

Borough of Bryn Athyn  
Finance Committee  
Meeting Minutes

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August 20, 2024  
6:00pm

In attendance:        Duane Hyatt, Chair                                Jeff Elsing  
                                 Vikki Trost    Glenn Gurney

The meeting was called to order by Chairman Duane Hyatt at 6:00pm.

MINUTES

July Minutes were approved.

SEWAGE TREATMENT PLANT GENERATOR

Mr. Gurney reported that the bid specs are ready for advertising. Vikki Trost reported that the bids will be active on PennBid tomorrow.

PECO Natural Gas Line

Mr. Gurney is working with Peco noting that there is an additional financial component to the installation of the gas line. A site meeting will be scheduled.

ALDEN ROAD IMPROVEMENTS

Mr. Elsing reported that the Alden Road sub-committee will meet on Thursday, 8/22 to review the plan. Mr. Elsing has submitted a grant application requesting \$1.1 million through the Multi Modal Transportation Fund. The committee discussed borrowing funds, noting that the Borough's borrowing capacity is between \$5 million and \$7 million. Reserve funds are available as well. There is a combined total of \$2.1 million in the Public Works Capital Reserve, General Fund Reserves and CD Capital Reserves. Mr. Hyatt noted that only one-half of reserves should be used with the balance in borrowed funds. Mr. Elsing estimated that the project will cost \$1.6 million with the sidewalks.

The Committee will recommend to Borough Council that the project should not be more than \$2 million with half of the funding from reserves and the remaining half in borrowed funds, unless grant funds are received.

TOMLINSON ROAD SIDEWALK PROJECT

Mr. Elsing noted that Borough Engineer Nick Rose did not identify issues with Peco poles and a fire hydrant prior to the bidding process. Peco has been contacted regarding relocation of several poles. We will have an update on this on Thursday. Mr. Elsing noted that the contract can be awarded to the high bidder with the stipulation that we have the Peco and Aqua work completed prior to sidewalk construction. Mr. Elsing also noted that Nick forgot to include

the crosswalk to the new elementary school driveway. The work will be spec'd out separately and the BACES will need to pay for the crosswalk work.

### POLICE PENSION

The Vanguard account continues to do well. Vikki Trost is working on the 2025 MMO. Joe Duda will be invited to update the Committee on the Police Pension this fall.

### SEWER COLLECTIONS

Vikki Trost reported that letters are being sent to delinquent account holders.

### 2025 BUDGET CALENDAR

The 2025 Budget Calendar was set.

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

Mr. Gurney added that he would like to include funding for Bill Brown to review the sewer usage rate calculation in the 2025 Budget.

### VACANCY ON THIS COMMITTEE

The search continues...

### NEW ITEMS

Vikki Trost reported that there will be changes to the next trash contract with Lower Moreland Township. Our current contractor will only submit a proposal for automated trash collection. Vikki distributed a memo from Chris Hoffman explaining the options for the next contract which would begin in January 2026. Lower Moreland will solicit bids in May 2025.

Vikki Trost explained that the 2024 fireworks donations fell short of expenses by \$1,959. A spreadsheet was prepared showing the fireworks donations since 2010. A total of \$15,238 in excess donations has been rolled into General reserves. The committee agreed to transfer the balance from General reserves to the Special Events Reserve fund to cover shortages for future fireworks display.

The meeting was adjourned at 6:52pm.

For the next meeting:

1. Vikki will send a meeting reminder to the Committee prior to the meeting.
2. Vikki will contact Vanguard for an investment policy statement.

Next meeting date: September 17, 2024 at 12:00pm in Borough Hall.