing said that he will ask for nay votes only to avoid confusion during this first virtual meeting of Council. The following were present via telecommunication:

MEMBERS OF COUNCIL

Glenn Gurney
Ric Asplundh
Jeffrey Elsing
Duane D. Hyatt

Brent McCurdy
Mark Pennink
Aurelle Genzlinger

ALSO: Victoria S. Trost, Bradley E. Cranch, Stephen Gray, Nick Rose, R. Scott Cooper, Mayor Ken Schauder, Solicitor R. Rex Herder.

MINUTES

On a motion duly seconded, Council voted unanimous approval of the March minutes.

TREASURER'S REPORT

Treasurer Vikki Trost reported General Fund Revenue for March was \$427,814.95. General Fund Expenses were \$31,673.71. Net Income was \$396,141.24.

Sewer Fund Revenue for March was \$96,669.00. Sewer Fund Expenses were \$8,211.97. Net Income was \$88,457.03.

PLGIT paid .84%. PLGIT I-Class paid .98%. PLGIT Prime paid 1.15% on April 6, 2020.

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

\$	380,584.99	in Current Year Real Estate Tax receipts
\$	881.28	in Fines
\$	50.00	in Zoning Permit receipts
\$	90.00	in Police Report receipts
\$	214.50	in Building Permit receipts
\$	725.00	in Insurance Claim receipts
\$	710.18	in Fireworks Contributions
\$	44,550.00	in Masons Mill Business Park Contributions

Included in the Sewer Fund Cash Receipts were:

\$	43,776.00	in Category 2 Usage receipts
\$	43,280.00	in Category 3 Usage receipts
\$	9,613.00	in Category 4 Usage receipts

Mrs. Trost reported General Fund Revenue for April was \$527,142.68. General Fund Expenses were \$76,326.33 Net Income was \$450,816.35.

Sewer Fund Revenue for March was \$25.00. Sewer Fund Expenses were \$41,973.97. Net Income was -\$41,948.97.

Today PLGIT paid .77%. PLGIT I-Class paid .92%. PLGIT Prime paid .96%

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

\$	517,302.53	in Current Year Real Estate Tax receipts
\$	2,585.39	in Earned Income Tax receipts
\$	555.84	in Local Services Tax receipts
\$	204.36	in Fines
\$	15.00	in Police Report receipts
\$	1,572.48	in Insurance Dividends
\$	4,907.08	in Auto Insurance Claim receipts

Included in the Sewer Fund Cash Receipts were:

\$	25.00	in Sewer Certification receipts
----	-------	---------------------------------

TAX COLLECTOR - None

BILLS**GENERAL FUND BILLS - April**

Academy of the New Church	\$1,034.50
AmTrust North America	7,225.21
AquaPA	18.00
Austin Rose	300.00
Axon Enterprise Inc.	755.00
Berkheimer	716.02
Bryn Athyn Fire Company	32,166.67
Bryn Athyn Fire Company	161.07
Building Inspection Underwriters Inc.	5,985.60
Chuck's Service Center	612.50
Davidheiser's Inc.	36.00
DeLage Landen Financial Services Inc.	136.95
Eastburn & Gray PC	4,777.50
Keystone Health Plan East	9,743.60
LexisNexis Matthew Bender Inc.	97.88
Lower Moreland Township	5,663.00
McDonald Uniform Company	966.83
Montgomery County Treasurer	60.00
Peco Energy Company	1,138.74
Peco Energy Company	188.95
Petty Cash RX	519.91
Petty Cash Steve Gray	132.81
Postmaster	106.00
Staples	257.31
Stephanie Doman	57.95
Steven Huntzinger	300.00
TGI Office Automation	5.84
The Vanguard Group	1,007.41
USA Payroll	171.41
Verizon Wireless	186.17
Victoria Trost	50.00
Waggle Masonry	2,200.00
Wawa – Wright Express	<u>554.91</u>
TOTAL	<u>\$77,333.74</u>

SEWER FUND BILLS - April

Academy of the New Church	\$508.77
AmTrust North America	1,476.79
Bryn Athyn Fire Company	86.41
Deckman Electric Inc.	47.96
Delaware River Basin Commission	638.00
EEMA	3,370.00
FlowTech LLC	1,000.00

Frank A Malizia, Jr. Inc	3,030.00
Home Depot	422.73
Kappe Associates	24,957.00
Lowe's	21.10
Lower Moreland Township	155.00
MJ Reider Associates, Inc.	1,599.00
Mac Medical Gases Inc.	3.50
McMaster-Carr Supply Co	546.84
NAPA Auto Parts	295.17
Peco Energy	556.43
Peco Energy	155.64
Postmaster	165.00
SCP Distributors LLC	1,703.90
TDS Concrete Inc	685.00
United States Plastic Corporation	-43.76
USA Blue Book	197.60
USA Payroll	110.75
Verizon	40.03
Verizon	37.05
Verizon Wireless	55.32
Wawa – Wright Express	<u>115.69</u>
TOTAL	<u>\$42,016.92</u>

GENERAL FUND BILLS - May

American Public Safety	\$322.14
Aqua PA	36.23
Aqua PA	2,715.30
Armour & Sons Electric Inc	219.60
Berkheimer	96.55
Bryn Athyn Fire Company	163.84
DeLage Landen	270.90
Doug Hotchkiss	123.00
Gustafson Auto Body	9,561.22
Kevin Green	38.16
Keystone Health Plan East	9,743.60
McDonald Uniform Company	687.94
Naval Surface Warfare Center	300.00
Peco Energy	972.74
Peco Energy	92.20
Petty Cash RX	236.64
Petty Cash Steve Gray	277.90
Petty Cash Victoria Trost	59.43
Police Chief's Association of Montgomery Co	150.00
Qualification Targets Inc	212.32
Staples	280.26

The Vanguard Group	814.62
US Municipal Supply Inc	80.29
USA Blue Book	394.72
USA Payroll	123.97
Verizon Wireless	181.21
Wawa – Wright Express	492.99
Witmer Public Safety Group	<u>1,499.49</u>
TOTAL	<u>\$30,147.26</u>

SEWER FUND BILLS - May

Berardelli Pool Supplies LLC	\$1,669.00
Bryn Athyn Fire Company	87.44
DeLage Landen	224.10
FlowTech LLC	250.00
Franc Environmental Inc	1,698.75
Gurney Kerr Contractors	9,981.94
Lowe’s	21.10
Lower Moreland Township	313.00
MJ Reider Associates Inc	506.00
Mac Medical Gases Inc	3.50
McGovern Environmental LLC	225.00
NAPA Auto Parts	16.65
Peco Energy	145.29
SCP Distributors LLC	38.60
TW Reiss Inc	112.13
United States Plastic Corporation	-43.76
USA Blue Book	643.13
USA Payroll	77.03
Verizon	38.91
Verizon	36.87
Verizon Wireless	55.14
Wawa – Wright Express	<u>207.37</u>
TOTAL	<u>\$16,307.19</u>

DEBT SERVICE BILLS - May

M & T Securities	<u>\$5,205.00</u>
------------------	-------------------

On a motion by Duane Hyatt, seconded by Brent McCurdy, 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

Declaration of Disaster Emergency – COVID-19 Coronavirus Pandemic

President Elsing reported that on March 13, 2020, Emergency Management Coordinator Ken Schauder recommended that Council declare a Disaster Emergency due to the COVID-19 Coronavirus Pandemic. Many members of Council were out of town at the time, but the declaration was executed by Councilman Glenn Gurney. Solicitor Rex Herder commended the excellent job in declaring the disaster emergency and agreed that Council should ratify the Emergency Declaration.

On a motion by Ric Asplundh, seconded by Aurelle Genzlinger, Council voted unanimously in favor to ratify the COVID-19 Coronavirus Pandemic Declaration of Disaster Emergency.

Resolution No. 2020-02 – Waive Penalty for Real Estate Tax

Due to the loss of income of many people during the Coronavirus Pandemic, Borough Council agreed that it would be more helpful to residents, who did not pay real estate taxes during the discount period, to waive the penalty for late payment of the taxes through the end of the year.

On a motion by Glenn Gurney, seconded by Duane Hyatt, Council voted unanimously in favor to adopt Resolution No. 2020-02 waiving penalties for Borough Real Estate Taxes paid on or before December 31, 2020.

**BOROUGH OF BRYN ATHYN
MONTGOMERY COUNTY, PENNSYLVANIA
RESOLUTION NO. 2020-02**

**A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF BRYN
ATHYN WAIVING PENALTIES FOR BOROUGH OF BRYN ATHYN REAL
ESTATE TAXES PAID ON OR BEFORE DECEMBER 31, 2020**

WHEREAS, on or before March 8, 2020, a widespread outbreak of Coronavirus (COVID-19) occurred (the “Pandemic”), affecting the residents of Montgomery County, including the residents of the Borough of Bryn Athyn (the “Borough”), necessitating the issuance of a Disaster Declaration by the Montgomery County Commissioners on March 8, 2020 and the issuance of a stay-at-home order by Pennsylvania Governor Thomas W. Wolf on March 23, 2020; and

WHEREAS, applicable Pennsylvania statutes and Borough of Bryn Athyn ordinances and resolutions, a penalty of 10% is to be added to 2020 Borough real estate tax bills paid after June 1, 2020; and

WHEREAS, in response to the Pandemic, Pennsylvania Governor Tom Wolf signed Senate Bill 841 into law as Act 15 of 2020 (“Act 15”) on April 21, 2020; and

WHEREAS, Act 15 authorizes taxing districts, by resolution, to waive penalties and other fees on real estate tax payments made on or before December 31, 2020; and

***WHEREAS**, the Council of the Borough of Bryn Athyn finds that the economic burden placed upon residents of the Borough by the Pandemic warrants the waiving of penalties on tax bills paid after June 1, 2020, but on or before December 31, 2020.*

***NOW, THEREFORE**, the Council of the Borough of Bryn Athyn does hereby **RESOLVE** as follows:*

- 1. All penalties on 2020 Borough real estate taxes paid after June 1, 2020, as may be otherwise provided for by law, are hereby **WAIVED**.*
- 2. The discount period allowed for taxes paid on or before April 1, 2020, is not extended by this Resolution.*
- 3. The Borough Secretary is directed to deliver a copy of this Resolution to the Borough Tax Collector, Bradley E. Cranch, within seven (7) days of its effective date.*
- 4. This Resolution shall be effective as of the date of its adoption.*

***RESOLVED and ADOPTED** by the Borough Council of the Borough of Bryn Athyn this 4th day of May, 2020.*

BOROUGH OF BRYN ATHYN

Resolution No 2020-03 - Appoint William Grubb to Fill Auditor Vacancy

Mr. Elsing reported that Leslie Alden previously submitted his resignation as elected auditor and that William Grubb has offered to fill the vacancy.

On a motion by Glenn Gurney, seconded by Ric Asplundh, Council voted unanimously in favor to appoint William Grubb to fill the vacancy resulting from Mr. Alden’s resignation.

**BOROUGH OF BRYN ATHYN
MONTGOMERY COUNTY, PENNSYLVANIA**

RESOLUTION NO. 2020-03

A RESOLUTION OF THE BOROUGH OF BRYN ATHYN APPOINTING WILLIAM GRUBB TO FILL A VACANCY IN THE OFFICE OF AUDITOR

***WHEREAS**, William Leslie Alden was duly elected to the office of auditor for the Borough of Bryn Athyn in the municipal election held in November, 2019; and*

***WHEREAS**, Mr. Alden submitted to the Borough a letter of resignation from the office of auditor on February 26, 2020; and*

WHEREAS, a majority of the members of the Council of the Borough of Bryn Athyn voted on March 2, 2020 to accept the resignation of Mr. Alden; and

WHEREAS, a vacancy now exists in the office of auditor for the Borough of Bryn Athyn.

NOW, THEREFORE, the Council of the Borough of Bryn Athyn does hereby **RESOLVE** as follows:

1. William Grubb, a registered elector in the Borough of Bryn Athyn, who has resided within the Borough for a period of more than one year prior to the date hereof, is hereby appointed to the office of AUDITOR for the Borough of Bryn Athyn, to fill the vacancy created by the resignation of William Leslie Alden.

2. William Grubb shall hold the office of auditor until the first Monday in January of 2022.

RESOLVED this 4th day of May, 2020.

BOROUGH OF BRYN ATHYN

POLICE CHIEF’S REPORT

Chief Stephen Gray reported the following activity for April:

Alarms	08
Animal Complaints	01
Assist Bryn Athyn Fire / Ambulance	08
Assist Other Police Agencies	22
Assist Citizens / Public Service Calls	03
Miscellaneous Complaints	53
Special Traffic Details	00
Suspicious Circumstance Investigations	09
Traffic, Non-Traffic and Parking Citations	18
Vehicle Accidents	00
Vehicle Investigations / Warnings Issued	04

On Monday April 13th at 3:40am, police observed a black Toyota Camry trespassing on the grounds of the Cairncrest Offices. The driver of the vehicle had driven around barricades and posted signs advising that it was private property and that the grounds were closed. The driver, a 25-year-old male resident of Langhorne, PA was issued a citation for trespassing and sent on his way.

On Saturday April 25th at 7:35pm, police observed a blue colored Audi trespassing on the grounds of the Cairncrest Offices. The driver of the vehicle had driven around barricades

and posted signs advising that it was private property and that the grounds were closed. The driver, a 19-year-old male resident of Philadelphia, was issued a citation for trespassing and sent on his way.

On Monday April 27th, at 12:35pm, police responded to the men's sports locker room at 3012 Cairnwood Drive for a report of a possible breaking and entering. Police checked the interior finding all in order. The coaches who share the locker room advised that nothing was missing from inside of the building and the damage to the front door did not appear to have been from an attempted break-in, however, a report was filed for property damage to the door.

On Tuesday April 28th at 9:03am, police responded to the Glencairn Museum to investigate a fire alarm. Upon arrival, and assisted by ANC Security and the Bryn Athyn Fire Company, police detected an electrical odor, which was determined by the Fire Company to be coming from a burned-up compressor. Nothing other than the compressor was damaged.

COVID-19: In reference to the current Coronavirus situation; The Bryn Athyn Police Department continues to do everything possible to ensure the safety of our officers and for our residents. Our Officers can be seen on patrol throughout the Borough around the clock, however, we have made some adjustments to limit exposure to our officers and to the public in the event that someone in the community unknowingly has been infected with the virus. We are handling any non-priority calls via phone that do not require an officer response. Also, we are not allowing anyone in the police station until further notice unless there is an extreme emergency that would require immediate attention. As of April 30, 2020, we remain fully staffed with no reports of illness from any of our officers.

Chief Gray noted that there were no vehicle accidents during April. The Chief reported that the Department received a donation from the Asplundh Foundation and that some funds are being used to purchase Officer Trading Cards to help the community get to know the newer officers in the department.

FIRE CHIEF'S REPORT

In the absence of Chief Derek Zecher, Ken Schauder read his report which reported 34 Fire dispatches in April; 29 in Lower Moreland and 3 in Bryn Athyn. There were 99 EMS dispatches in April with 60 patients transported; 6 dispatches in Bryn Athyn. Chief Zecher noted that April was the slowest month in recent memory, but the calls which are suspicious for COVID-19 are requiring more time and effort and a lot of extra cleaning of equipment and ambulances.

Significant incidents included:

- Two rollover accidents on Welsh Rd with patients requiring extrication (April 4 and April 21).

- An incident involving an overheated compressor motor at the Glencairn Museum on (April 28)
- A fire at Always Cafe on Welsh Rd on April 29. Our engine was first in for this fire and did a great job of establishing a water supply and attacking the fire. Crews from Huntingdon Valley, Rockledge and Willow Grove and additional BA firefighters jumped in to open the roof, access the rear and check for extension into the adjoining businesses. After the fire was extinguished, the Chief walked through the restaurant with LM Chief Schadegg and they were amazed that the fire was held to the store where it originated given how heavily damaged the kitchen area was. The fact that more units in that shopping center were not lost was clearly due to the efforts of the first few arriving companies.
- On April 30 high winds and weather brought down trees and wires around the community. There were five dispatches that day but no major incidents.

EMS volume was down but April was a very busy month for the Company behind the scenes. A lot of Zoom meetings and work went into developing policies and procedures to deal with the current pandemic. A Resource Manual was created for our career staff and members. All of the EMS officers contributed to this effort and our new EMS Deputy Chief/Supervisor, Fred Ellinger, did an outstanding job of pulling it together into an impressive manual. All policies were reviewed by our medical command physician.

Due to prior planning and preparedness; donations from the community and support from Montgomery County we have been able to maintain adequate supplies of PPE, sanitizer and disinfectant and through judicious use, we should be able to sustain this. My deepest concern is for the health and safety of our staff and volunteers and that because we are small, one or two full time paramedics out sick will make it very difficult for us to staff the ambulance. We do have contingency plans for staffing involving our neighboring EMS agencies in place.

Several retirement and nursing home facilities in our area are now being affected by COVID-19 and we will continue to work with Lower Moreland Emergency Management and the facilities to provide them with service when needed but minimize exposure for our personnel. There are no known COVID cases at Cairnwood Village but there is concern that there will be. We may have reached a plateau of cases in our area, but that plateau could continue for some time, and extended care facilities and retirement homes are particularly vulnerable. The level of vigilance that has kept the infection out of Cairnwood Village may be difficult to sustain.

EMERGENCY MANAGEMENT REPORT

Ken Schauder reported that the team will meet next to discuss July 4th events.

MAYOR’S REPORT - None

SOLICITOR’S REPORT - None

BOROUGH MANAGER’S REPORT

COVID-19 Disaster Emergency and Shutdown

On May 13, 2020 at the request of the Borough Emergency Management Coordinator, Mrs. Trost prepared a Declaration of Disaster Emergency for Council. It was signed by Councilman Glenn Gurney since most members of Council were away for spring break vacation.

PA Governor Wolf ordered all non-essential businesses to close in March which did not include local government services. Stephanie Doman and Vikki Trost have been conducting Borough business in spite of social distancing requirements. Vikki Trost has been mostly working from home, coming into the office in the evening and weekends as needed. In addition to daily monitoring of emails and day to day work, two audits were completed during this time. Our Bookkeeper, Tina Epstein, is not able to work due to family issues, so Vikki has been doing all bookkeeping work. An application was submitted for FEMA assistance as recommended by the County Department of Public Safety, though at the time there were no reported expenditures for the emergency. Any expenses incurred can be added later. The Safety Committee met via Zoom in April to avoid jeopardizing the Borough’s Workers Compensation discount.

Construction was shut down by the Governor until May 1. Building Inspection Underwriters closed their office and laid-off all of their employees including Charlie Pluguez. Charlie will return to work at the Borough on Monday, May 11. We are setting up permit application procedures to avoid personal contact for as long as it may be needed. A notice has been posted on the website regarding permits and we have contacted all applicants that have been in contact.

We anticipate moving back to the Borough Office as the Governor’s restrictions are lifted.

Trash and Yard Waste

We have been having difficulty with the trash hauler for the past few months. For some reason they were refusing to pick up yard waste in the Borough and phone calls and emails have gone unanswered. They kept insisting that yard waste pickup is Wednesday, and Mrs. Trost had to explain to them that we do not have a separate yard waste pickup. We had to involve the Lower Moreland Township Manager and Public Works staff to get the attention of Republic Services. It has been frustrating with numerous complaints from residents.

PUBLIC SAFETY COMMITTEE

Chairman Jeff Elsing thanked all of the Public Safety employees and volunteers for their efforts during the pandemic.

Resolution 2020-04 – Oppose Moving the 2020 Primary Election Polling Place

Mr. Elsing reported that the Borough has been notified that the Montgomery County Board of Election has decided to combine polling places in order to make voting safer for the June 2, 2020 Primary Election. Mr. Hyatt suggested that Borough Council adopt a resolution objecting to moving the Bryn Athyn polling place to the Lower Moreland High School in Lower Moreland Township, to which Mr. Elsing agreed.

Scott Cooper, the Minority Inspector for the election, commented that there are rarely ten (10) people at a time in Borough Hall for elections, but there will be more people at the Lower Moreland High School. Mr. Cooper is in favor of keeping the election in Borough Hall.

On a motion by Duane Hyatt, seconded by Jeff Elsing, Council voted unanimously in favor to adopt a resolution opposing moving the Bryn Athyn polling place out of Bryn Athyn to Lower Moreland Township.

**BOROUGH OF BRYN ATHYN
MONTGOMERY COUNTY, PENNSYLVANIA**

RESOLUTION NO. 2020-04

A RESOLUTION OF THE BOROUGH OF BRYN ATHYN TO OPPOSE MOVING THE 2020 PRIMARY ELECTION POLLING PLACE TO A LOCATION OUTSIDE OF THE BOROUGH OF BRYN ATHYN.

WHEREAS, the Borough of Bryn Athyn has today received notice that the Montgomery County Board of Elections is contemplating moving the polling place for the 2020 Primary Election to a location outside of the Borough; and,

WHEREAS, the Council of the Borough of Bryn Athyn opposes moving the polling place for the 2020 primary election outside of the Borough of Bryn Athyn due to concerns related to artificially low voter turnout and also concerns relating to social distancing to alleviate the spread of the COVID-19 virus.

NOW THEREFORE, THE COUNCIL OF THE BOROUGH OF BRYN ATHYN HEREBY RESOLVES, that:

- 1. The Council opposes moving the polling place for the 2020 Primary Election to a location outside for the Primary election for the reasons mentioned above.*
- 2. Be it further resolved, that the Borough Secretary is authorized and directed to deliver a copy of this resolution to the Montgomery County Board of*

Elections and any other public officials as may be appropriate, as expeditiously as possible.

RESOLVED AND ADOPTED THIS FOURTH DAY OF MAY, 2020.

BOROUGH OF BRYN ATHYN

PUBLIC WORKS COMMITTEE

Chairman Mark Pennink reported that Morrissey will begin paving in early June on Woodland Road, Masons Mill Road, Quarry Road and sections of Buck Road.

Mr. Pennink reported that the Aqua PA water main project along Tomlinson Road is almost completed; the Ford dump truck has been repaired; parking is being monitored on Cathedral Road and Paper Mill Road.

Mrs. Genzlinger reported that the Alden Road survey is currently paused since the plan was to go door to door to speak with residents.

FINANCE COMMITTEE

Chairman Duane Hyatt reported that the April meeting was cancelled, but the Committee will meet via Zoom in May. Mr. Elsing offered to set up the meeting. Vikki Trost was authorized by Council to set up a Zoom account one year subscription for Council use.

LAND USE AND NATURAL RESOURCES/ SHADE TREE COMMITTEE - None

PUBLIC RELATIONS COMMITTEE

Chair Aurelle Genzlinger will post appropriate notices on social media.

ADMINISTRATIVE COMMITTEE - None

PLANNING COMMISSION REPORT - None

ZONING OFFICER

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

There were no (0) Zoning Permit applications approved in April; No (0) Building Permits were issued; No (0) Grading Permits were issued.

SEWER DEPARTMENT

Chairman Glenn Gurney reported that the standby blower was installed and tested. The new blower can also be used to aerate the digester tanks. The old blower was removed from the blower house and an office was carved out of the space for the sewer administrator. Mr. Gurney would like to keep more important files in Borough Hall. Quotes are being solicited for phone and internet lines which will also be required for future automation planned for the plant.

Mr. Gurney reported that the Chapter 94 Report was completed and sent to PA DEP. Mr. Elsing asked if the report required his signature.

BOROUGH ENGINEER

Nick Rose reported that Aqua PA is almost done; the Alden Road survey is not yet completed; he is working with Verizon to set up communication lines for the sewage treatment plant.

OLD BUSINESS - None

NEW BUSINESS

Mr. Pennink reported that he would like to get started on sidewalks on Tomlinson, at least one block, possibly two blocks this summer.

QUESTIONS OR COMMENTS FROM THE FLOOR - None

There being no further business presented, the meeting was adjourned at 8:07 pm.

Council's next regular meeting will be held on Monday, June 1, 2020 at 7:00pm via Zoom.

Victoria S. Trost
Secretary