



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

***COUNCIL CHAMBER***  
**November 4, 2019**

The meeting was called to order by Vice President Duane Hyatt at 7:00p.m. The following were present:

**MEMBERS OF COUNCIL**

Glenn Gurney  
Duane D. Hyatt

Brent McCurdy  
Aurelle Genzlinger

ALSO: Victoria S. Trost, Bradley E. Cranch, Stephen Gray, Reid Heinrichs, Derek Zecher, R. Scott Cooper, Mayor Ken Schauder. Councilmen Ric Asplundh, Mark Pennink and Jeffrey Elsing, as well as Solicitor R. Rex Herder, were excused.

**MINUTES**

*On a motion by Glenn Gurney, seconded by Brent McCurdy, Council voted unanimous approval of the October 7, 2019 minutes.*

**TREASURER'S REPORT**

Treasurer Vikki Trost reported General Fund Revenue for October was \$19,957.89. General Fund Expenses were \$96,994.88. Net Income was -\$77,036.99.

Sewer Fund Revenue for October was \$0. Sewer Fund Expenses were \$26,131.23. Net Income was -\$26,131.23

Today PLGIT paid 1.71%. PLGIT I-Class paid 1.85%.

The second page of this report shows the cash balances to date. Included in the General Fund cash receipts were:

\$	8,000.00	in Administrative Support Transfer from Sewer Fund
\$	5,521.26	in Earned income Tax receipts
\$	571.51	in Local Services Tax receipts
\$	1,281.55	in PURTA Tax receipts
\$	1,852.67	in Fines
\$	247.50	in Building Permit receipts
\$	700.00	in Sale of Equipment
\$	100.00	in Zoning Permit receipts
\$	50.00	in Grading Permit receipts
\$	20.00	in Fireworks Contributions
\$	1,544.40	in Insurance Dividend receipts
\$	60.00	in Police Report receipts

**TAX COLLECTOR - None**

**BILLS**

GENERAL FUND BILLS

Academy of the New Church	\$1,027.66
Aqua PA	11.02
Aqua PA – Fire Hydrants	2,715.30
Bruce S. Morrison, DO	185.00
Bryn Athyn Fire Company	32,166.66
Building Inspection Underwriters	240.00
Calebe Nobre	459.00
Cranch Landscapers LLC	175.00
DeLage Landen	176.30
DeLage Landen Financial Services	143.79
Dischell Bartle Dooley	150.00
Eastburn & Gray PC	2,347.50
Feasterville Floor Covering	1,171.00
Fishers Ace Hardware	5.00
Keystone Health Plan East	10,096.36
Lower Moreland Township	12,500.00
NAPA Weldon Auto Parts	48.97
Peco Energy – Street Lights	2,040.38
Peco Energy – Traffic Signals	195.36
Petty Cash RX	52.34
Petty Cash – Steve Gray	238.36
Petty Cash – Victoria Trost	112.14
PA State Association of Boroughs	395.00

PA State Association of Mayors	60.00
Quick Lot LLC	9,500.00
Schauder Incorporated	530.00
Staples	88.48
Stephanie Doman	55.00
TW Reiss Inc.	27.48
TGI Office Automation	35.20
The Vanguard Group	788.57
USA Payroll	104.43
VE Ralph & Son Inc.	45.95
Verizon Wireless	173.64
Victoria Trost	50.00
Wawa – Wright Express	712.81
Woodrow & Associates	<u>568.50</u>
TOTAL	<u>\$79,392.20</u>

SEWER FUND BILLS

Academy of the New Church	\$516.06
DeLage Landen Financial Services Inc.	117.66
Eastburn & Gray PC	990.00
Franc Environmental Inc.	5,626.25
Home Depot	290.79
Kenneth J. Schauder Inc.	540.00
Kent Wille	492.50
Keystone Health Plan East	998.28
Lower Moreland Township	155.00
MJ Reider Associates, Inc.	247.00
Mac Medical Gases Inc.	20.50
McGovern Environmental LLC	855.00
Peco Energy	560.44
RJ Mather Contracting Inc.	3,585.00
Reid Heinrichs	222.50
SCP Distributors LLC	1,606.00
Staples Credit Plan	102.89
Stephanie Doman	165.00
Upper Moreland-Hatboro Joint Sewer Authority	4,267.07
USA Blue Book	1,538.90
USA Payroll	82.60
Verizon	92.55
Verizon Wireless	55.93
Wawa – Wright Express	<u>161.06</u>
TOTAL	<u>\$23,288.98</u>

DEBT SERVICE BILLS

Wilmington Trust Company	<u>\$106,630.00</u>
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*On a motion by Aurelle Genzlinger, seconded by Brent McCurdy, Council unanimously voted to authorize payment of the bills as shown on the attached list, which is made a part of these minutes.*

**PRESIDENT’S REPORT**

Resolution No. 2019-04 - Sewage Facilities Planning Module 2800 Quarry Road

Vice President Duane Hyatt reported that the Planning Module for an individual residential Small Flow Treatment Facility has been presented to Borough Council for approval. Several on-lot septic systems at 2800 Quarry Road have failed since the house was built in the 1980’s and the recommended solution is the installation of an individual small flow treatment facility. The Montgomery County Health Department and the Bryn Athyn Planning Commission have reviewed and recommend Council approval of the module. The next step is PA DEP approval. Mr. Gurney reported that the homeowner is paying the full cost of the system. The only Borough responsibility will be twice a year reporting to the PA DEP.

*On a motion by Aurelle Genzlinger, seconded by Glenn Gurney, Council voted unanimously in favor to approve Resolution No. 2019-04 approving the Plan Revision for New Land Development for the Sewage Facilities Planning Module for 2800 Quarry Road.*

**Borough of Bryn Athyn  
Montgomery County, Pennsylvania  
Resolution No. 2019-04**

***RESOLUTION OF THE COUNCILMEMBERS OF THE BOROUGH OF BRYN  
ATHYN, MONTGOMERY COUNTY, PENNSYLVANIA FOR PLAN REVISION  
FOR NEW LAND DEVELOPMENT.***

***WHEREAS***, Section 5 of the Act of January 24, 1966, P.L. 1535, No. 537, known as the Pennsylvania Sewage Facilities Act, as Amended, and the rules and Regulations of the Pennsylvania Department of Environmental Protection (DEP) adopted thereunder, Chapter 71 of Title 25 of the Pennsylvania Code, require the municipality to adopt an Official Sewage Facilities Plan providing for sewage services adequate to prevent contamination of waters of the Commonwealth and/or environmental health hazards from sewage wastes, and to revise said plan whenever it is necessary to determine whether a proposed method of sewage disposal for a new land development conforms to a comprehensive program of pollution control and water quality management, and

***WHEREAS***, Robert Andrews has proposed the development of a parcel of land identified as **2800 Quarry Road**, and described in the attached Sewage Facilities

*Planning Module, and proposes that such subdivision be served by a new individual residential small flow treatment facility.*

**WHEREAS**, the Borough of Bryn Athyn finds that the subdivision described in the attached Sewage Facilities Planning Module conforms to applicable sewage related zoning and other sewage related municipal ordinances and plans, and to a comprehensive program of pollution control and water quality management.

**NOW, THEREFORE, BE IT RESOLVED** that the Councilmembers of the Borough of Bryn Athyn hereby adopt and submit to DEP for its approval as a revision to the “Official Sewage Facilities Plan” of the municipality the above referenced Sewage Facilities Planning Module which is attached hereto.

**BOROUGH OF BRYN ATHYN**

**MAYOR’S REPORT - None**

**POLICE CHIEF’S REPORT**

Chief Stephen Gray reported the following activity for October:

Alarms	19
Animal Complaints	03
Assist Bryn Athyn Fire / Ambulance	06
Assist Other Police Agencies	33
Assist Citizens / Public Service Calls	09
Miscellaneous Complaints	77
Special Traffic Details	30
Suspicious Circumstance Investigations	12
Traffic Citations	50
Vehicle Accidents	04
Vehicle Investigations / Warnings Issued	103

On Saturday October 5th at 10:56am, police stopped a vehicle in the area of Huntingdon Pike and Cathedral Road to investigate counterfeit inspection stickers. Upon further investigation, police learned that the driver was wanted on a warrant out of Philadelphia. The 31-year-old male resident of Philadelphia was taken into custody and turned over to the Philadelphia Sheriff’s Department. Our department has since filed charges against the individual for originally providing a False Identification to Police and also for driving with counterfeit inspection stickers.

On Saturday October 12<sup>th</sup> at 5:21pm, police responded to the Bryn Athyn Post Office to investigate a Road Rage incident. Upon further investigation, it was learned that the driver who was at the stop sign waiting to turn left from South Avenue onto Station Hill felt that the driver making the right turn from Alwick Road onto Station Hill failed to

stop for the stop sign, and in doing so, cut him off. Police explained that the stop sign for traffic on Alnwick Road turning right onto Station Hill is not required to stop, which is posted on the stop sign. The argument was verbal only and both drivers were sent on their way without any further incident.

On Sunday October 13<sup>th</sup> at 2:25am, police were on routine patrol in the area of Huntingdon Pike and Byberry Road, when the officer observed a vehicle passing another vehicle on the right at a high rate of speed Southbound on Huntingdon Pike in Lower Moreland Township. The officer conducted a vehicle stop in the 3200 block of Huntingdon Pike and assisted Lower Moreland Police who responded to investigate the violation observed in their Township. Further investigation resulted in Lower Moreland PD arresting the 36-year-old male resident of Glenolden Pennsylvania for DUI.

On Friday October 18<sup>th</sup> at 8:33pm, police were on routine patrol traveling in the area of Terwood and Fetters Mill Road in Lower Moreland Township when they observed a vehicle traveling at a very slow speed while crossing into the other lane several times. Further investigation resulted in Lower Moreland PD arresting the 49year old male resident of Philadelphia for DUI.

On Tuesday October 22<sup>nd</sup> at 2:45am, police were dispatched to the area of 3401 Masons Mill Road to investigate a vehicle parked in the middle of the roadway. Upon arrival, police found a 23-year-old male resident of Huntingdon Valley in the driver's seat going in and out of consciousness. Further investigation revealed that the driver was driving under the influence of alcohol. Test results came back the lab as being a 0.17% BAC (Blood Alcohol Content), which the driver was charged for driving while DUI at the Highest rate of alcohol that carries the most severe of the penalties.

On Sunday October 27<sup>th</sup> at 2:49am, police stopped a vehicle in the area of Huntingdon Pike and Tomlinson Road to investigate an expired registration. Further investigation revealed that the driver was driving while under the influence of alcohol or a controlled substance. The 38-year-old resident of Philadelphia was taken into custody and taken for a blood draw. Police are still awaiting the blood test results from the lab.

## **FIRE CHIEF'S REPORT**

Fire Chief Derek Zecher reported 31 Fire Calls in October, 8 in Bryn Athyn; 153 EMS Calls, 6 in Bryn Athyn with 102 Transports; 11 DUI Blood Draws.

Chief Zecher noted that the BAFC responded to several carbon monoxide alarms, one a false alarm and one a high carbon monoxide reading due to a faulty heater. The Chief reminded all that smoke detectors last for 10 years, but carbon monoxide detectors need to be replaced after 7 years. The BAFC responded to a fire at the Gloria Dei Towers in Lower Moreland, an emergency due to electrified cable line in Lower Moreland, an elevator rescue in Lower Moreland and multiple alarms at the new Bryn Athyn College Center. BAFC is working with Cairnwood Village on their new fire alarm system.

**EMERGENCY MANAGEMENT REPORT**

Chairman Ken Schauder reported that the Emergency Management Committee did not meet last month, but will meet on Wednesday, November 6, 2019 in Borough Hall.

**SOLICITOR’S REPORT - None**

**BOROUGH MANAGER’S REPORT**

January 2020 Reorganization Meeting

Vikki Trost reported that Judge Friedenberg has agreed to perform the Swearing-In Ceremony for Council at the January meeting, however, he cannot get here until 7:30, so the meeting time will need to change for that meeting.

2020 Borough Operations List

Drew Nehlig, Zoning Hearing Board and Jeff Elsing, Civil Service Commission, have offered to server another term in their current positions. Jon Hoffman, Planning Commission, has not yet responded.

RECORDS TO BE DESTROYED

Manager Vikki Trost has pulled old Annual Audit and Assessment records back from 1991 for disposal. According to the PA Records Retention Manual, Annual Audit and Financial Reports need to be retained for only 5 years, work papers only 3 years. We are keeping the actual audit reports, but discarding the working papers from 1991 through 2015. Assessment records only need to be kept for as long as of administrative value. Council adopted Resolution 2019-03 on August 5, 2019 permitting the disposal of records according to the Records Retention Schedule.

*On a motion by Brent McCurdy, seconded by Aurelle Genzlinger, Council voted unanimously in favor to permit the disposal of annual audit reports and working papers from 1991 through 2015 as per the PA Records Retention Schedule.*

Survey on Single-Use Plastic Bags

The PA Legislative Budget and Finance Committee have asked the Borough to participate in a survey on limiting consumer use of plastic bags. Council agreed not to participate in the survey.

**PUBLIC SAFETY COMMITTEE - None**

**PUBLIC WORKS COMMITTEE - None**

**FINANCE COMMITTEE**

2020 General Fund Budget

Chairman Duane Hyatt reported that the Finance Committee has prepared a balanced 2020 General Fund Budget with no tax increase. Noted in the 2020 Budget was:

- 2% Salary Increase per the Police Contract
- Healthcare costs remain stable
- Police Pension expense reduced from \$60,000 in 2019 to \$50,000 in 2020. This is more that the current MMO requires. The Committee recommends this contribution to prevent the pension plan from becoming distressed in the future.
- Police Car Reserve Contribution increased \$2,000 due to increased vehicle costs.
- Fire Company and Ambulance Contributions are the same as 2019, no increase.
- Contingency of \$13,186
- No increase to Public Works.

Mr. Hyatt asked Councilmembers to consider a small tax increase to avoid a larger increase in a few years. Councilmembers McCurdy, Gurney and Genzlinger preferred no tax increase for 2020.

2020 Sewer Fund Budget

Mr. Hyatt reported that the Sewer Fund Budget presents a small increase in rates. Mr. Hyatt noted that the Committee is working on a better method of calculation and allocating treatment costs to determine sewer rates. The Committee has requested a professional review of the process costs.

Borough Council will approve the 2020 Budgets at the December meeting; Real Estate Tax Rates and Sewer Rates will be adopted in January.

**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 Two (2) Zoning Permit applications were received in October. Two (2) Building Permits were issued. One (1) Grading Permit was issued.



**SEWER ADMINISTRATOR**

Reid Heinrichs reported that a new blower has been ordered to take advantage of lower rates. Samples have been taken for the treatment processing cost analysis.

**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 7:43 pm.

Council's next regular meeting will be held on Monday, December 2, 2019 at 7:00pm in the Borough Hall.

Victoria S. Trost  
Secretary