



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

***COUNCIL CHAMBER***  
**December 7, 2020**

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

**MEMBERS OF COUNCIL**

Glenn Gurney  
Ric Asplundh  
Jeffrey Elsing

Duane D. Hyatt  
Mark Pennink  
Aurelle Genzlinger

ALSO: Victoria S. Trost, Bradley E. Cranch, Stephen Gray, Derek Zecher, Mayor Ken Schauder, Solicitor R. Rex Herder. Councilman Brent McCurdy was excused.

**MINUTES**

*On a motion by Glenn Gurney, seconded by Jeff Elsing, Council voted unanimous approval of the November minutes.*

**TREASURER’S REPORT**

Vikki Trost General Fund Revenue for November was \$51,899.17. General Fund Expenses were \$221,430.16. Net Income was -\$169,530.99.

Sewer Fund Revenue for November was \$87,970.77. Sewer Fund Expenses were \$19,278.06. Net Income was \$68,692.71.

Today PLGIT-Class paid .01%. PLGIT Reserve-Class paid .02%. PLGIT Prime paid .08%

Included in the General Fund cash receipts were:

\$	36,614.33	Earned Income Tax
\$	8,641.00	Local Services Tax
\$	1,129.20	Fines
\$	1,687.42	Comcast Franchise Fee
\$	2,832.22	Verizon Franchise Fee
\$	15.00	Police Reports
\$	346.50	Building Permits
\$	120.00	Road Opening Permits
\$	500.00	Contributions to Police Dept.

Included in the Sewer Fund Cash Receipts were:

\$	44.96	Interest Income
\$	31,343.00	Category 2 Sewer Receipts
\$	43,280.00	Category 3 Sewer Receipts
\$	9,613.00	Category 4 Sewer Receipts
\$	3,664.81	Masons Mil Pass Thru Receipts
\$	25.00	Sewer Certification

**TAX COLLECTOR**

Tax Collector, Bradley Cranch reported \$411,812.64 in Real Estate Taxes collected in November; \$26,603.68 remains uncollected. Mr. Cranch reported a higher than usual number of late payments this year.

**BILLS**

**GENERAL FUND BILLS**

Academy of the New Church	\$2,681.26
Aqua PA	13.21
Aqua PA Fire Hydrants	2,517.55
Armour & Sons Electric, Inc.	4,452.85
Association of Mayors of Boroughs of PA	60.00
Brian Llewellyn Plumbing	138.23
Bryn Athyn Fire Company	348.90
Bucks County Police Training Center	150.00
Building Inspection Underwriters, Inc.	2,647.09
Calebe Nobre	459.00
Chuck's Service Center	164.33
DeLage Landen – Police Copier	183.75
DeLage Landen Financial Services	249.00
Earthborne Trucks & Equipment	42.61

Eastburn & Gray PC	1,207.50
Elyse/Berben Insignia	185.50
Frank A. Malizia Jr., Inc.	6,570.00
Gurney Kerr Contractors, Inc.	87.50
Home Depot	29.97
John Kennedy Ford	445.00
Joseph Bresnan, Esq.	375.00
McDonald Uniform Company	1,660.90
NAPA Auto Parts	19.99
PA DCED	94.50
Pennypack Ecological Restoration Trust	2,500.00
Petty Cash – Rx	202.83
Petty Cash – Steve Gray	334.83
Petty Cash – Victoria Trost	75.00
Standard Insurance Company	1,239.31
Stephanie Doman	32.81
TGI Office Automation	237.30
The Harrison Group	380.00
The Vanguard Group	863.96
US Municipal Supply Inc.	177.31
USA Payroll	293.60
Verizon Wireless	174.64
Victoria Trost	50.00
WatchGuard Video	9,810.00
Wawa Wright Express	594.39
Wilmington Trust	520.00
Woodrow & Associates	<u>391.75</u>
TOTAL	<u>\$42,681.37</u>

**SEWER FUND BILLS**

Academy of the New Church	\$1,291.02
Bryn Athyn Fire Company	87.44
Home Depot	325.44
Kenneth J. Schauder Inc.	540.00
MJ Reider Associates Inc.	247.00
Mac Medical Gases Inc.	3.50
Peco Energy	436.38
The Harrison Group	80.00
UMHJSA	3,664.81
USA Payroll	38.70
Verizon	207.45
Wawa Wright Express	96.86
Wind River Environmental LLC	<u>3,359.00</u>
TOTAL	<u>\$10,377.60</u>

**BMO MASTERCARD BILLS**

**Sewer Fund**

Giant Food	\$3.17
Amazon.com	29.58
BatterySharks.com	<u>78.63</u>
TOTAL	<u>\$111.38</u>

**General Fund**

Amazon.com	\$144.46
Adobe AcroPro	14.99
Target.com	-19.64
Iron Oven	100.00
Penny’s Flowers	123.97
USPS	<u>10.20</u>
TOTAL	<u>\$373.98</u>

President Jeff Elsing noted that the Watchguard invoice (\$9,810.00) for police body cameras is funded by donations.

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

**PRESIDENT’S REPORT**

Resolution No. 2020-05

President Jeff Elsing introduced proposed Resolution No. 2020-05 relating to a change in the health insurance plan for employees. The new plan was approved by the police officers as required by the current police contract and was effective on December 1, 2020. Mr. Elsing noted that the new plan is a better plan for both employees and the Borough. All employees’ copays and deductibles have been eliminated and will be covered by a Borough funded HRA (Health Reimbursement Arrangement). The Borough will save a minimum of \$3,000 next year with a potential savings of \$30,000. Councilman Hyatt thanked the police officers for their cooperation in this plan improvement.

*On a motion by Aurelle Genzlinger, seconded by Ric Asplundh, Council voted unanimously in favor to adopt Resolution No. 2020-05 approving and adopting the Health Reimbursement Arrangement effective December 1, 2020 and authorizing and directing the President of Borough Council to execute and deliver to the administrator of the plan one or more counterparts of the plan.*

**BOROUGH OF BRYN ATHYN**  
**MONTGOMERY COUNTY, PENNSYLVANIA**

**RESOLUTION NO. 2020-05**

**A RESOLUTION OF THE BOROUGH OF BRYN ATHYN APPROVING AND ADOPTING THE HEALTH REIMBURSEMENT ARRANGEMENT EFFECTIVE DECEMBER 1, 2020 AND AUTHORIZING AND DIRECTING THE PRESIDENT OF BOROUGH COUNCIL TO EXECUTE AND DELIVER TO THE ADMINISTRATOR OF THE PLAN ONE OR MORE COUNTERPARTS OF THE PLAN.**

*WHEREAS, Independence Blue Cross (“IBC”) is the insurance carrier for hospitalization, major medical, prescription and vision coverage provided for in the current Collective Bargaining Agreement (“CBA”) between the Bryn Athyn Police Department Collective Bargaining Unit (“CBU”); and,*

*WHEREAS, IBC provided coverage under the CBA through its Keystone DPOS Platinum Preferred \$10/\$20/\$150 plan (the “Old Plan”); and*

*WHEREAS, in or about November of 2020, IBC presented the Borough with alternatives to the Old Plan; and*

*WHEREAS, as a result of the presentation of alternatives, the Borough elected to replace the Old Plan with the Personal Choice PPO Bronze HSA \$5,200/50% plan (the “New Plan” or “Health Reimbursement Arrangement”); and*

*WHEREAS, the CBA states that “[t]he Borough Council shall not change the current medical insurance or prescription plans unless the representatives of the Police Department shall first be given the opportunity to examine the new policy or coverage and[,] further, provided that the new proposed policies or coverage shall be equal to or better than the policy or coverage then in effect;” and*

*WHEREAS, the New Plan is better than the Old Plan, in that it eliminates copays for doctors, tests, hospital stays and prescriptions, and offers a larger network of providers; and*

*WHEREAS, the New Plan will afford the Borough a cost savings over the Old Plan; and*

*WHEREAS, the CBU has examined the New Plan and has consented to its implementation effective December 1, 2020, as signified in a Letter Agreement dated November 10, 2020.*

**NOW, THEREFORE, the Council of the Borough of Bryn Athyn HEREBY RESOLVES, as follows:**

**RESOLVED, that the Health Reimbursement Arrangement effective December 1, 2020, presented to this meeting is hereby approved and adopted and that the Borough Secretary is hereby authorized and directed to execute and deliver to the administrator of the New Plan one or more counterparts of the New Plan; and**

**RESOLVED, FURTHER, that the Letter Agreement dated November 20, 2020, signed by the Council President on behalf of the Borough, shall be and hereby is ratified.**

**RESOLVED and ADOPTED** this seventh day of December, 2020.

**BOROUGH OF BRYN ATHYN**

Resolution No. 2020-04

President Elsing announced that after 16 years, Public Works Manager Gerry Bostock will retire at the end of this month. Borough Council expressed their appreciation to Gerry with Resolution No. 2020-04.

***On a motion by Ric Asplundh, seconded by Glenn Gurney, Council voted unanimously in favor to adopt Resolution No. 2020-04 expressing appreciation for Gerry Bostock’s years of service to the community.***

**BRYN ATHYN BOROUGH COUNCIL  
MONTGOMERY COUNTY, PENNSYLVANIA  
RESOLUTION NO. 2020-04**

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

***Whereas, Gerald Bostock has with loyalty, dedication and ability served the Borough of Bryn Athyn as a member of the Public Works Staff and Public Works Manager from November 2004 to December 2020, and;***

***Whereas, he 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 his many efforts on their behalf.***

***Approved, this seventh day of December in the year of Our Lord, 2020.***

**BRYN ATHYN BOROUGH COUNCIL**

**MAYOR’S REPORT - None**

**POLICE CHIEF’S REPORT**

Chief Steve Gray reported the following activity for November 2020:

Alarms	16
Assist Bryn Athyn Fire / Ambulance	09
Assist Other Police Agencies	33
Miscellaneous Activity	81
Public Service Calls / Assist Citizens	03
Special Traffic Details	05
Suspicious Circumstance Investigations	11
Traffic Citations	43
Vehicle Accidents	03
Vehicle Investigations	62

On Monday November 2nd at 11:53am, police conducted a vehicle stop at 1800 Byberry Road to investigate a suspended vehicle registration. Further investigation resulted in the driver being taken into custody for providing false identification to police. Judge Nesbitt remanded the 45-year-old defendant to the Montgomery County Prison. A detainer has also been put on the defendant by US Immigrations and Customs Enforcement, who have previously deported him twice to the Dominican Republic and are planning the same in this case.

On Wednesday November 11th at 10:13am, police took a report of found property involving a bicycle that had been left unattended for several days in the area of 1100 Cathedral Road. The bicycle was transported to police headquarters for safe keeping.

On Saturday November 14th at 1:33am, police conducted a vehicle stop at 1800 Byberry Road. The stop resulted in charges being filed against the driver, a 24-year-old male resident of Lansdowne, PA for being in possession of drug paraphernalia.

On Wednesday November 25th at 1:39pm, while patrolling the area of Huntingdon Pike and Alden Road, police found a brown leather-bound notebook laying in the intersection with a local resident's name printed on the front of it. The property was returned to the owner.

On Saturday November 28th at 8:27pm, police responded to a noise complaint on the Pennypack Trail. Upon arrival, police located three juveniles, who all reside in the City of Philadelphia. The juveniles were riding their bicycles on the trail, which is closed after dark. Due to the ages of the juveniles, parents were notified. The parents of the juveniles responded and transported their children home. No further action was taken by police.

## **FIRE CHIEF'S REPORT**

Fire Chief Derek Zecher reported 38 Fire Calls in November, 8 in Bryn Athyn; and 153 EMS Calls in November, 12 in Bryn Athyn; there were 91 transports to the hospital.

BAFC responded to a conflagration on November 8 with a golf cart at the Philmont Country Club in Lower Moreland; a chimney fire in Lower Moreland on November 20 in which the firebox cracked and the flooring around it smoldered.

BAFC hired a new office manager, Kristin Kelly, replacing Kurt Wille effective December 18.

Santa Claus will greet residents on December 21 as the fire truck travels through the Borough.

### **EMERGENCY MANAGEMENT REPORT**

EM Coordinator Ken Schauder reported that an active shooter drill was held at the Huntingdon Valley Surgery Center in Masons Mill Business Park. The drill lasted three hours.

The EM Team will meet on Wednesday, December 9 at 10am.

### **SOLICITOR'S REPORT - None**

### **BOROUGH MANAGER'S REPORT**

Manager Vikki Trost requested that committee heads submit approved invoices for 2020 by December 21.

### **PUBLIC SAFETY COMMITTEE**

Chairman Jeff Elsing again thanked police officers for agreeing to the new health plan. Mr. Elsing reported that Chief Gray has stepped up training for police officers. A Racial Intelligence course was recently completed by officers along with a Crisis Intervention Class. Chief Gray will continue to enroll officers in any courses currently available.

Mr. Elsing noted that the Police Chief is working on setting up the Watchguard Body Cameras for the officers. Chief Gray reported that he is working with Calebe Nobre setting up the IT for the body cameras. Training for the officers will hopefully be completed by the end of January. We are on a list of many departments waiting for the equipment and training. In response to Mayor Schauder's question concerning body camera policies, Chief Gray reported that he obtained a sample policy from the Montgomery County District Attorney's office and the policy is already in place in the BAPD Directives with Solicitor Herder's recommendations.



Mr. Elsing commended Chief Gray for his efforts in obtaining the body cameras and the funding for them, as well as setting the appropriate directives in place in advance of the delivery of the cameras. Mr. Elsing thanked Solicitor Herder for his efforts.

## **PUBLIC WORKS COMMITTEE**

Chairman Mark Pennink reported that the work is completed on the South Avenue sidewalks, noting that the work was trickier than expected but turned out very well.

Mr. Pennink reported that Gerry Bostock will continue as Public Works Manager through the end of the year. Lach Brown has seniority and currently handles the snow removal, but he is not interested in filling the position vacated by Mr. Bostock. Mr. Pennink reported that Bradley Cranch has been working for the Borough as Tax Collector and snow plow driver. Mr. Pennink reported that the Solicitor was consulted to be sure that there were no conflicts of interest if the Borough promotes Bradley to the Manager position. Mr. Pennink noted that because Bradley is the best candidate, he does not plan to advertise the position, however if anyone else is interested in the position, they should contact him before December 31, 2020. Mr. Herder stated that there is no conflict of interest in promoting Bradley Cranch, a current Public Works employee and Tax Collector to the position of Public Works Manager.

Mr. Pennink reported that he would like to obtain bids for the Tomlinson Road Sidewalk project while schools are mostly out. He will reach out to Lower Moreland for an early spring bid.

Chairman Pennink reported that he met with Nick Rose and Aurelle Genzlinger to produce a final survey for the Alden Road Improvement project. Seventeen surveys out of forty sent have been returned and they will be reviewed by the Public Works Committee. The Committee will meet and devise a presentation recommending a direction to Borough Council.

## **FINANCE COMMITTEE**

Chairman Duane Hyatt reported that the Council must approve the 2021 Budgets. Tax rates and sewer rates will be adopted by ordinance in January.

### General Fund

Mr. Hyatt reported that the Committee has presented a balanced 2021 General Fund Budget, noting that the process was easier than most years. Mr. Hyatt thanked the Police employees for agreeing to the new health insurance plan which should provide savings to the Borough. Chairman Hyatt reported that the Borough's Assessed Valuation for Real Estate has dropped. The Finance Committee proposes no Real Estate Tax increase for 2021 for the second year in a row.

General Fund Expenses will see a 3% cost of living increase to salaries; healthcare savings between \$3,000 and \$30,000; a 4% increase in the Police Budget; an 11.2% increase to trash collection in a new contract due to an increase in recycling costs; an 11.6% increase in Code Enforcement for codification of ordinances; no increase in Public Works. Mr. Hyatt noted that the General Obligation Bonds Debt Service will be paid in full in 2022.

#### Sewer Fund

Chairman Hyatt reported that the 2021 Sewer Fund Budget was balanced with a 1.4% increase. Mr. Hyatt noted that the amounts for sewer usage will change with the new billing methodology completed with the assistance of Bill Brown. Numbers were received by email today but not in time to be reviewed before this meeting. Mr. Hyatt recommended approval of the proposed 2021 budget noting that revisions may be necessary if the new billing methodology indicates a significant change. The adjustment will be done next year if necessary.

Glenn Gurney noted that the expense side of the proposed budget is in good shape though the Capital Upgrade budget has been lowered. Mr. Gurney reported that the new methodology for usage income is based on Ordinance #695 adopted by Council in July along with the flows from 2020. Expenses have been separated for each usage category to develop the new billing rates. Mr. Hyatt noted that the usage income category amounts may not change, but they will now provide a defensible explanation for the Borough to all users.

#### Debt Service

Mr. Hyatt reported that the 2021 Debt Service Budget reflects the debt due next year per the amortization schedules for the General Obligation Bonds of 2010 and the General Obligation Note of 2015.

*On a motion by Ric Asplundh, seconded by Jeffrey Elsing, Council voted unanimously in favor to adopt the 2021 General Fund, Sewer Fund and Debt Service Fund Budgets as presented.*

Solicitor Rex Herder urged members of Council to review the Bryn Athyn Home Rule Charter to review the budget process.

*On a motion by Mark Pennink, seconded by Ric Asplundh, Council voted unanimously in favor to authorize the Secretary to advertise a public hearing at the January meeting to set the Tax Rates and Sewer Usage Rates for 2021.*

**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 no (0) new Zoning Permit applications approved in November. One Zoning permit previously denied was approved. Three (3) Building Permits were issued. No (0) Grading Permits were issued.

**SEWER COMMITTEE**

Chairman Glenn Gurney reported that the committee has been working on the new sewer billing rates. The Sewage Treatment Plant is running smoothly meeting PA DEP requirements, and the residential maintenance pumping continues as per the schedule.

**BOROUGH ENGINEER**

Borough Engineer Nick Rose reported that he has been working on the MS4 annual report.

**OLD BUSINESS**

Mr. Buss, a resident of Quarry Road, has requested that Borough Council stop the incorrect travel on Quarry Road which is one-way. It was noted that there is a small one-way sign after the Cairncrest driveway. The sign will be replaced by two large red DO NOT ENTER signs. Mr. Elsing, Mrs. Genzlinger and Mrs. Trost have reached out to Google and Apple Maps to recognize the one-way direction for part of Quarry Road. Public Works will put up the signs soon. Mayor Schauder added that he will try to get the change in sync with 911.

Mr. Elsing reported that last May he spoke with Robert Genzlinger regarding a list of issues from residents. Having finally received the list, Mr. Elsing was able to address the issues:

1. Official Rule on Parking per the Borough Administrative Code – Parking is not permitted on the sidewalk. Drivers should straddle the gutter and leave sidewalks free for pedestrians. Police will warn vehicle owners first.
2. Police Body Cameras – The cameras have been funded by a donation but have been difficult to acquire due the demand all over the country. Directives regarding their use are already in place.

3. Communication – Borough Council and Committee meeting schedules are posted on the Borough website along with meeting agendas and minutes. We try to keep the website up to date, however meetings can be cancelled. All meetings are open to the public.
4. Approaching Members of Council – Mr. Elsing noted that according to PA Sunshine Laws, three or more members of Council cannot speak about Borough business outside of a public meeting. Residents should send an email to the Borough Manager which will be documented and forwarded to Council. Mr. Elsing added that all members of Council are approachable and have jobs.
5. Bid Process – Mr. Elsing reported that there is a formal bid process in Pennsylvania. Jobs over \$11,300, but less than \$21,000 require three telephone bids; jobs over \$21,000 require formal bidding. In Bryn Athyn, people have stepped up to do small jobs without profit. Borough Council will make these projects public before the work is done. Subcommittees will submit to the Finance Committee who will post these jobs on the Borough website, BA Post and at Borough Hall to share work in the community.

Mr. Genzlinger said that Mr. Elsing has covered everything that was on the list of issues, but he will check his notes.

Mr. Hyatt asked if there was an update on the Fetters Mill Bridge. There are no official updates available.

**NEW BUSINESS - None**

**QUESTIONS OR COMMENTS FROM THE FLOOR**

Greg Jackson thanked Council for the Zoom meeting invitation.

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

Council's next regular meeting will be held on Monday, January 4, 2021 at 7:00pm in the Borough Hall.

Victoria S. Trost  
Secretary