



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

COUNCIL CHAMBER
December 4, 2023

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

MEMBERS OF COUNCIL

Glenn Gurney
Ric Asplundh
Jeffrey Elsing
Duane D. Hyatt

Brent McCurdy
Mark Pennink
Aurelle Genzlinger

ALSO: Victoria S. Trost, Mayor Ken Schauder, Solicitor R. Rex Herder.

MOMENT OF SILENCE

President Jeffrey Elsing expressed condolences on behalf of Borough Council to Councilman Glenn Gurney on the passing of his son, Cade Gurney. Council observed a moment of silence in memory of Cade.

MINUTES

On a motion by Aurelle Genzlinger, seconded by Jeffrey Elsing, Council voted unanimous approval of the November minutes with a minor change on page 15 to clarify that the first bid option on Alden Road is the same road with improvements.

TREASURER'S REPORT

Treasurer Vikki Trost reported General Fund Revenue for November was \$65,108.99. General Fund Expenses were \$122,133.80. Net Income was -\$57,024.81.

Sewer Fund Revenue for November was \$90,378.00. Sewer Fund Expenses were \$17,100.58. Net Income was \$73,277.42.

Today PLGIT paid 5.19%. PLGIT Prime paid 5.55%.

Included in the General Fund cash receipts were:

\$	52,484.94	in Earned Income Tax receipts
\$	8,424.45	in Local Services Tax receipts
\$	1,656.06	in Comcast Franchise Fees
\$	982.49	in Fines
\$	15.00	in Police Report Fees
\$	781.55	in Building Permit Fees
\$	50.00	in Police Exam Fees
\$	487.50	in Zoning Hearing Board Fees
\$	25.00	in Grading Permit Fees
\$	175.00	in Zoning Permit Fees

Included in the Sewer Fund Cash Receipts were:

\$	41,830.00	in Category 2 User Fees
\$	39,778.00	in Category 3 User Fees
\$	8,681.00	in Category 4 User Fees
\$	89.00	in Lower Moreland User Fees

TAX COLLECTOR

Tax Collector, Bradley Cranch reported \$31,697.03 in Real Estate Taxes collected in November; \$26,020.96 remains uncollected for seven properties.

BILLS

GENERAL FUND BILLS

21 st Century Media	\$341.11
Academy of the New Church	4,298.84
Aqua PA	21.31
Auto Spa Xpress	38.00
Berkheimer	135.52
Bryn Athyn Fire Company	216.03
Building Inspection Underwriters Inc.	478.31

Davidheiser's	60.00
DeLage Landen	175.00
Dell Marketing LP	7,384.92
Eastburn & Gray PC	1,005.00
Independence Blue Cross	6,840.29
Joseph Bresnan, Esq.	795.00
Kevin Green	261.80
Kimberly Bursner	295.00
Montgomery County Boroughs Association	275.00
Montgomery County Law Library	50.00
Montgomery County SWAT – East Region	3,500.00
Paychex of New York	116.88
Petty Cash – Doug Hotchkiss	80.00
PIRMA	54,116.00
Mitchell Meed	699.27
Standard Life Insurance	1,875.55
T & G Industries Inc.	279.00
The Vanguard Group	51,049.74
Verizon Wireless	243.01
Victoria Trost	50.00
Wawa – Wright Express	926.40
TOTAL	\$135,606.98

SEWER FUND BILLS

Deckman Motor & Pump Inc.	\$90.00
Home Depot	256.51
Independence Blue Cross	658.51
MJ Reider Associates Inc.	503.90
McMaster-Carr Supply Co.	57.44
Napa Auto Parts	79.67
Paychex of New York	62.92
Peco Energy	435.56
PIRMA	6,992.00
Schauder Incorporated	550.00
SCP Distributors LLC	2493.90
USA Blue Book	483.66
Verizon	167.68
Wawa – Wright Express	243.31
TOTAL	\$13,075.06

BMO MasterCard

General Fund

Adobe AcroPro	\$19.99
Google Workspace	102.00
Staples.com	79.44

Amazon.com	2,308.47
21 CM PA 2 Newspapers	14.00
Chick-Fil-A	147.96
Gannett Newspaper	1.00
USPS	8.56
TOTAL	\$2,681.42

Sewer Fund	
Google Workspace	6.00
Amazon.com	64.09
TOTAL	\$70.09

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

PRESIDENT’S REPORT

Resolution No. 2023-09 Appreciation for Council Member Aurelle Genzlinger

President Elsing thanked Council Member Aurelle Genzlinger for almost twelve years serving on Borough Council and read the following Resolution aloud.

On a motion by Mark Pennink, seconded by Glenn Gurney, Council voted unanimously in favor to adopt Resolution No. 2023-09 thanking Aurelle Genzlinger for her service to the community.

***Bryn Athyn Borough Council
Montgomery County, Pennsylvania***

RESOLUTION NO. 2023-09

Whereas, the affairs of the Borough government are managed by its elected citizens and volunteers, and;

Whereas, Aurelle Genzlinger has with loyalty, dedication and ability served the Borough of Bryn Athyn as a Member of Borough Council from January 2012 to December 2023, and;

Whereas, she has with especial skill fulfilled all the assigned duties, responsibilities and important matters that come before Borough Council, and;

Therefore, be it resolved that:

The Borough Council on behalf of the citizens of Bryn Athyn publicly extend our gratitude and appreciation of her many efforts on their behalf.

Approved, this fourth day of December in the year of Our Lord, 2023.

Bryn Athyn Borough Council

Mrs. Genzlinger expressed appreciation to Borough Council and said that she was honored to serve the community and work with Borough Council. Councilwoman Genzlinger added that it was a privilege to serve and that everyone should do it.

Tomlinson Road Closing

President Elsing reported that Tomlinson Road will be closed again from Buck Road to Philmont Avenue from December 6 through December 22, 2023 for road widening and paving at the Philmont Country Club construction project. Plans for the work were not made available to Borough Council.

POLICE CHIEF'S REPORT

Acting Chief Doug Hotchkiss reported the following activity for November:

All Police Activities done in the month of November	1286
Foot Patrol / Property Check	817
Alarms	14
Assist Bryn Athyn Fire / Ambulance	6
Assist Other Police Agencies	24
Public Service Calls / Assist Citizens	4
Special Traffic Details	29
Traffic Stops	62
Traffic Citations	35
Vehicle Accidents	5
Lost Dog	1
Fraud	0
Domestic	0
Disturbance	1
Warrants	2
Prisoner Transport	1
Suspicious Circumstance Investigations	8

On Saturday November 4th 2023 at 2:35 am while police were in the area of 1725 Huntingdon Road, they observed a vehicle driving on the property during the hours it was

closed to the general public. After further investigation the driver, who is a 20-year-old resident of Willow Grove, was taken into Custody for DUI and other offenses. Police transported the offender to Lower Moreland Police for processing.

On Monday November 6th at 8:23 pm while police were in the area of Byberry Road / Buck Road, they ran a registration plate and it came back as “no record found.” Further investigation showed the driver who is a 54-year-old resident of Warminster had an active arrest warrant for a child support charge in Philadelphia. The driver was taken into custody and transported to Lower Moreland Police for processing and then taken to Bucks County Prison.

On Friday November 10th at 1023 pm police received a radio call for a reckless driver in the area of the 3000 Block of Huntingdon Pike last seen going northbound. Dispatch advised that the reckless driver almost ran someone off the roadway and was possibly involved in a hit-and-run accident in Horsham Township. While police surveyed the area, they observed the vehicle going northbound on Huntingdon Pike near Carriage Lane. Police were able to stop the vehicle and further investigation showed it was the vehicle that was involved in the Horsham Township hit-and-run accident. Horsham Township Police came to the location of the vehicle stop and took the 21-year-old resident of Southampton into custody for DUI and other offenses.

On Tuesday November 14th at 0954 am our department completed a joint training with Bryn Athyn Fire Department, Lower Moreland Police Department, and Bryn Athyn Public Safety Department. We conducted a walk-through to see all of the mechanical rooms and to keep up to date on the layouts of the college Admissions Building, Pendleton Hall and Swedenborg Library, which will prepare us to be better equipped to respond in case of an emergency.

EMERGENCY MANAGEMENT REPORT - None

MAYOR’S REPORT - None

SOLICITOR’S REPORT - None

BOROUGH MANAGER’S REPORT

2024 Operations List

Letters have been sent to Bill Grubb, Mark Arrimour and Alex Rogers regarding their expiring terms on the Planning Commission, Zoning Hearing Board and Civil Service Commission.

Year End 2023

Committee Heads - Please submit all approved invoices for payment from the 2023 Budgets by December 21.

PUBLIC SAFETY COMMITTEELower Moreland-Bryn Athyn Emergency Services Report

Chief Mark Showmaker submitted the following report for November:

November has been a very busy month. As indicated prior, I am attempting to follow my outlined 30- 60- and 90-day plan as much as possible. There were many additional items that were necessary to complete with the timing of the year such as the Budget process. The following will briefly cover some of these assignments.

Week 1 and Week 2

- *Attended Boro Council meeting and summarized October Activity Report*
- *Met with the membership of the Huntingdon Valley Fire Company*
- *Attended the November Fire Marshals Meeting via Zoom*
- *Met with Emergency Services Committee*
- *Began extensive research on new Tower ladder including a meet with Fort Washington Fire Company*
- *Work on Chiefs Vehicle purchase*
- *Met with Bryn Athyn Fire Company Training Committee to set 2024 Training Schedule*
- *Attended Lower Moreland Twp. budget presentation meeting*
- *Worked with Montgomery County 911 to obtain and reserve a station number for the future emergency services department*
- *Research as well as site visits to evaluate Turn out Gear for future standardize purchases*
- *Meeting with Huntingdon Valley Fire Company Shift Program leader and the Township Manager*
- *Meeting with Bryn Athyn Fire Company purchasing agent about standardizing purchases of Dry Suits to that of Huntingdon Valley Fire Company*
- *Meeting with the Ladder Truck committee of Huntingdon Valley Fire Company in regard to work completed by committee and the future research of a purchase*
- *Met with Bryn Athen Fire to complete employee meetings with career staff*
- *Continue research information on Tower Ladder purchase as a result of meeting with committee*
- *Meeting with service manager of Havis Shields Corp for quote on Chiefs Vehicle emergency equipment and installation*
- *Responded to Building Fire 1800 Byberry Rd*
- *Meeting with Pierce Fire Equipment Representative to set up a Demo of Tower Ladder for Dec 2, 2023*

Week 3 and Week 4

- *Began work on Patch for future emergency services department*
- *Meeting prep for Township meeting*
- *Met with membership of Bryn Athyn Fire Company*
- *Attended Bryn Athyn Fire Company Monday Night Joint Training Session*
- *Review and tour part of Bryn Athyn College buildings*
- *Attended lower Moreland Township Commissioners Meeting*
- *Worked with Public Works department to order new chief's vehicle*
- *Attended Montgomery County EMS Strategic Plan kick off meeting*
- *Meeting with Bryn Athyn Chief and President regarding budget expenditures for 2024*
- *Meeting with Huntingdon valley Fire Company representative regarding the Fire Response Cards for the township*
- *Attended the Emergency Services Committee meeting on November 21, 2023*
- *Was present during part of Bryn Athyn ambulance State EMS Inspection*
- *Met with Township Manager to provide an update on certain projects.*
- *Received and placed into service the new chief's vehicle*
- *Attended Officers meeting of the Bryn Athyn Fire Company*

Emergency Response Data for the month as of 11-29-23:

BAFC Emergency Medical Calls in BA 5
BAFC Emergency Medical Calls in LM 111
BAFC Emergency Medical Calls other 42
Year to date EMS Calls 1,720

BAFC Fire Calls in BA 5
BAFC Fire Calls IN LM 19
BAFC Fire Calls Other 3
Year to Date Fire Calls 347

HVFC Fire Calls in LM 19
HVFC Fire Calls in BA 4
HVFC Fire calls other 1
Year to Date Fire Calls 368

Chairman Jeff Elsing thanked Chief Showmaker for the report noting that he is three months ahead of his plan. Mr. Elsing noted that in January 2023 the Borough entered into a Memo of Understanding with Lower Moreland Township to hire Chief Showmaker to make both fire companies more efficient. We have completed the finance portion of this part of the plan.

Mr. Elsing reported that Lower Moreland Township is looking to build new facilities not only for the fire department, but they have outgrown their current municipal

administration and police facilities and have had discussions with the Academy of the New Church regarding the acquisition of property to accomplish this goal. Vice President Duane Hyatt commented that ANC is on the way to working on a proposal with Lower Moreland Township.

Civil Service Commission

President Elsing reported that the Bryn Athyn Civil Service Commission has placed an advertisement for the position of full-time police officer to replace the recently expired list of candidates for Bryn Athyn Police Department. A fitness test, written examination and oral exam will be administered in January. Volunteers are needed to assist in the testing process. The list of candidates expires after two years. There was a short discussion regarding future police contracts and avoiding financial surprises.

Lower Moreland Police Department

Chairman Elsing reported that as part of Council’s fiduciary responsibility, he, Mayor Schauder and Manager Vikki Trost met with Lower Moreland Township Manager Chris Hoffman and Lower Moreland Police Chief David Scirrotto. The meeting included a presentation on police services in Lower Moreland and the conversation covered sharing programs and back-up provided by both departments.

PUBLIC WORKS COMMITTEE

Chairman Mark Pennink reported that the Public Works Department is switching into snow mode for the upcoming winter season. Drain cleaning is ongoing.

Mr. Pennink asked Brian Horner for an update on ProTract Engineering’s progress on the Alden Road Improvement project. Mr. Horner reported that a survey of the as-built improvements completed by Aqua PA and the new sidewalk is being completed.

Mr. Pennink noted that he would like to set up a sub-committee to meet monthly; Mr. Elsing volunteered to be on the committee.

Mr. Elsing reported that Aqua PA was under the impression that the Borough would complete the Alden Road Improvement project immediately following their water main replacement in 2023. They have been informed multiple times that the Borough project was suspended until 2024 and needs to be re-bid. Many complaints have been received concerning the condition of the road left by Aqua PA.

FINANCE COMMITTEE

2024 Budgets

Chairman Duane Hyatt reported that the 2024 budgets must be adopted by Borough Council tonight and that the tax rates and sewer usage rates will be adopted by ordinance at the January meeting.

General Fund Budget

Mr. Hyatt noted that a minor adjustment was made to balance the budget that Council reviewed at the November meeting. The Capital Outlay Streets budget was reduced another \$10,000. Ambulance services budget was increased and the new Emergency Services budget is a new expense budgeted for 2024. Mr. Hyatt reported that the proposed tax increase for 2024 is 6.1%, noting that the tax increase last year was 2.2% and the previous three years the tax increase was zero.

Councilman Asplundh asked about the budget amount for building permits. Mr. Hyatt responded that we don't budget for building permits.

Sewer Fund

Mr. Hyatt noted that expenses have been held in line and that Income was increased due to higher interest earnings. Sewer usage rates are not yet available. The budget is balanced.

Mr. Gurney added that expenses have been held to the same as 2023 budget and that we are taking advantage of \$12,000 in interest income. Rates for 2024 will increase since flows are down this year.

Debt Service

Mr. Hyatt explained that the General Fund Budget covers the cost of the Debt Service for the newer Fire Truck.

On a motion by Brent McCurdy, seconded by Jeffrey Elsing, Council voted unanimously in favor to approve the General Fund Budget \$1,770,458, Sewer Fund Budget \$417,000, and Debt Service Budget, \$16,525 as circulated to Borough Council.

LAND USE AND NATURAL RESOURCES/ SHADE TREE COMMITTEE - None

PUBLIC RELATIONS COMMITTEE - None

ADMINISTRATIVE COMMITTEE - None

PLANNING COMMISSION REPORT - None

ZONING OFFICER

Vikki Trost reported that there were two (2) Zoning Permit applications approved in November. Six (6) Building Permits were issued. One (1) Grading Permit was issued.

SEWER ADMINISTRATOR

Chairman Glenn Gurney reported that he just received an update on the new generator and he will review it this week.

Reid Heinrichs reported that the wireless internet is working very well.

BOROUGH ENGINEER - None

OLD BUSINESS - None

NEW BUSINESS

Mayor Schauder reported that he spent two hours with residents of Sycamore Road regarding rain water inundating their properties. Mayor Schauder will reach out to Lower Moreland Township to learn about their stormwater issues in the area. The Mayor will work with Public Works Chair Mark Pennink on the problem.

QUESTIONS OR COMMENTS FROM THE FLOOR - None

There being no further business presented, the meeting was adjourned at 7:53pm.

Council's next regular meeting will be held on Monday, January 2, 2024 at 7:00pm in the Borough Hall.

Victoria S. Trost
Secretary