

Borough of Bryn Athyn  
Finance Committee  
Meeting Minutes

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July 16, 2019  
6:00pm

In attendance: Duane Hyatt, Chair  
Chris Carter via phone  
Vikki Trost  
Glenn Gurney  
Jeff Elsing

The meeting was called to order by Chairman Duane Hyatt at 6:00pm.

**Previous Meeting Minutes**

The June 25, 2019 meeting minutes were approved and accepted.

**POLICE CAR RESERVE**

The Committee reviewed the reserve balances on the July 16, 2019 General Fund Balance Sheet. Vikki Trost will confirm that the 2018 purchase expense and income from the sale of the 2014 Ford are reflected.

Mr. Hyatt confirmed that we are scheduled to purchase a new car in 2020. He noted that the purchase schedule should be adjusted if the officers are sharing the chief's vehicle since that vehicle will have more use.

Steve Gray will provide cost for a new vehicle. Vikki will get actual vehicle cost for the past few years. Mr. Elsing noted that the vehicle needs to be ordered before the end of 2019 for 2020 delivery.

**SEWER PROJECT**

Glenn Gurney reported that he is still waiting for numbers for the replacement blower.

**SEWER COLLECTIONS**

Rex Herder confirmed at the Council meeting that the Borough can have water shut off for delinquent properties. Borough Council asked Rex to provide the procedure and ordinance required. Water shut-off will be incorporated into our current policy for delinquencies.

## **POLICE CHIEF CREDIT CARD**

Vikki reported that Chief Gray requested a Borough credit card to make purchases. The Committee agreed that fewer cards are best and that Chief Gray can use the Borough Manager card when needed. The request was denied.

## **POLICE CONTRACT NEGOTIATIONS**

The Committee discussed the costs associated with the contract negotiation, primarily salary increases. Members agreed that the police budget must be a reasonable percentage of the overall budget, less than 50%.

## **OLD ITEMS**

Chris Carter spoke with Reid Heinrichs regarding the sewer billing spreadsheet that the Committee approved for use last December. Chris added that the billing formula should include an amount to put aside in reserves for repair and replacement of equipment at the plant and pump stations. He recommends 10% to 20% over the next five years to create a reserve. Glenn Gurney will look at the data with Reid Heinrichs to determine capital values.

Duane Hyatt recommends using the billing formula that Chris Carter developed in the January 2020 billing. Chris Carter offered to work with Reid Heinrichs to guide him in the process for the new billing calculation.

Jeff Elsing reported that the contributions for fireworks should cover the costs this year which include \$10,000 for the fireworks and \$350 for portable toilets.

The meeting was adjourned at 6:41pm.

### ***For the next meeting:***

- 1. Vikki will report on the police car purchase history.***
- 2. Glenn Gurney will prepare a request for funds to the Academy for the blower upgrade.***
- 3. Glenn Gurney will remind Reid Heinrichs to work on the new billing model.***
- 4. Vikki will send a reminder to the committee regarding the next meeting on the Friday prior to the meeting.***

***Next meeting date: August 20, 2019 at 6:00pm in Borough Hall.***