

Borough of Bryn Athyn  
Finance Committee  
Meeting Minutes *(Amended)*

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November 30, 2016  
6:00pm

In attendance:      Duane Hyatt, Chair  
                             Chris Carter  
                             Vikki Trost  
                             Jeff Elsing

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

The November 15, 2016 minutes were approved with changes. Mr. Hyatt will review the recommended changes.

**2017 BUDGET**

**Debt Service Budget**

The 2017 debt service for the 2010 General Obligation Bonds is \$119,330 which will be funded through the General Fund.

**Sewer Fund Budget**

The committee reviewed the changes that Reid Heinrichs was directed to make in the proposed income for 2017. The resulting surplus was directed to the Capital Upgrade Reserve (\$75,000) and the DEP Improvement Project (\$54,684) budget items. The Sewer Fund Budget is balanced at \$415,160 with no rate increase.

**General Fund Budget**

The committee reviewed the changes discussed at the last meeting. In order to resolve a \$17,000 deficit, Mr. Hyatt recommended increasing the real estate tax rate from a 2.5% increase to 3% and reducing the Public Works Reserves to \$8,100 from \$20,000.

*After reviewing the three budgets, the committee members agreed to send the budgets to Borough Council for approval at the December 5, 2016 meeting.*

Mr. Hyatt also recommended that since the Administrative Committee will meet and make a recommendation on the proposed change for the Borough Manager's hours from 30 to 40

hours per week, that the funds required for that change be added to the Contingency line item in the event that Council approves the change to 40 hours per week.

Mr. Carter noted that the police department cost is 45% of the total budget and suggested that the committee obtain information from other boroughs on the percentages of all departments in their budgets. Vikki Trost will contact all of the boroughs in Montgomery County through the Montgomery County Boroughs Association to gather the information and prepare data to share with those boroughs.

The meeting was adjourned at 6:54pm.

For the next meeting:

1. Vikki will amend the November 15 minutes and forward to Duane Hyatt for approval.
2. Vikki will update the budget spreadsheets to reflect the changes made by the committee and distribute to Council for approval at the December 5, 2016 meeting.
3. Vikki will make contact with other boroughs to start gathering budget data.
4. Vikki will send a reminder to the committee regarding the December meeting on Friday, December 16.

Next meeting date:     **Tuesday, December 20, 2016**     at 6:00pm in Borough Hall.