



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

COUNCIL CHAMBER

December 4, 2017

The meeting was called to order by President Jeffrey Elsing at 7:05p.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, Bradley E. Cranch, Steven M. Gray, Reid Heinrichs, R. Scott Cooper, Mayor Ken Schauder, Solicitor R. Rex Herder, Nick Rose, Russell Cooper.

EXECUTIVE SESSION

President Jeffrey Elsing announced that Borough Council held an Executive Session immediately before this meeting to discuss a personnel matter.

MINUTES

On a motion by Aurelle Genzlinger, seconded by Glenn Gurney, Council voted unanimous approval of the November minutes.

TREASURER’S REPORT

Treasurer Vikki Trost reported General Fund Revenue for November was \$60,480.83. General Fund Expenses were \$89,482.31. Net Income was -\$29,001.48.

Sewer Fund Revenue for November was 101,777.00. Sewer Fund Expenses were \$14,464.87. Net Income was \$87,312.13

Today PLGIT paid .89%. PLGIT I-Class paid 1.04%.

Included in the General Fund cash receipts were:

\$	3,381.00	in Transfer Tax receipts
\$	8,480.65	in Local Services Tax receipts
\$	33,433.03	in Earned Income Tax receipts
\$	4,091.84	in Comcast Franchise fee receipts
\$	3,254.16	in Verizon Franchise fee receipts
\$	3,977.08	in Building Permit receipts
\$	200.00	in Planning Application receipts
\$	30.00	in Police Report receipts
\$	425.00	in Zoning Permits receipts
\$	150.84	in Interest Income
\$	1,300.57	in Fines
\$	1,100.00	in Grading Permit receipts
\$	800.00	in Contributions to Police Department
\$	10.00	in Fireworks Donations

Included in the Sewer Fund Cash Receipts were:

\$	29,645.00	in Category 2 Usage receipts
\$	63,299.00	in Category 3 Usage receipts
\$	8,833.00	in Category 4 Usage receipts

TAX COLLECTOR

Tax Collector, Bradley Cranch reported \$3,096.03 in Real Estate Taxes collected in November; \$32,821.48 remains uncollected.

BILLS

On a motion by Duane Hyatt, 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

Police Chief

President Jeff Elsing reported that the hiring committee appointed to conduct a search for new police chief received 11 applications. The applications were narrowed down to 3 candidates who all were interviewed by the committee. The results of the search were discussed by Borough Council members in an executive session this evening. The consensus of members of Council was unanimous in favor of Acting Chief Steven M. Gray.

On a motion by Mark Pennink, seconded by Aurelle Genzlinger, Council voted unanimously in favor to extend an offer of employment to Stephen M. Gray as Chief of the Bryn Athyn Police Department.

Mr. Elsing reported that he would work with Solicitor Herder and Acting Chief Gray on an employment contract for the Chief of Police position during December. Council will appoint Stephen Gray Chief of Police at the January 2, 2018 meeting.

Bryn Athyn College Presentation for Future Expansion

President Elsing introduced Brian Blair, President of Bryn Athyn College, to update Borough Council on the future planned for the college.

Dr. Blair reported that for the 2017-2018 school year there are 345 full-time, part-time and graduate student enrolled; 181 housed on campus. The projection for the 2018-2019 school year anticipates 445 students, 270 of those housed on campus. The current capacity of the college is 500 students, with housing for 290 students. The college employs 317 employees, 49 which are shared with the Academy of the New Church, contributing \$37,705 in Earned Income Tax to the Borough.

The College plans to submit permit applications to the Borough early next year for the construction of a 25,000 square foot Student Union and Conference Center building. The building will have three levels. The first level will be a fitness center for students; the second level will have a food court, store, recreation and lounge areas; the uppermost level will consist of meeting rooms, including a banquet room for more than 200 occupants.

Additional future buildings and ground will include:

- Additional parking areas
- Athletic Field
- Art Studio
- New Ice Rink in new location

Dr. Blair noted that rental of the existing athletic field has been very successful evidenced by \$400,000 in rental income. A new art studio building will consolidate existing art work areas into one building, offering a Bachelor of Fine Arts degree. The existing ice rink is at the end of its useful life and may be replaced by a new structure in a different location on campus. The Community Garden will be expanded and moved out farther.

The planning needs of the college include the following:

- Parking/Traffic Flow
- Safe Walking Paths
- Campus Security/Policing
- Sewage Capacity
- Rental Housing/Student Housing
- Hotel/Lodging
- Restaurant/Tavern
- Over 55 Housing for Alumni/Friends

Councilman Duane Hyatt suggested that Council form a joint committee to begin discussing the long term planning for the college. Councilman Pennink recommended that Dr. Blair give the same presentation to Lower Moreland Township, since all of this development will have an impact on the Township as well as the Borough. Mr. Pennink noted that many of these issues were discussed with Lower Moreland officials at a meeting on November 9, 2017.

PUBLIC WORKS COMMITTEE

Sidewalks

Chairman Mark Pennink continued the discussion on the meeting with Lower Moreland officials on November 9, 2017. Present at that meeting were Mark Pennink, Duane Hyatt, Vikki Trost, representing Bryn Athyn and Rob DeMartinis - LM Board President, Chris Hoffman – LM Township Manager and Clay McQueen – LM Commissioner. Jeff Elsing was not able to attend that meeting.

Mr. Pennink reported that the first item that Mr. DeMartinis brought to the table was a sidewalk project in Bethayres along Huntingdon Pike from the Village Center Shops (Be Well Café) to Buck Road. The project includes grading, sidewalks, a retaining wall and lighting. While the area is in Lower Moreland Township, it is used regularly by Bryn Athyn residents and students. Lower Moreland has obtained a \$335,000 grant to improve

the Bethayres streetscape. They are required to provide matching funds in the amount of \$150,000. Lower Moreland is asking the Borough to contribute \$50,000 of the \$150,000 in matching funds. Councilman Pennink noted that he and Councilman Hyatt gave a positive response to Lower Moreland for the project. Mr. Pennink urged Borough Council and the Academy to commit the funds for the sidewalk project. The project is scheduled for Spring 2018.

Mr. Elsing asked for more detail on the streetscape project. Vikki Trost will contact Lower Moreland for a copy of the project plan. Mr. Pennink added that this is an opportunity that Council should not pass up.

Councillor Aurelle Genzlinger noted that residents are asking for sidewalks in the Borough, i.e. Ashley Road, and was not in favor of giving funds to a project outside of the Borough. Mr. Pennink will have prices for DO NOT ENTER during school hours signs for Ashley Road at the January meeting.

Lower Moreland has also planned a sidewalk project along Tomlinson Road through the Philmont Country Club golf course.

MAYOR’S REPORT - None

POLICE CHIEF’S REPORT

Acting Chief Steven M. Gray reported the following activity for November:

Citations Issued: Traffic: 30 Non-Traffic: 01	31
Alarms	14
Animal complaints	06
Assist Bryn Athyn Fire / Ambulance	04
Assist other Police Agencies	48
Assist Citizens / Public Service calls	05
Miscellaneous Complaints	88
Special Traffic Details	23
Suspicious Circumstance Investigations	17
Vehicle Accidents	03
Vehicle Investigations / Warnings Issued	77

On Saturday November 4th, Bryn Athyn Police hosted its second “Coffee with a Cop” event at the All Aboard Café. The event was well received. They look forward to hosting more community events in the future.

On Monday November 13th at 1:06am, Bryn Athyn Police assisted Lower Moreland Police in arresting two Robbery suspects in the Wawa parking lot at Red Lion Road and Philmont Avenue. The two suspects had committed a robbery at gunpoint inside the City of Philadelphia, which included “pistol whipping” the victim just minutes earlier.

On Tuesday November 14th at 7:28pm, police arrested a 37 year old Upper Moreland resident for Public Drunkenness in the 3100 block of Masons Mill Road.

On Wednesday November 15th at 10:22pm, while conducting a vehicle stop, police arrested a Philadelphia resident for an active warrant for larceny in the City of Philadelphia.

On Sunday November 19th at 10:05pm, police responded to a report of a loose cow running in traffic in the 2700 block of Buck Road. Officer Hotchkiss was able to capture and walk the cow to its home in the 3000 block of Buck Road.

FIRE CHIEF’S REPORT - None

EMERGENCY MANAGEMENT REPORT

Hazard Mitigation Plan

Scott Cooper reported that Montgomery County has updated the Hazard Mitigation Plan and has asked each municipality to endorse the plan by resolution. Borough Council endorsed the last update in 2012. Mr. Cooper noted that there are very minor changes to the last plan. He noted only two properties located within a floodplain in the Borough: 1. The Bryn Athyn Post Office and 2. the Connelly Woodshop.

On a motion by Duane Hyatt, seconded by Jeffrey Elsing, Council voted unanimously in favor to adopt Resolution No. 2017-04 adopting the 2017 Montgomery County Hazard Mitigation Plan.

*Borough of Bryn Athyn
Montgomery County, Pennsylvania
Resolution No. 2017-04*

Whereas, hazards including flooding periodically threaten the safety of people and result in property damage in the Borough of Bryn Athyn; and,

Whereas, the vulnerability of the Borough of Bryn Athyn to some hazard events may be reduced through various mitigation measures; and,

Whereas, Section 322 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act), 42, U.S. C 5165, enacted under paragraph 104 of the Disaster Mitigation Act of 2000, provides new approaches to mitigation planning and requires local governments to prepare and adopt mitigation plans as a condition for receiving certain federal disaster grants and loans and to amend these plans each five years; and,

Whereas, a Montgomery County Hazard Mitigation Plan was prepared in 2012 and adopted by the county and the Borough of Bryn Athyn; and,

Whereas, a revised hazard mitigation plan has been prepared by the Montgomery County Planning Commission and Public Safety Department in accordance with appropriate federal guidelines established in accordance with the Stafford Act; and,

Whereas, the public and the Borough of Bryn Athyn in the county was given an opportunity to fully participate in the preparation of the 2017 Montgomery County Hazard Mitigation Plan preparation process; and,

Now Therefore Be It Resolved, that the Borough Council of the Borough of Bryn Athyn hereby adopts the 2017 Montgomery County Hazard Mitigation Plan; and,

Be It Further Resolved, the Borough Secretary is directed to formally submit the copy of this resolution to Montgomery County to be transmitted to Pennsylvania Emergency Management Agency (PEMA) and Federal Emergency Management Agency (FEMA) to enable the plan's final approval.

Resolved, this fourth day of December, 2017.

BOROUGH OF BRYN ATHYN

Montgomery County Department of Public Safety

Scott Cooper invited members of Council to attend the Medical Countermeasures Social on December 13, 2017, an update session sponsored by the Montgomery County Department of Public Safety.

Mayor Ken Schauder will attend the EMS Montgomery County meeting Friday, December 8.

SOLICITOR'S REPORT - None

BOROUGH MANAGER'S REPORT

Berkheimer – Earned Income Tax

Vikki Trost reported that HA Berkheimer collects both Earned Income Tax and Local Services Tax for the Borough. The initial contract for collection fees for LST required that the monthly fee for Berkheimer be deducted from the remittance to the Borough. The new 2018 EIT collection contract with Berkheimer (through Montgomery County Tax Collection Committee) has lowered the collection fee from 1.3% to 1.2% beginning 1/1/18. Berkheimer has requested that Borough Council consider permitting them to deduct the monthly fee from distributions in the same manner as the LST fee.

On a motion by Duane Hyatt, seconded by Brent McCurdy, Council voted unanimously in favor to allow HA Berkheimer to withhold the monthly collection fees for Bryn Athyn Earned Income Tax from the monthly distribution.

2018 Borough Operations List

Mrs. Trost reported that three volunteer position terms will end on December 31, 2017 – Mark Arrimour, Zoning Hearing Board; Brian Horigan, Planning Commission; and Kyle Genzlinger, Civil Service Commission. Letters have been sent thanking these volunteers for their service to the Borough and requesting that they continue in these positions. Council must adopt the 2018 Operations List at the January meeting.

Year End 2017

Vikki Trost requested that department heads submit all approved invoices for payment from the 2017 Budgets by December 27.

PUBLIC SAFETY COMMITTEE

Chairman Jeff Elsing reported that the Public Safety Committee was asked to look into a safety situation for children walking to school along Ashley Road. The committee reviewed a sidewalk plan prepared by Lindsay Rose in January 2009. Nick Rose explained that the Northwest side of the road is a better option for a sidewalk than the Southeast side of the road. It was noted that the Belgium block gutter along the road carries a lot of water which will need to be addressed with curbing or underground pipe. Mr. Pennink added that it is not a large project and costs could be in the \$15,000 range. Nick Rose will prepare a cost estimate to install a sidewalk along the Northwest side of Ashley Road. Mark Pennink will obtain cost estimates for Do Not Enter signs. Mr. Hyatt asked if there have been any injuries to justify the project.

**Councilman McCurdy excused himself and left the meeting at 8:20pm*

FINANCE COMMITTEE

2018 Budgets

Chairman Duane Hyatt asked if there were any questions on the 2018 General Fund, Sewer Fund or Debt Service budgets presented last month. Hearing no questions or comments a motion was made to adopt the budgets.

Debt Service Budget

On a motion by Jeff Elsing, seconded by Mark Pennink, Council voted unanimously in favor to adopt the 2018 Debt Service Budget in the amount of \$136,764.

**BOROUGH OF BRYN ATHYN
DEBT SERVICE FUND BUDGET 2018**

Revenue	
Taxes Received from General Fund	<u>\$136,764</u>
TOTAL REVENUE	\$136,764
Expenditures	
Bond Principal Payment	95,000
Bond Interest Payment	15,730
Paying Agent Fee	1,000
Truck Note Principal Payment	21,000
Truck Note Interest Payment	<u>4,034</u>
TOTAL EXPENDITURES	\$136,764

General Fund Budget

On a motion by Aurelle Genzlinger, seconded by Mark Pennink, Council voted unanimously in favor to adopt the 2018 General Fund Budget in the amount of \$1,616,412.

**BOROUGH OF BRYN ATHYN
GENERAL FUND BUDGET 2018**

INCOME

Real Estate Tax	
301.100 · Real Estate Taxes -Current Year	1,086,333
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Total Real Estate Tax	1,086,333
Tax Revenue	
310.100 · Transfer Taxes	35,000
310.200 · Bryn Athyn Earned Income Tax	213,000
310.500 · Local Services Tax	37,000
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Total Tax Revenue	285,000
Franchise Fee	
321.800 · Comcast Cable Franchise Fee	8,000
321.810 · Verizon FIOS Franchise Fee	10,000
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Total Franchise Fee	18,000
Fines	
331.100 · Fines - District Magistrate	8,500
331.110 · Vehicle Code Violations	0
331.130 · Fines - State Police	0
331.140 · Fines - Parking	0
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Total Fines	8,500
Interest Revenue	
341.025 · Special Events Fund Interest	0
341.026 · Public Works Reserve Interest	0
341.010 · General Fund Interest	2,000
341.020 · Fire Truck Reserve Interest	100
341.021 · Municipal Bldg. Fund Interest	0
341.022 · Police Car Reserve Interest	0
341.023 · Public Works Truck Reserve Int.	0
341.024 · Highway Aid Interest	0
341.030 · Other Interest & CD Interest	3,000
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Total Interest Revenue	5,100
Highway Aid	

355.021 · State Highway Aid	46,604
Total Highway Aid	<u>46,604</u>
Shared Revenue	
355.010 · PURTA - Utilities Tax	1,500
355.040 · Beverage Permit	150
355.050 · Police Pension Contribution	33,000
355.070 · Volunteer Fire Relief Aid	15,000
Total Shared Revenue	<u>49,650</u>
Charges for Service	
361.330 · Zoning Permits	1,500
361.340 · Zoning Hearing Board Fee	1,200
361.700 · Copies/Copier Usage Fee	30
362.110 · Police Reports	500
362.400 · Building Permits	15,000
362.420 · Grading Permits	1,000
362.450 · UCC State Fee	200
362.460 · Road Opening Permits	500
362.520 · Planning Application Fee	500
362.600 · Fireworks Permit	500
362.999 · Building Permit Admin Fee	1,500
Total Charges for Service	<u>22,430</u>
Sewer Administrative Support	
379.100 · Sewer Admin Support	8,000
Total Sewer Administrative Support	<u>8,000</u>
Contributions	
387.000 · A.N.C Contributions	33,120
387.010 · Woodmount Contribution	44,000
387.200 · Contribution to Police Dept.	1,000
387.400 · Fireworks	9,600
Total Contributions	<u>87,720</u>

Unclassified Operating Revenue	
389.000 · Other	500
389.100 · Gain on Market Value	500
389.200 · Insurance Dividend	1,000
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Total Unclassified Operating Revenue	2,000
Total Income	1,619,337

EXPENSE

General Government

400.200 · Office Expense	2,040
400.210 · Postage Print Advertising	4,200
400.220 · Telephone and Internet	1,377
400.320 · Dues, Subscriptions & Training	1,081
400.330 · Auditors	600
400.374 · Repair And Maintenance/Website Exp	1,530
400.600 · Equipment Lease - Copier	1,800
400.700 · Equipment Purchases	816
400.900 · Miscellaneous	612
400.901 · Public Officials Errors & Omiss	5,163
400.902 · General Liability Insurance	8,885
400.903 · Property Insurance	849
400.906 · Inland Marine Insurance	530
400.910 · Archives Expense	2,000
404.000 · Legal Services	20,000
405.000 · Clerical Salary	
405.905 · <i>Workers Comp - Administrative</i>	29
405.909 · <i>Clerical FICA/Emed</i>	622
405.000 · <i>Clerical Salary</i>	8,125
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Total General Government	60,259

Financial Administration

402.100 · Payroll Service	1,836
402.102 · Treasurer Expense - Bookkeeper	5,897
402.101 · Treasurer Expense - Consultant	1,025
402.103 · Treasurer Bond	300

402.104 · Bank Fees	0
402.105 · Bookkeeper FICA/Emed	451
402.200 · Manager/Sec/Treas Salary	
402.201 · Health Insurance Expense	39,800
402.202 · Life Insurance Expense	675
402.203 · Workers Comp Insurance	118
402.204 · Employer FICA	4,633
402.205 · Employer Medicare	1,084
402.300 · Manager Retirement Benefit	3,736
402.200 · Manager/Sec/Treas Salary	<u>74,727</u>
Total 402.200 · Manager/Sec/Treas Salary	<u>124,773</u>
Total Financial Administration	134,282
Tax Collection	
403.100 · RE Tax Collector Fee	5,225
403.101 · Employer FICA Expense	324
403.102 · Employer Medicare Expense	76
403.200 · RE Tax Collection Expense	300
403.400 · Earned Income Tax Coll. Exp.	3,269
403.500 · Local Serv Tax Collection Exp	<u>665</u>
Total Tax Collection	9,859
Borough Hall	
409.310 · Borough Hall Cleaning	2,000
409.320 · Borough Hall Utilities	4,800
409.321 · Fire House Utilities - PECO	19,200
409.322 · Fire House Utilities - Aqua PA	1,700
409.323 · Fire House Utilities - Hess Gas	300
409.340 · Municipal Bldg. Maint/Repairs	<u>3,500</u>
Total Borough Hall	31,500
Police	
410.130 · Chief Salary	90,000
410.131 · Sergeant Salary	0
410.132 · Patrolman Salary	207,067

410.133 · Employee Benefits - Police	
410.150 · Health Insurance Expense	92,300
410.151 · Heart & Lung Insurance Expense	3,500
410.152 · Police Liability Insurance Exp	7,600
410.153 · Life Insurance Expense	5,000
410.154 · Workers Comp Insurance - Police	41,234
410.155 · Police Pension Expense	70,000
410.156 · Employer FICA Expense - Police	22,718
410.157 · Employer Medicare Exp - Police	5,313
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Total 410.133 · Employee Benefits - Police	247,665
410.134 · Part-Time Patrolman	59,432
410.135 · Clerical Salary	4,920
410.140 · School Crossing Guards- Wages	
410.142 · Workers Comp Ins Exp - CG	739
410.144 · Employer FICA Expense - CG	508
410.145 · Employer Medicare Exp - CG	119
410.140 · School Crossing Guards- Wages	8,200
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Total 410.140 · School Crossing Guards- Wages	9,566
410.141 · Crossing Guard Equipment	200
410.200 · Police Overtime	5,000
410.210 · Office Expense	4,200
410.220 · Uniforms	3,000
410.240 · Other Expense	5,000
410.241 · Vehicle Calibration Expense	550
410.243 · Ammunition/Weapons	1,300
410.300 · Consulting Fee	600
410.320 · Telephone	2,800
410.321 · Radio Call System	5,100
410.330 · Vehicle R&M Expense	3,000
410.331 · Vehicle Gasoline Expense	8,000
410.333 · Auto Phys Damage/Liability Ins	4,244
410.710 · Cont. to Police Car Reserve	10,500
410.810 · Tac Team Expense	3,000
410.811 · Police Equipment - Insurance	1,100
Total Police	676,244

Fire

411.130 · Fire Officers Stipends	3,200
411.200 · Montgomery County Radio Financing	5,990
411.300 · Hydrant Rental	10,605
411.400 · Fire Truck Debt Service	17,690
411.540 · Fire Co. Allocation	74,000
412.550 · Ambulance Co. Allocation	22,500
411.600 · Insurance	
411.601 · <i>General Liability Insurance</i>	6,895
411.602 · <i>Auto Physical Damage Ins</i>	8,127
411.603 · <i>WComp - Volunteer Firemen</i>	13,252
411.604 · <i>WComp - Volunteer Ambulance</i>	2,209
Total 411.600 · Insurance	30,483
411.605 · Employer FICA Expense - Fire	198
411.606 · Employer Medicare Exp - Fire	46
411.700 · Volunteer Fire Relief Aid	15,000

Total Fire 179,712

Code Enforcement

413.100 · Building Permit Fees	12,000
413.155 · UCC State Fee	200

Total Code Enforcement 12,200

Planning and Zoning

414.310 · Zoning Hearing Board Expense	3,000
414.200 · Zoning Officer Expense	1,000
414.201 · Zoning Ordinance Update	4,000
414.151 · Zoning Officer FICA /EMED/Wcomp	0
414.150 · Salary Zoning Officer	600

Total Planning and Zoning 8,600

Solid Waste Coll. & Disposal

427.450 · Trash Hauling	55,000
427.451 · Waste Disposal	20,000

Total Solid Waste Coll. & Disposal	75,000
Public Works	
430.000 · Public Works Administration	
430.100 · Salary- Public Works Manager	9,600
430.200 · Labor - Public Works	
430.402 · Employer Medicare Expense - PW	429
430.401 · Employer FICA Expense - PW	1,835
430.403 · Workers Comp Insurance - PW	3,528
430.404 · Benefits Expense - PW	2,000
430.200 · Labor - Public Works	<u>19,000</u>
Total 430.200 · Labor - Public Works	<u>26,792</u>
Total 430.000 · Public Works Administration	36,392
Street Maintenance	
431.100 · Gutter Spraying	<u>2,500</u>
Total Street Maintenance	2,500
Hwy.Maint.- Snow & Ice Removal	
432.101 · Plow Masons Mill Rd.	500
432.112 · Truck Reserve	7,515
432.120 · Plow Truck Maint/ Fuel	4,000
432.121 · Liability/ Auto Phys Damage Ins	3,572
432.200 · Salt Purchases	<u>7,000</u>
Total Hwy.Maint.- Snow & Ice Removal	22,587
Hwy.Maint - Signals & Signs	
433.200 · Purchases	2,500
433.300 · Road Lines Etc.	8,000
433.374 · Traffic Signals	<u>6,000</u>
Total Hwy.Maint - Signals & Signs	16,500
Hwy. Maint. - Street Lighting	
434.000 · Street Lighting	<u>11,800</u>
Total Hwy. Maint. - Street Lighting	11,800

Hwy.Maint-Sidewalks& Crosswalk		
435.700 · Sidewalk Improvements		5,000
Total Hwy.Maint-Sidewalks& Crosswalk		5,000
Maintenance to Streets		
436.600 · Capital Outlay - Drains		10,000
438.601 · Public Works Reserves		8,100
438.600 · Capital Outlay - Streets		130,000
Total Maintenance to Streets		148,100
Engineering Services		
408.000 · Engineering Services		3,500
Total Engineering Services		3,500
Storm Water Man.& Flood Control		
446.000 · Storm Water Man.&Flood Control		2,000
Total Storm Water Man.& Flood Control		2,000
Culture and Recreation		
Participant Recreation		
452.000 · Mow Field/Row		3,000
452.300 · Borough Park Repair/Maintenance		250
Total Participant Recreation		3,250
Spectator Recreation		
453.540 · 4th of July Celebration		9,600
Total Spectator Recreation		9,600
Parks		
454.000 · Park Mowing		3,000
Total Parks		3,000
Shade Trees		
455.000 · Shade Trees		5,000

Total Shade Trees	5,000
Total Culture and Recreation	20,850
Intergovernmental Expenditures	
459.200 · Beautification	200
459.300 · Contingency	47,022
459.400 · Borough Assn. Dinner	1,500
459.600 · Pert Contribution	2,500
Total Intergovernmental Expenditures	51,222
Other Financing Uses	
492.020 · Transf to Debt Svs for P & I	111,230
Total Other Financing Uses	111,230
Total Expense	1,619,337

Sewer Fund Budget

On a motion by Jeff Elsing, seconded by Glenn Gurney, Council voted unanimously in favor to adopt the 2018 Sewer Fund Budget in the amount of \$425,316.

BOROUGH OF BRYN ATHYN
SEWER FUND BUDGET 2018

Income

Interest Earnings	
341.330 · Sewer Fund Interest	300
Total Interest Earnings	300
Sewer Receipts	
364.110 · Masons Mill Pass thru Receipt	20,000
364.111 · Lower Moreland Pass thru Receipts	500
364.150 · ANC Share of STP Improvements	0
	20,500
364.102 · Sewer Receipts Category 2 Public	133,250
364.103 · Sewer Receipts Category 3 ANC	229,600

364.104 · Sewer Receipts Cat 4 ANC Other	37,925
Total Sewer Receipts	400,775
Unclassified Operating Revenue	
389.160 · Sewer Certification	154
389.155 · Late Fee Assessment 10%	1,538
389.150 · Finance Charges	2,050
389.190 · Other Revenue	0
383.010 · Auto Dialer Receipts	0
Total Unclassified Operating Revenue	3,742
Total Income	425,317
	425,317
Expense	
Sewage Treatment Plant	
429.105 · Process Supplies	24,000
429.108 · Grounds Maintenance	3,000
429.114 · Laboratory Testing	4,500
429.115 · Engineering Services	4,500
429.116 · Permits	800
429.117 · Electricity	4,000
429.118 · Water	225
429.120 · Insurance	1,733
429.121 · ANC Pipeline Rental	3,000
429.123 · Professional Development	1,200
429.125 · Facility Maintenance	30,000
429.126 · Reed Bed Reserve	6,000
Total Sewage Treatment Plant	82,958
Capital Upgrade/Reserve	
429.132 · Capital Upgrade	75,000
429.140 · 2016 DEP Project	60,448
Total Capital Upgrade/Reserve	135,448
Sycamore Pump Station	
429.202 · Electricity SRPS	1,650
429.203 · Telephone SRPS	450
429.204 · Miscellaneous Parts & Repairs	150
429.206 · Capital Upgrade - SPS	18,000

429.207 · Insurance	300
Total Sycamore Pump Station	20,550
Fetters Mill Pump Station	
429.252 · Electricity - FMPS	2,240
429.253 · Telephone - FMPS	400
429.254 · Miscellaneous Parts/Rep FMPS	150
429.257 · Capital Upgrade - FMPS	500
429.258 · Insurance	600
Total Fetters Mill Pump Station	3,890
Construction Expense	
429.590 · Construction Repairs	0
Total Construction Expense	0
On Lot System Maintenance	
429.801 · Category 2 Maintenance Pumping	12,500
Total On Lot System Maintenance	12,500
Sewer Usage Fees	
429.611 · Lower Moreland Twp Usage Fee	500
429.620 · Masons Mill Bus. Park Usage Fee	20,000
Total Sewer Usage Fees	20,500
Administrative Expenses	
429.312 · Payroll Expense	850
429.311 · Employee Medical/Benefits	11,365
429.302 · Municipal Local Agency Personnel	2,000
429.303 · Clothing Allowance	400
429.304 · Consultant Services	500
429.305 · Material & Supplies	105
429.306 · Legal Services	1,200
429.307 · Borough Truck - Auto Expense	4,200
429.308 · Employee Benefit EFICA EMED	8,200
429.309 · Workers Comp Expense	11,500
429.315 · Office Telephone	0
429.317 · Cell Phone	750

429.318 · Dialer Telephone	350
429.401 · Quarterly Usage Billing Expense	1,063
429.356 · Copier Expense	1,400
429.351 · Computer O & M	100
499.703 · BAD DEBT EXPENSE	0
	0
Total Administrative Costs	43,983
Payroll	
429.701 · Operations Manager Salary	54,838
429.702 · Operator/Other Labor Salary	0
429.703 · Other Labor Salary	50,650
	50,650
	105,488
Total Expense	425,317

LAND USE AND NATURAL RESOURCES COMMITTEE - None

PUBLIC RELATIONS COMMITTEE - None

ADMINISTRATIVE COMMITTEE - None

PLANNING COMMISSION

Boy Scout Building Addition

Chairman Russ Cooper reported that the Planning Commission reviewed a zoning application from the Bryn Athyn Church for a building and porch addition to the Boy Scout Building. The Planning Commission expressed concern about a non-conforming side yard setback line. The side yard setback for the Institutional District is 55 feet. The existing building is non-conforming; however the setback distance is not noted on the plan. The applicant will resubmit a plan showing the setback distances. Solicitor Herder indicated that this application is a lawful expansion of a non-conforming use. The application was tabled until the January meeting, so that Council may review the revised plan.

ZONING OFFICER

Vikki Trost reported that two (2) Zoning Permit applications were approved in November; eleven (11) Building Permits were issued; three (3) Grading Permits were issued

ZONING ORDINANCE UPDATE

President Jeff Elsing reported that three minor map marking issues were resolved via email. Council will continue review of remaining items to keep the process moving.

SEWER ADMINISTRATOR

Reid Heinrichs reported that last month Mrs. Nash reported a strong odor at the Sycamore Pump Station. It was discovered that the sodium-hypochloride at the pump station was not changed in the recommended timeframe. The odor disappeared immediately when the chemical was changed. Mr. Heinrichs assured Council that this mistake would not be repeated in the future.

Mr. Heinrichs reported that the PADEP NPDES Part II Permit is pending approval.

**Mr. Gurney excused himself and left the meeting at 8:36pm.*

BOROUGH ENGINEER - None

OLD BUSINESS - None

NEW BUSINESS - None

QUESTIONS OR COMMENTS FROM THE FLOOR

Blair Dunlap, a resident of Alden Road, brought a complaint against the Civic & Social Club for noise, public drunkenness and fights. Mr. Dunlap stated that this is an ongoing issue that has persisted for months. Acting Chief Gray responded that police have been called to the club; however, by the time they get the call the actors have left or stopped the offensive behavior. Since Mr. Dunlap has not called police while the incidents were ongoing, Mayor Schauder encouraged Mr. Dunlap to call 911 for immediate action.

There being no further business presented, the meeting was adjourned at 8:40pm.

Council will reorganize at the next regular meeting on **Monday, January 2, 2018 at 7:30pm** in the Borough Hall.

Victoria S. Trost
Secretary