

AGENDA

REGULAR MEETING
BOROUGH COUNCIL
MALVERN BOROUGH

September 19, 2023
7:30 PM

Virtual Meeting Participation Option

This evening's meeting of Malvern Borough Council allows for a virtual meeting option via Zoom. The information on how to participate virtually via telephone or video conferencing is provided below.

Borough Council Meeting Dial-In Information: 1-877-853-5247 (toll-free)

Meeting link: <https://us02web.zoom.us/j/84197019623>

When prompted, enter the following meeting ID, followed by the “#” symbol: 841 9701 9623. You will be placed in the waiting room and admitted by the host.

To unmute if using audio via telephone, please enter *6.

Malvern Borough is not liable for any computer security problems that participants may experience.

PRESIDING: Amy Finkbiner, Ph.D., President

INVOCATION: Zeyn B. Uzman, Mayor

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL:
Council President Finkbiner
Council Vice-President Bones
Council Member Frederick
Council Member Niemiec
Council Member Phillips
Council Member Riccetti
Council Member Warner
Mayor Uzman

1. ANNOUNCEMENTS

- a. Anyone present who is recording the meeting is asked to announce so at this time, in accordance with Resolution No. 840.
- b. As a courtesy, if you are participating via Zoom, please turn your camera on while speaking.
- c. Please check out the Borough's website calendar regularly for all up and coming events located throughout the Community.
- d. The Craft & Mercantile event held on Friday, September 15, 2023 was a major success. Many thanks to the Malvern Borough Professional Association, Malvern Borough Police Department, Public Works, and Borough staff for all their hard work to make this event a success.
- e. The Year End 2023 Budget Projections have been posted on the Borough Website as of Tuesday, September 19, 2023 by close of business.

- f. Bulk trash pick-up is scheduled for Saturday, October 7, 2023 to begin at 6AM. Please place your items out the evening prior. Instructions will be sent out this week via Constant Contact and placed on the Borough website of what is included and prohibited in this service. Please keep a look out!

2. APPROVAL OF AGENDA:

- a. **MOTION:** To approve the agenda for the September 19, 2023 meeting of Borough Council as presented.

3. MINUTES & REPORTS

a. APPROVAL OF MINUTES

MOTION: To approve the minutes of the regular meeting held on Tuesday, September 5, 2023 as presented.

b. APPROVAL OF REPORTS

MOTION: To approve the Treasurer's Report, the Sub-Committee Reports for Finance and Administration, Public Safety, and Public Works, the Chief of Police Report, the Code Enforcement Department Reports, the Superintendent of Public Works Report, the Assistant Manager's Report, and the Manager's Report for the month of August 2023, as submitted.

c. BOROUGH COUNCIL SUB-COMMITTEE REPORTS

- Finance & Administration
- Public Safety
- Public Works

The Finance & Administration Sub-Committee met on Thursday, September 14, 2023 to discuss the Malvern Borough Police Department's 2023 year-end projections with Mayor Uzman.

The Public Safety Sub-Committee is scheduled to meet Monday, September 25, 2023.

The Public Works Sub-Committee is scheduled to meet on Tuesday, September 26, 2023.

4. SPECIAL BUSINESS

a. MALVERN HISTORICAL COMMISSION – 10th ANNUAL HISTORIC PRESERVATION STEWARDSHIP AWARDS

The Malvern Historical Commission will recognize various properties in the Borough that will have made a positive contribution to the fabric of the community and are maintained in good repair by the owners.

b. COMCAST FRANCHISE RENEWAL RESOLUTION NO. 849

MOTION: To approve Resolution No. 849 as presented.

Comcast of Pennsylvania, LLC ("Comcast"), currently holds a cable franchise from the Borough by virtue of a cable franchise agreement, which expires on July 31, 2024; and has requested that the Borough renew Comcast's franchise to maintain, construct, and operate its Cable System over, under, and along public rights-of-way.

c. AUTHORIZE ADVERTISEMENT OF ORDINANCE NO. 2023-05 TO MAKE PERMANENT PARKING AREA ON WOODLAND AVENUE FOR ST. PAT'S CHURCH

MOTION: To authorize advertisement of Ordinance No. 2023-05.

Ordinance 2023-05 proposes to amend Chapter 200 of the code of Ordinances of the Borough of Malvern, entitled "Vehicles and Traffic, at Article III Parking Regulations, to prohibit parking at certain times on part of Woodland Avenue.

From Monday through Friday, 7AM to 4PM, parking is proposed to be prohibited on Woodland Avenue at the intersection of Roberts Lane to the Southward corner of parcel UPI No. 2-4-244.1; also known as 130 Woodland Avenue. This proposed parking restriction is to service the St. Pat's School operation of morning and evening drop-off and pick-up.

d. AUTHORIZE ADVERTISEMENT OF ORDINANCE NO. 2023-06 TO ALLOW FOR ENVIRONMENTAL ADVSORY COUNCIL ALTERNATE MEMBERS

MOTION: To authorize advertisement of Ordinance No. 2023-06.

Ordinance 2023-05 proposes to amend Chapter 25, Section 25-29, of the code of ordinances of the Borough of Malvern, being the Administrative Code, providing for associate members for the Malvern Borough Environmental Advisory Council.

e. AWARD JENNINGS LANE STORM SEWER CAPTIAL IMPROVEMENT PROJECT

MOTION: To authorize Jurich, Inc., of Glen Mills, PA to complete the Jennings Lane storm sewer repair in the amount of \$118,773.00

The pipe located on Jennings Lane is in need of serious repair. The Chapter 105 General Permit required by the Department of Environmental Protection has been issued. Construction bids were received on Thursday, September 14, 2023 totaling ten (10) received.

Jurich, Inc. of Glen Mills, PA, was the low bid received and has submitted all the required documentation. The Borough Engineer has reviewed the submitted bid documentation and found it to be adequate. Additionally, Edward B. Walsh & Associates, Inc. has worked with Jurich, Inc. in the past, and found them to be a quality contractor with excellent quality of work.

The Borough Engineer is recommending that the project be awarded to o Jurich, Inc. in the amount of One Hundred and Eighteen Thousand, Seven Hundred and Seventy-Three dollars and 00/100 cents (\$118,773.00).

f. PROCESSING AND MARKETING CONTRACT FOR RECYCLABES

MOTION: To authorize extending Malvern Borough's agreement with Solid Waste Services, Inc. for Process and Marketing Service for Materials for a second year as presented.

Chester County is interested in extending its Agreement with Solid Waste Services, Inc. d/b/a J.P. Mascaro and Sons as the "designated facility" for Process and Marketing Service for Recycling Materials for a second year, extending the current contract pricing through September 24, 2024.

This is the first of three (3) one-year options. The bid prices (per ton) that J.P. Mascaro submitted for materials delivered to Total Recycle, Inc., 1270 Lincoln Road, Birdsboro, PA 19508 were:

- *Corrugated Cardboard + \$ 45.00*
- *Commingled - \$ 39.95;*
- *Single Stream -\$ 44.95*

5. UNFINISHED BUSINESS

a. RANDOLPH WOODS NATURE PRESERVE – STATUS UPDATE REGARDING MALVERN HISTORICAL COMMISSION'S RECOMMENDATION REGARDING PUMP HOUSE

The Historical Commission met on Tuesday, August 22, 2023, and discussed this project with the five (5) members in attendance. The following has been formally recommended to Borough Council for consideration.

1. *The Historical Commission does wish that something be done to preserve and reuse the pump house structure.*
2. *An architectural historian should be brought in to give the correct steps on how to accomplish this. Seth Hinshaw is an architectural historian the MHC is aware of that has done work in Chester County and through CCHPN.*
3. *Based on the four suggestions already provided in the Randolph Woods Master Plan on page 42, the best suggestion is the "Interpretive Partial Demolition," where the newer brick is removed to create a pavilion and the original spring structure is maintained for educational purposes. It's likely the roof would have to be removed and replaced in this process. If it's best to do this process in stages, the spring room could be mothballed until the rest of the structure is updated. We do suggest a new fence after the chain-link one is removed, but our thought was a simple split rail fence would suffice for the open-air pavilion, more to denote that this building is not part of the conserved Randolph Woods. The Master Plan suggested a metal fence on page 42.*

Borough Council will discuss the Historical Commission's recommendation and may decide to take further action on this matter.

b. 209 OLD LINCOLN HIGHWAY – STATUS UPDATE

The Borough Manager will give a brief update to Borough Council and the Community regarding Chester County's interest in developing 209 Old Lincoln Highway, a Borough owned parcel, located at UPI No.: 2-4-11.1. Borough Council may consider giving further direction on this matter.

c. ZONING HEARING BOARD

There are no new applications before the Zoning Hearing Board.

6. NEW BUSINESS

a. POLICE & NON-UNIFORM PENSION PLANS – MINIMAL MUNICIPAL OBLIGATIONS

Municipalities are required to certify the Minimum Municipal Obligation (MMO) for pension plans by the end of September each year. State aid is received annually to offset this cost. The Borough Treasurer has prepared the MMO that is before Borough Council this evening.

7. PUBLIC FORUM

Citizens/taxpayers are invited to bring before Borough Council any item not on the agenda.

8. ADJOURNMENT

REGULAR MEETING

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MALVERN BOROUGH
1 East First Avenue
Malvern, PA 19355

September 5, 2023
7:30 PM

PRESIDING: President Finkbiner

INVOCATION: Mayor Uzman

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL

PRESENT

Council President Finkbiner
Council Vice President Bones via ZOOM
Council Member Frederick
Council Member Phillips
Council Member Niemiec
Council Member Riccetti
Council Member Warner
Zeyn B. Uzman, Mayor

ABSENT:

1. ANNOUNCEMENTS

Council President Finkbiner asked in accordance with Resolution No. 840 if any member of the audience was recording the meeting.

Council President Finkbiner requested as a courtesy, if you are participating via ZOOM, please turn on your camera while speaking.

Council President Finkbiner announced that Borough Council met with its legal counsel in Executive Session on Tuesday, August 29, 2023, to discuss the collective bargaining agreement.

Council President Finkbiner announced the earlier dedication plaque to Mr. Patrick McGuigan, former Borough Manager of Malvern Borough, in honor of his years of service and impact to the Community. All residents are encouraged to view the plaque in the Borough Hall lobby.

Council President Finkbiner requested that the Community check the Borough's website calendar regularly for all up and coming events located throughout the Community.

2. APPROVAL OF AGENDA

A motion was made by Council Member Phillips, seconded by Council Member Niemiec, carried by a vote of 7-0, to approve the agenda for the September 5, 2023, meeting as presented.

3. MINUTES & REPORTS

a. APPROVAL OF MINUTES

A motion was made by Council Member Riccetti, seconded by Council Member Frederick, and carried by a vote of 6-0, to approve the minutes from the Tuesday, August 15, 2023, as presented. Council Member Phillips abstained due to being absent at this meeting.

b. BOROUGH COUNCIL SUB-COMMITTEE REPORTS

Council President Finkbiner announced the Finance & Administration Sub-Committee met on Friday, September 1, 2023, and discussed the following:

- Welcome Zoe Warner, Ph.D.
- Appoint Chair of F&A Sub-Committee
- Code Codification Process & Code Overhaul Timeline Discussion
- Financial Budget Analysis as of July 31, 2023
- Year 2024 Budget Discussion

The Public Safety Sub-Committee has not met since the last Borough Council meeting and is scheduled to meet on Monday, September 25, 2023.

Borough Manager Loomis announced that the Public Works Sub-Committee met on Tuesday, August 29, 2023, to discuss the following:

- Old Lincoln Highway Project
- Jennings Lane Repair
- North Warren Avenue Stream Bank Stabilization Project
- Paoli Battlefield & Malvern Prep Trail Connection
- Everett's Alley Maintenance and Repair
- Malvern Post Office Parking Lot Paving
- Randolph Woods Nature Preserve

Mr. John Buckley asked for clarification on the Malvern Borough post office lot paving.

Vice-President Bones explained that the Borough is discussing with the property owner who will be responsible for paving.

c. JULY 2023 FINANCIAL REPORTS

A motion was made by Council Member Niemiec, seconded by Council Member Phillips, and carried by a vote of 7-0, to approve the July 2023 Treasurer and financial reports on Tuesday, September 5, 2023, as presented.

4. SPECIAL BUSINESS

a. LENTZ, CANTOR, MASSEY, LTD. MERGER WITH WISLER PEARLSTINE, LLP

Borough Solicitor Yaw explained that his current firm is merging with Wisler Pearlstine, LLP and confirmed that the same rates for their services apply.

Ms. Cathy Raymond inquired if there is a retirement succession plan as to who would take over.

Borough Solicitor Yaw confirmed that a succession plan is in place and will be implemented accordingly.

Mr. John Buckley commented on the succession plan.

Borough Council thanked Borough Solicitor Yaw for all his hard work over the years, included Borough Council Solicitor McLean.

A motion was made by Council Member Phillips, seconded by Council Member Riccetti, and carried by a vote of 7-0, to approve Wisler Pearlstine, LLP as Borough Solicitor.

b. DOMESTIC VIOLENSE AWARENESS MONTH

Council President Finkbiner announced the Domestic Violence Center of Chester County (DVCCC) contacted Malvern Borough regarding the Borough's participation in their "Painting the Town Purple" initiative to raise awareness about domestic violence. This would occur in October. The Borough has participated in this effort in the past.

Mr. Brian Nieman presented on behalf of the DVCCC and provided the hotline number pf (610) 431-1430 in the event of domestic violence.

Borough Council inquired if domestic violence is increasing in the Borough.

Police Chief Marcelli confirmed that domestic violence is increasing, and the police department has been highly trained in how to respond to these types of matters.

A motion was made by Council Member Frederick, seconded by Council Member Phillips, and carried by a vote of 7-0, to approve Malvern Borough's participation in the Domestic Violence Center of Chester County's "Paint the Town Purple" awareness effort for the month of October.

c. 2023 MID-YEAR BUDGET PRESENTATION

Borough Manager Loomis and Assistant Borough Manager Badman gave a financial presentation on the Borough's finances as of July 31, 2023.

Borough Council requested that all grants obtained to date be reviewed in detail at the next Borough Council meeting scheduled for Tuesday, September 19, 2023.

Mrs. Jennifer Chomko inquired and commented on legal expenses and right to know law requests.

Mr. John Buckley commented on Right to Know requests.

Borough Manager Loomis explained when and why the Borough Solicitor is required to review such items.

Ms. Gail Newman inquired about a list of capital projects that are planned for the Borough.

Council President Finkbiner and Borough Manager Loomis explained that the five (5) year capital plan will provide the information being sought after.

The presentation will be posted on the Borough website the following day.

5. UNFINISHED BUSINESS

a. ORDINANCE NO. 2023-03: AMENDMENT TO CHAPTER 139 (PARKS AND RECREATION)

Council President Finkbiner announced that Borough Council will now open a public hearing to consider Ordinance No. 2023-013 This ordinance amends Chapter 139 of the Code of Ordinances of the Borough of Malvern, Pennsylvania, entitled "Parks and Recreation" to prohibit certain activities and actions in certain Borough parks. Ordinance No: 2023-03 prohibits bicycle riding in Randolph Woods Nature Preserve and the Paoli Battlefield. The proposed ordinance was advertised for public review in the August 25, 2023, edition of the Daily Local News.

Borough Council decided to table this matter to confirm that is motorized ADA transportation devices have been included as an exemption.

A motion was made by Council Member Niemiec, seconded by Council Member Warner, and carried by a vote of 7-0, to table this matter until the next Borough Council meeting scheduled for Tuesday, September 19, 2023.

The Borough Solicitor confirmed that he will look into this matter and the hearing will be continued to and motion for approval considered at the Tuesday, September 19, 2023 Borough Council meeting.

b. ORDINANCE NO. 2023-04: AMENDMENT TO CHAPTER 177, STORMWATER MANAGEMENT (CODE OF ORDINANCES OF MALVERN BOROUGH)

Council President Finkbiner announced that Borough Council will now open a public hearing to consider Ordinance No. 2023-04. This ordinance amends Chapter 177, Stormwater Management, of the Code of Ordinances of the Borough of Malvern, Pennsylvania, to replace the 2013 model ordinance with the 2022 County-wide Act 167 Stormwater Management Model Ordinance. The ordinance has been approved by PA DEP and as part of the Malvern Borough stormwater program, the Borough is required to update the current Borough's Stormwater Management Ordinance (adopted on May 20, 2014). The proposed ordinance was advertised for public review in the August 25, 2023, edition of the Daily Local News.

Mr. John Buckley commented on water run-off.

A motion was made by Vice President Phillips, seconded by Council Member Warner, and carried by a vote of 7-0, to adopt Ordinance No. 2023-04 to Chapter 177, Stormwater Management, of the Code of Ordinances of the Borough of Malvern, Pennsylvania, to replace the 2013 model ordinance with the 2022 County-wide Act 167 Stormwater Management Model Ordinance, as presented.

c. PLANNING COMMISSION RECOMMENDATION FOR PENNSYLVANIA AVENUE PROPERTY KNOWN AS UPI #2-3-1.1 AND #2-3-1A

Council President Finkbiner announced that the Malvern Planning Commission recommended at their August 17, 2023, for Borough Council to authorize contact with the property owner, Eli Kahn, of the 9.9-acre parcel to discuss open space options. Borough Council will discuss and consider

the recommendation accordingly.

Borough Council discussed this matter and directed the Borough Manager to reach out to Mr. Kahn, as well as Chester County to understand what grant opportunities may exist to assist in this matter. A status report will be provided at the Tuesday, October 3, 2023, Borough Council meeting.

Mr. John Buckley commented on the East Side Flats development and Randolph Woods Nature Preserve.

Borough Solicitor Yaw will speak with Robert Willson, Esq. of his officer per the direction of Borough Council regarding potential funding sources.

d. MALVERN BOROUGH CODIFICATION & ZONING/ SUBDIVISION & LAND DEVELOPMENT CODE(S) PROJECT – STATUS UPDATE

Council President Finkbiner opened the conversation regarding the codification project of the Borough Code, and how best to direct the Malvern Borough Planning Commission on how and when to address the Zoning and Subdivision & Land Development code amendments that are to occur per the adoption of the revised Comprehensive Plan.

Borough Council agreed that request for proposals is to be sent during the budget process this year to obtain pricing regarding the Zoning/ SALDO code amendment overhaul, as well as directed the Malvern Borough Planning Commission to work on the ordinance amendments that make the most sense to push forward at this time.

Dr. David Knies, Ph.D. confirmed that there are four (4) to five (5) ordinances, including updating the Official Map that can be addressed at this juncture.

A meeting will be scheduled with the F&A Sub-Committee and the Borough Solicitor to address the overall codification in the near future that will also need the input of the Police Chief and Building and Code Official, Bill Wilfong.

e. ZONING HEARING BOARD

There are no new applications before the Zoning Hearing Board.

6. NEW BUSINESS

a. MAYOR PROPOSED INITIATIVES

Mayor Uzman proposed upgrading Borough Hall's letter board signage to be replaced with a digital board, and the installation of poles along King Street for overhead banners.

Borough Council had mixed feelings having an electronic sign located at Borough Hall as a modification to the existing signage.

Vice President Bones is 50/50 on the proposed electric signage at Borough Hall.

Council Member Frederick is for electronic signage being installed at Borough Hall. Mrs. Jennifer Chomko is not in favor of electric signage being installed at Borough Hall.

Council Member Warner is not in favor of electric signage being installed at Borough Hall. Council Member Niemiec suggested that having electronic signage located throughout the Borough at key entrances.

Mr. John Buckley is in agreement with this suggestion.

Dr. David Knies, Ph.D. suggested having two (2) to three (3) electronic signs located throughout town to communicate important information.

Police Chief Marcelli referenced the signage the Police currently uses to inform on safety and traffic matters as a point of reference.

Mayor Uzman will further look into this matter confirming that he will be financing the signage with fundraising opportunities if the signage is permitted to be installed.

Borough Manager Loomis informed the Mayor and Borough Council that there is grant funding available for these kinds of projects.

Mayor Uzman discussed banner signage locations along King Street with Borough Council. All of Borough Council was in agreement with Mayor Uzman's proposed banner signage idea.

Mr. Hugo Schmitt gave the history of banner signage throughout the years in town and confirmed this was a previous practice in Malvern Borough.

Mayor Uzman will further look into this matter regarding cost and engineering reporting in the near future.

Mayor Uzman proposed having a Hall of Fame of Citizens wall located in the foyer area of Borough Hall in correlation with the McGuigan dedication piece.

Mr. Hugo Schmitt is interested in assisting with this project and Borough Council is in support of such.

Mayor Uzman will further look into this matter and report back to Council in the near future.

7. PUBLIC FORUM

Mrs. Jennifer Chomko commented on the Willistown Conservation Trust easement associated with Randolph Woods Nature Preserve and requested an update on the referendum.

Ms. Cathy Raymond inquired as to how the easement is formally reported.

Borough Solicitor Yaw explained the timeline of the recording of the easement and that the easement is required to be formally accepted by Borough Council at a public meeting.

Mr. John Buckley commented on the safety issues that occur at Bridge and King Streets.

Ms. Cynnie Ercole commented on how successful the Malvern on Ice event turned out. Council Member Phillip's agreed stating this was the most successful event to date since the pandemic sponsored by the Parks and Recreation Committee.

8. ADJOURNMENT

All business having been discussed, a motion was made by Council Member Phillips, seconded by Council Member Frederick, and carried by a vote of 7-0, to adjourn the meeting at 9:56 PM.

Respectfully submitted,
Tiffany M. Loomis
Borough Manager/Secretary

DRAFT

TREASURER'S REPORT - August 2023			August 15, 2023
GENERAL FUND:			
January 1, 2023 Opening Cash Balance		\$ 2,511,038.11	
2023 General Fund Budget		\$ 5,522,967.00	
Year-to-Date - Revenues		\$ 4,531,139.51	
Year-to-Date - Expenditures		\$ 3,910,399.08	
August 1, 2023 Opening Cash Balance			\$ 2,857,004.37
August Revenues			* 608,499.61
Total Revenues and Opening Cash Balance			\$ 3,465,503.98
August Expenses			** 333,725.44
August 31, 2023 Closing Cash Balance			\$ 3,131,778.54
800,000 Special MM Acct.	National Bank of Malvern	\$ 3,131,778.54	
PLIGT CLASS I			
		\$ 250,000.00	
August Opening Cash Value		\$ 500,000.00	\$ 792,175.09
Deposits			\$ 6,101.04
Interest	PLGHIT PRIME TERM 100K		
August Closing Balance	PLGHIT PRIME TERM 100K	Interest	\$ 798,276.13
1ST RESOURCE BANK			
Opening Cash Balance			\$ 251,630.55
Interest			\$ 611.75
Closing Cash balance			\$ 252,242.30
MERIDIAN BANK CHECKING			
January 1, 2023 Opening Cash balance			\$ 67,568.05
August Revenues			\$ 172.16
August 31, 2023 Closing Cash Balance			\$ 67,740.21
Total Revenues and Opening Cash Balance			\$ 67,740.21
August Expenses	* Move to CD		* \$ -
August 31, 2023 Closing Cash Balance			\$ 67,740.21
		\$ 67,396.33	
CAPITAL RESERVE FUND:			
January 1, 2023 Opening Cash Balance		\$ 895,171.74	
2023 Capital Reserve Budget		\$ 3,128,307.00	
Year-to-Date - Revenues		\$ 665,253.92	
Year-to-Date - Expenditures		\$ 475,878.54	
August 1, 2023 Opening Cash Balance			\$ 1,197,543.17
August Revenues			1,007.38
Total Revenues and Opening Cash Balance			1,198,550.55
August Expenses			114,003.43
August 31, 2023 Closing Cash Balance			\$ 1,084,547.12
	National Bank of Malvern	\$ 1,084,547.12	
* Sewer Payroll July & August		42,201.49	
**		42,201.49	
LIQUID FUEL FUND:			
January 1 2023 Opening Cash Balance		\$ 216,973.45	
2023 Liquid Fuels Budget		\$ 180,000.00	
Year-to-Date Revenues		\$ 97,416.64	
Year-to-Date Expenditures		\$ 61,590.85	
August 1, 2023 Opening Cash Balance			\$ 289,147.52
August Revenues			242.57
Total Revenues and Opening Cash Balance			289,390.09
August Expenses			* 36,590.85
August 31, 2023 Closing Cash Balance			\$ 252,799.24
	Savings Account	\$ 252,799.24	

SEWER FUND:			
January 1, 2023 Opening Cash Balance		\$	2,014,819.89
2023 Sewer Budget		\$	1,056,405.00
Year-to-Date - Revenues		\$	806,802.69
Year-to-Date - Expenditures		\$	731,823.60
August 1, 2023 Opening Cash Balance			\$ 1,991,732.16
August Revenue			177,853.77
Total Revenues and Opening Cash Balance			\$ 2,169,585.93
August Expenses			79,786.95
August 31, 2023 Closing Cash Balance			\$ 2,089,798.98
500,000.00 in MM Acct.	National Bank of Malvern	\$	2,089,798.98
SUMMARY ALL FUNDS - August 2023			
January 1, 2023 Opening Cash Balance		\$	6,672,736.61
2023 All Budgets		\$	9,887,679.00
Year-to-Date - Revenues All Funds		\$	6,394,166.87
Year-to-Date - Expenditures All Funds		\$	5,389,720.96
August 1, 2023 Opening Cash Balance			\$ 7,446,800.91
August Revenues	All Funds		794,488.28
Total Revenues and Opening Cash Balances All Funds			\$ 8,241,289.19
August Expenses			564,106.67
August 31, 2023 Closing Cash Balance			\$ 7,677,182.52
		\$	7,677,182.52
SIDEWALK FEE-IN-LIEU ACCOUNT:			
August 1, 2023 Opening Cash Balance			\$ 32,960.47
Revenue			84.19
Total Revenues and Opening Cash Balance			\$ 33,044.66
Expenses			
August 31, 2023 Closing Cash Balance			\$ 33,044.66
ARPA 2022 ACCOUNT			
August 1, 2023 Opening Cash Balance			\$ 222,154.35
Revenue			\$ 188.68
Total Revenues and Opening Cash Balance			\$ 222,343.03
Expenses			\$ -
August 31, 2023 Closing Cash Balance			\$ 222,343.03
CONTINGENCY FUNDS:			
	General Fund Contingencies		\$ 313,910.35
	National Bank of Malvern	Interest	\$733.17
		TOTAL	\$ 314,643.52
	Sewer Fund Contingencies		\$ 437,755.23
	National Bank of Malvern	Interest	\$1,022.43
			\$438,777.66
June 6, 2023	National Bk of Malvern CD	6 Month	\$ 200,000.00
6-Aug-23	National Bk of Malvern CD	12 Month	\$ 200,000.00
TOTAL IN ALL ACCOUNTS			
			\$ 9,085,991.39
	Respectfully Submitted by,		
	Mary Lou Whitcomb		
	Borough Treasurer		

September 19, 2023

To the President and Members
Malvern Borough Council
Malvern, PA 19355

Dear Council Members:

We, the undersigned members of the Finance and Administration Committee, submit the following report for the month of August.

Bills to be paid from the General Fund for Finance and Administration in the amount of \$ 92,991.46. Bills to be paid for Tax Collection in the amount of \$ -0-. Bills to be paid for Capital Reserve Fund in the amount of \$ 114,003.43 have been examined and approved for payment.

Respectfully submitted,

Amy Finkbiner, Ph.D., Chair

Joe Bones

Zoe Warner, Ph.D.

September 19, 2023

To the President and Members
Malvern Borough Council
Malvern, PA 19355

Dear Council Members:

We, the undersigned members of the Public Safety Committee, submit
The following report for the month of August.

Bills to be paid from the General Fund for Police in the amount of
\$ 181,538.77 for Code Enforcement in the amount of \$ 27,281.84 and
for Malvern Fire Company in the amount of \$ 39,516.18 have been
Examined and approved for payment.

Respectfully submitted,

Lynne D. Frederick

Brendan Phillips, Chair

Angela Riccetti

September 19, 2023

To the President and Members
Malvern Borough Council
Malvern, PA 19355

Dear Council Members:

We, the undersigned members of the Public Works Committee, submit the following report for the month of August.

Bills to be paid from the General Fund for Highways in the amount of \$ 67,371.73. For Trash & Recyclables in the amount \$12,153.74, for Park and Recreation in the amount of \$ 11,020.44, have been examined and approved for payment. Bills to be paid from the Sewer Fund in the amount of \$ 79,945.29, have been examined and approved for payment.

Respectfully submitted,

Joseph Bones, Chair

Mark Niemiec

Angela Riccetti

Malvern Borough Accounts Payable

Report Date 09/12/23

Expenditure Budget Status Report
GL Period 2308

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Acct #	Sub #	Description	Amended Budget	MTD Expended	YTD Expended	Outstanding Encumbered	Unencumbered Balance	Budget% Unused
01		GENERAL FUND						
01400	000	BORO COUNCIL & MAYOR COMPENSATION	9,600.00		4,100.00		5,500.00	57
	001	SALARY - SECRETARY/MANAGER	80,080.00	12,320.00	55,440.00		24,640.00	31
	002	SALARY - TREASURER/ADMIN. ASST.	54,844.00	8,438.40	36,918.01		17,925.99	33
	003	ASSISTANT MANAGER	54,060.00	8,317.44	37,428.52		16,631.48	31
	021	SALARY & WAGES - CLERKS	11,700.00	1,800.00	6,900.32		4,799.68	41
	033	TELEPHONE & COMMUNICATIONS	7,875.00	1,559.68	8,292.89		-417.89	-5
			218,159.00	32,435.52	149,079.74	0.00	69,079.26	32
01401	000	REAL ESTATE TAX REFUNDS	6,500.00		5,814.94		685.06	11
			6,500.00	0.00	5,814.94	0.00	685.06	11
01402	020	MATERIALS & SUPPLIES	5,000.00	803.62	3,445.76		1,554.24	31
	021	CONFERENCES, SEMINARS, MEETINGS	9,500.00	404.94	4,511.01		4,988.99	53
	022	DUES & MEMBERSHIPS	4,200.00	80.00	4,555.33		-355.33	-9
	023	OFFICE EQUIP. MAINTENANCE & EXPENSE	25,000.00	2,404.13	25,541.19		-541.19	-2
	024	GENERAL EXPENSE	24,750.00	759.89	17,321.62		7,428.38	30
	025	ADVERTISING & PRINTING	12,000.00	1,496.85	5,480.38		6,519.62	54
	030	AUDITING SERVICES	15,000.00		5,500.00		9,500.00	63
			95,450.00	5,949.43	66,355.29	0.00	29,094.71	30
01403	012	COMMISSIONS-EARNED INC. TAX COLL.	25,000.00		12,266.00		12,734.00	51
	013	EIT TAX COLLECTION STUDY GROUP EXP	500.00				500.00	100
	014	GENERAL EXPENSE	500.00		66.66		433.34	87
			26,000.00	0.00	12,332.66	0.00	13,667.34	53
01404	000	LEGAL SERVICES	145,000.00	22,458.93	130,750.44		14,249.56	10
	002	LEGAL SERVICES-RIGHT-TO-KNOW	65,000.00	1,956.50	38,879.72		26,120.28	40
			210,000.00	24,415.43	169,630.16	0.00	40,369.84	19
01406	200	WORKERS COMPENSATION	12,300.00	402.75	8,792.43		3,507.57	29
	220	INCOME PROTECTION INSURANCE	3,085.00	193.27	1,478.37		1,606.63	52
	221	GROUP LIFE INSURANCE	1,729.00	102.06	816.48		912.52	53
	222	HOSPITALIZATION INSURANCE	67,388.00	5,289.39	41,601.06		25,786.94	38
	223	DENTAL CARE INSURANCE	4,055.00		3,835.80		219.20	5
	224	SOCIAL SECURITY TAX- BOROUGH	37,841.00	4,178.97	17,514.00		20,327.00	54
			126,398.00	10,166.44	74,038.14	0.00	52,359.86	41
01407	021	OFFICE SUPPLIES	8,000.00	20.59	1,918.49		6,081.51	76
	022	COMPUTER SUPPLIES	5,900.00	75.01	4,558.37		1,341.63	23
	025	REPAIRS AND MAINTENANCE	13,100.00	1,053.72	9,047.98		4,052.02	31
	026	SMALL TOOLS AND MINER EQUIPMENT	3,000.00		617.90		2,382.10	79
			30,000.00	1,149.32	16,142.74	0.00	13,857.26	46

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01		GENERAL FUND						
01408	000	ENGINEERING SERVICES	71,500.00		9,988.18		61,511.82	86
			71,500.00	0.00	9,988.18	0.00	61,511.82	86
01409	020	MATERIALS & SUPPLIES	10,000.00	417.00	8,345.34		1,654.66	17
	021	UTILITIES	45,500.00	7,946.37	21,015.47		24,484.53	54
	022	GENERAL EXPENSE	3,500.00		329.72		3,170.28	91
	023	MAINTENANCE & REPAIRS	55,000.00	10,511.95	50,650.41		4,349.59	8
	024	ALARM SYSTEM EXPENSE	560.00		560.04		-0.04	
			114,560.00	18,875.32	80,900.98	0.00	33,659.02	29
01410	010	SALARY - CHIEF OF POLICE	142,061.00	21,856.00	97,805.60		44,255.40	31
	011	SALARY & WAGES - PATROLMEN	631,169.00	93,491.76	396,787.47		234,381.53	37
	012	SALARY & WAGES - CLERICAL	68,120.00	10,480.00	44,540.00		23,580.00	35
	015	SALARY & WAGES-PART TIME PATROLMEN	95,000.00	9,622.00	49,866.80		45,133.20	48
	018	SALARY & WAGES -OVERTIME	75,000.00	6,947.47	41,385.89		33,614.11	45
	019	MAINTENANCE - OFFICE EQUIPMENT	8,000.00	458.32	1,560.01		6,439.99	81
	020	MATERIALS & SUPPLIES	4,000.00	269.05	1,032.14		2,967.86	74
	021	UNIFORMS	11,000.00		4,720.50		6,279.50	57
	022	AMMUNITION	7,000.00		2,008.76		4,991.24	71
	023	TRAINING - EDUCATION	9,000.00	326.95	1,833.95		7,166.05	80
	024	ADVERTISING & PRINTING	5,000.00	49.66	3,637.71		1,362.29	27
	025	TELEPHONE & COMMUNICATIONS	7,000.00	2,003.35	6,802.21		197.79	3
	026	VEHICLE MAINTENANCE & REPAIRS	21,000.00	2,042.59	10,064.51		10,935.49	52
	027	MAINTENANCE - TRAFFIC SIGNALS	4,000.00		525.00		3,475.00	87
	029	GAS & OIL	16,500.00	2,177.95	10,011.33		6,488.67	39
	030	TIRES	3,000.00		169.85		2,830.15	94
	031	ENERGY - TRAFFIC LIGHTS	2,000.00	495.30	1,558.10		441.90	22
	032	GENERAL EXPENSE	26,000.00	3,576.03	17,685.44		8,314.56	32
	033	GENERAL EXPENSE- OTHER		401.21	468.21		-468.21	
	042	DUES & MEMBERSHIPS	20,000.00		20,604.02		-604.02	-3
	070	CAPITAL EXPENDITURES	72,500.00		56,698.62		15,801.38	22
	071	IT NETWORKING SERVICES & EXPENSES	21,125.00	603.83	4,607.12		16,517.88	78
	072	COMPUTER HARDWARE	13,100.00				13,100.00	100
	200	WORKERS COMPENSATION	11,840.00	402.75	8,792.43		3,047.57	26
	220	INCOME PROTECTION SERVICES	6,500.00	543.85	4,177.76		2,322.24	36
	221	GROUP LIFE INSURANCE	3,500.00	302.40	2,419.20		1,080.80	31
	222	HOSPITALIZATION INSURANCE	144,900.00	14,702.99	119,180.42		25,719.58	18
	223	DENTAL CARE INSURANCE	9,000.00		9,214.86		-214.86	-2
	224	SOCIAL SECURITY TAX BOROUGH	72,000.00	10,785.31	47,765.28		24,234.72	34
	228	POLICE PROFESSIONAL LIABILITY INSUR	18,002.00		15,276.68		2,725.32	15
			1,527,317.00	181,538.77	981,199.87	0.00	546,117.13	36
01411	020	CONTRIBUTION VOLUNTEER FIRE COMPANY	132,250.00	33,062.50	66,125.00		66,125.00	50
	021	COST OF FIRE HYDRANTS	22,000.00	3,762.94	12,349.46		9,650.54	44
	022	VOL. FIRE CO. - WATER CONSUMPTION	4,000.00	562.74	1,663.83		2,336.17	58

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01		GENERAL FUND						
01411	023	STATE WORKERS INS. FD. (SWIF)	46,574.00	2,128.00	21,405.00		25,169.00	54
	099	FOREIGN FIRE INS. MEC	33,000.00				33,000.00	100
			237,824.00	39,516.18	101,543.29	0.00	136,280.71	57
01414	010	SALARIS & WAGES - CODE ENFORCEMENT	136,888.00	26,841.19	94,851.57		42,036.43	31
	020	GENERAL EXPENSE	4,000.00		4,047.94		-47.94	-1
	021	CONTRIBUTION TO PLANNING COMMISSION	2,500.00		262.50		2,237.50	90
	022	CONTRIBUTION TO ZONING BOARD	6,500.00		276.00		6,224.00	96
	023	CONTRIBUTION TO HISTORICAL COMMISS.	3,000.00	175.00	2,016.66		983.34	33
	024	CONTR. TO THE ENVIORNMENTAL ADV CO	1,000.00	265.65	622.54		377.46	38
	029	DONATION ACCOUNT			418.86		-418.86	
	221	REFUNDS- ZONING HEARINGS	500.00		750.00		-250.00	-50
			154,388.00	27,281.84	103,246.07	0.00	51,141.93	33
01415	000	EMERGENCY MANAGEMENT COORDINATOR	500.00		261.30		238.70	48
			500.00	0.00	261.30	0.00	238.70	48
01427	020	CONTRACTED SERVICES	268,750.00		117,325.29		151,424.71	56
	021	LANDFILL FEES & EXPENSES	106,250.00	12,153.74	56,817.65		49,432.35	47
			375,000.00	12,153.74	174,142.94	0.00	200,857.06	54
01430	010	SALARIES & WAGES - HIGHWAYS	242,919.00	37,371.84	167,000.31		75,918.69	31
	018	SALRIES & WAGES-OVERTIME	50,000.00	246.99	2,500.71		47,499.29	95
	020	MATERIALS & SUPPLIES	12,500.00	1,026.16	4,680.58		7,819.42	63
	021	UTILITIES	14,300.00	1,232.99	4,189.31		10,110.69	71
	022	GENERAL EXPENSE	15,000.00	2,828.31	11,427.34		3,572.66	24
	023	EQUIPMENT RENTALS	4,000.00		446.36		3,553.64	89
	024	TELEPHONE & COMMUNICATIONS	7,500.00	1,106.67	4,836.94		2,663.06	36
	025	VEHICLE MAINTENANCE & REPAIRS	12,000.00	1,884.82	5,479.37		6,520.63	54
	026	GAS, OIL & TIRES	15,000.00	1,451.94	6,903.06		8,096.94	54
	027	MINOR EQUIPMENT PURCHASES	2,500.00		374.64		2,125.36	85
	200	WORKERS COMPENSATION	11,840.00	402.75	8,792.43		3,047.57	26
	220	INCOME PROTECTION INSURANCE	2,771.00	197.70	1,461.98		1,309.02	47
	221	GROUP LIFE INSURANCE	1,729.00	108.88	871.04		857.96	50
	222	HOSPITALIZATION INSURANCE	94,201.00	8,684.94	62,173.39		32,027.61	34
	223	DENTAL CARE INSURANCE	4,127.00		3,977.59		149.41	4
	224	SOCIAL SECURITY TAX - BOROUGH	24,434.00	3,458.67	15,471.12		8,962.88	37
			514,821.00	60,002.66	300,586.17	0.00	214,234.83	42
01432	020	SNOW & ICE REMOVAL	35,000.00		2,117.00		32,883.00	94
			35,000.00	0.00	2,117.00	0.00	32,883.00	94

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01		GENERAL FUND						
01433	020	STREET SIGNS & MARKINGS	10,000.00	800.00	7,082.02		2,917.98	29
			10,000.00	800.00	7,082.02	0.00	2,917.98	29
01434	020	STREET LIGHTING	30,000.00	4,309.23	17,875.46		12,124.54	40
			30,000.00	4,309.23	17,875.46	0.00	12,124.54	40
01436	020	MAINT. & REPAIRS - SEWERS & DRAINS	3,000.00		500.00		2,500.00	83
	053	STORMWATER FEES	2,000.00		2,000.00			
			5,000.00	0.00	2,500.00	0.00	2,500.00	50
01437	020	REPAIRS TO TOOLS & MACHINERY	2,000.00	559.84	2,626.38		-626.38	-31
			2,000.00	559.84	2,626.38	0.00	-626.38	-31
01438	020	MAINTENANCE & REPAIRS - STREETS	10,000.00	1,200.00	2,472.80		7,527.20	75
			10,000.00	1,200.00	2,472.80	0.00	7,527.20	75
01439	070	CAPITAL EXPENDITURES	59,570.00	500.00	24,403.00		35,167.00	59
			59,570.00	500.00	24,403.00	0.00	35,167.00	59
01452	020	RECREATIONAL PROGRAMS	15,000.00	1,857.32	7,297.98		7,702.02	51
	021	MAINTENANCE & REPAIRS	10,000.00	2,295.51	4,712.29		5,287.71	53
			25,000.00	4,152.83	12,010.27	0.00	12,989.73	52
01454	010	SALARIES & WAGES - PARKS & REC.	55,867.00	6,446.17	35,228.64		20,638.36	37
	020	MATERIALS & SUPPLIES	6,500.00		5,438.69		1,061.31	16
	021	GENERAL EXPENSE	6,500.00	421.44	6,572.50		-72.50	-1
			68,867.00	6,867.61	47,239.83	0.00	21,627.17	31
01455	020	SHADE TREE MAINTENANCE	17,250.00		2,329.80		14,920.20	87
			17,250.00	0.00	2,329.80	0.00	14,920.20	86
01456	020	CONTRIBUTION TO LIBRARY	12,180.00				12,180.00	100
			12,180.00	0.00	0.00	0.00	12,180.00	100
01483	020	NON-UNIFORMED PENSION FUND	29,120.00				29,120.00	100
			29,120.00	0.00	0.00	0.00	29,120.00	100

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01		GENERAL FUND						
01486	026	CASUALTY - GENERAL LIABILITY	12,967.00		11,848.25		1,118.75	9
	027	AUTOMOBILE LIABILITY INSURANCE	3,763.00		3,774.78		-11.78	-0
	029	PUBLIC OFFICIALS LIABILITY INS.	6,776.00		6,716.70		59.30	1
	030	INLAND MARINE INSURANCE	8,559.00		8,530.21		28.79	0
	032	COMMERCIAL PROPERTY INSURANCE	2,200.00		2,263.53		-63.53	-3
			34,265.00	0.00	33,133.47	0.00	1,131.53	3
01489	010	MILITARY & CIVIC CONTRIBUTIONS	43,500.00		5,000.00		38,500.00	89
			43,500.00	0.00	5,000.00	0.00	38,500.00	89
01492	011	TRANSFER TO CAPITAL RESERVE FUND	1,427,799.00		657,980.00		769,819.00	54
			1,427,799.00	0.00	657,980.00	0.00	769,819.00	54
01	*****	GENERAL FUND	5,517,968.00	431,874.16	3,062,032.50	0.00	2,455,935.50	45

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08		SEWER FUND						
08429	010	SALARIES & WAGES - SEWER OP & MAINT	154,585.00	23,782.09	106,669.58		47,915.42	31
	020	MATERIALS & SUPPLIES	2,500.00	832.66	2,908.98		-408.98	-16
	021	UTILITIES	35,000.00	3,509.87	17,424.79		17,575.21	50
	022	MAINTENANCE & REPAIRS	25,000.00		6,033.03		18,966.97	76
	023	VEHICLE MAINTENANCE & REPAIRS	2,500.00	448.07	591.02		1,908.98	76
	024	GAS & OIL	4,000.00	403.33	1,853.99		2,146.01	54
	026	SEWAGE DISPOSAL VARIOUS	520,000.00	23,168.23	287,666.31		232,333.69	45
	027	MATERIALS & SUPPLIES	3,000.00				3,000.00	100
	028	GENERAL EXPENSE	15,000.00	2,713.03	17,166.74		-2,166.74	-14
	029	ENGINEERING	12,000.00		1,372.50		10,627.50	89
	030	TELEPHONE & COMMUNICATIONS	6,000.00		5,139.96		860.04	14
	031	ALARM SYSTEM EXPENSE	2,000.00				2,000.00	100
	101	SALARIES & WAGES - SEWER ADMIN.	99,303.00	15,478.07	67,747.34		31,555.66	32
			880,888.00	70,335.35	514,574.24	0.00	366,313.76	42
08430	070	CAPITAL EXPENDITURES	15,000.00		90.12		14,909.88	99
			15,000.00	0.00	90.12	0.00	14,909.88	99
08484	010	AUTOMOBILE INSURANCE	2,280.00		2,518.76		-238.76	-11
	200	WORKMEN'S COMPENSATION	11,840.00	402.75	8,792.43		3,047.57	26
			14,120.00	402.75	11,311.19	0.00	2,808.81	20
08486	011	CASUALTY - GENERAL LIABILITY	9,352.00		8,557.07		794.93	9
	013	SOCIAL SECURITY TAX -SEWER - BORO	19,944.00	2,941.33	13,053.41		6,890.59	35
	014	COMMERICAL PROPERTY INSURANCE	6,685.00		7,489.15		-804.15	-12
	015	PUBLIC OFFICIALS LIABILITY INS.	4,312.00		4,412.87		-100.87	-2
	016	DENTAL CARE INSURANCE	5,959.00		4,197.00		1,762.00	30
	017	INCOME PROTECTION INSURANCE	3,904.00	260.65	1,967.35		1,936.65	50
	019	HOSPITALIZATON & PRESCRIPTION INS.	93,937.00	5,385.09	61,201.63		32,735.37	35
	020	GROUP LIFE INSURANCE	2,305.00	140.62	1,124.96		1,180.04	51
			146,398.00	8,727.69	102,003.44	0.00	44,394.56	30
08	*****	SEWER FUND	1,056,406.00	79,465.79	627,978.99	0.00	428,427.01	41

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20		SEWER CAPITAL RESERVE						
20429	072	REPAIR OF SEWER LATERALS	7,000.00				7,000.00	100
	073	REPAIR JOINTS FOR I & I	75,000.00				75,000.00	100
	074	UPGRADE WET WELL PUMP ST.#2 RUTHLAN	35,000.00	479.50	3,228.29		31,771.71	91
	076	CONSTRUCTION FUND-VFSA & TT	50,000.00				50,000.00	100
	077	REPLACE PUMP AT STATION #1 POWELTON	15,000.00				15,000.00	100
			182,000.00	479.50	3,228.29	0.00	178,771.71	98
20	*****	SEWER CAPITAL RESERVE	182,000.00	479.50	3,228.29	0.00	178,771.71	98
30		CAPITAL RESERVE FUND						
30400	001	ZONING ORDINANCE AMENDMENTS UPDATE	100,000.00				100,000.00	100
	002	GENERAL CODE REFORMAT OF CODE ORDIN	17,050.00	3,714.01	14,209.01		2,840.99	17
	004	REVIALIZATION & COMPREHENSIVE PLAN	20,000.00		4,511.20		15,488.80	77
			137,050.00	3,714.01	18,720.21	0.00	118,329.79	86
30409	000	MUNICIPAL BUILD RENOVATIONS		9,096.00	9,096.00		-9,096.00	
	002	MUNICIPAL BUILDING FENCING & LIGHTI	52,623.00		52,623.00			
			52,623.00	9,096.00	61,719.00	0.00	-9,096.00	-17
30410	002	POLICE BODY & CAR CAMERAS	15,000.00		14,590.29		409.71	3
			15,000.00	0.00	14,590.29	0.00	409.71	3
30430	001	TRAFFIC ANALYSIS ENGINEER STUDIES	30,000.00	1,168.46	2,000.96		27,999.04	93
			30,000.00	1,168.46	2,000.96	0.00	27,999.04	93
30434	001	STREET LIGHTING	70,000.00				70,000.00	100
			70,000.00	0.00	0.00	0.00	70,000.00	100
30435	006	RANDOLPH WOODS DEV./M-W GREENWAY TR	250,000.00		16,376.00		233,624.00	94
	012	SIDEWALK IMPROVEMENTS	150,000.00	1,500.00	1,500.00		148,500.00	99
			400,000.00	1,500.00	17,876.00	0.00	382,124.00	96
30437	002	BRIDGE STREET REPAIRS	130,500.00				130,500.00	100
			130,500.00	0.00	0.00	0.00	130,500.00	100
30439	001	OLD LINCOLN HIGHWAY IMPROVEMENTS	650,000.00		1,860.50		648,139.50	100
	002	TRAFFIC SAFETY IMPROVEMENTS	100,000.00	277.50	277.50		99,722.50	100
	070	PAVING BOROUGH STREETS	315,000.00	98,247.46	204,658.02		110,341.98	35

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Acct #	Sub #	Description	Amended Budget	MTD Expended	YTD Expended	Outstanding Encumbered	Unencumbered Balance	Budget% Unused
			1,065,000.00	98,524.96	206,796.02	0.00	858,203.98	81
30445	001	Parking Facility Improvements			1,594.39		-1,594.39	
			0.00	0.00	1,594.39	0.00	-1,594.39	0
30446	001	STREAMBANK STABILIZATION	844,150.00		6,926.00		837,224.00	99
	002	Drainage Improvements	50,000.00		4,926.50		45,073.50	90
			894,150.00	0.00	11,852.50	0.00	882,297.50	99
30454	001	Park Improvements	25,000.00		10,865.00		14,135.00	57
	002	QUAN PARK IMPROVEMENTS	326,334.00		95,283.05		231,050.95	71
	003	PUMP TRACK	201,500.00		1,489.00		200,011.00	99
			552,834.00	0.00	107,637.05	0.00	445,196.95	81
30455	001	KING STREET- SHADE TREE PLAN	25,000.00		915.00		24,085.00	96
			25,000.00	0.00	915.00	0.00	24,085.00	96
30459	000	SIGNAGE THROUGHOUT THE BOROUGH	50,000.00		103.78		49,896.22	100
	001	Trail Construction	100,000.00				100,000.00	100
			150,000.00	0.00	103.78	0.00	149,896.22	100
30471	000	DEBT SERVICE PRINCIPAL	32,000.00		32,000.00			
			32,000.00	0.00	32,000.00	0.00	0.00	0
30472	000	DEBT SERVICE INTEREST	484.00		40.32		443.68	92
			484.00	0.00	40.32	0.00	443.68	92
30480	8932	GENERAL EXPENSE	5,000.00				5,000.00	100
			5,000.00	0.00	0.00	0.00	5,000.00	100
30	*****	CAPITAL RESERVE FUND	3,559,641.00	114,003.43	475,845.52	0.00	3,083,795.48	87

Malvern Borough Accounts Payable

Report Date 09/12/23

Expenditure Budget Status Report
GL Period 2308

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Acct #	Sub #	Description	Amended Budget	MTD Expended	YTD Expended	Outstanding Encumbered	Unencumbered Balance	Budget% Unused
35		HIGHWAY AID FUND						
35438	020	MAINTENANCE & REPAIRS - STREETS			25,000.00		-25,000.00	
			0.00	0.00	25,000.00	0.00	-25,000.00	0
35492	000	TRANSFER TO GENERAL FUND	50,000.00	36,590.85	36,590.85		13,409.15	27
			50,000.00	36,590.85	36,590.85	0.00	13,409.15	27
35	*****	HIGHWAY AID FUND	50,000.00	36,590.85	61,590.85	0.00	-11,590.85	-23
			10,366,015.00	662,413.73	4,230,676.15	0.00	6,135,338.85	59

Legend:

Expenditure Budget Status Report Previewing to your screen

Starting at Fund 01400

MARP03 run by Tiffany Loomis 1 : 24 PM

Acct #	Sub #	Description	Amended Budget	MTD Received	YTD Received	Unrealized Balance	Budget % Realized
01		GENERAL FUND					
01301	000	REAL ESTATE TAXES (CURRENT)	1,185,244.00	1,919.57	1,130,719.36	54,524.64	95
	001	REAL ESTATE TAXES (PRIOR YEARS)			597.53	-597.53	
	002	REAL ESTATE TAXES (DELINQUENT)	8,000.00	475.80	9,260.68	-1,260.68	116
	003	INTERIM REAL ESTATE TAXES	3,500.00		1,715.62	1,784.38	49
			1,196,744.00	2,395.37	1,142,293.19	54,450.81	95
01310	000	PER CAPITA TAX (CURRENT)	11,500.00	1,784.00	18,614.01	-7,114.01	162
	001	PER CAPITA TAX (PRIOR YEARS)	3,000.00		836.00	2,164.00	28
	010	REAL ESTATE TRANSFER TAX	184,000.00	28,714.00	260,429.28	-76,429.28	142
	020	EARNED INCOME TAX (CURRENT)	1,600,000.00	384,907.42	1,281,363.75	318,636.25	80
	021	EARNED INCOME TAX (PRIOR YEARS)	500,000.00		590,566.38	-90,566.38	118
	051	LOCAL SERVICE TAX (CURRENT)	75,000.00	34,280.95	56,442.74	18,557.26	75
	052	LOCAL SERVICE TAX (PRIOR)	50,000.00		53,996.17	-3,996.17	108
			2,423,500.00	449,686.37	2,262,248.33	161,251.67	93
01320	001	BUILDING PERMITS & REGISTRATION	35,000.00	4,507.00	31,013.76	3,986.24	89
	002	PLUMBING PERMITS & REGISTRATIONS	3,000.00	129.00	2,468.50	531.50	82
	003	STREET PERMITS	3,000.00		1,825.00	1,175.00	61
	004	ZONING & SUBDIVISION PERMITS	5,000.00	375.00	3,925.00	1,075.00	79
	006	FRANCHISE FEE - COMCAST	82,000.00	19,037.79	58,359.67	23,640.33	71
	007	HOUSING & PROPERTY MAINTENANCE FEES	38,000.00		39,350.00	-1,350.00	104
	071	INSPECTION FEES	10,000.00	1,000.00	5,850.00	4,150.00	59
			176,000.00	25,048.79	142,791.93	33,208.07	81
01321	033	PARKING PERMITS	2,000.00		1,657.00	343.00	83
			2,000.00	0.00	1,657.00	343.00	83
01330	000	VIOLATIONS OF ORDINANCES	3,000.00	175.00	2,979.88	20.12	99
	001	MOTOR VEHICLE CODE VIOL./ CRIMINAL	15,000.00	1,812.95	11,334.80	3,665.20	76
	002	FALSE ALARM PENALTIES	1,000.00	35.00	185.90	814.10	19
			19,000.00	2,022.95	14,500.58	4,499.42	76
01341	000	EARNINGS ON INVESTMENTS	12,000.00	12,072.92	65,683.35	-53,683.35	547
			12,000.00	12,072.92	65,683.35	-53,683.35	547
01342	000	RENTS OF PROPERTY	78,750.00	6,467.25	51,538.00	27,212.00	66
			78,750.00	6,467.25	51,538.00	27,212.00	65
01355	001	GRANTS FROM STATE/COUNTY GOVERNMENT	1,228,626.00	27,404.00	27,404.00	1,201,222.00	2
	002	GRANTS FROM COUNTY FOR SPECIAL PROJ			395,654.87	-395,654.87	
			1,228,626.00	27,404.00	423,058.87	805,567.13	34

Acct #	Sub #	Description	Amended Budget	MTD Received	YTD Received	Unrealized Balance	Budget % Realized
01		GENERAL FUND					
01362	000	POLICE SPECIAL DUTY	10,000.00		8,937.50	1,062.50	89
			10,000.00	0.00	8,937.50	1,062.50	89
01364	030	SANITATION SERVICES RECYCLE REBATE	1,426.00		737.24	688.76	52
			1,426.00	0.00	737.24	688.76	52
01379	000	MISCELLANEOUS INCOME	35,000.00	533.92	19,826.13	15,173.87	57
	002	PD AUTO. PROT. DEVICE ALARM REGIST.	3,000.00	50.00	1,800.89	1,199.11	60
	003	PD COPIES OF ACCIDENT/MISC. REPORTS	400.00	60.00	495.00	-95.00	124
	004	MISCELLANEOUS TAX CERTIFICATION & D	4,500.00	430.00	3,660.00	840.00	81
			42,900.00	1,073.92	25,782.02	17,117.98	60
01391	001	SALE OF PICK-UP TRUCK	20,000.00	25,800.01	25,800.01	-5,800.01	129
			20,000.00	25,800.01	25,800.01	-5,800.01	129
01392	001	HIGHWAY AID FUND	180,000.00	36,590.85	36,590.85	143,409.15	20
			180,000.00	36,590.85	36,590.85	143,409.15	20
01395	000	REFUNDS	3,500.00		42,622.84	-39,122.84	1218
			3,500.00	0.00	42,622.84	-39,122.84	1218
01	*****	GENERAL FUND	5,394,446.00	588,562.43	4,244,241.71	1,150,204.29	79

Acct #	Sub #	Description	Amended Budget	MTD Received	YTD Received	Unrealized Balance	Budget % Realized
08		SEWER FUND					
08341	000	EARNINGS FROM INVESTMENTS	9,000.00	3,686.02	26,833.01	-17,833.01	298
			9,000.00	3,686.02	26,833.01	-17,833.01	298
08364	010	SEWER RENTS	1,018,180.00	175,115.18	681,198.03	336,981.97	67
	011	TAPPING & SEWER CONNECTION FEES	5,717.00		5,170.90	546.10	91
	012	OTHER INCOME - PENALTIES & INTEREST	40,000.00	75.00	550.00	39,450.00	1
			1,063,897.00	175,190.18	686,918.93	376,978.07	65
08	*****	SEWER FUND	1,072,897.00	178,876.20	713,751.94	359,145.06	67

Acct #	Sub #	Description	Amended Budget	MTD Received	YTD Received	Unrealized Balance	Budget % Realized
30		CAPITAL RESERVE FUND					
30340	000	EARNINGS FROM INVESTMENTS	2,500.00	1,007.38	7,240.90	-4,740.90	290
			2,500.00	1,007.38	7,240.90	-4,740.90	290
30392	001	TRANSFER FROM GENERAL FUND	1,427,799.00		657,980.00	769,819.00	46
			1,427,799.00	0.00	657,980.00	769,819.00	46
30	*****	CAPITAL RESERVE FUND	1,430,299.00	1,007.38	665,220.90	765,078.10	47
35		HIGHWAY AID FUND					
35341	000	EARNINGS FROM INVESTMENTS	1,000.00	242.57	1,880.84	-880.84	188
			1,000.00	242.57	1,880.84	-880.84	188
35355	005	STATE MOTOR LICENSE FUND GRANT	84,646.00		95,535.80	-10,889.80	113
			84,646.00	0.00	95,535.80	-10,889.80	113
35	*****	HIGHWAY AID FUND	85,646.00	242.57	97,416.64	-11,770.64	114
			7,983,288.00	768,688.58	5,720,631.19	2,262,656.81	72

Louis M. Marcelli
Chief of Police

MALVERN BOROUGH POLICE DEPARTMENT



Date: September 1, 2023
To: Mayor Uzman
Members of Borough Council
From: Louis M. Marcelli, Chief of Police
Subject: MONTHLY REPORT – August 2023

A handwritten signature in black ink, appearing to be "L. Marcelli", is written over the "From:" line of the header.

During the month of August 2023, Members of the Police Department received 318 calls for service. Of the 313 calls, there was 2- Part I Crime and 4-Part II Crimes. The Members of the Department made 2 Criminal arrest for the month.

Traffic Enforcement:

Traffic Citations –20; Warnings –46; Parking Tickets – 13 and Ordinances – 0.

Alarms:

There were 4 police, 6 fire alarms and 1 EMS alarm.

EMS, Medical and Ambulance:

There was a total of 14 calls.

Accidents:

There were 6 property, 1 hit and run, 0 vehicle versus pedestrian, and 0 reportable crash for the month.

Assistance to Malvern Police Department:

The Police Department received assistance from other Departments on 4 occasions.

1 East First Avenue, Suite 1, Malvern, PA 19355
Police Radio: 610-647-1440 | Office: 610-647-0261 | Fax: 610-647-6166
Email: police@malvern.org

Louis M. Marcelli
Chief of Police

MALVERN BOROUGH POLICE DEPARTMENT



Assistance to Other Departments:

Members of the Department responded to assist other Departments on 12 occasions for miscellaneous police related issues.

House Checks:

There were 10 house checks for the month.

Fingerprinting:

6 individual were printed for employment purposes.

Training:

August 14th-18th Officer Capuano attended Defensive Tactics Instructor course.

cc: Tiffany Loomis
Borough Manager

1 East First Avenue, Suite 1, Malvern, PA 19355
Police Radio: 610-647-1440 | Office: 610-647-0261 | Fax: 610-647-6166
Email: police@malvern.org

PUBLIC WORKS SUPERINTENDENT REPORT

August 2023

STREET DEPT:

Trash containers on King Street and all Public Parks are cleaned out weekly on Monday, Wednesday and Friday. Doggie Bags dispenser are filled.

Cleaned storm drains

11 Mark outs were received from Pa One Call and completed.

Repaired various street signs.

Repaired various Pot Holes.

Street sweeper was run thru out Borough.

Repaired various street lights.

Cut grass at all parks and Paoli Battlefield.

Watered flowers on King Street poles every Monday, Wednesday and Friday.

Installed wood carpet in playground area at Burke Park & Rubino Park.

Cut up and removed tree's blocking trails at Randolph Woods & Battlefield.

Installed woodchips on various trails at Battlefield.

SEWER DEPT:

Pump stations were checked daily.

Pumped 9,540.300 gallons to Valley Forge Sewer Authority.

Cleaned out wet well at pump stations.

SHOP:

Service and inspection on Police vehicles.

Service on lawn equipment.

Respectfully submitted,
Ira Dutter, Jr.
Superintendent of Public Works

ARPA COMMITTEE RECOMMENDATIONS & EXPENDITURE STATUS AS OF SEPTEMBER 15, 2023

CATEGORY	TOTAL AMOUNT DESIGNATED TO BE RELEASED	TRANSACTIONS	REMAINING BALANCE	NOTES
<p><u>Borough Hall Renovations including but not limited to:</u> Fence in Police Rear Access - COMPLETED Lighting of Police Area - COMPLETED Upgrade 3 Police Cars w/ Charging Capabilities - COMPLETED Charging Station for Police Cars - COMPLETED Sound System Upgrade - COMPLETED LED Lighting for all Borough Buildings - COMPLETED Upgrade Sound System - COMPLETED</p>	\$ 40,000.00	<p>\$3,000 - Upgrade 3 Police Cars w/ Charging Capabilities - 5/17/2022 (\$2,775 processed for payment in August 2022 for electrical work to be completed)</p> <p>\$13,200 - Fence in Police Rear Access/ Lighting & Camera including electrical work 6/7/2022 (\$4,081.20 & \$2,453.34 processed for payment in August 2022 for electrical work)</p> <p>(Fence Purchase & Installation totaling \$8,122.13 - A deposit of \$4,061.07 was paid July 11, 2022. The remaining balance is paid upon the work being completed - WORK TO BE COMPLETED IN OCTOBER/ NOVEMBER) THE REMAINDER TO BE PAID FROM WORKERS COMPENSTATION INSURANCE GRANT & BUILDING MAINTENANCE IN THE GENERAL FUND.</p> <p>\$1,277.15 paid 9/28 for Light Pole to Stairs.</p> <p>A deposit of \$1,196 was paid in July for the Sound System. The Sound System has been installed and the invoice will be received shortly totaling \$23,449 - Sound System approved by Borough Council on 6/21/2022</p>	\$ 707.24	NONE
<p><u>Library Renovations including but not limited to:</u> Carpet Tiles Painting the Library Foyer Renovations Shared Bathroom Renovations AC System to be repaired</p>	\$ 40,000.00	NONE	\$ 40,000.00	NONE
<p><u>Economic Revitalization including but not limited to:</u> Main Street Manager for King Street Potential WIFI Hot Spots Craft & Mercantile Event - Scheduled for 9/16/22 - COMPLETED Craft & Mercantile Event - Scheduled for 9/15/23 - PENDING</p>	\$ 106,600.00	<p>\$5,000 - Craft & Mercantile Event - 4/5/2022 \$6,000 - MBPA for Lighting Installation - 10/18/2022 \$3,000 - POLICE DETAIL for SURFIN' USA event scheduled for 5/6/2023 ESTIMATE = 5 Hours w/ 6 Police Officers \$5,550 - Craft& Mercantile Event scheduled for 9/15/2023</p>	\$ 87,050.00	<p align="center">WORKING ON MAIN STREET MANAGER INITIATIVE</p> <p>\$400 deducted from spending account total due to Composting Program costing an additional \$800. Split additional cost between two (2) remaining available categories.</p>
<p><u>Public Works Capital Improvement Program including but no limited to:</u> Stormwater Issues - ON GOING 2022 Road Program - COMPLETED</p>	\$ 106,600.00	<p>\$25,000 - 2022 Road Program - 6/7/2022 - PAID IN AUGUST 2022 POST OFFICE STORMWATER PIPE - \$9,500 - INVOICES RECEIVED & PAID WORK COMPLETED ON OCTOBER 11, 2022</p>	\$ 72,100.00	<p>\$400 deducted from spending account total due to Composting Program costing an additional \$800. Split additional cost between two (2) remaining available categories.</p>
<p>Quann Park - COMPLETED</p>	\$ 20,000.00	<p>\$20,000 - Park Improvements for DCNR Grant Match - 4/19/2022 PAID IN AUGUST 2022</p>	\$ 20,000.00	COMPLETED
<p>Composting Program - Originally \$10k was budgeted for this item. \$800 additional funds were needed. \$400 each was deducted from Stormwater and Economic Revitalization to balance the funds that are allowed to spent.</p>	\$ 10,800.00	<p>Borough Council approved the composting pilot program at their January 3, 2023 meeting - \$10,800 Authorized from ARPA Funds</p>	\$ 7,200.00	COMPLETED
<p>Malvern Fire Company - Purchase of EMS Gear COMPLETED</p>	\$ 36,883.00	<p>\$36,883 - EMS GEAR - 10/19/2022</p>	\$ -	COMPLETED

RTKL LOG

Case #	Request Date	Date Received	Requestor	Records Requested	Borough Responder	Response	
						Date	Extension
RTK-2023-001	1/12/2023	1/12/2023	Ed Gallagher	151/153 Old Lincoln Hwy File	Corinne Badman	1/12/2023	N
RTK-2023-002	1/13/2023	1/13/2023	Jeffrey Dill	147 Monument Ave File	Corinne Badman	1/13/2023	N
RTK-2023-003	1/15/2023	1/16/2023	Timothy J. Browne	Year 2022 Permit Log	Tiffany Loomis	1/20/2023	N
RTK-2023-004	1/18/2023	1/18/2023	Danny Fruchter	Sub-Committee Reports given at 1/17/23 Borough Council meeting and Eli Kahn communications with the Borough which led to the discussions by the Sub-Committee(s)	Tiffany Loomis	1/20/2023	N
RTK-2023-005	1/20/2023	1/20/2023	Richard Breuer	All written communications with the Chester County Board of Elections or any official of Chester County regarding the Initiative Petition submitted to the Borough on October 20, 2022.	Tiffany Loomis	1/30/2023	N
RTK-2023-006	1/23/2023	1/23/2023	Jennifer Chomko	How much Danny Fructner has cost the Borough on RTK Requests and if any request has yielded any information?	Tiffany Loomis	2/16/2023	Y
RTK-2023-007	1/23/2023	1/23/2023	Chris Buckley	Any report(s), emails, meeting notes, presentations, presentation notes, calendar invites, known communications, physical mail, contracts, agreements regarding Rockwell Associates and/or other known arborist or tree "experts" pertaining to the plot of land for the first ave bike trail or formally known as the pump park.	Tiffany Loomis	3/1/2023	Y
RTK-2023-008	1/24/2023	1/25/2023	Keith Barclay	Any floorplans/building files for 30-32 E. King Street.	Corinne Badman	1/25/2023	N
RTK-2023-009	1/30/2023	1/30/2023	Chris Buckley	Any and all information regarding communication between Chester County Parks and Preservation and any Borough official pertaining to the First Ave Bike Trail, Pump Park, or anything to do regarding that particular parcel of land from September 2022 to present.	Tiffany Loomis	3/1/2023	Y
RTK-2023-010	2/1/2023	2/1/2023	Ali Hart	5/192023 Shooting Incident Report that occurred at Charleston Green	Tiffany Loomis	2/8/2023	N
RTK-2023-011	2/2/2023	2/2/2023	Joe Lorusso	All emails from 1/1/19 thru 2/3/2023 any Malvern Borough officials/ employees to Dan Daley, Shelly Georgopoulos, Mark Hinckley, Keri Hinckley, Amanda Snyder, Erika Gross, Bob O'Neil, Melissa Kiely, Jonathan Georgopoulos, Scott Snyder, Suzanne Lowe, Suzanne Clancy, Chris Scott, Samuel Song, Soo Park, Greater Valley Mountain Bike Team, Wendy Dembrak, Matthew Mcquire, Corrine Badman.	Tiffany Loomis	2/24/2023	Y
RTK-2023-012	2/3/2023	2/3/2023	Joe Lorusso	Provide all contracts over the prior 3 year period beginning January 1, 2020 that did not require advertising in one newspaper in general circulation and executed by the Borough and signed by the Borough Manager and/or the council president. Including all email or other correspondence before and after the contract was signed with the company. Provide all records related to the above described contracts as to the requirement that the Borough Manager and council reward contracts to the the lowest qualified and responsible bidder.	Tiffany Loomis	2/24/2023	Y
RTK-2023-013	2/3/2023	2/3/2023	Joe Lorusso	All documents describing the purchasing system established under Section 25-19 of the Malvern Administrative Code, including all regulations, policies and procedures covering the acquisition of goods and services by the Borough. It is not necessary to produce portions of the Home Rule Charter, the Administrative Code, or any Pennsylvania statutes.	Tiffany Loomis	3/10/2023	Y
RTK-2023-014	2/8/2023	2/8/2023	Kenneth Graham	All police reports filed between 5/2019 and 8/2021 by Jane Graham 1012 Charleston Greene	Corinne Badman	2/10/2023	N
RTK-2023-015	2/12/2023	2/15/2023	Jojo Miller	Body Camera Footage of 5/19/2022 shooting that involved MBPD at Charleston Greene	Tiffany Loomis	2/23/2023	N
RTK-2023-016	2/15/2023	2/15/2023	Frank Ortner	Tidewater SALDO File	Tiffany Loomis	2/15/2023	N
RTK-2023-017	2/21/2023	2/21/2023	Chris Buckley	The total amount the Borough has spent on the Pump Track and Bike Trail concepts, from when the idea was first spoke about/brought up through Feruary 2023. This should include all and any expenses incurred by the Borough (internal expenses and third party/contractors/vendors/etc). Asked in the form of a question.	Tiffany Loomis	2/24/2023	N
RTK-2023-018	2/21/2023	2/21/2023	Timothy J. Browne	Copies of all Commercial and Residential electrical permits issue from 1/1/2023 to 1/31/2023 in electronic format.	Tiffany Loomis	2/24/2023	N
RTK-2023-019	2/24/2023	2/24/2023	Chris Buckley	A copy of all invoices received and/or paid by Malvern Borough from 2015 until February 24, 2023 related to the Pump Park and/or Bike Trail Project.	Tiffany Loomis	3/31/2023	Y
RTK-2023-020	3/8/2023	3/8/2023	Danny Fruchter	For the Year 2023: The accounting including all sources of income and receivers of all expenditures, for each Charity campaign in which the Malvern Police participated.	Corinne Badman	4/13/2023	Y
RTK-2023-021	3/8/2023	3/8/2023	Joe Lorusso	All emails and documented communications between SHELLY GEORGOPULOS and Members of the Malvern Borough Council including Malvern Borough Employees and the Malvern Borough Manager (Tiffany Loomis) and the time period requested is from January 1, 2019 to March 6, 2023.	Corinne Badman	4/14/2023	Y
RTK-2023-022	3/20/2023	3/20/2023	Michael Romano	Residential building permits filed for February 2023	Tiffany Loomis	3/27/2023	N

RTKL LOG

Case #	Request Date	Date Received	Requestor	Records Requested	Borough Responder	Response	
						Date	Extension
				<p>1) All reports of the Finance & Administration Committee/Subcommittee, Public Safety Committee/Subcommittee, and Public Works Committee/Subcommittee as approved by Borough Council from April 19, 2022 through the present date.</p> <p>2) All written materials provided to members of the Finance & Administration Committee/Subcommittee, Public Safety Committee/Subcommittee, and Public Works Committee/Subcommittee with respect to matters coming before those committees/subcommittees from January 1, 2021 through the present date.</p> <p>3) All written communications to or from members of the Finance & Administration Committee/Subcommittee, Public Safety Committee/Subcommittee, and Public Works Committee/Subcommittee with respect to matters coming before those committees/subcommittees from January 1, 2021 through the present date.</p> <p>4) The following documents, with respect to any litigation matter in which the Borough was a party at any time from January 1, 2016 to the present date. For 2 the purposes of this request, "litigation matter" shall mean any case in any court or any administrative or quasi-judicial body. (a) All papers filed as of record with the court or administrative or quasi-judicial body.</p>			
RTK-2023-033	5/11/2023	5/11/2023	Richard Breuer	(b) All papers whereby the matter was settled or terminated.	Tiffany Loomis	6/15/2023	YES
RTK-2023-034	6/19/2023	6/19/2023	David Cohen	Conditional Use Permit and Site Plan for 207 Pennsylvania Avenue	Corinne Badman	6/20/2023	No
RTK-2023-035	6/26/2023	6/26/2026	Matthew Cyronak	All records and documents related to the planning, design and construction of the T-ball field adjacent to the tennis courts located on the Paoli Memorial Association (PMA) grounds are requested. This includes, but is not limited to, emails, minutes, and other written communication exchanged between the PMA, Malvern Borough, Chester Valley Little League, and the Tidewater Homeowners Association. The request covers the period from the planning of the T-ball field (circa 1998-1999) to the present.	Corinne Badman	8/1/2023	YES
RTK-2023-036	7/19/2023	7/19/2023	Danny Fruchter	RESPONSE DUE AUGUST 4, 2023 Chief of Police reports to Council for May and June, 2023	Corinne Badman	7/21/2023	No
RTK-2023-037	7/19/2023	7/19/2023	Danny Fruchter	Mark Niemiec gave the Public Works Committee report to Council on July 18, 2023. He cited a Randolph Woods Consultant (or Borough Engineer report) that found that the plot of land adjacent to the Firehouse parking lot (also known as Option B during the bike Park controversy) was declared a wetland by the consultant (or engineer). Please send a complete copy (or copies if more than one communication) of the communications, reports, or notes of verbal communications, conversations, etc regarding this topic.	Tiffany Loomis	7/26/2023	YES
RTK-2023-038	7/21/2023	7/21/2023	Danny Fruchter	Borough engineer Dan Daley's written comments and any other communications among Borough officials on Eli Kahn's sketch plans for his Quaker Lane approx. 10 acre property.	Tiffany Loomis	7/28/2023	No
RTK-2023-039	8/3/2023	8/3/2023	Cathy Swanson	I represent a client looking at the properties for sale in Malvern Borough at 18 E. King and 22 E. King. We would like to see if there are any building plans available for review or any kind of information available regarding the buildings as they appear to have been built in 1910-1925 range with additions in 1987-2005 range. I can stop into the Borough on Monday morning the 7th to review in person documents and select pertinent ones for copies to be made. Thank you!	Corinne Badman	8/4/2023	No
RTK-2023-040	8/7/2023	8/7/2023	David E. Samuel	Records on property for sale at 122 W. King Street, Malvern, PA	Corinne Badman	8/14/2023	No
RTK-2023-041	8/7/2023	8/7/2023	David E. Samuel	Records on property for sale at 324 E.. King Street, Malvern, PA	Corinne Badman	8/14/2023	No
RTK-2023-042	8/15/2023	8/15/2023	Humam Al-Hussaini	List of rental properties in Malvern Borough with owner's name and mailing address	Tiffany Loomis	8/23/2023	No
RTK-2023-043	8/17/2023	8/17/2023	Danny Fruchter	July 2023 Chief of Police Report that is distributed to Borough Council	Corinne Badman	8/29/2023	No
RTK-2023-044	8/22/2023	8/22/2023	Danny Fruchter	At the most recent MBC meeting, Councilor Warner talked about the fact that the Malvern Retreat would be planting 700-750 trees over the next seven years during the Randolph Woods discussion about deer fencing. If this information is based on any documentation that the Borough has (ex: a settlement of the unregulated logging issue a few years ago) please provide that documentation	Tiffany Loomis	8/29/2023	No
RTK-2023-045	8/31/2023	8/31/2023	Justin Turner	Review property file for 213 Paoli Pike, regarding record of work done on property and firms.	Corinne Badman	8/31/2023	No
RTK-2023-046	9/5/2023	9/6/2023	Pamela Schwartz	Want to have all records related to 161 Green Street, Malvern, Tax ID 02-04-0317 and to confirm whether the parcel could be divided into 2 parcels.	Corinne Badman	9/6/2023	No
RTK-2023-047	9/6/2023	9/6/2023	Jennifer Chomko	I would like to see the Borough's legal fees. All of them. Both Labor Attorney and the Borough Solicitor	Tiffany Loomis	9/6/2023	No
RTK-2023-048	8/30/2023	8/30/2023	Richard Breuer	All signed letters by the members of Council Committees in which the signers state that they have examined and approved payment of the Borough bills. A specimen set of recent such letters is enclosed. The request is for all signed letters substantially in this form beginning with the letters applicable to the bills of January 2016 to the present.	Tiffany Loomis	In Process	YES

RTKL LOG

Case #	Request Date	Date Received	Requestor	Records Requested	Borough Responder	Response Date	Extension
RTK-2023-049	9/7/2023	9/7/2023	Jennifer Chomko	All legal invoices from Borough Solicitor and all lawyers retrained from July 2022 to date. DUE 9/14/2023 EXTENSION TAKEN - 10/13/2023	Tiffany Loomis	In Process	YES
RTK-2023-050	9/10/2023	9/10/2023	Danny Fruchter	All communications or cc's of communications from Joe LoRusso of Ruthland Ave, Malvern, to any Borough Official for the year 2023 up until this date. DUE 9/15/2023 EXTENSION TAKEN - 10/13/2023	Tiffany Loomis	In Process	YES
RTK-2023-051	9/10/2023	9/10/2023	Danny Fruchter	All Police reports to Council for the years 2013 and 2022. If there is an annual summary of the statistics contained in the requested monthly reports, then I will be satisfied to simply have the 2013 and 2022 annual summary reports instead of the monthly reports. DUE 9/15/2023 EXTENSION TAKEN - 10/13/2023	Corinne Badman	In Process	YES

RESOLUTION NO. 849

**RESOLUTION OF THE BOROUGH OF MALVERN, PENNSYLVANIA,
AUTHORIZING EXECUTION OF A CABLE FRANCHISE AGREEMENT
BETWEEN THE BOROUGH AND
COMCAST OF PENNSYLVANIA, LLC**

WHEREAS, pursuant to the Cable Communications Policy Act of 1984, the Cable Television Consumer Protection and Competition Act of 1992, and the Telecommunications Act of 1996, the regulations of the Federal Communications Commission and Pennsylvania law, the Borough of Malvern, Pennsylvania (hereinafter the “Borough”), is authorized to grant franchises to construct, operate, and maintain a cable system utilizing public rights-of-way and properties within the Borough’s jurisdiction; and

WHEREAS, Comcast of Pennsylvania, LLC (“Comcast”), currently holds a cable franchise from the Borough by virtue of a cable franchise agreement which expires on July 31, 2024; and

WHEREAS, Comcast has requested that the Borough renew Comcast’s franchise to maintain, construct, and operate its Cable System over, under, and along the aforesaid public rights-of-way; and

WHEREAS, the aforesaid public rights-of-way used by Comcast are public properties acquired and maintained by the Borough on behalf of the citizens of the Borough, and the right to use said rights-of-way is a valuable property right; and

WHEREAS, the Borough desires to protect and manage the aforesaid rights-of-way, establish standards of subscriber service, maintain a technologically advanced cable system, receive franchise fees for Comcast’s use of the Borough’s public rights-of-way as provided by federal law, obtain the use of an educational and governmental channel, establish certain reporting requirements, obtain certain services, provide legal protections for the Borough, and meet the current and future cable-related needs of its residents; and

WHEREAS, the Borough has determined that this franchise agreement (the “Agreement”) and the process for consideration of this Agreement complies with all applicable federal, state, and local laws and regulations; and

WHEREAS, the Borough has determined that the public interest would be served by renewing Comcast’s franchise according to the terms and conditions contained herein.

NOW, THEREFORE, BE IT RESOLVED that Borough Council does hereby approve the cable franchise agreement negotiated with Comcast, including all of the terms and conditions contained therein, and does hereby authorize the execution of such agreement.

RESOLVED this 19th day of **September**, 2023, by Borough Council:

This 19th day of **September**, 2023.

Amy Finkbiner, PhD, President

Approved by the Mayor,

This 19th day of **September** 2023.

Zeyn B. Uzman, Mayor

Enacted,

This 19th day of **September** 2023.

Tiffany M. Loomis, Borough
Manager/Secretary

EXHIBIT A
LOCATIONS FOR CABLE TELEVISION SERVICE

1. Malvern Borough Hall [Administrative Offices]
1 East First Avenue
3rd Floor
Malvern, PA 19355

2. Malvern Police Department
Malvern Borough Hall
1 East First Avenue
1st Floor
Malvern, PA 19355

3. Malvern Public Works Building
116 Ruthland Avenue
Malvern, PA 19355

BOROUGH OF MALVERN,
CHESTER COUNTY, PENNSYLVANIA

ORDINANCE NO. 2023-05

**AN ORDINANCE AMENDING CHAPTER 200 OF THE CODE OF
ORDINANCES OF THE BOROUGH OF MALVERN, PENNSYLVANIA,
ENTITLED "VEHICLES AND TRAFFIC" AT ARTICLE III, PARKING
REGULATIONS, TO PROHIBIT PARKING AT CERTAIN TIMES ON A
PART OF WOODLAND AVENUE.**

WHEREAS, the Borough of Malvern (“Borough”) is a municipality in the Commonwealth of Pennsylvania organized and governed according to its Home Rule Charter; and

WHEREAS, Article I, Section 103, of the Borough’s Home Rule Charter grants the Borough any power or function not denied it by the Constitution of the Commonwealth of Pennsylvania, by the Pennsylvania General Assembly, or by its own Home Rule Charter; and

WHEREAS, the Pennsylvania General Assembly has granted unto boroughs certain powers as enumerated under the Borough Code, 8 Pa. C. S. A. Section 101, et seq.; and

WHEREAS, the Borough Code authorizes Borough Council to regulate, among other things, the following: (1) streets [Section 1202 (12)]; (2) parking [Section 1202(31)(iii)]; (3) the general regulation of nuisances and protections for health, safety, and general welfare of the public [Sections 1202 (4) and 1202(5)]; and (4) such other authority generally granted under the Borough Code, 8 Pa.C.S.A. Section 101, et seq.; and

WHEREAS, the Borough has been granted broad powers under its Home Rule Charter at Article I, Section 103.B, and under the Borough Code at Section 1202, 8 Pa. C.S.A. Section 1202, generally, to act for the benefit of the public welfare; and

WHEREAS, in order to provide for a comprehensive and consistent means of regulation of traffic, parking, and use of streets within the Borough, Borough Council has provided for a comprehensive and consistent means of regulation of traffic, parking, and use of the streets which has been enacted by ordinances under Chapter 200, Vehicles and Traffic, of the Code of Ordinances of the Borough of Malvern, Pennsylvania (the “Malvern Borough Code”); and

WHEREAS, Borough Council has determined that regulations of traffic, parking, and street usage are matters that require frequent revision to address changes in traffic patterns, parking patterns, street usage, development, and other natural reoccurring circumstances; and

WHEREAS, Borough Council, in order to protect the health, safety, and welfare of the citizens of the Borough and of the public generally, desires to amend the Malvern Borough Code at Chapter 200, Vehicles and Traffic, Article III, Parking Regulations, by amending section 200-24, *Parking prohibited in certain locations, certain days and hours*, and to specifically prohibit parking at certain times on the west side of Woodland Avenue from the intersection of Roberts Lane southward to the southeastern corner of parcel UPI No. 2-4-244.1, a/k/a 130 Woodland Avenue, and currently owned by the Archbishop of Philadelphia; and

WHEREAS, Article III, Section 301.A(8) of the Borough’s Home Rule Charter requires that amendments to ordinances to promote, benefit, and protect the health, safety, and welfare of the citizens shall be by ordinance; and

WHEREAS, Borough Council has determined that the adoption of this Ordinance is necessary to further promote, benefit, and protect the public’s health, safety, and welfare.

NOW THEREFORE, IT IS HEREBY ORDAINED AND ENACTED BY THE BOROUGH AS FOLLOWS:

Section 1. Chapter 200, Vehicles and Traffic, Article III, Parking Regulations, Section 200-24, *Parking prohibited in certain locations, certain days and hours*, of the Malvern Borough Code is hereby amended to add the following street and location:

Section 200-24, Parking prohibited in certain locations, certain days and hours.

Name of Street	Side	Days	Time	Location
Woodland Avenue	West	Monday to Friday	7:00 a.m. to 4:00 p.m.	from intersection of Roberts Lane Southward to the Southeastern corner of parcel UPI No. 2-4-244.1 a/k/a 130 Woodland Ave.

Section 2. Severability. If any sentence, clause, section, or part of this Ordinance is for any reason found to be unconstitutional, illegal, or invalid, such unconstitutionality, illegality, or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections, or parts hereof. It is hereby declared the intent of Borough Council that

this Ordinance would have been adopted had such unconstitutional, illegal, or invalid sentence, clause, section, or part thereof not been included therein.

Section 3. Repealer. All ordinances or parts of ordinances conflicting with any provision(s) of this Ordinance are hereby repealed insofar as the same affects this Ordinance.

Section 4. Effective Date. This Ordinance shall become effective upon enactment as provided by law and Article III, Section 304, of the Borough’s Home Rule Charter.

ORDAINED by Borough Council

this ____ day of _____, 2023

Amy Finkbiner, PhD, President

APPROVED by the Mayor

this ____ day of _____, 2023

Zeyn Uzman, Mayor

ENACTED,

this ____ day of _____, 2023

Tiffany M/ Loomis,
Secretary/ Borough Manager

**BOROUGH OF MALVERN
CHESTER COUNTY, PENNSYLVANIA**

ORDINANCE NO. 2023-06

AN ORDINANCE OF THE BOROUGH OF MALVERN, CHESTER COUNTY, PENNSYLVANIA, AMENDING CHAPTER 25, SECTION 25-29, OF THE CODE OF ORDINANCES OF THE BOROUGH OF MALVERN, PENNSYLVANIA, BEING THE ADMINISTRATIVE CODE, PROVIDING FOR ASSOCIATE MEMBERS FOR THE ENVIRONMENTAL ADVISORY COUNCIL.

WHEREAS, the Borough of Malvern (the “Borough”) is a borough located within the Commonwealth of Pennsylvania governed by its duly enacted Home Rule Charter, as amended; and

WHEREAS, the Borough has established an Environmental Advisory Council to provide guidance and support to Borough Council; and

WHEREAS, Borough Council deems it to be in the best interests of the Borough to provide for one or more associate members for the Environmental Advisory Council to assist it with its responsibilities and initiatives.

NOW, THEREFORE, IT IS HEREBY ORDAINED AND ENACTED BY THE BOROUGH OF MALVERN AS FOLLOWS:

Section 1. Amendment to Section 25-29. Chapter 25, Section 25-29. N (1) of the Code of Ordinances of the Borough of Malvern, Pennsylvania, being the **Administrative Code, Advisory commissions and committees**, is amended to add the following subsection:

- (1) (c) Borough Council may appoint one (1) and up to five (5) associate members of the Environmental Advisory Council. All associate members shall be residents of the Borough and serve without compensation. Associate members shall not have voting rights in the Environmental Advisory Council but otherwise may participate in all other activities and serve on special committees of the Environmental Advisory Council. Associate members shall serve at the discretion of Borough Council, and at no time shall there be more than five (5) associate members of the Environmental Advisory Council.

Section 2. This Ordinance shall become effective five (5) days from enactment.

ORDAINED by Borough Council

this ____ day of _____, 2023

Amy Finkbiner, PhD, President

APPROVED by the Mayor

this ____ day of _____, 2023

Zeyn Uzman, Mayor

ENACTED,

this ____ day of _____, 2023

Tiffany M/ Loomis,
Secretary/ Borough Manager



EDWARD B. WALSH & ASSOCIATES, INC.
Complete Civil Engineering Design / Consultation Services
Whiteland Business Park
855 Springdale Drive, Suite 202
Exton, PA 19341

September 14, 2023

Ms. Tiffany Loomis, Borough Manager
Malvern Borough
1 E. 1st Avenue - Suite 3
Malvern, Pennsylvania 19355

Re: Bid Recommendations – Jennings Lane Storm Sewer Improvement Project
EBWA Project #2780-144

Dear Ms. Loomis:

As requested by your office, I have reviewed the bid package and results for the Malvern Borough Jennings Lane Storm Sewer Improvement Project. The bids were received electronically utilizing PennBID on September 14, 2023 at 10:00am and the results are noted on the attached worksheet.

The low bidder, Jurich, Inc. of Glen Mills, PA, has submitted the necessary documents including the Bid Form, Statement of Bidder's Qualifications, Bid Bond, and Non-collusion Affidavit. I have reviewed the submitted bid documentation and found it to be adequate. Our office has worked with Jurich, Inc. in the past, and found them to be a quality contractor with excellent quality of work.

I recommend the project be awarded to Jurich, Inc. in the amount of One Hundred and Eighteen Thousand, Seven Hundred and Seventy-Three dollars and 00/100 cents (\$118,773.00).

If you should have any questions or require any additional information, please feel free to contact me.

Very truly yours,
EDWARD B. WALSH & ASSOCIATES, INC.
Malvern Borough Engineers

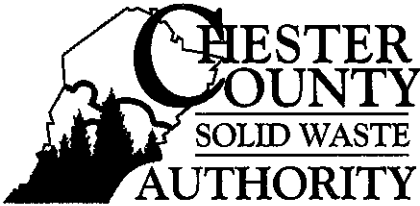
Kyle L. Wylie, E.I.T.

REGISTERED PROFESSIONAL ENGINEERS & LAND SURVEYORS
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610-903-0060 FAX 610-903-0080
www.ebwalshinc.com
Established 1985

**MALVERN BOROUGH JENNINGS LANE STORM SEWER IMPROVEMENT PROJECT
 BID RESULTS**

BID OPENING: September 14, 2023
 10:00 AM

Description	Unit	Quantity	Jurich, Inc.	KBC Construction LLC	G&B Construction	BARRASSO EXCAVATION INC.	Eagle Contracting Inc.	Stephens Excavating, LLC	Albert G. Cipolloni Jr & Sons, Inc.	Berg Construction, LLC	Mckenney Construction	MOR Construction Services, Inc.
1 MOBILIZATION	LS	1	\$3,500.00	\$7,500.00	\$13,500.00	\$11,300.00	\$25,000.00	\$19,900.00	\$6,500.00	\$9,960.00	\$11,200.00	\$6,000.00
2 MAINTENANCE AND PROTECTION OF TRAFFIC	LS	1	\$750.00	\$2,500.00	\$2,500.00	\$3,000.00	\$1,250.00	\$2,600.00	\$4,000.00	\$1,387.00	\$3,200.00	\$10,000.00
3 REMOVAL OF EXISTING CONCRETE SIDEWALK	SF	121	\$847.00	\$605.00	\$847.00	\$1,210.00	\$665.50	\$2,178.00	\$847.00	\$847.00	\$847.00	\$605.00
4 REMOVAL OF EXISTING CURB	LF	23	\$575.00	\$115.00	\$460.00	\$460.00	\$345.00	\$2,254.00	\$736.00	\$644.00	\$345.00	\$115.00
5 REMOVAL OF EXISTING ASPHALT	SF	450	\$900.00	\$1,350.00	\$675.00	\$2,250.00	\$2,250.00	\$4,950.00	\$1,350.00	\$1,611.00	\$450.00	\$1,125.00
6 REMOVAL OF EXISTING INLET BOX	EA	1	\$3,500.00	\$1,000.00	\$2,500.00	\$5,500.00	\$750.00	\$3,800.00	\$1,875.00	\$1,208.00	\$6,000.00	\$1,300.00
7 REMOVAL OF EXISTING STONE ENDWALL	EA	1	\$3,500.00	\$1,000.00	\$2,700.00	\$2,500.00	\$750.00	\$3,000.00	\$2,475.00	\$1,050.00	\$6,000.00	\$1,300.00
8 REMOVAL OF EXISTING 42" RCP	LF	23	\$1,725.00	\$690.00	\$2,070.00	\$6,900.00	\$575.00	\$9,200.00	\$1,380.00	\$8,165.00	\$4,600.00	\$1,150.00
9 CLEARING & GRUBBING	LS	1	\$13,500.00	\$3,500.00	\$3,500.00	\$7,500.00	\$4,500.00	\$6,600.00	\$9,500.00	\$6,349.00	\$14,000.00	\$15,000.00
10 STAND. CURB CONSTRUCTION	LF	29	\$4,350.00	\$2,900.00	\$3,045.00	\$2,320.00	\$870.00	\$3,770.00	\$4,350.00	\$5,655.00	\$4,350.00	\$4,205.00
11 STANDARD CONCRETE SIDEWALK	SF	121	\$5,566.00	\$2,420.00	\$2,662.00	\$3,630.00	\$1,512.50	\$3,993.00	\$3,932.50	\$6,865.54	\$4,235.00	\$2,420.00
12 PAVEMENT RESTORATION (FULL DEPTH)	SF	450	\$8,550.00	\$9,000.00	\$4,950.00	\$5,850.00	\$2,250.00	\$15,300.00	\$7,812.00	\$16,875.00	\$12,150.00	\$8,100.00
13 ASPHALT JOINT SEAL	LF	59	\$295.00	\$295.00	\$88.50	\$177.00	\$44.25	\$472.00	\$590.00	\$254.29	\$472.00	\$118.00
14 UTILITY ADJUSTMENTS	LS	1	\$250.00	\$1,500.00	\$2,000.00	\$900.00	\$1,250.00	\$1,000.00	\$1,000.00	\$4,114.00	\$6,000.00	\$10,000.00
15 EARTHWORK	LS	1	\$6,750.00	\$11,300.00	\$12,000.00	\$6,800.00	\$12,500.00	\$18,000.00	\$15,000.00	\$6,282.00	\$11,000.00	\$20,000.00
16 TYPE 7 INLET BOX AND TOP SLAB (INCLUDING PIPE CONNECTIONS)	EA	1	\$11,000.00	\$25,000.00	\$15,500.00	\$25,500.00	\$12,500.00	\$11,000.00	\$18,500.00	\$17,412.00	\$22,500.00	\$23,500.00
17 TYPE C INLET TOP WITH BYCICLE SAFE GRATE	EA	1	\$600.00	\$2,000.00	\$1,500.00	\$1,500.00	\$3,500.00	\$3,000.00	\$3,500.00	\$2,225.00	\$800.00	\$2,500.00
18 42" RCP STORM PIPE	LF	35	\$19,425.00	\$14,000.00	\$11,550.00	\$16,625.00	\$31,500.00	\$15,750.00	\$16,975.00	\$33,320.00	\$17,500.00	\$29,750.00
19 R-7 RIP-RAP	LS	1	\$5,100.00	\$7,500.00	\$5,000.00	\$4,000.00	\$4,500.00	\$6,600.00	\$6,500.00	\$3,940.00	\$7,500.00	\$22,000.00
20 WORK ZONE DEWATERING	LS	1	\$320.00	\$1,500.00	\$7,000.00	\$7,700.00	\$4,500.00	\$3,600.00	\$6,750.00	\$2,900.00	\$3,000.00	\$10,000.00
21 CLEAN WATER DIVERSION	LS	1	\$320.00	\$1,000.00	\$4,500.00	\$4,100.00	\$1,500.00	\$3,300.00	\$6,500.00	\$2,950.00	\$1,800.00	\$10,000.00
22 GROUND WATER COLLECTION SYSTEM	LS	1	\$2,400.00	\$4,750.00	\$9,000.00	\$3,400.00	\$12,500.00	\$3,458.00	\$7,650.00	\$2,950.00	\$8,500.00	\$12,500.00
23 COMPOST FILTER SOCK (8")	LF	55	\$550.00	\$550.00	\$330.00	\$440.00	\$275.00	\$660.00	\$1,100.00	\$550.00	\$825.00	\$825.00
24 TEMPORARY STABILIZATION	LS	1	\$500.00	\$2,000.00	\$1,500.00	\$2,700.00	\$1,850.00	\$1,000.00	\$5,000.00	\$1,100.00	\$2,000.00	\$1,500.00
25 LAWN RESTORATION (INCLUDING TOPSOIL, SEEDING & MULCHING)	LS	1	\$5,000.00	\$5,500.00	\$2,500.00	\$3,500.00	\$1,850.00	\$6,000.00	\$5,200.00	\$5,985.00	\$6,500.00	\$3,500.00
26 INCIDENTAL WORK	LS	1	\$2,500.00	\$1,500.00	\$2,000.00	\$600.00	\$1,500.00	\$1,000.00	\$5,000.00	\$5,000.00	\$4,500.00	\$10,000.00
27 42" D-W ENDWALL	LS	1	\$16,500.00	\$15,000.00	\$15,000.00	\$9,500.00	\$12,500.00	\$7,300.00	\$18,000.00	\$19,385.00	\$13,500.00	\$24,500.00
			\$118,773.00	\$125,975.00	\$128,877.50	\$139,862.00	\$142,987.25	\$159,685.00	\$162,022.50	\$168,983.83	\$173,774.00	\$232,013.00



P.O. BOX 476 • HONEY BROOK, PA 19344 • 610-273-3771 • FAX 610-273-9870
7224 DIVISION HIGHWAY • NARVON, PA 17555 • 717-351-6025
www.chestercountyswa.org

TO: Current and Potential P&M Contract Participants
FROM: Patti Lynn, Chester County Recycling Resources Manager
DATE: August 23, 2023
RE: Process and Marketing Contract for Recyclables

The County is interested in extending its Agreement with Solid Waste Services, Inc. d/b/a J.P. Mascaro and Sons as the "designated facility" for *Process and Marketing Service for Recycling Materials* for a second year, extending the current contract pricing through September 24, 2024. This is the first of three (3) one-year options.

The bid prices (per ton) that J.P. Mascaro submitted for materials delivered to Total Recycle, Inc., 1270 Lincoln Road, Birdsboro, PA 19508 were:

Corrugated Cardboard + \$ 45.00
Commingled - \$ 39.95
Single Stream - \$ 44.95

If delivered to the transfer station at Great Valley Recycling, 1792 Dekalb Pike, Bridgeport, PA 19406 there is an additional charge of \$45.00 per ton.

Prices are adjusted monthly as calculated by the Base Market Index for each commodity.

Please indicate below if you wish to renew the contract for another year:

YES

NO

Township/Borough

Print Name

Date

Signature

Please email back as soon as possible.
If you have any questions, feel free to contact me at 484-796-4039 or plynn@chestercountyswa.org.

BOROUGH OF MALVERN
NON-UNIFORMED PENSION PLAN
WORKSHEET FOR 2024 MMO

1. TOTAL ANNUAL PAYROLL (W-2 payroll for 2023)	\$ 1,111,134.00
2. TOTAL NORMAL COST PERCENTAGE	10.93%
3. TOTAL NORMAL COST (Item 1 x Item2)	\$ 121,446.95
4. TOTAL AMORTIZATION REQUIREMENT	\$ 0
5. TOTAL ADMINISTRATIVE EXPENSES (Estimated based on recent experience)	\$ 2,950
6. TOTAL FINANCIAL REQUIREMENTS (Item 3+ Item 4 + Item 5)	\$ 124,396.95
7. TOTAL MEMBER CONTRIBUTIONS (Member Contribution Rate x Item 1)	\$ 22,222.68
8. FUNDING ADJUSTMENT	\$ 78,521
9. MINIMUM MUNICIPAL OBLIGATION (Item 6- Item 7 – Item 8)	\$ 23,653.27

Signature of Chief Administrative Officer

Date Certified to Governing Body

Note: The 2024 Minimum Municipal Obligation is based on the most recent Actuarial Valuation Report on January 1, 2023.

(SAMPLE MEMO TO NOTIFY GOVERNING BOARD)

September ____, 2023 (or earlier)

SUBJECT: 2024 Minimum Municipal Obligation

For the _____ Pension Plan

TO: _____
GOVERNING BOARD

FROM: _____, Chief Administrative Officer
NAME

Act 205 of 1984 requires that the "chief administrative officer" of the pension plan inform the "governing board" of the municipality of the Minimum Municipal Obligation for the following year by the last business day in September. This memo, provided under the guidance of Foster & Foster (our plan's actuary), is intended to satisfy this legal requirement. Questions on our pension costs can either be addressed to me or Foster & Foster at 610-435-9577.

The calculation of the 2024 Minimum Municipal Obligation requires several assumptions relating to projected payroll. The attached 2024 Minimum Municipal Obligation certification details this determination.

BOROUGH OF MALVERN
POLICE PENSION PLAN
WORKSHEET FOR 2024 MMO

1. TOTAL ANNUAL PAYROLL (W-2 payroll for 2023)	\$ 630,732.00
2. TOTAL NORMAL COST PERCENTAGE	15.67%
3. TOTAL NORMAL COST (Item 1 x Item2)	\$ 98,835.70
4. TOTAL AMORTIZATION REQUIREMENT	\$ 0
5. TOTAL ADMINISTRATIVE EXPENSES (Estimated based on recent experience)	\$ 2,950
6. TOTAL FINANCIAL REQUIREMENTS (Item 3+ Item 4 + Item 5)	\$ 101,785.70
7. TOTAL MEMBER CONTRIBUTIONS (Member Contribution Rate x Item 1)	\$ -0-
8. FUNDING ADJUSTMENT	\$ 34,649
9. MINIMUM MUNICIPAL OBLIGATION (Item 6- Item 7 – Item 8)	\$ 67,136.70

Signature of Chief Administrative Officer

Date Certified to Governing Body

Note: The 2024 Minimum Municipal Obligation is based on the most recent Actuarial Valuation Report on January 1, 2023.

(SAMPLE MEMO TO NOTIFY GOVERNING BOARD)

September ____, 2023 (or earlier)

SUBJECT: 2024 Minimum Municipal Obligation

For the _____ Pension Plan

TO:

GOVERNING BOARD

FROM:

_____, Chief Administrative Officer
NAME

Act 205 of 1984 requires that the "chief administrative officer" of the pension plan inform the "governing board" of the municipality of the Minimum Municipal Obligation for the following year by the last business day in September. This memo, provided under the guidance of Foster & Foster (our plan's actuary), is intended to satisfy this legal requirement. Questions on our pension costs can either be addressed to me or Foster & Foster at 610-435-9577.

The calculation of the 2024 Minimum Municipal Obligation requires several assumptions relating to projected payroll. The attached 2024 Minimum Municipal Obligation certification details this determination.