



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

COUNCIL CHAMBER
February 6, 2023

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

MEMBERS OF COUNCIL

Glenn Gurney
Mark Pennink
Jeffrey Elsing

Brent McCurdy
Duane D. Hyatt
Aurelle Genzlinger

ALSO: Victoria S. Trost, Lach Brown, Mayor Ken Schauder, Solicitor R. Rex Herder, Steve Gray, Russell Cooper, Bradley Cranch, Reid Heinrichs. Councilman Ric Asplundh was excused.

MINUTES

On a motion by Glenn Gurney, seconded by Brent McCurdy, Council voted unanimous approval of the January minutes.

TREASURER’S REPORT

Treasurer Vikki Trost reported General Fund Revenue for January was \$86,270.60. General Fund Expenses were \$108,571.52. Net Income was -\$22,300.92.

Sewer Fund Revenue for January was \$0.00. Sewer Fund Expenses were \$21,908.93. Net Income was -\$21,908.93.

Today PLGIT paid 4.21%. PLGIT Prime paid 4.60%.

Included in the General Fund cash receipts were:

\$	26,784.43	in Real Estate Tax receipts
\$	12,161.20	in Earned Income Tax receipts

\$	913.74	in Local Services Tax receipts
\$	1,910.42	in Fines
\$	15.00	in Police Report receipts
\$	121.00	in Building Permit receipts
\$	34,900.00	in ANC Contributions
\$	9,460.31	in Insurance Claims

TAX COLLECTOR

Tax Collector, Bradley Cranch reported that no liens were filed for 2022. Borough Real Estate Tax bills were mailed to property owners on February 1, 2023. \$1,148,537.06 was billed.

BILLS

GENERAL FUND BILLS

21 st Century Media	\$714.17
Aqua PA Fire Hydrants	3,256.98
Ardmore Tire, Inc.	622.64
Auto Spa Xpress	10.00
Bradley E Cranch, Tax Collector	231.72
Bryn Athyn Fire Company	213.29
Building Inspection Underwriters Inc.	308.00
Cranch Landscapers LLC	425.00
Davidheiser’s Inc.	226.00
DeLage Landen	175.00
Doug Hotchkiss	118.98
Eastburn & Gray PC	2,017.50
Independence Blue Cross	6,840.29
Ken Johnson	154.99
McDonald Uniform Company	391.42
NAPA Weldon Auto Parts	29.64
PA Association of Municipal Administrators	150.00
Paychex of New York LLC	249.00
Petty Cash – Steve Gray	236.19
Petty Cash – Victoria Trost	108.52
Pioneer Auto Bodo & Repair	947.00
Postmaster	354.00
PSAB Training	45.00
Safe Tec Training Services	25.00
Shapiro Fire Protection Co.	79.87
Tanner’s Lawn & Snow Equipment Inc.	294.32
TGI Office Automation	29.67
The Vanguard Group	514.58
Verizon Wireless	242.43
Victoria Trost	100.00
Wawa Wright Express	<u>1,047.10</u>

TOTAL	<u>\$20,158.30</u>
SEWER FUND BILLS	
Academy of the New Church	\$1,090.88
EEMA	875.00
FlowTech LLC	575.00
Home Depot	185.78
Independence Blue Cross	658.51
Kenneth J Schauder Inc.	145.00
MJ Reider Associates Inc.	767.85
McGovern Environmental LLC	274.68
NAPA Auto Parts	98.50
Paychex of New York LLC	177.94
Peco Energy	968.27
Petty Cash – Reid Heinrichs	165.13
ProTract Engineering Inc.	1,451.00
Reid Heinrichs	95.39
SCP Distributors LLC	2,261.80
USA Blue Book	139.87
Verizon	165.43
Verizon – Internet	207.44
Verizon Wireless	42.11
Wawa Wright Express	<u>3,086.14</u>
TOTAL	<u>\$13,431.72</u>

BMO MasterCard**General Fund**

Adobe AcroPro	\$14.99
Google Workspace	57.39
USPS Bryn Athyn PA	60.00
UCC Construction Code	49.50
Amazon.com	79.34
Microsoft Annual Subscription	105.99
Yearli.com	<u>21.96</u>
TOTAL	<u>\$389.17</u>

Sewer Fund

Google Workspace	\$3.03
Amazon.com	697.57
eBay.com	241.10
USPS Bryn Athyn PA	10.20
Septic Solutions Inc.	147.00
Hahn Equipment Company	1,403.56
Nova Tech International	139.50
Chads Smart Tire LLC	<u>84.80</u>
TOTAL	<u>\$2,912.19</u>

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

PRESIDENT’S REPORT

The Lord’s New Church

President Jeff Elsing reported that he, Vikki Trost and Charlie Pluguez met with representatives of The Lord’s New Church to discuss activities and projects at the church including concerts, camping and farmers’ market. The church described several growth committee projects and now have a clear understanding of the process submitting projects for Borough Council approval.

In order to address the complaints about concerts held at the church, which will start again in April, organizers have offered the following solutions:

1. Placement of Speakers affect the direction of the sound and will be adjusted as needed.
2. All concert activity will shut down at 10:00pm.
3. Neighbors will be contacted and provided with a schedule of events.
4. Coordination with Bryn Athyn Police Department and Fire Company.
5. Decibel Meter will be used for all events.

Mr. Pennink commented that music is played loudly every Saturday. Mr. Elsing reported that there will be no farmers’ market this year.

POLICE CHIEF’S REPORT

Chief Stephen Gray reported the following activity for January 2023:

Alarms	06
Assist Bryn Athyn Fire / Ambulance	07
Assist Other Police Agencies	21
Miscellaneous Activity	62
Public Service Calls / Assist Citizens	01
Special Traffic Details	18
Suspicious Circumstance Investigations	05
Traffic Citations	55
Vehicle Accidents	03
Vehicle Investigations	88

On Sunday January 8th at 2:19am, Police conducted a vehicle stop in the 3000 block of Huntingdon Pike to investigate a possible counterfeit vehicle Registration. Upon further investigation, it was confirmed that the driver, a 22-year-old female resident of Philadelphia was driving with a counterfeit temporary registration & also counterfeit inspection stickers. The vehicle was impounded and the driver received several traffic citations.

On Wednesday January 18th at 11:37pm, Police received a missing person report for an elderly resident who suffers from dementia. The man was last seen earlier that day at an establishment in Warminster at 12:15pm. With the help of family members, the missing person was found safe and unharmed in Warminster Township on the following day at 1:49pm. Family members responded to Warminster and transported their loved one to his home in Bryn Athyn. The missing person could not recall what had occurred over the previous 24 hours.

On Tuesday January 31st at 8:25am, police took a report of fraud, which occurred on the college campus on Friday January 27th. The fraud involved someone attempting to use the complainant's credit card for two attempted online purchases, which were both denied. Fortunately, the complainant was able to cancel his credit card before any fraudulent purchases were made. This case is still under investigation.

On Tuesday January 31st at 1:07pm, police responded to the 400 block of Tomlinson Road to take a report of theft of gasoline from a vehicle that possibly occurred during the early morning hours. The resident said that he heard a noise outside of his house at 5:00am, but he did not investigate at the time. The complainant said that approximately 15 to 16 gallons of gas had been siphoned from his 2022 Toyota pick-up truck. This case is still under investigation.

On Tuesday January 31st at 5:00pm, police found a women's purse in the parking lot while on patrol in the Masons Mill Business Park near building number 12. There was identification inside of the purse for an 82-year-old female resident of Southampton. Police returned the purse to its owner who said that she had dropped her purse in the parking lot while she was assisting her husband from his wheelchair into their vehicle. The owner of the purse said that police must have found her property within moments after she left the parking lot.

Tomlinson Road

Councilman Gurney asked that Chief Gray check vehicle speeds on Tomlinson Road.

FIRE CHIEF'S REPORT

Ken Schauder reported that there was a small reorganization of the Fire Company in January. Derek Zecher stepped down as Chief of the Department and Fire Chief. Ken Schauder is the new Chief of the Fire Department for 2023. Tim Weiss is the new Fire Chief. Ken Schauder will remain EMS Chief for 2023 and Derek Zecher will remain as Assistant Chief. It was noted that Tim Weiss is very knowledgeable and qualified for the position.

Mr. Schauder reported **26 Fire Calls** in January, 23 in Lower Moreland and 3 in Bryn Athyn; **176 EMS Calls** in January, 104 in Lower Moreland, 11 in Bryn Athyn and 61 in other municipalities; **110 Transports**, 79 in Lower Moreland, 8 in Bryn Athyn and 23 in other municipalities. There were **8 Scratches** in January.

EMERGENCY MANAGEMENT REPORT

Emergency Management Coordinator Ken Schauder reported that the Bryn Athyn Emergency Operations Plan (EOP) must be updated every two years and submitted to Montgomery County. The Emergency Management team is working on the EOP now. Their next meeting is scheduled for February 15, 2023.

MAYOR’S REPORT - None

SOLICITOR’S REPORT - None

BOROUGH MANAGER’S REPORT

Liquid Fuels Audit

Vikki Trost reported that the PA Auditor General completed an audit of the State Highway Aid/Liquid Fuels fund for 2020 and 2021. There were no findings.

Payroll Service

We started with a new payroll service, Paychex, on January 1. Payroll is now done online weekly and we are saving almost 50%.

PUBLIC SAFETY COMMITTEE

Bryn Athyn-Lower Moreland Fire Services

Chairman Jeff Elsing reported that he and Vikki Trost met with Board of Commissioners President David Sirken and Township Manager Chris Hoffman in January. Lower Moreland Solicitor John Rice will reach out to Borough Solicitor Rex Herder regarding the next step which is the Financial Agreement. The sharing of costs will be 75% Lower Moreland and 25% Bryn Athyn. Since no funds have been allocated in the 2023 Budget, these expenses will be funded from General Fund Reserves.

The next step is the interview process to hire the Chief of Emergency Services. Vikki Trost and Chris Hoffman will meet with Middletown Township Manager Stephanie Teoli Kuhls next week. Middletown Township has recently completed the hiring process for their new Chief of Emergency Services who will consolidate four Middletown township fire companies. The plan is to advertise the position next month. The Intermunicipal Agreement between Bryn Athyn and Lower Moreland will be available for the March meeting of Borough Council.

Tomlinson Road Speeding

Mr. Elsing reported that Chief Gray will work with Officer Green to clock speeds and set up targeted enforcement along Tomlinson Road. The temporary “Your Speed” signs will be set up on other Borough roads including Feters Mill Road, Ashley Road and South Avenue. Patrols will be stepped up on Buck Road and Tomlinson Road.

Mayor Schauder suggested that data be collected from the temporary “Your Speed” signs be collected prior to activating the signs to determine if the signs are actually a deterrent to speeding. The signs can collect data when not showing the drivers’ speeds.

PUBLIC WORKS COMMITTEE

Chairman Mark Pennink reported no snow events for January.

Mr. Pennink reported that Alden Road Improvement Project bids were unsealed today. APCON is the low bid. The bids ranged from \$711,970 to \$989,095.

Solicitor Herder asked Council to clarify their intention regarding the Sidewalk vs the Surface contract. The low bidder may not be the same for each section. Mr. Pennink stated that Nice Rose, Rex Herder and the Finance Committee need to review the bids. Mr. Herder noted that Council has 90 days to award the bid. Mr. Pennink noted that a 15% Contingency should be included in the Finance Committee discussion.

FINANCE COMMITTEE

Chairman Duane Hyatt reported that the Finance Committee met in January. The Committee offered recommendations for the following topics:

ARPA Funds will be applied to the Municipal Building Drainage Project which was awarded to Twining Construction (TCCI).

STP Generator will not use ARPA Funds. We are still waiting for costs for the project.

Alden Road Improvements funding was discussed.

Police Pension - Duncan Pitcairn recommended that the funds in the Pension Fund be reallocated as follows:

Liquidate the Capital Opportunity Admiral (VHCAX) and the Small-Cap Val Index Admiral (VSIAX) and reallocate the funds to the three remaining funds as follows:

Federal Money Market (VMFXX)	3%
Total International Stock Index (VTIAX)	13%
Total Stock Market Index (VTSAX)	84%

Chief of Emergency Services for Bryn Athyn and Lower Moreland. \$50,000 will be required of the Borough to fund this position for 2023 which was not budgeted. Capital costs will not be included in the budget for this employee. The Borough will continue to fund the reserves in the Budget. This will be budgeted in 2024.

The proposed budget for the Chief of Emergency Services:

\$\$\$	Total	Lower Moreland	Bryn Athyn
Salary	\$120,000.00	\$90,000.00	\$30,000.00
Defined Contribution	\$11,100.00	\$8,325.00	\$2,775.00
Social Security	\$7,440.00	\$5,580.00	\$1,860.00
Medicare	\$1,740.00	\$1,305.00	\$435.00
Health	\$38,716.00	\$29,037.00	\$9,679.00
Retiree Health	\$500.00	\$375.00	\$125.00
Operating Supplies	\$5,000.00	\$3,750.00	\$1,250.00
Gasoline	\$6,240.00	\$4,680.00	\$1,560.00
Small Tools & Equipment	\$500.00	\$375.00	\$125.00
Communications	\$1,200.00	\$900.00	\$300.00
IT Repair & Maintenance	\$1,500.00	\$1,125.00	\$375.00
Other Expenses	\$400.00	\$300.00	\$100.00
Uniforms	\$500.00	\$375.00	\$125.00
Training	\$3,000.00	\$2,250.00	\$750.00
<i>Capital (annual)</i>	<i>\$20,000.00</i>	<i>\$15,000.00</i>	<i>\$5,000.00</i>
<i>Capital (reserve)</i>	<i>\$50,000.00</i>	<i>\$37,500.00</i>	<i>\$12,500.00</i>
Total	\$267,836.00	\$200,877.00	\$66,959.00

2022 Budget Transfers - The 12/31/2022 General Fund Statement of Revenue and Expenditure reflected a revenue surplus of \$212,072, after deducting the ARPA Funds (\$73,942.43). Expenditures were over budget by \$141,279.63.

Mr. Hyatt recommended that because the overage was a result of Public Works projects, that the Public Works Reserve Fund reimburse the General Fund the total overage. It was noted that unused budgeted Public Works funds in 2021 were transferred to Public Works Reserves.

On a motion by Jeffrey Elsing, seconded by Aurelle Genzlinger, Council voted unanimously in favor to transfer \$48,586.39 from the Public Works Capital Reserve Fund to the General Fund, \$13,500 from the General Fund to the Police Car Reserve Fund and \$9,000 from the General Fund to the Public Works Truck Reserve Fund.

Sewer Billing was discussed and will be reviewed by the Sewer Committee.

The Delaware Fund investment balance as of 12/31/2022 is \$26,460.58. The fund reported a negative change in market value of \$17,446.33 in 2022. This fund was created as a donation in 1992 with a \$1,000 Del Cap Fund investment by Edward Crary Bostock for use by the Borough 50 years in the future. An additional \$1,000 was invested in the Value Cap Fund by Mr. Bostock. Mr. Bostock’s request was that the fund grow until the

year 2041 when Borough Council may use the fund for an enhancement to the Borough and its inhabitants.

Mr. Pennink noted that the Public Works GMC Pickup Truck is 8 years old. Mr. Gurney suggested that the Finance Committee discuss the Sewer Reserve Funds at the next meeting.

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 January.

Two (2) Building Permits were issued.

No (0) Grading Permits were issued.

SEWER ADMINISTRATOR

Chairman Glenn Gurney reported that on January 20, 2023 the Bryn Athyn Elementary School and the Sewage Treatment Plant experienced a power outage. It was determined that the last 300 feet of the power supply line traced from the Municipal Building had deteriorated. Carr & Duff was able to get the elementary school up and running. A diesel generator was rented from Carr & Duff on January 20 and is still powering the sewer plant today. Carr & Duff gave a verbal invoice of \$34,450 for the costs incurred so far. A proposal for the replacement of the transformer is \$75,600 which included replacing the 300 feet of line to the sewer plant and a 150 kW Transformer. A question was raised concerning who is responsible for the repair. Mr. Gurney noted that there could be PCBs in the old transformer which would involve additional costs. If the existing trench and conduit are not sufficient, excavation would add additional costs as well. A concrete pad was poured today for the new transformer. Work will begin on Wednesday, February 8 with expected completion on Friday, February 10. The costs mentioned do not include the fuel expense to run the generator which is averaging \$350 per day. It was noted that these emergency repairs are exempt from the municipal bidding process. A suggestion was made to check with the new BA Elementary School voltage plans.

BOROUGH ENGINEER - None

OLD BUSINESS - None

NEW BUSINESS - None

QUESTIONS OR COMMENTS FROM THE FLOOR - None

There being no further business presented, the meeting was adjourned at 8:16 pm.

Council's next regular meeting will be held on Monday, March 6, 2023 at 7:00pm in the Borough Hall.

Victoria S. Trost
Secretary