

Borough of Bryn Athyn
Finance Committee
Meeting Minutes

October 15, 2024
6:00pm

In attendance:	Duane Hyatt, Chair	Jeff Elsing
	Vikki Trost	Glenn Gurney
	Ali Durand	Ken Schauder
	Joseph Duda	Briggs Odhner
	Lach Brown	Reid Heinrichs

The meeting was called to order by Chairman Duane Hyatt at 5:00pm.

Ali Durand was welcomed to the meeting as a potential member to fill the current vacancy on the committee.

POLICE PENSION PLAN

The pension actuary, Joe Duda, participated via Zoom. Joe reported that the 2025 MMO is zero dollars, noting that the pension fund is overfunded by \$630,000. Joe will be working on the 1/1/2025 Actuarial Valuation and suggested that the current plan interest rate of 5.5% could be lowered. Joe will evaluate the possible lowering of the interest rate and report back to the committee. The pension plan is in a great position with a great investment performance. Mr. Duda noted that recent PA legislation, Act 49 of 2024, may affect police pensions by permitting both part-time and full-time officers to buyback up to five years. This is optional for collective bargaining agreements.

BRYN ATHYN FIRE COMPANY

The Fire Company requested the same funding as last year for fire operations; however, Chief Mark Showmaker has recommended adding additional staffing of four fire fighters around the clock, plus 2 fire fighters during the day. The cost of this staff is \$440,000. Lower Moreland Township will contribute to this as well. BAFC is requesting \$66,000 toward this additional expense. The Ambulance request increased from \$59,500 to \$66,500. Chairman Duane Hyatt stated that Borough Council needs to vote on moving forward with consolidation of fire services with Lower Moreland Township.

PUBLIC WORKS

The Public Works did not attend the meeting but had submitted the budget via telephone call to Vikki Trost. All line items remained the same as 2024 except that Capital Outlay Streets (438.600) request was increased by \$70,000 to \$230,000. Since the Tomlinson Road project will be paid from Reserves and no other projects were submitted, the Committee reduced Capital Outlay Streets (438.600) by \$63,500 to \$136,500. Alden Road Engineering Expense (438.300) was submitted for \$10,000. Alden Road Engineering (438.300) will now be included in the bidding for the project, so \$10,000 from Alden Road

Engineering was deleted and \$6,000 of that was added to Engineering (439.000). Engineering (439.000) was increased to \$10,000.

POLICE DEPARTMENT

Chief Briggs Odhner submitted his budget in the amount of \$596,210 which does not include any insurance or tax liabilities. The proposed 2025 budget prior to insurance adjustments is \$833,520. The Committee agreed to keep the Police Pension Contribution at \$30,000. \$65,000 will be moved from Part-Time Patrolmen (410.134) to Full-Time Patrolmen (410.132) as Council approved hiring a 5th Full-Time Officer. The 2018 Ford Police Interceptor is currently on the MuniBid auction site with 4 bids at \$3,100. The bids are due by noon on October 24, 2024. The committee will again discuss keeping the vehicle.

SEWER DEPARTMENT

Glenn Gurney reported that the generator project bids were opened; GS Developers was the low bidder at \$162,700. Solicitor Rex Herder and Keystone Engineering have reviewed the bid and have recommended that Borough Council accept GS Developers bid at the November meeting of Council. Mr. Gurney noted that there are additional costs for this project which include:

\$12,500	Gas Line Excavation
5,000	Contingency
5,000	Tie-in to Lateral
<u>20,000</u>	Contingency
\$42,500	
\$162,700	GS Developers Bid
42,500	Additional Costs
32,517	Peco Gas Line Installation
<u>37,500</u>	Keystone Engineering Oversight
\$275,217	TOTAL PROJECT COST

Mr. Hyatt recommended that the Sewer Fund portion of the CD Capital Reserves (\$54,000) be used for this project. ACD will mature in December. The CD allocation will be adjusted at the end of the year.

Reid Heinrichs submitted a budget for 2025 with a surplus and proposed no increase to the 2025 sewer usage rates. Vikki Trost will include new insurance rates when they are available. Vikki will add a cover page like the summary page for the General Fund Budget. Glenn Gurney noted that Bill Brown has reviewed the billing calculations and recommended no change. Vikki Trost suggested that the bills be reviewed after the calculations are done to be sure that we are not sending out \$4.00 quarterly bills. There was previously a \$75.00 minimum fee. Mr. Gurney agreed that the bills should be reviewed and a minimum set. Mr. Hyatt asked if there is an invoice from the Academy for \$100,000

to reimburse for emergency work done by Carr & Duff. Vikki acknowledged that there is an invoice that has not yet been approved.

ADMINISTRATIVE

Vikki Trost submitted the administrative budget with a 2% increase. Insurance increases are still unknown. They will be available by the end of the month. No increase to Zoning. There may be a slight increase in trash collection due the extension of the current contract. Vikki will investigate eliminating the charges for Google email. Vikki will get a new quote for the payroll employee timeclock service so that supervisors and employees can coordinate schedules more easily.

The meeting was adjourned at 7:20pm.

For the next meeting:

1. Vikki will send a meeting reminder to the Committee prior to the meeting.
2. Vikki will update the budget spreadsheets and distribute to committee members.

Next meeting date: November 19, 2024 at 12:00pm in Borough Hall.

2025 BUDGET CALENDAR

~~9/9/2024 — COUNCIL MEETING Chairman requests Budgets from Department Heads~~
~~9/17/2024 — FINANCE COMMITTEE MEETING Budget Discussion~~
~~10/7/2024 — COUNCIL MEETING~~
~~10/15/2024 — FINANCE COMMITTEE MEETING Budget Presentations by Departments~~
10/16 – 10/31 FINALIZE BUDGET IN COMMITTEE
11/4/2024 COUNCIL MEETING Council Reviews Final Draft
11/5/2024 ADVERTISE BUDGET IN NEWSPAPER AT LEAST 10 DAYS PRIOR TO
ADOPTION ON 12/2/2024
11/19/2024 FINANCE COMMITTEE MEETING
12/2/2024 COUNCIL MEETING Council Adopts Budget by Motion
12/17/2024 FINANCE COMMITTEE MEETING
1/6/2025 COUNCIL MEETING Council Adopts Tax Rates by Ordinance