



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

***COUNCIL CHAMBER***  
**January 3, 2017**

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

**MEMBERS OF COUNCIL**

Glenn Gurney  
Mark Pennink  
Jeffrey Elsing

Brent McCurdy  
Aurelle Genzlinger

ALSO: Victoria S. Trost, Bradley E. Cranch, Glenn A. Coffin, Reid Heinrichs, Derek Zecher, R. Scott Cooper, Mayor Ken Schauder, Solicitor R. Rex Herder. Councilman Ric Asplundh and Councilman Duane D. Hyatt were excused.

**MINUTES**

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

**TREASURER'S REPORT**

Treasurer Vikki Trost reported General Fund Revenue for December was \$49,413.82. General Fund Expenses were \$145,571.76. Net Income was -\$96,157.94.

Sewer Fund Revenue for December was \$871.64. Sewer Fund Expenses were \$29,445.72. Net Income was -\$28,574.08.

2016 Revenue exceeded the budget by \$102,696.82 and Expenditures came in under budget by \$201,216.45 indicating a pre-audit surplus of \$303,913.27. Police Car Reserve (\$7,000) and Public Works Reserve (\$47,000) transfers when approved will reduce this number.

2016 Revenue exceeded the budget by \$72,515.81 while Expenditures exceeded the budget by \$31,534.74, indicating a pre-audit surplus of \$40,981.07.

Today PLGIT paid .37%. PLGIT I-Class paid .53%.

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

\$	18,447.51	in 2016 Real Estate Tax receipts
\$	926.53	in Prior Year Real Estate Tax receipts
\$	266.03	in Local Services Tax receipts
\$	5,851.30	in Earned Income Tax receipts
\$	385.00	in Building Permit receipts
\$	6,200.00	in Administrative Support from Sewer Fund
\$	779.76	in Fines
\$	60.00	in Police Report receipts
\$	10,000.00	in Contributions to the General Fund
\$	1,250.00	in Fireworks contributions
\$	1,403.48	in Insurance Dividends

Included in the Sewer Fund Cash Receipts were:

\$	430.40	in Finance charge assessments
\$	416.24	in Late Fee assessments
\$	25.00	in Sewer Certification fees

**TAX COLLECTOR**

Tax Collector, Bradley Cranch reported \$30,070.72 in Real Estate Taxes collected in December; \$5,334.46 remains uncollected and will be liened.

**BILLS**

*On a motion by Mark Pennink, 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**

2017 Operations

President Jeff Elsing reported that Drew Nehlig and Russ Cooper agreed to serve another term on the Zoning Hearing Board and Planning Commission respectively. There are several vacancies on the Civil Service Commission and Planning Commission that should be filled. Mayor Schauder provided updated information for the Fire Department and Ambulance Company. The Council will vote on the 2017 Operations List at the February meeting.

Resolution No. 2017-01 Setting Member Contribution to Police Pension Plan

Mr. Elsing read Resolution No. 2017-01 aloud which will set the police officer contribution to the pension plan at 3.5%.

*On a motion by Brent McCurdy, seconded by Aurelle Genzlinger, Council voted unanimously in favor to approve Resolution No. 2017-01 setting the member contribution to the police pension plan at 3.5%.*

**BOROUGH OF BRYN ATHYN  
RESOLUTION #2017-01**

**A RESOLUTION OF THE BOROUGH OF BRYN ATHYN SETTING THE  
MEMBER CONTRIBUTION TO THE BRYN ATHYN POLICE PENSION PLAN  
FOR THE YEAR 2017.**

*Whereas*, the Borough of Bryn Athyn has established a pension plan, known as the Bryn Athyn Police Pension Plan (“the Plan”), and;

*Whereas*, the Borough Council sets the annual contribution rate for members of the Plan;

*Now Therefore, Be It Resolved*, that the Borough Council of the Borough of Bryn Athyn has set the annual member contribution rate for the year 2017 at 3.50%.

*Resolved*, this third day of January, 2017.

**BOROUGH OF BRYN ATHYN**

**PUBLIC HEARING**

**ORDINANCE NO. 680 General Fund Budget and Tax Rates**

President Elsing opened the public hearing for discussion of proposed Ordinance #680 appropriating sums estimated to be required for the specific purposes of the General Government and fixing the tax rates for 2017. Mr. Elsing read the entire text of the ordinance aloud and opened the hearing to discussion by members of Council. Hearing no discussion, the hearing was opened to public comment. Hearing none, the public comment period was closed and discussion brought back to the Council table. With no further discussion by members of Council the Public Hearing was closed and a motion for approval made.

*On a motion by Glenn Gurney, seconded by Mark Pennink, Council voted unanimously in favor, by show of hands, in favor to adopt Ordinance #680. Mark Pennink, yes; Aurelle Genzlinger, yes; Jeffrey Elsing, yes; Glenn Gurney, yes; Brent McCurdy, yes.*

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

**ORDINANCE #680**

**AN ORDINANCE OF THE BOROUGH OF BRYN ATHYN APPROPRIATING SUMS ESTIMATED TO BE REQUIRED FOR THE SPECIFIC PURPOSES OF THE MUNICIPAL GOVERNMENT AND FIXING THE TAX RATE FOR THE FISCAL YEAR 2017.**

**THE COUNCIL OF THE BOROUGH OF BRYN ATHYN HEREBY ENACTS AND ORDAINS:**

**SECTION 1.1 SUMMARY OF RECEIPTS.** *That for the expenses for the fiscal year 2017 the following amounts are hereby appropriated from the revenues available for the current year for the specific purposes set forth below, which amounts are more fully itemized in the Budget Form.*

**GENERAL FUND  
SUMMARY OF ESTIMATED RECEIPTS**

<i>Receipts from taxes</i>	<i>\$1,357,682</i>
<i>Other revenue receipts</i>	<i>241,904</i>
<b>TOTAL ESTIMATED RECEIPTS AND CASH</b>	<b><u>\$1,599,586</u></b>

**SECTION 1.2            SUMMARY OF EXPENSES.**

**GENERAL FUND  
SUMMARY OF EXPENSES**

<b>General Government</b>	
Administration	\$ 166,711
Tax Collection	9,859
Borough Hall	18,100
<b>Total General Government</b>	<b><u>\$ 194,670</u></b>
<b>Protection to Persons and Property</b>	
Police	\$ 716,275
School Crossing Guards	9,316
Fire Protection	168,687
Building Regulation	24,800
<b>Total Protection</b>	<b><u>\$ 919,078</u></b>
<b>Health and Sanitation</b>	
Residential Trash Removal	\$ 75,000
Sewer Debt Service	19,330
<b>Total Health and Sanitation</b>	<b><u>\$194,330</u></b>
<b>Streets and Highways</b>	<b>\$ 246,781</b>
<b>Total Streets and Highways</b>	<b><u>\$ 246,781</u></b>
<b>Recreation/Contingency</b>	<b>\$ 44,727</b>
<b>Total Recreation /Contingency</b>	<b><u>\$ 44,727</u></b>
<b>TOTAL EXPENDITURES</b>	<b><u>\$1,599,586</u></b>

**SECTION 1.3**            *A list of the specific items making up the amounts appropriated to the respective departments is on file in the Office of the Borough of Bryn Athyn, Pennsylvania.*

**SECTION 2.1 SUMMARY OF TAX REVENUE.**            *That a tax rate be and is hereby levied on all property within the said Borough subject to taxation for Borough purposes for the Fiscal Year 2017 as follows:*

- A. *Tax Rate for General Borough Purposes, the sum of Ten and Six Hundred and Nine Thousandths (10.609) mills on each dollar of assessed valuation, making a total tax rate for all Borough purposes of Ten and Six Hundred and Nine Thousandths (10.609) mills.*
- B. *That a tax at the rate of one percent (1%) on each dollar is hereby imposed on all earned income and net profits earned by residents of the Borough of Bryn Athyn and non-residents of the Borough of Bryn Athyn for work done or services performed or rendered in the Borough.*
- C. *That a Local Services Tax is imposed on all residents and non-residents employed in the Borough of Bryn Athyn in the amount of \$52.00.*

**SECTION 3.1** *That any ordinance or part of any ordinance, conflicting with this Ordinance be, and the same is hereby repealed, insofar as the same affects this ordinance.*

**SECTION 4.1 SEVERABILITY.** *The provisions of this Ordinance are severable. If any sentence, clause or section of this Ordinance, for any reason, is declared to be unconstitutional, illegal or invalid, said unconstitutionality, illegality and invalidity shall not impair any of the remaining provisions or sections of this Ordinance. It is hereby declared to be the intent of the Borough Council that this Ordinance would have been adopted had such unconstitutional, illegal or invalid sentences, clauses, or sections not been included herein.*

*This Ordinance shall take effect and be in force immediately.*

**BOROUGH OF BRYN ATHYN**

*Approved by the Council of the Borough of Bryn Athyn, this second day of January, in the year of Our Lord 2017.*

**PUBLIC HEARING**

**ORDINANCE NO. 681 Sewer Fund Budget and Usage Rates**

President Elsing opened the public hearing for discussion of proposed Ordinance #681 adopting a budget for the funding of the wastewater treatment system and setting sewer rates for 2017. Mr. Elsing read the entire text of the ordinance aloud and opened the hearing to discussion by members of Council. The difference between Category 3 and Category 4 was clarified. Hearing no further discussion, the hearing was opened to public comment. Hearing none, the public comment period was closed and discussion brought

back to the Council table. With no further discussion by members of Council the Public Hearing was closed and a motion for approval made.

*On a motion by Aurelle Genzlinger, seconded by Glenn Gurney, Council voted unanimously in favor, by show of hands, in favor to adopt Ordinance #681. Mark Pennink, yes; Aurelle Genzlinger, yes; Jeffrey Elsing, yes; Glenn Gurney, yes; Brent McCurdy, yes.*

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

**ORDINANCE NO. 681**

**AN ORDINANCE OF THE BOROUGH OF BRYN ATHYN ADOPTING A BUDGET AND SETTING SEWER RATES FOR THE FUNDING OF THE BOROUGH WASTEWATER TREATMENT SYSTEM FOR THE FISCAL YEAR 2017.**

*The Council of the Borough of Bryn Athyn does hereby ORDAIN as follows:*

- 1. The Borough does hereby adopt as a budget and set sewer rates for the funding of the operation and maintenance of the Borough Wastewater Treatment System, the budget set forth in the document titled Sewer Fund Budget in the amount of \$415,160.00, for the specific purposes set forth below, which amounts are more fully itemized in the Budget Form.*

**SEWER RATES**

<i>Category 2 – Rate per 100 gallons of water used</i>	<i>\$0.916</i>
<i>Category 3 – Rate per 100 gallons of water used</i>	<i>\$1.8372</i>
<i>Category 4 – Rate per 100 gallons of water used</i>	<i>\$1.8372</i>

**SEWER FUND BUDGET**

**INCOME**

<i>364.000 · Sewer Receipts</i>	<i>\$411,500</i>
<i>394.100 · Miscellaneous Income</i>	<i><u>3,660</u></i>
<i>Total Income</i>	<i><u><u>\$415,160</u></u></i>

**EXPENSE**

429.100 · Sewage Treatment Plant	\$72,275
429.130 · Capital Upgrade/Reserve	75,000
429.140 · DEP Improvement Project	54,684
429.200 · Sycamore Pump Station & Collection System	19,200
429.250 · Fetters Mill Pump Station & Collection System	5,300
429.313 · On-Lot System Maintenance	12,500
429.300 · Administrative/Billing Expense	51,551
429.350 · Payroll Expense	104,150
429.500 · Construction Expense	
429.600 · Pass-Through Usage (Masons Mill/Lower Moreland)	<u>20,500</u>
 Total Expense	 <u>\$415,160</u>

2. This Ordinance shall take effect immediately.

*Approved by the Council of the Borough of Bryn Athyn, this third day of January, in the year of Our Lord 2017.*

**BOROUGH OF BRYN ATHYN**

**PUBLIC HEARING**

**ORDINANCE NO. 682 Debt Service Fund Budget**

President Elsing opened the public hearing for discussion of proposed Ordinance #682 adopting a budget for the funding of the debt service for 2017. Mr. Elsing read the entire text of the ordinance aloud and opened the hearing to discussion by members of Council. Hearing no discussion, the hearing was opened to public comment. Hearing none, the public comment period was closed and discussion brought back to the Council table. With no further discussion by members of Council the Public Hearing was closed and a motion for approval made.

*On a motion by Aurelle Genzlinger, seconded by Glenn Gurney, Council voted unanimously in favor, by show of hands, in favor to adopt Ordinance #682. Mark Pennink, yes; Aurelle Genzlinger, yes; Jeffrey Elsing, yes; Glenn Gurney, yes; Brent McCurdy, yes.*

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



**ORDINANCE NO. 682**

**AN ORDINANCE OF THE BOROUGH OF BRYN ATHYN ADOPTING A BUDGET FOR THE FUNDING OF THE BOROUGH DEBT SERVICE FOR THE FISCAL YEAR 2017.**

*The Council of the Borough of Bryn Athyn does hereby ORDAIN as follows:*

- 1. *The Borough does hereby adopt as a budget for the funding of the debt service incurred to construct the Borough Wastewater Collection System, the budget set forth in the document titled Debt Service Budget in the amount of \$145,356, for the specific purposes set forth below.*

**Revenue**

<i>Taxes Received from General Fund</i>	<u>\$143,856</u>
	\$143,856

**Expenditures**

<i>Bond Principal Payment</i>	100,000
<i>Bond Interest Payment</i>	18,330
<i>Paying Agent Fee</i>	1,000
<i>Truck Note Principal Payment</i>	20,000
<i>Truck Note Interest Payment</i>	<u>4,526</u>
	\$143,856

*This Ordinance shall take effect immediately.*

*Approved by the Council of the Borough of Bryn Athyn, this third day of January, in the year of Our Lord 2017.*

**BOROUGH OF BRYN ATHYN**

**MAYOR'S REPORT - None**

**POLICE CHIEF'S REPORT**

Chief Glenn Coffin reported the following activity for December:

Citations Issued	Traffic 19, Non Traffic 0	19
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Alarms	14
Assist to Bryn Athyn Fire/Ambulance	9
Assist other Police Agencies	41
Assist Citizens	7
Complaints concerning Animals	4
Reports of Suspicious Circumstances	7
Special Traffic Details	24
Miscellaneous Complaints	94
Vehicles checked for Ownership or warned for Motor Violations	56
Vehicle Accidents	6

On December 2<sup>nd</sup> after a vehicle stop for expired registration, police took custody of a 32-year-old Philadelphia man who had a warrant for a DUI arrest in Montgomery County.

On December 3<sup>rd</sup> police responded to the 2700 block of Alnwick Road for a report of a vehicle with two windows shot out by a possible firearm. No other incidents were reported.

On December 5<sup>th</sup> police received a report that the “Welcome to Bryn Athyn” sign on Fetters Mill at Alnwick Road was damaged. Sign appears to have been struck by a vehicle or construction equipment.

On December 10<sup>th</sup> at police responded to the Pennypack Trust property, north of Paper Mill Road for a death investigation after a possible drug overdose. Investigation is ongoing.

On December 18<sup>th</sup> police responded to the Montgomery County Trail for a report of an unauthorized vehicle on the trail. A dog sled with wheels was being operated on the trail. It was later determined that the sled operator is permitted to operate the sled so long as the dogs remain under control and the sled does not exceed the 15 mph limit on the trail.

On December 25<sup>th</sup> police received a delayed report of a possible sexual assault. Investigation is ongoing.

On December 30<sup>th</sup> at 11:05 PM police responded to a domestic disturbance in the 3000 block of Buck Rd.

## **FIRE CHIEF’S REPORT**

Chief Derek Zecher reported 26 Fire Calls in December, 19 in Lower Moreland, 6 in Bryn Athyn and 1 in Bucks County. 118 EMS Calls in December, 9 in Bryn Athyn, 79 in Lower Moreland, 16 in Abington with 78 transports.

There were 272 Fire Dispatches in 2016; 53 in Bryn Athyn, 195 in Lower Moreland. 23 of the 53 recorded in Bryn Athyn were for Academy of the New Church locations.

There were 1,281 EMS Dispatches in 2016; 82 in Bryn Athyn, 889 in Lower Moreland, 180 in Abington, 54 in Upper Moreland, 18 in other Montgomery County municipalities and 58 dispatches to Bucks County municipalities.

Chief Zecher reported that the 2016 calls are in line with prior years totals.

The Chief also reported that two vehicles were replaced last year: an ambulance and the special service vehicle. The fleet is in very good shape, the oldest vehicle now 9 years old. The Company is holding off replacing the 2009 ambulance at this time.

## **EMERGENCY MANAGEMENT REPORT**

Scott Cooper reported that he is working on the Emergency Operations Plan (EOP) update which is required by the Department of Homeland Security in February. There are no significant changes in the plan. Contact information needs to be updated. There are three components to the EOP: 1) Basic Plan which describes the Borough and primary risks which for this Borough are weather and transportation emergencies; 2) Emergency Response Checklist which are the forms used during an emergency; 3) NARM – Notification and Resource Manual which lists members of Council and those to be contacted in a crisis and any equipment that is available. Mr. Cooper urged Council to read and be familiar with the Basic Plan.

Mr. Cooper added that the Emergency Management Team meets monthly in Borough Hall with representatives from Lower Moreland Township Emergency Management Team.

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

## **BOROUGH MANAGER'S REPORT**

### **2017 Fee Schedule**

Vikki Trost reported that she will have a draft of the fee schedule to present to the Administrative Committee for review by the end of the month.

**Vacation**

Vikki will be on vacation from January 7 through January 21. Stephanie will be in the office three mornings each week. Building permit and zoning calls will be handled by Charlie Pluguez through Building Inspection Underwriters.

**2017 Meeting Schedule**

Last month Council briefly discussed changing the meeting time for Borough Council from 7:30 to 7:00. Mr. Gurney preferred not changing the time; however Council agreed to change the meeting time for Council meetings to 7:00pm beginning next month. Mrs. Trost will advertise the amended meeting schedule for 2017.

**ADJOURN**

Mr. McCurdy and Mr. Gurney left the meeting so there was no longer a quorum and no further business could be presented; the meeting was adjourned at 7:42pm.

Council's next regular meeting will be held on Monday, February 6, 2017 at 7:00pm in the Borough Hall.

Victoria S. Trost  
Secretary