



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

***COUNCIL CHAMBER
May 6, 2024***

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

MEMBERS OF COUNCIL

Ric Asplundh
Jeffrey Elsing

Glenn Gurney
Steven Huntzinger

ALSO: Victoria S. Trost, Mayor Ken Schauder, Solicitor Rex Herder. Councilmen Brent McCurdy, Duane Hyatt and Mark Pennink were excused.

Mr. Elsing announced that the meeting was being recorded to assist in preparing the minutes.

MINUTES

On a motion by Glenn Gurney, seconded by Steven Huntzinger, Council voted unanimous approval of the March 25, 2024 Special Meeting Minutes.

On a motion by Glenn Gurney, seconded by Jeffrey Elsing, Council voted unanimous approval of the April 1, 2024 Regular Meeting Minutes.

TREASURER'S REPORT

Treasurer Vikki Trost reported General Fund Revenue for April was \$503,369.13. General Fund Expenses were \$158,586.90. Net Income was \$344,782.23.

Sewer Fund Revenue for April was \$98.00. Sewer Fund Expenses were \$13,625.34. Net Income was -\$13,527.34.

Today PLGIT paid 5.13%. PLGIT Prime paid 5.42%.

Included in the General Fund cash receipts were:

| | | |
|----|------------|---------------------------------------|
| \$ | 461,227.69 | in Real Estate Tax receipts |
| \$ | 15,704.51 | in Earned Income Tax receipts |
| \$ | 1,723.14 | in Local Services Tax receipts |
| \$ | 1,100.52 | in Fines |
| \$ | 60.00 | in Police Report receipts |
| \$ | 717.75 | in Building Permit receipts |
| \$ | 20,780.00 | in Road Opening Permit receipts |
| \$ | 100.00 | in Contributions to Police Department |
| \$ | 1,937.52 | in Insurance Dividends |

Included in the Sewer Fund Cash Receipts were:

| | | |
|----|-------|--|
| \$ | 10.00 | in Category 2 Usage receipts |
| \$ | 88.00 | in Lower Moreland Pass-thru Usage receipts |

TAX COLLECTOR

Tax Collector Bradley Cranch reported \$177,144.31 in Real Estate Taxes collected in April; \$74,716.32 remains uncollected.

BILLS

GENERAL FUND BILLS

| | |
|---------------------------------------|------------|
| Am-Trust North America | \$1,092.29 |
| AquaPA | 3,246.88 |
| Ardmore Tire Inc. | 572.16 |
| Auto Spa Xpress | 36.00 |
| Bryn Athyn Fire Company | 221.58 |
| Building Inspection Underwriters Inc. | 408.80 |
| Cut Paste and Print | 132.00 |
| Davidheiser’s Inc. | 60.00 |
| DeLage Landen | 175.00 |
| Eastburn & Gray PC | 675.00 |
| Frank A. Malizia Jr. Inc. | 2,560.00 |
| Independence Blue Cross | 7,409.04 |
| Kenneth J. Schauder Incorporated | 49.83 |
| LexisNexis Matthew Bender Inc. | 67.08 |
| Lower Moreland Township | 13,959.38 |
| Nobre Computer Services, LLC | 285.00 |

| | |
|--|--------------------|
| PA Chiefs of Police Association | 250.00 |
| Paychex of New York LLC | 113.10 |
| Peco Energy Company | 1,530.51 |
| Pershing LLC | 4,590.00 |
| Petty Cash – Brigdon Odhner | 342.19 |
| Pioneer Auto Body & Repair | 489.96 |
| Police Chief’s Assn of Montgomery County | 200.00 |
| ProTract Engineering Inc. | 2,458.00 |
| T & G Industries Inc. | 279.00 |
| TGI Office Automation | 96.99 |
| The Vanguard Group | 2,561.14 |
| Trugreen Processing Center | 1,022.08 |
| Verizon Wireless | 256.03 |
| Victoria Trost | 50.00 |
| Wawa – Wright Express | 1,152.79 |
| Woodrow & Associates | 5,069.90 |
| TOTAL | \$51,411.73 |

SEWER FUND BILLS

| | |
|---------------------------|-------------------|
| Am-Trust North America | \$223.71 |
| Eastburn & Gray PC | 652.50 |
| EEMA | 1,556.22 |
| Home Depot | 366.46 |
| Independence Blue Cross | 680.58 |
| Lower Moreland Township | 88.00 |
| MJ Reider Associates Inc. | 665.80 |
| Mac Medical Gases Inc. | 3.50 |
| Peco Energy | 508.46 |
| SCP Distributors LLC | 2,621.50 |
| Verizon Wireless | 82.51 |
| Wawa – Wright Express | 194.06 |
| TOTAL | \$7,643.30 |

BMO MASTERCARD – General Fund

| | |
|------------------|-----------------|
| Google Workspace | \$111.47 |
| Adobe AcroPro | 19.99 |
| 21 Century Media | 14.00 |
| Amazon.com | -12.45 |
| Zoom.us | 169.49 |
| eBay.com | 45.00 |
| Staples.com | 8.82 |
| PA UCC | 81.00 |
| Dell.com | 347.98 |
| TOTAL | \$785.30 |

BMO MASTERCARD – Sewer Fund

| | |
|----------------------|----------|
| Google Workspace | \$6.20 |
| USPS Bryn Athyn PA | 50.08 |
| Amazon.com | 196.02 |
| Staples.com | 44.99 |
| Fishers Ace Hardware | 14.40 |
| eBay.com | 38.59 |
| <hr/> | |
| TOTAL | \$350.28 |

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

PRESIDENT’S REPORT

Swear-In Part-Time Police Officer

President Elsing reported that last month Council approved a conditional offer of employment to Alec Shaffer and that Mr. Shaffer has completed all required testing. Mayor Ken Schauder administered the Oath of Office to Alec Shaffer. Mr. Shaffer was welcomed to the Bryn Athyn Police Department.

Lord’s New Church Zoning Amendment Petition

Mr. Elsing reported that the Zoning Committee (Jeffrey Elsing, Glenn Gurney, Ken Schauder, Drew Nehlig, and Steven Huntzinger) met numerous times to review the petition of the Lord’s New Church to amend Article 12 Section 1208 to permit rooms in the manor house to be used for short-term rentals. The Committee stipulated in their recommendation that the rentals must be associated with the Church or Schools or another connection to Bryn Athyn; the applicant must comply with all zoning and UCC codes before any room may be rented; no long-term rentals should be permitted, with a 30-day maximum rental. Mr. Elsing suggested that Borough Council move to the next step in the procedure to amend the Zoning Ordinance which would be review by the Bryn Athyn Planning Commission and the Montgomery County Planning Commission. Mr. Gurney suggested that Council should wait until Councilman Duane Hyatt can add input to the discussion with relation to the Bryn Athyn College Cottages rentals. It was suggested that the Zoning Committee may reach out to Mr. Hyatt for his input prior to the next meeting of Council in June. Council agreed to receive Mr. Hyatt’s comments before moving forward in the amendment process.

POLICE CHIEF’S REPORT

Chief Brigdon Odhner reported the following activity for April:

| | |
|---|------|
| All Police Activities done in the month of April 2024 | 1439 |
| Foot Patrol / Property Check | |
| Alarms | 7 |
| Assist Bryn Athyn Fire / Ambulance | 8 |
| Assist Other Police Agencies | 19 |
| Public Service Calls / Assist Citizens | 4 |
| Special Traffic Details | 16 |
| Traffic Stops | 87 |
| Traffic Citations | 49 |
| Vehicle Accidents | 0 |
| Lost Dog | 0 |
| Fraud | 0 |
| Domestic | 0 |
| Disturbance | 4 |
| Warrants | 0 |
| Prisoner Transport | 0 |
| Suspicious Circumstance Investigations | 7 |
| Trespassing | 0 |
| Vandalism | 2 |
| Theft | 0 |

1. Attended high school lockdown drill, addressing specific safety issues.
2. Conducted an active shooter Q&A for elementary school teachers during in-service day, with materials provided by Joe from BA Security on "Run, Hide, Fight" techniques.
3. Partnered with Bryn Athyn Security, BA Fire Department, and Lower Moreland Fire Department for a college lockdown drill.
4. Swiftly resolved a vandalism incident that occurred at the C and S Club following a quick and effective investigation by our department.
5. Met with members of the cathedral staff and discussed their questions and concerns about how to handle incidents and assistance from the police. This was partnered with a new policy update from security on how they will be managing incidents at the cathedral.

FIRE CHIEF'S REPORT

Fire Chief Ken Schauder reported 33 Fire Dispatches in April, 27 in Lower Moreland, 4 in Bryn Athyn, 2 in Other Municipalities; 172 EMS Dispatches, 107 in Lower Moreland, 8 in Bryn Athyn, 34 in Abington, 18 in Upper Moreland, 5 in Other Municipalities. There were 109 Transports to Hospital.

Chief Schauder reported on the second ambulance program which began this year. Initially, the second ambulance was designated only for Bryn Athyn and Lower Moreland calls. During that

period, the ambulance was used for 25 EMS Calls in Bryn Athyn and Lower Moreland. It was noted, that the additional personnel are also available for fire calls. Effective May 1, 2024, the second ambulance will be on status with Montgomery County to any other Municipality. This will be tracked for four months. The Chief noted that the BAFC prefers not to have both ambulances out of the Borough at the same time.

EMERGENCY MANAGEMENT REPORT

EM Coordinator Ken Schauder reported that the team has participated in drills with the Academy of the New Church Secondary School and the Bryn Athyn Church Elementary School. They will continue participating in drills. The team will meet in June to prepare for the upcoming Fourth of July events.

MAYOR'S REPORT

Mayor Ken Schauder reported that a Boy Scout from Troop 97 who is working on his Citizenship and Community badge attended this meeting.

SOLICITOR'S REPORT – None

BOROUGH MANAGER'S REPORT

AQUA PA 2025 Project

Manager Vikki Trost reported that Aqua PA plans to replace the section of water main on Cathedral Road from the driveway to Cairncrest Annex next year.

ARPA Funds

The annual report on the use of the ARPA Funds was submitted on April 30.

Resolution

Mrs. Trost reported that she will include a resolution on the June meeting agenda permitting the destruction of audio recordings made of Council meetings which are used only to prepare the meeting minutes.

PUBLIC SAFETY COMMITTEE

LM-BA Emergency Services Department

Chief of Emergency Services Mark Showmaker reported the following activity for April:

Please find my activity for the month of April outlined and up to the date of this report. There were many special projects and assignments that were advanced to the next step such as the construction start of the fire apparatus and the Intergovernmental Cooperative Agreement Approval and the signing of these agreements by all parties. The following will briefly cover some of these assignments as well as others.

Weeks 1 and 2

- *I attended both the Bryn Athyn Borough Council meeting and the Lower Moreland Township Commissioner meetings.*
- *Updated both Boards regarding the Fire Apparatus Purchase of a Pierce Mid Mount Tower Ladder as well as a Pierce Engine Pumper.*
- *Reviewed the monthly Bryn Athyn Fire Company and response statistics.*
- *Reviewed the monthly Huntingdon Valley Fire Company financial and response statistics.*
- *Attended the County Fire Marshals monthly meeting.*
- *Review and approve the Huntingdon Valley Fire Shift Program time sheets for the month*
- *Attended training and walk through of Glen Carin Museum with fire department personnel*
- *Meeting with Pierce Fire Apparatus Representative regarding Tower Ladder chassis pre-payment*
- *Reviewed Updated Junior Fire Fighter regulations sent by State*
- *Attended Bryn Athyn Board of Directors meeting*
- *Delivered Chief Vehicle to Havis Corp to upfit emergency warning devices*

Week 3 and 4

- *Facilitated and completed the signing of Interagency Agreements with Fire Companies*
- *Reviewed proposed policy of Bryn Athyn Fire Company*
- *Reviewed Brindlee / Glick Fire Truck Trade agreement*
- *Current Tower Ladder was aerial, and Pump tested as per the trade agreement*
- *Attended Municipal Fire Chiefs of Montgomery County Meeting*
- *Met with BAFC Chief and President for update and briefing*
- *Conducted employment interviews with BAFC*
- *Presented power point presentation to Bryn Athyn Council meeting*
- *Attended Montgomery County EMT Graduation Ceremony with BAFC*
- *Conducted research regarding fire station standards for NFPA*
- *Attended Bryn Athyn Fire Company Officer Meeting*
- *Review HVFC Shift Program time sheets second half of month*
- *Conducted employment interviews BAFC*
- *Met with Glick regarding potential Ambulance purchase for information gathering.*
- *Began review of both organizations reporting programs*
- *Began review and information compilation of data from records regarding response*
- *Conducted consolidation and regionalization research*
- *Conducted Stipend programs in PA research*
- *Meeting with Montco Communications Technology Department regarding MDT usage and requirements*
- *Met with Montco 911 regarding questions pertaining to future consolidation requirements*
- *Met with Chief Schauder BAFC 4-24-24 policy discussion*

Fire Calls of Interest:

- 4-1-24 3247 Maple Rd Structure fire, small Kitchen fire smoke condition through out
- 4-3-24 3415 Colonial Cir, Small fire in exterior wall electrical in nature
- 4-17-24 600 Tomlinson Rd BA Borough Elementary School Fire, electrical in nature
- 4-23-24 3324 Huntingdon Pike for a structure fire with Burn Victim

Emergency Response Data for the month as of the date of this report:

BAFC Emergency Medical Calls in BA 7
 BAFC Emergency Medical Calls in LM 100
 BAFC Emergency Medical Calls other 55
 BAFC Monthly total EMS Calls 162
 Year to date EMS Calls 615

| | | | |
|-------------------------|-----|-------------------------|-----|
| BAFC Fire Calls in BA | 4 | HVFC Fire Calls in LM | 32 |
| BAFC Fire Calls IN LM | 27 | HVFC Fire Calls in BA | 3 |
| BAFC Fire Calls Other | 1 | HVFC Fire Calls Other | 0 |
| BAFC Monthly Fire Calls | 32 | HVFC Monthly Fire Calls | 35 |
| Year to Date Fire Calls | 134 | Year to Date Fire Calls | 142 |

BAPD Staffing Proposal

Chairman Elsing noted that with Alec Shaffer as a third part-time officer, the full-timers can start taking time off, using up their many accrued hours.

Mr. Elsing reported that he and Chief Odhner put together a request which was presented to the Finance Committee to bring on a fifth full-time officer, noting that the Borough can avoid extra costs in hiring the top candidate, Mitchell Meed, on the Civil Service Candidate List, who has been working in the Borough for several years and will need no training. The Finance Committee is reviewing the proposal and will report to Borough Council.

Fourth of July Festivities

Chairman Elsing reported that the Public Safety Committee will meet on June 10, 2024 at 6:15pm to review the plans for the Fourth of July events. Mr. Elsing reiterated that the fireworks planned for July 3rd is a much better and more affordable show than what was proposed for fireworks on July 4th. A discussion followed on the planning of other Independence Day events. Councilman Huntzinger will spearhead community input on the schedule. The final schedule of events will be posted on the Borough website and the Bryn Athyn Post.

PUBLIC WORKS COMMITTEE

Alden Road Improvements

In the absence of Chairman Mark Pennink, President Elsing reported that the Alden Road Committee met again last month. Nick Rose will prepare the bid package which will include two options:

1. Rebuild the road with slight improvements
2. Full road rebuild to include curbs, sidewalk, and drainage

Mr. Elsing corrected the statement that he made at last month's meeting noting that the Committee is doing due diligence looking at the entire road and all options for improvement. Mr. Elsing reported that the road is crumbling underneath. Soft digs were done to locate all underground utilities. Mr. Elsing reiterated that costs are unknown at this time, noting that the Borough has been saving funds for this project for several years. Mr. Elsing is also looking into other funding sources. Until we receive bids, we will not know what is affordable or possible. Several residents expressed concerns with drainage, curbs, and traffic.

Tomlinson Road Sidewalks

Nick Rose will circulate the plans and specifications to Solicitor Rex Herder and the Public Works Committee.

FINANCE COMMITTEE – None

LAND USE AND NATURAL RESOURCES/SHADE TREE COMMITTEE – None

PUBLIC RELATIONS COMMITTEE – None

ADMINISTRATIVE COMMITTEE – None

PLANNING COMMISSION REPORT – None

ZONING OFFICER

There were no (0) Zoning Permit applications approved in April. Four (4) Building Permits were issued. No (0) Grading Permits were issued.

SEWER ADMINISTRATOR

Chairman Glenn Gurney reported that Reid Heinrichs is still working on the Operator's Manual for the Sewage Treatment Plant.

Mr. Gurney noted that two conduits were installed at the new Bryn Athyn Elementary School for future gas or internet installations. Funds were saved by piggybacking with the BACES project. Mr. Gurney reported that he is waiting for a plan from PECO for a gas main from the new school to the sewage treatment plant.

Chairman Gurney reported that the Generator Project bid package is on hold. Keystone Engineering will add an option to install a liquid propane as a temporary option.

Mr. Gurney asked when the reserve transfers would be done. Mrs. Trost responded that the transfers are made following the completion of the audit report.

BOROUGH ENGINEER – None

OLD BUSINESS

President Elsing reported that all of the seriously past due sewer accounts were liened and subsequently paid in full.

NEW BUSINESS

It was noted that the next meeting would be held on June 10, 2024 due to the Mayor, President and Secretary/Manager attending the PSAB Conference on June 3.

Mr. Gurney commented that a resident reported that the Byberry Road Trail Crossing, which is in Lower Moreland Township, operates differently than the other Pennypack Trail crossings. There have been numerous near-misses when pedestrians fail to use the crossing button. It was noted that the crossing has been re-engineered several times, but it keeps getting run over by vehicles. Mayor Schauder noted that the Terwood Road Crossing has sensors, where the Byberry Road crossing does not. Concerns were expressed about the Fetters Mill Road Crossing when the road reopens.

QUESTIONS OR COMMENTS FROM THE FLOOR – None

There being no further business presented, the meeting was adjourned at 8:28pm.

Council's next regular meeting will be held on Monday, June 10, 2024 at 7:00pm in the Borough Hall.

Victoria S. Trost
Secretary