

AGENDA

REGULAR MEETING
BOROUGH COUNCIL
MALVERN BOROUGH

April 16, 2024
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: Brendan Phillips, President

INVOCATION: Zeyn B. Uzman, Mayor

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL:
Council President Phillips
Council Vice President Bones
Council Member Finkbiner, Ph.D.
Council Member Frederick
Council Member Niemiec
Council Member Riccetti
Council Member Warner, Ph.D.
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. Resolution No. 840 sets forth the conduct protocol for Borough Council meetings.
- c. As a courtesy, if you are participating via Zoom, please turn your camera on while speaking.
- d. The History Center is open on Saturday, April 20, 2024, from 2PM to 4PM located at Borough/ McGuigan Hall on the Second Floor.
- e. Bulk trash pick-up is scheduled for Saturday, April 20, 2024. Please place your items out curbside the night before pick-up (4/19) to be picked up at 6AM the following morning.
- f. The Community is invited to the Zoning Ordinance and SALDO Task Force Public Workshop scheduled for Thursday, April 25, 2024, at 7PM in the Main Meeting Room of Borough/ McGuigan Hall.

- g. Movie Night in Burke Park is scheduled for Friday, April 26, 2024, featuring “The Lorax” film. Popcorn will be provided. Please bring your own chair and blankets. Hope to see you there!
- h. The Malvern Borough Community Yard sale is scheduled for Saturday, May 4, 2024, from 9AM to 1PM throughout the Community. The rain date is scheduled for Saturday, May 11, 2024.
- i. The Malvern Business Professional Association is hosting Spring on King on Saturday, May 4, 2024, from 12PM to 6PM on King Street and Burke Park.
- j. The Borough Council met with its Legal Counsel in Executive Session on Tuesday, April 16, 2024, to discuss litigation matters.

2. APPROVAL OF AGENDA:

- a. **MOTION:** To approve the agenda for the April 16, 2024, 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, April 2, 2024, 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 March 2024, as submitted.

c. BOROUGH COUNCIL SUB-COMMITTEE REPORTS

- Finance & Administration
- Public Safety
- Public Works

The Public Safety Sub-Committee has not met since the last Borough Council meeting held on Tuesday, April 2, 2024.

The Finance & Administration Sub-Committee met on Thursday, April 11, 2024, and discussed the following matters:

- Comcast Lease, Antenna, and Parking Issue Discussion
- Randolph Woods/ Ruthland Avenue Easement Discussion
- Composting Program
- Training Opportunities
- Year 2024 Budget Discussion
- Public Dedications for Ira Dutter

The Public Works Sub-Committee met on Tuesday, April 16, 2024, and will give a status report at the meeting.

4. SPECIAL BUSINESS

a. HONORARY CEREMONY FOR MALVERN LIBRARY DIRECTOR MAGGIE STANTON

Malvern Library Director, Maggie Stanton has taken an employment opportunity elsewhere and will be departing Malvern Borough at the end of April 2024. Borough Council and the Community are honoring Mrs. Stanton’s years of service and dedication to the Community. She will be deeply missed and has been a pleasure to work with over the years.

b. NIGHT MARKET BY CRAFT & MERCANTILE

Christy Campli is the owner of Growing Roots Partners, the event organizer for the Farmers Market in Burke Park. Growing Roots has developed a proven successful concept called Craft & Mercantile that held the Night Market event in September 2022 and 2023 at Burke Park for the community with resounding success. The Borough's 2024 budget allocates, \$5,550 pursuant to line item #30.454.001, to host the Night Market event.

Growing Roots Partners is requesting that Borough Council authorize that the Public Works Department and the Malvern Borough Police Department services be provided in-kind at no additional charge. Borough Council may consider a motion for such authorization, as requested.

c. VALLEY FORGE SEWER AUTHORITY (VFSA) ACT 537 PLAN SPECIAL STUDY – RESOLUTION NO. 862

MOTION: To authorize Resolution No. 862 as presented.

The VFSA conducted an Act 537 Plan Special Study to address the necessity for augmented capacity within the treatment facility to accommodate the needs of member municipalities. The Study recommends the potential sale of excess capacity by Tredyffrin Township and the possibility of a plant rerate. The Borough Engineer has confirmed the information presented in the Act 537 Plan Special Study concerning Malvern Borough is accurate and recommends that the Borough Council approve the same, as submitted.

d. MALVERN PREP AND PAOLI BATTLEFIELD TRAIL CONNECTION

Borough Council will discuss with the Borough Engineer options regarding the Malvern Prep and Paoli Battlefield Trail connection that is proposed and for which a grant application has been submitted.

e. ARSON AWARENESS MONTH – RESOLUTION NO. 863

MOTION: To authorize Resolution No. 863 as presented.

Malvern Borough is committed to ensuring the safety, welfare, and security of those living in the Borough. Arson is a serious crime that affects everyone, and incidents can be reduced when citizens realize the severity of damage that arson causes. Malvern Borough is declaring the week of May 5th, 2024, through May 11th, 2024, as Arson Awareness Week.

f. CHESTER VALLEY LITTLE LEAGUE LEASE AGREEMENT ADDENDUM

MOTION: To authorize the Chester Valley Little League lease agreement addendum as presented.

The Chester Valley Little League Addendum addresses the installation of a storage shed and concessional stand as permitted by the Borough, as well as banner signage storage and removal after each game that is held.

g. AUTHORIZATION OF CONSULTING SERVICES PROVIDED BY BOROUGH MANAGER

MOTION: To authorize the Borough Manager to provide consulting services outside her employment with Malvern Borough, pursuant to Section 503 of the Home Rule Charter.

The Borough Manager is requesting to provide consulting services outside her employment with Malvern Borough, pursuant to Section 503 of the Home Rule Charter.

h. NATIONAL ANIMAL THERAPY DAY PROCLAMATION

Mayor Uzman shall recognize National Therapy Animal Day. Pet Partners is a non-profit organization and national leader in demonstrating and promoting the health and wellness benefits of animal assisted therapy, activities, and education. April 30th, 2024, has been designated as National Animal Therapy Day.

5. UNFINISHED BUSINESS

a. ORDINANCE NO. 2024-3 AMENDING THE CODE OF ORDINANCES TO REPEAL CERTAIN CHAPTERS OF THE CODE THAT ARE NO LONGER NECESSARY

PUBLIC HEARING: Council President Phillips announces that Borough Council will now open a public hearing to consider Ordinance No. 2024-3. Borough Council has, since the incorporation of the Borough, enacted various ordinances for the benefit of the health, safety, and general welfare. Due to the passage of time, enactment of new ordinances and/or the enactment of legislation by the Pennsylvania General Assembly, certain chapters of the Code of Ordinances of the Borough are no longer necessary and should be repealed to avoid ambiguity or confusion and/or because they are obsolete

ADOPTION: Ordinance No. 2024-3 amends the Borough's Code of Ordinances to repeal certain chapters of the Code that are no longer necessary.

MOTION: To approve and adopt Ordinance No. 2024-3, as presented.

b. GARDEN PROPOSAL FOR MONARCH BUTTERFLIES MONTH

Borough Council will discuss with the Mayor and Environmental Advisory Council expanding the Monarch Butterfly gardens, for Monarch Butterflies Month celebrated in May, to potentially include all Malvern Borough Parks. The discussion will entail the following:

- *Determine best placement of the garden in each park*
- *Tilling of the soil*
- *Seeds and seedling plants- Milkweed*
- *Mulch, fresh planting dirt as needed*
- *Watering*
- *Fencing*

Borough Council may consider a motion for such authorization, as requested.

c. ZONING HEARING BOARD

There are no new applications before the Zoning Hearing Board.

6. NEW BUSINESS

7. PUBLIC FORUM

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

8. ADJOURNMENT

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MALVERN BOROUGH
1 East First Avenue
Malvern, PA 19355

April 2, 2024
7:30 PM

PRESIDING: President Phillips

INVOCATION: Angela Riccetti

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL

PRESENT

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

ABSENT:

1. ANNOUNCEMENTS

Council President Phillips asked in accordance with Resolution No. 840 if any member of the audience was recording the meeting. Mr. Hugo Schmitt and Mr. Richard Breuer recorded the meeting.

Council President Phillips announced Resolution No. 840 sets forth the conduct protocol for Borough Council meetings.

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

Council President Phillips announced Bulk Trash Pick-up Day is scheduled for Saturday, April 20, 2024. Please place your items out curbside the night before pickup (4/19) to be picked up at 6AM the following morning.

Council President Phillips announced that the History Center is open to the public on Saturday, April 20, 2024 from 2PM to 4PM located at Borough/ McGuigan Hall on the Second Floor.

Council President Phillips invited the Community to check out the Borough's website calendar regularly for all up and coming events located throughout the Community.

Borough Manager Loomis announced the two job openings the Borough has currently. For a Public Works Laborer and an Administrative Assistant/Permit Clerk for the Administration.

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2. APPROVAL OF AGENDA

A motion was made by Council Vice President Bones, seconded by Council Member Niemiec, carried by a vote of 7-0, to approve the agenda for the April 2, 2024 as presented.

3. MINUTES & REPORTS

a. APPROVAL OF MINUTES

A motion was made by Council Vice President Bones, seconded by Council Member Riccetti, and carried by a vote of 7-0, to approve the minutes from the Tuesday, March 19, 2024, as presented.

b. BOROUGH COUNCIL SUB-COMMITTEE REPORTS

Council President Phillips announced that the Finance & Administration, Public Works, and Public Safety Sub-Committee(s) have not met since the last Borough Council meeting scheduled on Tuesday, March 19, 2024.

4. SPECIAL BUSINESS

a. AUTHORIZE ADVERTISEMENT OF ORDINANCE 2024-03 AMENDING THE CODE OF ORDINANCES TO REPEAL CERTAIN CHAPTERS OF THE CODE THAT ARE NO LONGER NECESSARY

Borough Solicitor McLean explained that the history of the Borough's Code and that arcades are being removed all together. She further explained that Borough Council has, since the incorporation of the Borough, enacted various ordinances for the benefit of the health, safety, and general welfare amending the Code of Ordinances of the Borough to repeal certain chapters of the code that are no longer necessary.

Borough Council asked if any of the Sub-Committee(s) were in objection to the proposed changes.

Borough Solicitor McLean responded no.

Mr. John Buckley commented on arcades and requested to leave this use in the code.

Mr. Danny Fruchter inquired if playing pool was classified as an arcade.

Borough Solicitor Mclean responded no and explained that arcades are obsolete.

A motion was made by Council Vice President Bones, seconded by Council Member Warner, and carried by a vote of 7-0, to authorize advertisement of Ordinance No. 2024-03 as presented.

b. AUTHORIZE USG TO PERFORM ADDITIONAL WORK TO COMPLETE MAPPING SURVEY OF THE BOROUGH SEWER SYSTEM

Council President Phillips had Borough Manager Loomis explain that The Borough is currently in the process of mapping the Borough's sewer system. There has been excessive grease build up in the sewer lines that has resulted in slower progress. Additional man hours are required to complete

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the mapping of the entire sewer system with an estimate of \$20,000 to \$25,000 to complete this project.

Borough Council approved the USG proposal for cleaning and televising of the Borough's sanitary sewer system for an estimate to not exceed \$157,720 in services provided at their February 6, 2024 meeting. There is currently a balance of \$6.422 Million that encompasses both sewer funds per the

Director of Finance's February 2024 Financial Report.

Mayor Uzman recommended that Borough Council authorize \$50,000 for the work to be completed in the event further work is required.

Mr. Carroll Sinquett was in agreement.

There were technical difficulties in hearing persons attending via ZOOM and no further comments were given via ZOOM.

Borough Council discussed if more funding would be required, how the quote process works, and if the service provider was pressured to provide a guarantee to cover the cost if the work could not be completed as proposed.

Borough Manager Loomis explained that there is a strong relationship with the service provider and they are confident that work can be completed as proposed.

Mrs. Jennifer Chomko inquired as to why the Borough Engineer was not in attendance.

Borough Manager Loomis explained that he was not available to attend this evening and provided the information in writing in advance of the meeting.

Mr. John Buckley commented on tax payer dollars and how they relate to this project.

Mr. Danny Fruchter inquired if a report would be produced from the analysis.

Borough Manager responded yes.

A motion was made by Council Vice President Bones, seconded by Council Member Niemiec, and carried by a vote of 7-0, to authorize USG to perform additional work, to not exceed \$25,000, as presented.

c. AUTHORIZE THE BID DOCUMENTS TO PAVE ROBERTS LANE

Council President Phillips explained that the Borough Engineer is seeking authorization from Malvern Borough to issue the bid documents for the Roberts Lane paving program as soon possible. The Borough Engineer recommends that the road be paved during the summer months when school is not in session due to impacts with the school buses and paving equipment.

The Borough's Year 2024 Road program has been budgeted for \$350,000 per line item #30.439.070 in the Capital Reserve Fund. The total estimated construction cost by the Borough Engineer to Pave Roberts Lane is \$93,166.59 including construction and material costs with a projected project to be awarded at the May 21, 2024 Borough Council meeting. The estimated start of construction is

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Monday, June 17, 2024.

Mrs. Gail Newman commented on holding off on the paving program until the costs of the Old Lincoln Highway project is known.

Borough Manager Loomis explained that these line items are addressed separately in the Borough's budget and are not interchangeable. She further explained that Public Works will address the patch work required in the coming weeks.

Borough Council addressed that the paving of Pennsylvania Avenue may be pushed into next year as a mitigation option for the costs associated with the Old Lincoln Highway project.

Mr. John Buckley inquired and commented on curbing located on Roberts Lane and sidewalks to be located on First Avenue.

Ms. Jennifer Chomko commented on the traffic at St. Pat's and contested the assertion that school buses use Roberts Lane.

Mrs. Cathy Raymond inquired whether the roads designated in the road program need to be paved this year versus next year.

Borough Manager Loomis explained that road costs will not be going down and it will greater impact the budget if this work is pushed into next year.

Mr. Joe Lorusso inquired if the Old Lincoln Highway project will be bid publically.

Council President Phillips responded yes.

A motion was made by Council Member Warner, seconded by Council Vice President Bones, and carried by a vote of 7-0, to authorize the bid documents to pave Roberts Lane as presented.

d. RESOLUTION NO. 860 – DISPOSITION OF RECORDS POLICY AND PROCEDURE

Council President Phillips explained that Malvern Borough is setting forth its intent to follow the schedules and procedures for disposition as set forth in the Municipal Records Manual approved as of December 16, 2008 as amended.

Mr. Danny Fruchter inquired which records and how far back will be disposed.

Borough Solicitor McLean explained that the records scheduled for disposal are consistent with maintenance of local government records regulations.

A motion was made by Council Vice President Bones, seconded by Council Member Frederick, and carried by a vote of 7-0, to authorize Resolution No. 860 as presented.

e. RESOLUTION NO. 861 – DISPOSITION OF PUBLIC RECORDS

Council President Phillips explained Malvern Borough is proposing the disposition of Administrative and Police Department electronic devices.

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A motion was made by Council Vice President Bones, seconded by Council Member Riccetti, and carried by a vote of 7-0, to authorize Resolution No. 861 as presented.

5. UNFINISHED BUSINESS

a. ORDINANCE NO. 2024-02 FOR VALLEY VIEW ROAD AND MINER STREET AMENDED PARKING REGULATIONS – PUBLIC HEARING

Council President Phillips opened the public hearing and explained that Borough Council will consider Ordinance No. 2024-02. This ordinance proposes no parking on both sides of Miner

Street, from Old Lincoln Highway north to Valley View Road. Parking restrictions are proposed for up to 50 feet from the intersection of Valley View Road and Miner Street because cars parked within that area create potential visual obstructions. Finally, consideration of restrictions to traffic flow are proposed to create one-way restrictions for Valley View Road and Miner Street such that all vehicles must enter going right when entering the circle and follow it around north on Miner Street and back south on Valley View Road as a one way only. Three (3) street parking spaces are proposed to remain and assist with limited parking in the area.

Mr. Michael Dudas thanked Borough Council, the Mayor, Police Chief, and staff for the efforts on this matter.

Council President Phillips closed the hearing.

A motion was made by Council Member Niemiec, seconded by Council Member Frederick, and carried by a vote of 7-0, to authorize Ordinance No. 2024-02.

b. ZONING HEARING BOARD

There are no new Zoning Hearing Board applications before the Zoning Hearing Board.

6. NEW BUSINESS

a. ANNUAL REPORTS FOR MALVERN BOROUGH COMMITTEES & COMMISSIONS

The Parks & Recreation Committee, Malvern Historical Commission, Environmental Advisory Council, Planning Commission, and Shade Tree Commission presented their Annual Year 2023 reports this evening. All reports will be placed on the Borough website.

Council President Phillips asked the Community to remain respectful while the reports were being given.

Borough Council thanked everyone for their hard work and commitment to the Borough.

7. PUBLIC FORUM

Mrs. Cathy Raymond read a statement made by the Concerned Malvern Residents that will be placed on file at the Malvern Borough building/ McGuigan Hall.

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Borough Solicitor McLean directed Borough Council to refrain from comment.

Council President Phillips commented on the Borough's Sub-Committee(s).

Mrs. Jennifer Chomko thanked the Malvern Borough Police Department and commented on a chicken incident that occurred in Malvern Borough and the costs of the proposed trail project. She inquired when the Trail will be discussed by Borough Council.

Borough Manager Loomis confirmed the Trail matter will be scheduled for the 4/16 Borough Council meeting.

Mr. John Buckley thanked Borough Manager Loomis and Borough Assistant Badman. He further commented on sidewalks and pedestrian safety throughout Malvern Borough.

Mr. Danny Fruchter commented on Facebook posts made and asked the Police Chief if crime was on the rise from minorities and immigrants.

Police Chief Marcelli responded no.

Mr. Joe Lorusso commented on the Borough's disclosure processes and to further look at 11(F) regarding contracts that pertain to the Borough.

Dr. Helise Bichefsky, DO commented that the residents represent themselves and individuals speaking during Public Comment are the comments of the person speaking.

Mr. Danny Fruchter commented on the Concerned Malvern Resident not being formally registered as a citizen group, and, for this reason, could not be submitted without the names of the individuals who were submitting the statement.

8. ADJOURNMENT

All business having been discussed, a motion was made by Council Vice President Bones, seconded by Council Member Niemiec, and carried by a vote of 7-0, to adjourn the meeting at 9:14PM.

Respectfully submitted,
Tiffany M. Loomis
Borough Manager/Secretary

Treasurer Report March 2024			April 16, 2024
GENERAL FUND:			
January 1, 2024 Opening Cash Balance		\$ 1,364,915.50	
2024 General Fund Budget		\$ 4,475,248.00	
Year-to-Date - Revenues		\$ 1,369,786.72	
Year-to-Date - Expenditures		\$ 1,416,114.18	
January Opening Cash Balance			\$ 1,175,424.20
March Revenues			* 502,903.20
Total Revenues and Opening Cash Balance			\$ 1,678,327.40
March Expenses			** 359,739.29
March 31, 2024 Closing cash balance			\$ 1,318,588.11
800,000 Special MM Acct.	National Bank of Malvern	\$ 1,318,588.11	
PLIGT CLASS I			
March Opening Cash Value		\$ 500,000.00	\$ 821,107.35
Deposits			
Interest			\$ 3,783.28
March Closing Balance	PLGHIT PRIME TERM 100K	Interest	\$ 824,890.63
1ST RESOURCE BANK			
Opening Cash Balance			\$ 250,832.57
Interest			\$ 630.50
Total Revnes			\$ 251,463.07
March Transfer to CD			
Closing Cash balnace			\$ 251,463.07
	1st Resource Bank CD	\$ 205,000.00	
MERIDIAN BANK CHECKING			
March 1, 2024 Opening Cash balance			\$ 68,758.95
March Revenues			
March 31, 2024 Closing Cash Balance			\$ 174.72
Total Revenues and Opening Cash Balance			
March Expenses			* \$ 68,933.67
March 31, 2024 Closing Cash Balance			\$ 68,933.67
		\$ 68,933.67	
CAPITAL RESERVE FUND:			
January 1, 2024 Opening Cash Balance		\$ 1,734,155.86	
2024 Capital Reserve Budget		\$ 3,113,750.00	
Year-to-Date - Revenues		\$ 4,305.81	
Year-to-Date - Expenditures		\$ 117,178.10	
March 1, 2024 Opening Cash Balance			\$ 1,680,830.48
March Revenues			1,438.54
Total Revenues and Opening Cash Balance			1,682,269.02
March Expenses			60,985.45
March 31, 2024 Closing Cash Balance			\$ 1,621,283.57
March Payroll	National Bank of Malvern	\$ 1,621,283.57	
**	\$ 26,420.84		
LIQUID FUEL FUND:			
January 1, 2024 Opening Cash Balance		\$ 185,968.90	
2024 Liquid Fuels Budget		\$ 90,000.00	
Year-to-Date Revenues		\$ 94,821.24	
Year-to-Date Expenditures		\$ -	
March 1, 2024 Opening Cash Balance			\$ 186,273.93
March Revenues			94,516.21
Total Revenues and Opening Cash Balance			280,790.14
March Expenses			*
March 31, 2024 Closing Cash Balance			\$ 280,790.14
	Savings Account	\$ 280,790.14	

SEWER FUND:			
January 1, 2024 Opening Cash Balance		\$	2,159,665.49
2024 Sewer Budget		\$	1,056,405.00
Year-to-Date - Revenues		\$	271,620.33
Year-to-Date - Expenditures		\$	235,559.15
March 1, 2024 Opening Cash Balance			\$ 2,239,180.51
March Revenue			48,583.41
Total Revenues and Opening Cash Balance			\$ 2,287,763.92
March Expenses			92,037.25
March 31, 2024 Closing Cash Balance			\$ 2,195,726.67
500,000.00 in MM Acct.	National Bank of Malvern	\$	2,195,726.67
SUMMARY ALL FUNDS March 2024			
January 1 2024 Opening Cash Balance		\$	6,571,218.22
2024 All Budgets		\$	9,491,480.00
Year-to-Date - Revenues All Funds		\$	1,755,351.03
Year-to-Date - Expenditures All Funds		\$	1,837,785.10
March 1, 2024 Opening Cash Balance			\$ 6,422,407.99
March Revenues	All Funds		648,071.86
Total Revenues and Opening Cash Balances All Funds			\$ 7,070,479.85
March Expenses			581,695.66
March 31, 2024 Closing Cash Balance			\$ 6,488,784.19
		\$	6,488,784.19
SIDEWALK FEE-IN-LIEU ACCOUNT:			
March 1, 2024 Opening Cash Balance			\$ 33,626.86
Revenue			85.45
Total Revenues and Opening Cash Balance			\$ 33,712.31
Expenses			
March 31, 2024 Closing Cash Balance			\$ 33,712.31
ARPA 2022 ACCOUNT			
March 1, 2024 Opening Cash Balance			\$ 865,154.35
Revenue			\$ 1,465.56
Total Revenues and Opening Cash Balance			\$ 866,619.91
Expenses			
March 31, 2024 Closing Cash Balance			\$ 866,619.91
CONTINGENCY FUNDS:			
	General Fund Contingencies		\$ 319,323.01
	National Bank of Malvern	Interest	\$811.39
		TOTAL	\$ 320,134.40
	Sewer Fund Contingencies		\$ 445,303.31
	National Bank of Malvern	Interest	\$1,131.51
			\$ 446,434.82
	National Bk of Malvern CD	6 Month	\$ 204,612.60
	6 Months	interest	
March 10, 2024 rolled over to 10 month CD	National Bk of Malvern CD	total	\$ 204,612.60
	6-Aug-24	National Bk of Malvern CD	12 Month
			\$ 200,000.00
	22-Sep-24	1First Resource Bank CD	15 Month
			\$ 205,000.00
TOTAL IN ALL ACCOUNTS			
			\$ 8,765,298.23
	Respectfully Submitted by,		
	Mary Lou Whitcomb		
	Borough Treasurer		

April 16, 2024

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 March.

Bills to be paid from the General Fund for Finance and Administration in the amount of \$ 113,368.82. Bills to be paid for Tax Collection in the amount of \$ 3,630.02. Bills to be paid for Capital Reserve Fund in the amount of \$ 60,985.45, have been examined and approved for payment.

Respectfully submitted,

Amy Finkbiner, Ph.D., Chair

Brendan Phillips

Zoe Warner, Ph.D.

April 16, 2024

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 March.

Bills to be paid from the General Fund for Police in the amount of
\$ 120,420.00 for Code Enforcement in the amount of \$ 10,654.72 and
for Malvern Fire Company in the amount of \$ 2,116.00 have been
Examined and approved for payment.

Respectfully submitted,

Brendan Phillips, Chair

Amy Finkbiner, Ph.D.

Lynne D. Frederick

April 16, 2024

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 March.

Bills to be paid from the General Fund for Highways in the amount of \$ 42,425.52. For Trash & Recyclables in the amount \$ 28,498.88 for Park and Recreation in the amount of \$ 8,725.29, have been examined and approved for payment. Bills to be paid from the Sewer Fund in the amount of \$ 92,037.25, have been examined and approved for payment.

Respectfully submitted,

Joseph Bones, Chair

Mark Niemiec

Angela Riccetti

Malvern Borough Accounts Payable

Report Date 04/10/24

Expenditure Budget Status Report GL Period 2403

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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	8,400.00	2,100.00	2,100.00		6,300.00	75
	001	SALARY - SECRETARY/MANAGER	83,283.00	6,406.40	22,422.40		60,860.60	73
	002	SALARY - TREASURER/ADMIN. ASST.	57,038.00	4,387.20	15,355.20		41,682.80	73
	003	ASSISTANT MANAGER	56,222.00	4,324.80	15,136.81		41,085.19	73
	021	SALARY & WAGES - CLERKS	12,168.00	1,004.09	2,944.19		9,223.81	76
	033	TELEPHONE & COMMUNICATIONS	15,500.00	910.95	3,100.84		12,399.16	80
			232,611.00	19,133.44	61,059.44	0.00	171,551.56	74
01401	000	REAL ESTATE TAX REFUNDS	6,500.00				6,500.00	100
			6,500.00	0.00	0.00	0.00	6,500.00	100
01402	020	MATERIALS & SUPPLIES	5,000.00	222.84	1,215.43		3,784.57	76
	021	CONFERENCES, SEMINARS, MEETINGS	5,000.00				5,000.00	100
	022	DUES & MEMBERSHIPS	4,555.00		2,114.08		2,440.92	54
	023	OFFICE EQUIP. MAINTENANCE & EXPENSE	32,000.00	929.33	4,900.56		27,099.44	85
	024	GENERAL EXPENSE	32,500.00	3,662.05	8,148.27		24,351.73	75
	025	ADVERTISING & PRINTING	8,000.00	155.11	820.45		7,179.55	90
	030	AUDITING SERVICES	34,500.00		5,500.00		29,000.00	84
			121,555.00	4,969.33	22,698.79	0.00	98,856.21	81
01403	012	COMMISSIONS-EARNED INC. TAX COLL.	20,000.00	3,563.21	3,563.21		16,436.79	82
	013	EIT TAX COLLECTION STUDY GROUP EXP	500.00				500.00	100
	014	GENERAL EXPENSE	150.00	66.81	66.81		83.19	56
			20,650.00	3,630.02	3,630.02	0.00	17,019.98	82
01404	000	LEGAL SERVICES	145,000.00	17,156.50	42,382.50		102,617.50	71
	002	LEGAL SERVICES-RIGHT-TO-KNOW	45,000.00	2,553.00	4,730.00		40,270.00	90
			190,000.00	19,709.50	47,112.50	0.00	142,887.50	75
01405	000	HR PROFESSIONAL SERVICES	30,000.00	7,500.00	7,500.00		22,500.00	75
			30,000.00	7,500.00	7,500.00	0.00	22,500.00	75
01406	200	WORKERS COMPENSATION	13,161.00		2,803.43		10,357.57	79
	220	INCOME PROTECTION INSURANCE	3,239.00		581.74		2,657.26	82
	221	GROUP LIFE INSURANCE	1,850.00		306.18		1,543.82	84
	222	HOSPITALIZATION INSURANCE	72,105.00	5,662.49	16,077.27		56,027.73	78
	223	DENTAL CARE INSURANCE	4,339.00		1,931.94		2,407.06	56
	224	SOCIAL SECURITY TAX- BOROUGH	39,733.00	2,073.49	6,647.12		33,085.88	83
			134,427.00	7,735.98	28,347.68	0.00	106,079.32	79
01407	021	OFFICE SUPPLIES	8,000.00		441.19		7,558.81	95

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01		GENERAL FUND						
01407	022	COMPUTER SUPPLIES	9,000.00				9,000.00	100
	025	REPAIRS AND MAINTENANCE	18,000.00	868.85	2,533.23		15,466.77	86
	026	SMALL TOOLS AND MINER EQUIPMENT	5,000.00				5,000.00	100
			40,000.00	868.85	2,974.42	0.00	37,025.58	93
01408	000	ENGINEERING SERVICES	40,000.00		3,829.50		36,170.50	90
			40,000.00	0.00	3,829.50	0.00	36,170.50	90
01409	020	MATERIALS & SUPPLIES	10,000.00	875.38	2,055.37		7,944.63	80
	021	UTILITIES	35,000.00		5,886.79		29,113.21	83
	022	GENERAL EXPENSE	2,500.00				2,500.00	100
	023	MAINTENANCE & REPAIRS	65,000.00	3,258.64	26,585.11		38,414.89	59
	024	ALARM SYSTEM EXPENSE	588.00	588.00	588.00			
			113,088.00	4,722.02	35,115.27	0.00	77,972.73	69
01410	010	SALARY - CHIEF OF POLICE	147,744.00	11,364.80	34,094.40		113,649.60	77
	011	SALARY & WAGES - PATROLMEN	666,393.00	48,586.23	145,336.58		521,056.42	78
	012	SALARY & WAGES - CLERICAL	78,545.00	5,449.60	16,348.80		62,196.20	79
	015	SALARY & WAGES-PART TIME PATROLMEN	94,000.00	6,132.00	23,356.00		70,644.00	75
	018	SALARY & WAGES -OVERTIME	76,000.00	743.68	14,503.63		61,496.37	81
	019	MAINTENANCE - OFFICE EQUIPMENT	5,000.00		494.76		4,505.24	90
	020	MATERIALS & SUPPLIES	4,000.00	249.87	450.62		3,549.38	89
	021	UNIFORMS	16,000.00	2,681.73	2,822.70		13,177.30	82
	022	AMMUNITION	5,000.00				5,000.00	100
	023	TRAINING - EDUCATION	9,000.00				9,000.00	100
	024	ADVERTISING & PRINTING	5,000.00				5,000.00	100
	025	TELEPHONE & COMMUNICATIONS	10,000.00	712.80	3,754.04		6,245.96	63
	026	VEHICLE MAINTENANCE & REPAIRS	19,400.00	904.30	1,619.60		17,780.40	92
	027	MAINTENANCE - TRAFFIC SIGNALS	2,000.00		1,982.00		18.00	1
	029	GAS & OIL	17,000.00	1,222.02	5,210.42		11,789.58	69
	030	TIRES	2,000.00	318.08	343.08		1,656.92	83
	031	ENERGY - TRAFFIC LIGHTS	2,500.00		332.83		2,167.17	87
	032	GENERAL EXPENSE	29,000.00	4,955.90	8,226.55		20,773.45	72
	033	GENERAL EXPENSE- OTHER	1,000.00				1,000.00	100
	042	DUES & MEMBERSHIPS	8,000.00		3,205.00		4,795.00	60
	043	BODY AND DASH BOARD CAMERAS	25,000.00		10,187.94		14,812.06	59
	070	CAPITAL EXPENDITURES	78,000.00		57,138.01		20,861.99	27
	071	IT NETWORKING SERVICES & EXPENSES	38,000.00	2,782.50	7,472.68		30,527.32	80
	072	COMPUTER HARDWARE	18,000.00				18,000.00	100
	200	WORKERS COMPENSATION	14,000.00		2,803.44		11,196.56	80
	220	INCOME PROTECTION SERVICES	6,500.00		1,492.36		5,007.64	77
	221	GROUP LIFE INSURANCE	4,000.00		869.40		3,130.60	78
	222	HOSPITALIZATION INSURANCE	190,000.00	15,102.32	45,282.66		144,717.34	76
	223	DENTAL CARE INSURANCE	15,000.00		4,607.43		10,392.57	69
	224	SOCIAL SECURITY TAX BOROUGH	80,000.00	5,471.05	17,699.22		62,300.78	78

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01		GENERAL FUND						
01410	228	POLICE PROFESSIONAL LIABILITY INSUR	18,000.00	13,867.00	13,867.00		4,133.00	23
	320	UNIFORMED PENSION PLAN	67,137.00				67,137.00	100
			1,751,219.00	120,543.88	423,501.15	0.00	1,327,717.85	76
01411	020	CONTRIBUTION VOLUNTEER FIRE COMPANY	152,088.00				152,088.00	100
	021	COST OF FIRE HYDRANTS	23,000.00				23,000.00	100
	022	VOL. FIRE CO. - WATER CONSUMPTION	3,000.00		921.29		2,078.71	69
	023	STATE WORKERS INS. FD. (SWIF)	44,855.00	2,116.00	4,232.00		40,623.00	91
	099	FOREIGN FIRE INS. MFC	36,300.00				36,300.00	100
			259,243.00	2,116.00	5,153.29	0.00	254,089.71	98
01414	010	SALARIS & WAGES - CODE ENFORCEMENT	147,468.00	9,372.09	30,401.00		117,067.00	79
	011	3RD PARTY INSPECTIONS	15,000.00				15,000.00	100
	020	GENERAL EXPENSE	6,500.00				6,500.00	100
	021	CONTRIBUTION TO PLANNING COMMISSION	2,500.00		525.00		1,975.00	79
	022	CONTRIBUTION TO ZONING BOARD	3,000.00				3,000.00	100
	023	CONTRIBUTION TO HISTORICAL COMMISS.	3,000.00	1,231.68	2,255.15		744.85	25
	024	CONTR. TO THE ENVIORNMENTAL ADV CO	1,000.00	50.95	50.95		949.05	95
	029	DONATION ACCOUNT	500.00				500.00	100
	221	REFUNDS- ZONING HEARINGS	750.00				750.00	100
			179,718.00	10,654.72	33,232.10	0.00	146,485.90	82
01415	000	EMERGENCY MANAGEMENT COORDINATOR	1,000.00		325.55		674.45	68
			1,000.00	0.00	325.55	0.00	674.45	67
01427	020	CONTRACTED SERVICES	201,886.00	24,583.33	73,456.24		128,429.76	64
	021	LANDFILL FEES & EXPENSES	85,000.00	3,915.55	16,444.67		68,555.33	81
			286,886.00	28,498.88	89,900.91	0.00	196,985.09	69
01430	010	SALARIES & WAGES - HIGHWAYS	252,635.00	25,862.26	64,730.14		187,904.86	74
	011	PUBLIC WORKS SAFETY EQUIPMENT	6,500.00				6,500.00	100
	018	SALRIES & WAGES-OVERTIME	30,000.00	39.00	10,669.33		19,330.67	64
	020	MATERIALS & SUPPLIES	8,000.00	516.79	1,887.38		6,112.62	76
	021	UTILITIES	10,000.00		3,123.43		6,876.57	69
	022	GENERAL EXPENSE	15,000.00	1,496.50	4,057.93		10,942.07	73
	023	EQUIPMENT RENTALS	4,000.00				4,000.00	100
	024	TELEPHONE & COMMUNICATIONS	7,500.00	519.08	1,889.40		5,610.60	75
	025	VEHICLE MAINTENANCE & REPAIRS	12,000.00	110.00	1,193.03		10,806.97	90
	026	GAS, OIL & TIRES	15,000.00	814.65	3,474.47		11,525.53	77
	027	MINOR EQUIPMENT PURCHASES	2,500.00				2,500.00	100
	200	WORKERS COMPENSATION	12,432.00		2,803.44		9,628.56	78
	220	INCOME PROTECTION INSURANCE	2,910.00		597.68		2,312.32	80
	221	GROUP LIFE INSURANCE	1,815.00		326.64		1,488.36	82

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01		GENERAL FUND						
01430	222	HOSPITALIZATION INSURANCE	98,911.00	8,784.32	26,328.66		72,582.34	73
	223	DENTAL CARE INSURANCE	4,333.00		1,765.51		2,567.49	59
	224	SOCIAL SECURITY TAX - BOROUGH	25,656.00	2,377.97	6,768.42		18,887.58	74
			509,192.00	40,520.57	129,615.46	0.00	379,576.54	75
01432	020	SNOW & ICE REMOVAL	20,000.00	1,739.95	12,259.65		7,740.35	39
			20,000.00	1,739.95	12,259.65	0.00	7,740.35	39
01433	020	STREET SIGNS & MARKINGS	10,500.00		74.10		10,425.90	99
			10,500.00	0.00	74.10	0.00	10,425.90	99
01434	020	STREET LIGHTING	30,000.00	165.00	4,751.61		25,248.39	84
			30,000.00	165.00	4,751.61	0.00	25,248.39	84
01436	020	MAINT. & REPAIRS - SEWERS & DRAINS	3,000.00				3,000.00	100
	053	STORMWATER FEES	2,000.00				2,000.00	100
			5,000.00	0.00	0.00	0.00	5,000.00	100
01437	020	REPAIRS TO TOOLS & MACHINERY	4,000.00		494.15		3,505.85	88
			4,000.00	0.00	494.15	0.00	3,505.85	88
01438	020	MAINTENANCE & REPAIRS - STREETS	30,000.00				30,000.00	100
			30,000.00	0.00	0.00	0.00	30,000.00	100
01439	070	CAPITAL EXPENDITURES	70,000.00		60,003.82		9,996.18	14
			70,000.00	0.00	60,003.82	0.00	9,996.18	14
01452	020	RECREATIONAL PROGRAMS	15,000.00	998.76	1,308.66		13,691.34	91
	021	MAINTENANCE & REPAIRS	10,500.00	70.24	1,639.04		8,860.96	84
			25,500.00	1,069.00	2,947.70	0.00	22,552.30	88
01454	010	SALARIES & WAGES - PARKS & REC.	58,102.00	5,706.33	14,713.33		43,388.67	75
	020	MATERIALS & SUPPLIES	6,825.00	199.96	594.88		6,230.12	91
	021	GENERAL EXPENSE	7,875.00		164.01		7,710.99	98
			72,802.00	5,906.29	15,472.22	0.00	57,329.78	79
01455	020	SHADE TREE MAINTENANCE	17,250.00	1,750.00	1,750.00		15,500.00	90
			17,250.00	1,750.00	1,750.00	0.00	15,500.00	90

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01		GENERAL FUND						
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	23,653.00				23,653.00	100
			23,653.00	0.00	0.00	0.00	23,653.00	100
01486	026	CASUALTY - GENERAL LIABILITY	11,000.00	15,116.00	15,116.00		-4,116.00	-37
	027	AUTOMOBILE LIABILITY INSURANCE	4,153.00	4,904.00	4,904.00		-751.00	-18
	029	PUBLIC OFFICIALS LIABILITY INS.	7,389.00	9,538.00	9,538.00		-2,149.00	-29
	030	INLAND MARINE INSURANCE	9,383.00	5,199.00	5,199.00		4,184.00	45
	032	COMMERCIAL PROPERTY INSURANCE	2,490.00	12,849.00	12,849.00		-10,359.00	-416
	033	PROFESSIONAL DEVELOPMENT	10,000.00		2,495.00		7,505.00	75
	034	STAFF OUTREACH	5,000.00	999.82	2,912.82		2,087.18	42
			49,415.00	48,605.82	53,013.82	0.00	-3,598.82	-7
01489	010	MILITARY & CIVIC CONTRIBUTIONS	45,500.00		25,500.00		20,000.00	44
			45,500.00	0.00	25,500.00	0.00	20,000.00	44
01492	011	TRANSFER TO CAPITAL RESERVE FUND	143,359.00				143,359.00	100
			143,359.00	0.00	0.00	0.00	143,359.00	100
01	*****	GENERAL FUND	4,475,248.00	329,839.25	1,070,263.15	0.00	3,404,984.85	76

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08		SEWER FUND						
08429	010	SALARIES & WAGES - SEWER OP & MAINT	160,768.00	16,457.82	41,191.92		119,576.08	74
	020	MATERIALS & SUPPLIES	4,200.00				4,200.00	100
	021	UTILITIES	25,000.00		5,427.04		19,572.96	78
	022	MAINTENANCE & REPAIRS	15,000.00		962.45		14,037.55	94
	023	VEHICLE MAINTENANCE & REPAIRS	5,000.00				5,000.00	100
	024	GAS & OIL	6,000.00	226.30	965.00		5,035.00	84
	026	SEWAGE DISPOSAL VARIOUS	450,000.00		66,708.25		383,291.75	85
	027	MATERIALS & SUPPLIES	3,000.00	982.58	982.58		2,017.42	67
	028	GENERAL EXPENSE	10,500.00		1,379.06		9,120.94	87
	029	ENGINEERING	10,000.00		218.75		9,781.25	98
	030	TELEPHONE & COMMUNICATIONS	6,300.00				6,300.00	100
	031	ALARM SYSTEM EXPENSE	2,100.00				2,100.00	100
	101	SALARIES & WAGES - SEWER ADMIN.	104,627.00	8,115.74	27,835.50		76,791.50	73
			802,495.00	25,782.44	145,670.55	0.00	656,824.45	82
08430	070	CAPITAL EXPENDITURES	15,000.00				15,000.00	100
			15,000.00	0.00	0.00	0.00	15,000.00	100
08484	010	AUTOMOBILE INSURANCE	2,771.00	1,907.00	1,907.00		864.00	31
	200	WORKMEN'S COMPENSATION	12,054.00		2,803.44		9,250.56	77
			14,825.00	1,907.00	4,710.44	0.00	10,114.56	68
08486	011	CASUALTY - GENERAL LIABILITY	11,000.00	5,879.00	5,879.00		5,121.00	47
	013	SOCIAL SECURITY TAX -SEWER - BORO	20,941.00	1,847.28	5,188.04		15,752.96	75
	014	COMMERICAL PROPERTY INSURANCE	7,863.00	4,997.00	4,997.00		2,866.00	37
	015	PUBLIC OFFICIALS LIABILITY INS.	4,854.00	3,709.00	3,709.00		1,145.00	24
	016	DENTAL CARE INSURANCE	6,257.00		2,131.85		4,125.15	66
	017	INCOME PROTECTION INSURANCE	4,099.00		786.28		3,312.72	81
	019	HOSPITALIZATON & PRESCRIPTION INS.	98,634.00	6,070.13	17,723.23		80,910.77	82
	020	GROUP LIFE INSURANCE	2,420.00		421.86		1,998.14	83
			156,068.00	22,502.41	40,836.26	0.00	115,231.74	74
08492	013	TRANSFER TO SEWER CAPITAL RESERVE	114,094.00				114,094.00	100
			114,094.00	0.00	0.00	0.00	114,094.00	100
08	*****	SEWER FUND	1,102,482.00	50,191.85	191,217.25	0.00	911,264.75	83

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20		SEWER CAPITAL RESERVE						
20429	072	REPAIR OF SEWER LATERALS	120,000.00				120,000.00	100
	073	REPAIR JOINTS FOR I & I	150,000.00	33,980.00	34,105.00		115,895.00	77
	074	UPGRADE WET WELL PUMP ST.#2 RUTHLAN	25,000.00		2,034.00		22,966.00	92
	076	CONSTRUCTION FUND-VFSA & TT	50,000.00	7,865.40	8,202.90		41,797.10	84
	077	EJECTOR STATION #1 UPGRADE MONUMENT	410,000.00				410,000.00	100
			755,000.00	41,845.40	44,341.90	0.00	710,658.10	94
20	*****	SEWER CAPITAL RESERVE	755,000.00	41,845.40	44,341.90	0.00	710,658.10	94
30		CAPITAL RESERVE FUND						
30400	001	ZONING ORDINANCE AMENDMENTS UPDATE	120,000.00	14,865.45	19,137.50		100,862.50	84
	002	GENERAL CODE REFORMAT OF CODE ORDIN	5,000.00				5,000.00	100
	005	MAIN STREET TASK FORCE	25,000.00				25,000.00	100
	006	PROFESSIONAL SERV. FOR PUBLIC WORKS	20,000.00				20,000.00	100
	007	MICROSOFT 365-UPGRADE IT SYS. CLOUD	15,000.00				15,000.00	100
			185,000.00	14,865.45	19,137.50	0.00	165,862.50	90
30402	026	DOCUMENT IMAGING	15,000.00				15,000.00	100
			15,000.00	0.00	0.00	0.00	15,000.00	100
30409	000	MUNICIPAL BUILDING RENOV.	117,000.00	45,900.00	45,900.00		71,100.00	61
			117,000.00	45,900.00	45,900.00	0.00	71,100.00	61
30430	001	TRAFFIC ANALYSIS ENGINEER STUDIES	30,000.00	220.00	911.25		29,088.75	97
			30,000.00	220.00	911.25	0.00	29,088.75	97
30435	003	MUTIMODAL PEDESTRIAN-DCED GRANT	75,000.00				75,000.00	100
	006	RANDOLPH WOODS DEV./M-W GREENWAY TR	100,000.00				100,000.00	100
	007	RANDOLPH WOODS DEVELOPMENT-PHASE 1A	125,200.00		2,941.50		122,258.50	98
	008	OPEN SPACE ACQUISITION	100,000.00				100,000.00	100
	012	SIDEWALK IMPROVEMENTS	50,000.00				50,000.00	100
			450,200.00	0.00	2,941.50	0.00	447,258.50	99
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	646,350.00		3,562.50		642,787.50	100
	002	TRAFFIC SAFETY IMPROVEMENTS	50,000.00				50,000.00	100
	070	PAVING BOROUGH STREETS	350,000.00		181.25		349,818.75	100

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			1,046,350.00	0.00	3,743.75	0.00	1,042,606.25	100
30445	001	Parking Facility Improvements	5,000.00				5,000.00	100
			5,000.00	0.00	0.00	0.00	5,000.00	100
30446	001	STREAMBANK STABILIZATION	844,150.00		906.25		843,243.75	100
	002	Drainage Improvements	75,000.00		43,637.85		31,362.15	42
			919,150.00	0.00	44,544.10	0.00	874,605.90	95
30454	001	Park Improvements	30,550.00				30,550.00	100
	003	PUMP TRACK	25,000.00				25,000.00	100
			55,550.00	0.00	0.00	0.00	55,550.00	100
30455	001	KING STREET- SHADE TREE PLAN	25,000.00				25,000.00	100
			25,000.00	0.00	0.00	0.00	25,000.00	100
30459	000	SIGNAGE THROUGHOUT THE BOROUGH	25,000.00				25,000.00	100
	001	Trail Construction	100,000.00				100,000.00	100
			125,000.00	0.00	0.00	0.00	125,000.00	100
30480	8932	GENERAL EXPENSE	10,000.00				10,000.00	100
			10,000.00	0.00	0.00	0.00	10,000.00	100
30	*****	CAPITAL RESERVE FUND	3,113,750.00	60,985.45	117,178.10	0.00	2,996,571.90	96

Malvern Borough Accounts Payable

Report Date 04/10/24

Expenditure Budget Status Report
GL Period 2403

PAGE 9

Acct #	Sub #	Description	Amended Budget	MTD Expended	YTD Expended	Outstanding Encumbered	Unencumbered Balance	Budget% Unused
35		HIGHWAY AID FUND						
35492	000	TRANSFER TO GENERAL FUND	30,000.00				30,000.00	100
			30,000.00	0.00	0.00	0.00	30,000.00	100
35	*****	HIGHWAY AID FUND	30,000.00	0.00	0.00	0.00	30,000.00	100
			9,476,480.00	482,861.95	1,423,000.40	0.00	8,053,479.60	85

Legend:

Expenditure Budget Status Report Previewing to your screen

Starting at Fund 01400

MARP03 run by Tiffany Loomis 11 : 36 AM

Acct #	Sub #	Description	Amended Budget	MTD Received	YTD Received	Unrealized Balance	Budget % Realized
01		GENERAL FUND					
01301	000	REAL ESTATE TAXES (CURRENT)	1,179,042.00	324,479.82	324,479.82	854,562.18	28
	002	REAL ESTATE TAXES (DELINQUENT)	10,000.00	3,239.65	3,836.45	6,163.55	38
	003	INTERIM REAL ESTATE TAXES	3,500.00	1,847.11	1,847.11	1,652.89	53
			1,192,542.00	329,566.58	330,163.38	862,378.62	28
01310	000	PER CAPITA TAX (CURRENT)	19,000.00	5,309.30	5,309.30	13,690.70	28
	001	PER CAPITA TAX (PRIOR YEARS)	1,000.00	22.00	302.50	697.50	30
	010	REAL ESTATE TRANSFER TAX	250,000.00	7,546.00	60,377.80	189,622.20	24
	020	EARNED INCOME TAX (CURRENT)	1,800,000.00	14,766.30	52,866.30	1,747,133.70	3
	021	EARNED INCOME TAX (PRIOR YEARS)	500,000.00	86,100.00	510,086.83	-10,086.83	102
	052	LOCAL SERVICE TAX (PRIOR)	55,000.00	2,482.27	36,912.22	18,087.78	67
			2,625,000.00	116,225.87	665,854.95	1,959,145.05	25
01320	001	BUILDING PERMITS & REGISTRATION	35,000.00	5,100.85	8,896.25	26,103.75	25
	002	PLUMBING PERMITS & REGISTRATIONS	3,000.00	309.50	1,206.00	1,794.00	40
	004	ZONING & SUBDIVISION PERMITS	5,000.00	300.00	950.00	4,050.00	19
	006	FRANCHISE FEE - COMCAST	82,000.00		18,285.99	63,714.01	22
	007	HOUSING & PROPERTY MAINTENANCE FEES	40,000.00	2,702.35	34,950.00	5,050.00	87
	071	INSPECTION FEES	8,000.00	525.00	1,825.00	6,175.00	23
			173,000.00	8,937.70	66,113.24	106,886.76	38
01321	033	PARKING PERMITS	2,000.00	263.00	623.00	1,377.00	31
			2,000.00	263.00	623.00	1,377.00	31
01330	000	VIOLATIONS OF ORDINANCES	4,000.00	175.00	1,468.81	2,531.19	37
	001	MOTOR VEHICLE CODE VIOL./ CRIMINAL		1,410.68	4,085.19	-4,085.19	
			4,000.00	1,585.68	5,554.00	-1,554.00	139
01341	000	EARNINGS ON INVESTMENTS	50,000.00	9,745.98	34,281.61	15,718.39	69
			50,000.00	9,745.98	34,281.61	15,718.39	69
01342	000	RENTS OF PROPERTY	78,750.00	6,494.59	19,483.77	59,266.23	25
			78,750.00	6,494.59	19,483.77	59,266.23	25
01362	000	POLICE SPECIAL DUTY	7,500.00		400.00	7,100.00	5
	001	GRANTS	6,200.00	796.43	2,752.16	3,447.84	44
	003	OTHER INCOME	4,600.00	200.00	200.00	4,400.00	4
			18,300.00	996.43	3,352.16	14,947.84	18
01379	000	MISCELLANEOUS INCOME	30,000.00	2,254.86	6,303.21	23,696.79	21

Acct #	Sub #	Description	Amended Budget	MTD Received	YTD Received	Unrealized Balance	Budget % Realized
01		GENERAL FUND					
01379	002	PD AUTO. PROT. DEVICE ALARM REGIST.	3,000.00	150.00	1,925.00	1,075.00	64
	003	PD COPIES OF ACCIDENT/MISC. REPORTS	550.00	45.00	105.00	445.00	19
	004	MISCELLANEOUS TAX CERTIFICATION & D	4,500.00	330.00	2,765.00	1,735.00	61
			38,050.00	2,779.86	11,098.21	26,951.79	29
01395	000	REFUNDS	3,500.00	155.00	183.82	3,316.18	5
			3,500.00	155.00	183.82	3,316.18	5
01404	000	LEGAL SERVICES	145,000.00	17,156.50	42,382.50	102,617.50	29
			145,000.00	17,156.50	42,382.50	102,617.50	29
01	*****	GENERAL FUND	4,330,142.00	493,907.19	1,179,090.64	3,151,051.36	27

Acct #	Sub #	Description	Amended Budget	MTD Received	YTD Received	Unrealized Balance	Budget % Realized
08		SEWER FUND					
08341	000	EARNINGS FROM INVESTMENTS	30,000.00	4,104.80	11,902.13	18,097.87	40
			30,000.00	4,104.80	11,902.13	18,097.87	40
08364	010	SEWER RENTS	1,018,180.00	45,443.59	262,570.14	755,609.86	26
	012	OTHER INCOME - PENALTIES & INTEREST	48,586.00	166.53	461.53	48,124.47	1
			1,066,766.00	45,610.12	263,031.67	803,734.33	25
08	*****	SEWER FUND	1,096,766.00	49,714.92	274,933.80	821,832.20	25
30		CAPITAL RESERVE FUND					
30340	000	EARNINGS FROM INVESTMENTS	10,000.00	1,438.54	4,305.81	5,694.19	43
			10,000.00	1,438.54	4,305.81	5,694.19	43
30	*****	CAPITAL RESERVE FUND	10,000.00	1,438.54	4,305.81	5,694.19	43

Acct #	Sub #	Description	Amended Budget	MTD Received	YTD Received	Unrealized Balance	Budget % Realized
35		HIGHWAY AID FUND					
35341	000	EARNINGS FROM INVESTMENTS	2,000.00	237.63	542.62	1,457.38	27
			2,000.00	237.63	542.62	1,457.38	27
35355	005	STATE MOTOR LICENSE FUND GRANT	93,955.00	94,278.58	94,278.58	-323.58	100
			93,955.00	94,278.58	94,278.58	-323.58	100
35	*****	HIGHWAY AID FUND	95,955.00	94,516.21	94,821.20	1,133.80	99
			5,532,863.00	639,576.86	1,553,151.45	3,979,711.55	28

Louis M. Marcelli
Chief of Police

MALVERN BOROUGH POLICE DEPARTMENT



Date: April 2, 2024
To: Mayor Uzman
Members of Borough Council
From: Louis M. Marcelli, Chief of Police
Subject: MONTHLY REPORT –March 2024

During the month of March 2024, Members of the Police Department received 277 calls for service. Of the 277 calls, there was 1- Part 1 Crime and 2-Part II Crimes. The Members of the Department made 4 Criminal arrests for the month.

Traffic Enforcement:

Traffic Citations –33; Warnings –31; Parking Tickets – 22 and Ordinances – 0.

Alarms:

There were 4 police, 2 fire alarms and 0 EMS alarm.

EMS, Medical and Ambulance:

There was a total of 16 calls.

Accidents:

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

Assistance to Malvern Police Department:

The Police Department received assistance from other Departments on 0 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 4 occasions for miscellaneous police related issues.

House Checks:

There were 17 house checks for the month.

Fingerprinting:

One fingerprint service was provided

Training:

March 22nd- Corporal Dougherty attended Pointman Leadship training.

March 27th and 28th Corporal Walker attended Compassion in Action training

March 25th-27th- Officer Daniels completed mandatory annual update training for police certification.

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

March 2024

STREET DEPT:

Trash containers on King Street and all Public Parks are cleaned out weekly on Monday and Friday.
Doggie Bag dispensers were filled.
Cleaned storm drains
18 Mark outs were received from Pa One Call and completed.
Repaired street signs.
Battlefield was moved.
Replaced wood deck on landscape trailer.
Fence Repaired at Monument Grounds.
Police Lockers assembled and installed.
Repaired damaged area in parking lot at Quann Park.

SEWER DEPT:

Pump stations were checked daily.
Pumped 15,112,400 gallons to Valley Forge Sewer Authority.
Pumps services at Ejector Station #2 located at West First Avenue.
Cleaned out wet well at pump stations.
Meter pits checked weekly.

SHOP:

Service and inspection on Police vehicles. Serviced all trucks.

Respectfully submitted,
Walter Davis
Superintendent of Public Works

ARPA COMMITTEE RECOMMENDATIONS & EXPENDITURE STATUS AS OF APRIL 8, 2024

CATEGORY	TOTAL AMOUNT DESIGNATED TO BE RELEASED	TRANSACTIONS	REMAINING BALANCE	NOTES	MONIES SPENT TO DATE
<p>Borough Hall Renovations including but not limited to: 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	\$ 39,292.76
<p>Library Renovations including but not limited to: Carpet Tiles Painting the Library Foyer Renovations Shared Bathroom Renovations AC System to be repaired</p>	\$ 40,000.00	<p>Borough Council approved COSTAR flooring quotes totaling \$37,670.47 at their October 3, 2023 meeting. Funds will be released when work is completed. \$12,532.24 paid on 2/15/2024 \$10,847.66 paid on 4/9</p>	\$ 16,620.10	NONE	\$ 23,379.90
<p>Economic Revitalization including but not limited to: 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 - 9/15/2023 \$5,000 - Derk & Edson - Grant Preparation- Authorized by Borough Council on 11/8 \$82,050 PAID to MKSR, Inc. as of March 2024</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>WORKING ON MAIN STREET MANAGER INITIATIVE</p>	\$ 106,600.00
<p>Public Works Capital Improvement Program including but no limited to: 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> <p>Borough Council authorized \$72,100 on September 19, 2023 to be spent towards the Jennings Lane Storm Sewer Capital Improvement Project. Jurich, Inc. paid on 2/15/2024. \$72,100 of the invoice due was paid from ARPA funds.</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>COMPLETED</p>	\$ 106,600.00
<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>	\$ -	COMPLETED	\$ 20,000.00
<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>	\$ 900.00	<p>Service Contract ends March 31, 2024</p>	\$ 9,900.00
<p>Malvern Fire Company - Purchase of EMS Gear COMPLETED</p>	\$ 36,883.00	<p>\$36,883 - EMS GEAR - 10/19/2022</p>	\$ -	COMPLETED	\$ 36,883.00
GRANT TOTAL OF FUNDS TO BE SPENT	\$ 360,883.00	GRAND TOTAL REMAINING TO BE SPENT	\$ 18,227.34		\$ 429,705.66

RTKL LOG

Case #	Request Date	Date Received	Requestor	Records Requested	Borough Responder	Response	
						Date	Extension
RTK-2023-055	9/27/2023	10/2/2023	Joseph Catuzzi	<p>All communications (including e-mails and letters) and documents exchanged with the Borough's insurance carrier (the "Insurer") regarding the "stormwater capital improvement project" at the Malvern Post Office (the "Project") as that Project is referenced in the Borough's 2023 Summer Newsletter. 1 This request includes, but is not limited to, any claim(s) submitted by the Borough to the Insurer relating to the Project and responses given to the Borough. 2. A copy of the insurance policy pursuant to which the Borough received \$41,984.74 as referenced on page 1 of the Borough's 2023 Summer Newsletter. 3. A copy of all communications regarding the Project, including communications with third parties, hired by the Borough to perform the Project. 4. A copy of all documents the Borough relied upon in writing that the "flooding" at the Malvern Borough Post Office "was occurring due to failing stormwater infrastructure" in its 2023 Summer Newsletter. 5. A copy of all documents reflecting the bidding process for the Project. 6. Copies of any bonds, letters of credit, other security provided to the Borough by any contractors hired to perform work on the Project. 7. All communications among Borough employees between January 1, 2020 to the present relating to the Malvern Post Office (including flooding at the Malvern Post Office), the renewal of the lease for the Malvern Post Office, work to be performed to alleviate flooding at the Malvern Post Office, stormwater management infrastructure at the Malvern Post Office, and the Project.</p> <p>RESPONSE DUE 11/8/2023 & 2/26/2024 - COMPLETED</p>	Tiffany Loomis	11/8/2023 1/27/2024	Yes
RTK-2023-067	12/14/2023	12/14/2023	Lauren Shission	<p>All records regarding contracts, bid proposals and any and all information relating to insurance (casualty, liability, worker's compensation, etc.) regarding Highway Materials Inc. for roadway maintenance, construction, or supply of asphalt from 1950-1980.</p> <p>RESPONSE DUE 1/19/2024 - COMPLETED</p>	Tiffany Loomis	1/18/2024	Yes
RTK-2023-068	12/17/2023	12/18/2023	Fred Mannis	<p>Journal Entries for Year 2023 Legal Expenses.</p> <p>RESPONSE DUE 1/24/2024 - COMPLETED</p>	Tiffany Loomis	1/18/2024	Yes
RTK-2023-069	12/20/2023	12/20/2023	Danny Fruchter	<p>To accept the resignation agreement as submitted and executed by Officer Capuano. Officer Capuano has resigned from his position of employment by Malvern Borough as of January 31, 2024. Please provide a complete copy of the agreement referred to in section 4d of the agenda. RESPONSE DUE 1/26/2024 - COMPLETED</p>	Corinne Badman	1/8/2024	Yes
RTK-2023-070	12/31/2023	1/2/2024	Danny Fruchter	<p>The Declaration page(s) from all of the Borough's liability policies in force during 2022. RESPONSE DUE 2/8/2024 - COMPLETED</p>	Tiffany Loomis	1/25/2024	Yes
RTK-2024-001	1/1/2024	1/2/2024	Danny Fruchter	<p>All requests for 'Comp' time from Chief Lou Marcelli and any documents that support (time sheets, Mayor's memos, etc.) or deny those requests for the years 2022 and 2023.</p> <p>RESPONSE DUE 2/7/2024 - COMPLETED</p>	Corinne Badman	1/17/2024	Yes
RTK-2024-002	12/26/2023 1/2/2024	12/26/2023 - RTKL 1/2/2024 - ACT 22	Danny Fruchter	<p>Interaction between Police Chief, Officer Daniels, and Danny S. Fruchter outside polling location at 146 Channing Avenue, Malvern, PA.</p> <p>RESPONSE DUE 2/1/2024 - COMPLETED</p>	Corinne Badman	1/26/2024	Yes
RTK-2024-003	1/2/2024	1/2/2024	Danny Fruchter	<p>All emails from Lynne Frederick to Joe Bones in 2023.</p> <p>RESPONSE DUE 2/8/2024 - COMPLETED</p>	Tiffany Loomis	2/8/2024	Yes
RTK-2024-004	1/4/2024	1/4/2024	Peter Papadopoulos	<p>All files and records regarding 551 Sugartown Road.</p> <p>FILES REVIEWED IN PERSON - COMPLETED</p>	Corinne Badman	1/4/2024	No
RTK-2024-005	1/8/2024	1/8/2024	Vincent D'Annunzio	<p>Architectural plans for 525 Monument Avenue, 530 Highland Avenue, 60 Crest Avenue, and 604 Highland Avenue. Main Sanitary Sewer Depth in street at 626 Monument Avenue.</p> <p>RESPONSE DUE 2/15/2024 - COMPLETED: FILES REVIEWED IN PERSON</p>	Tiffany Loomis	1/24/2024	Yes
RTK-2024-006	1/8/2024	1/8/2024	Vincent D'Annunzio	<p>Property taxes for Year 2023 for 147 Prospect/ Monument Avenue, 60 Crest Avenue, 112 Monument Avenue, 112 & 525 Monument Avenue, 530 Highland Avenue, 15 & 17 Griffith Avenue, and 145 & 155 Griffith Avenue</p> <p>RESPONSE DUE 2/15/2024. COMPLETED</p>	Tiffany Loomis	1/18/2024	Yes
RTK-2024-007	1/12/2024	1/12/2024	Cathy Kerr	<p>Old Lincoln Highway bid tabulation. COMPLETED</p>	Tiffany Loomis	1/12/2024	No
RTK-2024-008	1/5/2024	1/16/2024	Cathy Kerr	<p>Old Lincoln Highway bid tabulation. COMPLETED</p>	Tiffany Loomis	1/16/2024	No
RTK-2024-009	1/16/2024	1/17/2024	Danny Fruchter	<p>MBPD Expenditures for Year 2023. COMPLETED</p>	Tiffany Loomis	1/16/2024	No
RTK-2024-010	1/22/2024	1/22/2024	Joseph A. Lorusso	<p>Painting Contracts awarded to the Library and Borough Hall in Years 2023 & 2024., including all emails regarding such and minutes approving such contracts. RESPONSE DUE 2/28/2024 - COMPLETED</p>	Tiffany Loomis	2/1/2024	Yes

RTKL LOG

Case #	Request Date	Date Received	Requestor	Records Requested	Borough Responder	Response	
						Date	Extension
RTK-2024-011	1/22/2024	1/22/2024	Daniela Garza	Records or permits regarding Roof Replacements or repairs for 33 Daisey Lane. RESPONSE DUE 1/29/2024 - COMPLETED	Tiffany Loomis	1/24/2024	No
				<p>All documents setting forth the terms of Louis Marcelli's employment with the Borough, including but not limited to duties, compensation, work schedule, vacation, holiday, sick, and compensatory time and pay, for the period of his employment.</p> <p>The Borough's Employee Handbook as in effect since January 1, 2014, including, without limitation, all versions, amendments, supplements to date.</p> <p>Documents setting forth Mr. Marcelli's actual gross annual compensation for each year of his Borough employment for 2021, 2022, and 2023.</p> <p>Documents showing any annual breakdown of Mr. Marcelli's compensation (e.g., regular, sick, vacation, holiday, overtime, compensatory pay) for the years 2021, 2022 and 2023. If reports showing the annual breakdown of compensation do not exist, please provide documents showing compensation breakdown for any shorter periods.</p> <p>Documents regarding any submission to or action by the Civil Service Commission with respect to Mr. Marcelli's employment.</p>			
RTK-2024-012	1/29/2024	1/29/2024	Danny Fruchter	RESPONSE DUE 3/6/2024 - COMPLETED	Tiffany Loomis	3/6/2024	Yes
				<p>1. All current, in-force collective bargaining agreement(s) (CBAs) between Malvern Borough and the following employee or labor organization(s): Malvern Police Officers Association (as those terms are defined in the Public Employee Relations Act, Public School Code, or Police and Firemen Collective Bargaining Act or Act 111). If available, I request signed copies of the responsive documents.</p> <p>2. Any and all memoranda of understanding (MOUs), side agreements, or any other agreements between Malvern Borough and Malvern Police Officers Association concerning terms and conditions of employment that remain in force. If available, I request signed copies of the responsive documents.</p>			
RTK-2024-013	1/29/2024	1/29/2024	Andrew Holman	RESPONSE DUE 3/6/2024 - COMPLETED	Tiffany Loomis	3/4/2024	Yes
				<p>1. 2023 W-2 IRS forms for all currently employed full-time Police officers.</p> <p>2. The W-2's for the first two years after hiring for each currently serving full-time Police Officer.</p> <p>3. 2023 W-2 for Lou Marcelli.</p>			
RTK-2024-014	2/5/2024	2/5/2024	Danny Fruchter	RESPONSE DUE 3/13/2024 - COMPLETED	Tiffany Loomis	3/13/2024	Yes
				Reconciled Financial Report for Year 2023 for Line Item #01-404-000.			
RTK-2024-015	2/5/2024	2/5/2024	Joseph A. Lorusso	RESPONSE DUE 2/12/2024 - COMPLETED	Tiffany Loomis	2/5/2024	No
				Any and all correspondence between Lynne Frederick and Joe Bones from 9/22/2023 to the present			
RTK-2024-016	2/6/2024	2/6/2024	Jennifer Chomko	RESPONSE DUE 3/14/2024 - COMPLETED	Tiffany Loomis	3/14/2024.	Yes
				At the Feb 6, 2024 Borough Council meeting, during Public Comment, Jennifer Chomko presented an RTK request which was logged and accepted by the Borough Manger. Please send me a copy of Mrs. Chomko's RTK request.			
RTK-2024-017	2/7/2024	2/7/2024	Danny Fruchter	RESPONSE DUE 2/14/2024 - COMPLETED	Tiffany Loomis	2/13/2024	No
				I am writing to request access to all open residential code violation records. in Malvern Borough from January 1, 2024, to the current date for private research purposes. The information is sought for private understanding and analysis. If possible, kindly provide the records in an electronic format, such as PDF, and advise on any associate fees or procedures for obtaining this information. Thank you for your assistance, and I appreciate your prompt attention to this request. RESPONSE DUE 2/21/24 - COMPLETED	Corinne Badman	2/20/2024	No
RTK-2024-018	2/12/2024	2/13/2024	William Johnny	RESPONSE DUE 2/21/2024 - COMPLETED			
				Credit card statements from October 2023 to date.			
RTK-2024-019	2/14/2024	2/14/2024	Joseph Lorusso	RESPONSE DUE 2/21/2024 - COMPLETED	Tiffany Loomis	2/21/2024	No
				Invoices for portable toilets rented by the Borough for Year 2023			
RTK-2024-020	2/20/2024	2/20/2024	Joe Harvey	RESPONSE DUE 2/27/2024 - COMPLETED	Tiffany Loomis	2/27/2024	No
RTK-2024-021	2/21/2024	2/21/2024	John Kohler	RESPONSE DUE 2/28/2024 - COMPLETED	Tiffany Loomis	2/26/2024	No
RTK-2024-022	2/23/2024	2/23/2024	John Kohler	RESPONSE DUE 3/1/2024 - COMPLETED	Tiffany Loomis	3/1/2024	No
				Trail Grant Application upon becoming available.			

RTKL LOG

Case #	Request Date	Date Received	Requestor	Records Requested	Borough Responder	Response Date	Extension
RTK-2024-023	3/1/2024	3/1/2024	Cathy Raymond	#1.) Emails sent by Tiffany Loomis to members of Borough Council with regard to draft agendas and draft council minutes that were sent between January 1, 2023 through December 31, 2023. #2.) Emails sent among the following persons with regard to the preparation of the Borough budget between June 1, 2023 and December 1, 2023 including Tiffany Loomis, Corinne Badman, Amy Finkbiner, Joseph Bones, Marty Laney, and Zoe Warner. RESPONSE DUE 4/5/2024 - COMPLETED PART I OF II PART II OF II - RESPONSE DUE 4/16/2024	Tiffany Loomis	4/5/2024 In Process	Yes
RTK-2024-024	3/4/2024	3/4/2024	Danny Fruchter	SALDO Sketch Plan Application Submission for 155 Channing Avenue RESPONSE DUE 3/11/2024 - COMPLETED	Tiffany Loomis	3/4/2024	No
RTK-2024-025	3/6/2024	3/6/2024	Cathy Raymond	Malvern Prep Letter of Support for recent Trail Grant Submission RESPONSE DUE 3/13/2024 - COMPLETED	Tiffany Loomis	3/8/2024	No
RTK-2024-026	3/8/2024	3/8/2024	Danny Fruchter	The Borough's entire reply sent by you on February 5, 2024 to Joe Lorusso's previous RTK request re: legal billing. RESPONSE DUE 3/15/2024 - COMPLETED	Tiffany Loomis	3/8/2024	No
RTK-2024-027	3/8/2024	3/8/2024	Ryan Furlong, Esq.	On behalf of Rubino, we respectfully request a copy of any documents and written communications related to the Notice of Violation, as well as the property owner's filing, and subsequent withdrawal, of an application to the Zoning Hearing Board for variance relief. This request includes, but is not limited to, a copy of: the Notice of Violation, the Application to the Zoning Hearing Board, any written communications related to the Application or its withdrawal, and evidence of any deadlines the Borough has imposed on the homeowner's compliance before subsequent enforcement action is taken. RESPONSE DUE 4/12/2024-COMPLETED	Corinne Badman	4/11/2024	Yes
RTK-2024-028	3/21/2024	3/21/2024	Carroll Sinquett	Documentation, Correspondence, Minutes, and Agendas regarding tree removal at 232 E. First Avenue including arborist report on said tree. RESPONSE DUE 3/28/2024 - COMPLETED	Tiffany Loomis	3/28/2024	No
RTK-2024-029	3/23/2024	3/25/2024	Kyle Kozlansky	List or database of all currently active solar permits, including any relevant details such as permit numbers, dates of issuance, locations, and any other information that might be available and can be shared publicly RESPONSE DUE 4/2/2024 - COMPLETED	Tiffany Loomis	4/2/2024	No
RTK-2024-030	3/25/2024	3/25/2024	Danny Fruchter	1) All reports of the Finance & Administration Committee/Subcommittee, Public Safety Committee/Subcommittee, and Public Works Committee/Subcommittee as approved by Borough Council from June 17, 2023 through the present date. 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 June 17, 2023 through the present date. 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 June 17, 2023 through the present date. RESPONSE DUE 5/2/2024	Tiffany Loomis	In Process	Yes
RTK-2024-031	4/3/2024	4/3/2024	Danny Fruchter	Concerned Malvern Resident statement that was read to the attention of Borough Council at the 4/2/2024 Borough Council meeting. RESPONSE DUE 4/10/2024 - COMPLETED	Tiffany Loomis	4/5/2024	No
RTK-2024-032	4/5/2024	4/5/2024	Robert Benisly	20 Raffaella Drive Pool Permit in Property File. RESPONSE DUE 4/12/2024 - COMPLETED FILES REVIEWED IN PERSON	Corinne Badman	4/5/2024	No
RTK-2024-033	4/8/2024	4/8/2024	Jeffrey Chomko	Malvern Police is in possession of a video that shows Malvern Resident Danny Fructer opening a Chicken Coop belonging to fellow Malvern Resident Liz McLaughlin. On behalf of my client Jennifer Chomko I respectfully request that you preserve all video. I also wish (at my expense) to obtain a copy of the video. RESPONSE DUE 4/15/2024	Tiffany Loomis	In Process	Yes
RTK-2024-034	4/8/2024	4/8/2024	Kevin Julian	Trail Grant Application upon becoming available. RESPONSE DUE 4/15/2024 - COMPLETED	Tiffany Loomis	4/15/2024	No
RTK-2024-035	4/9/2024	4/9/2024	Janis Farese	All Malvern Borough employees including part-time, temporary, seasonal employees and elected officials for year of 2023 (fiscal or calendar year). Each employee record should contain the year of compensation, first name, middle initial, last name, hire date (mm-dd-yyyy), base salary amount, bonus amount, overtime amount, gross annual wages and position title. RESPONSE DUE 4/16/2024	Tiffany Loomis	In Process	No
RTK-2024-036	4/9/2024	4/9/2024	Kate Reese	All police records pertaining to Maddie Hoffman incident. RESPONSE DUE 4/16/2024 - COMPLETED	Corinne Badman	4/10/2024	No

RTKL LOG

Case #	Request Date	Date Received	Requestor	Records Requested	Borough Responder	Response Date	Extension
		4/10/2024	Danny Fruchter	Annual Malvern Police Dept. Reports (or similar documents) to the Borough or any other organization summarizing crime statistics, arrests, cases resolved, etc. I would like copies of as many of the last 10 years that you have. RESPONSE DUE 4/17/2024	Corinne Badman	In Process	Yes

RESOLUTION NO. 862
BOROUGH OF MALVERN
CHESTER COUNTY, PENNSYLVANIA

**A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF MALVERN
CHESTER COUNTY, PENNSYLVANIA, APPROVING THE VALLEY FORGE SEWER
AUTHORITY ACT 537 PLAN SPECIAL STUDY**

WHEREAS, Section 5 of the Act of January 24, 1966, P.L. 1535, No. 537, known as the “Pennsylvania Sewage Facilities Act,” as amended, and the Rules and Regulations of the Pennsylvania Department of Environmental Protection (the “Department”) adopted thereunder, Chapter 71 of Title 25 of the Pennsylvania Code, requires the municipality to adopt an Official Sewage Facilities Plan providing for sewage services adequate to prevent contamination of waters and/or environmental health hazards with sewage wastes, and to revise said plan whenever it is necessary to meet the sewage disposal needs of the municipality, and

WHEREAS, Valley Forge Sewer Authority (“VFSA”) has prepared an Act 537 Plan Special Study, dated March 2024 (the “Act 537 Plan Special Study”), which provides for sewage facilities capacity increases at the VFSA Wastewater Treatment Plant; and

WHEREAS, under the Act 537 Plan Special Study, the alternative(s) of choice to be implemented is for approval by the Department for the potential sale of excess reserve capacity by Tredyffrin Township, and for the rerate of the existing VFSA Wastewater Treatment Plant. If the Wastewater Treatment Plant cannot be re-rated, then a third aeration tank will be constructed to meet needed capacity allocations. The key implementation activities/dates include the submitting to the Department the necessary Water Quality Management Rerate Permit; and

WHEREAS, the Borough of Malvern, Chester County, Pennsylvania (“Malvern Borough”), finds that the Act 537 Plan Special Study described above conforms to applicable zoning, subdivision, other municipal ordinances and plans and to a comprehensive program of pollution control and water quality management.

NOW, THEREFORE, BE IT RESOLVED that Borough Council of Malvern Borough hereby adopts, and authorizes the submission to the Department for its approval as an update to the “Official Plan” of the municipality, the above referenced Act 537 Plan Special Study. The municipality hereby assures the Department of the complete and timely implementation of the said plan as required by law.

RESOLVED this 16th day of **April, 2024**, by Borough Council of the Borough of Malvern, Chester County, Pennsylvania.

Passed by Borough Council
this 16th day of **April, 2024**.

Brendan Phillips, President

Approved by the Mayor,
this 16th day of **April, 2024**.

Zeyn B. Uzman, Mayor

Enacted,
this 16th day of **April, 2024**.

Tiffany M. Loomis, Secretary

I, Tiffany M. Loomis, Borough Secretary for the Malvern Borough hereby certify that the foregoing is a true copy of the Borough's Resolution No. 863 adopted April 16th, 2024.

Tiffany M. Loomis, Secretary

RESOLUTION No. 863

A RESOLUTION OF BOROUGH COUNCIL, OF THE BOROUGH OF MALVERN, CHESTER COUNTY, COMMONWEALTH OF PENNSYLVANIA, DECLARING THE WEEK OF MAY 5, 2024, TO MAY 11, 2024, AS ARSON AWARENESS WEEK.

WHEREAS, the Borough of Malvern, Chester County, Pennsylvania (“Borough”), is committed to ensuring the safety and security of all those living in the Borough; and

WHEREAS, arson is a serious crime that affects every person, and incidents of arson can only be reduced when citizens are aware of the severe damage that arson may cause; and

WHEREAS, cities, communities, and neighborhoods are blighted by arson which may result in, among other things, the erosion of the tax base and loss of employment; and

WHEREAS, arson disrupts our educational and manufacturing systems with the destruction of buildings and historical artifacts; and

WHEREAS, countless human injuries and deaths result in the needless tragedies caused by acts of arson each year; and

WHEREAS, a portion of property insurance premiums are used to cover the losses from arson, and municipal resources must be used for fire extinguishment and the investigation of those malicious acts, which is a poor usage of a municipality’s resources, given the public must bear the burden of an individual’s criminal action(s); and

WHEREAS, the financial loss annually due to arson reaches billions of dollars, which does not include indirect losses, both emotional and financial, such as medical and legal costs, wages, business interruptions, firefighting and law enforcement efforts; and

WHEREAS, the first full week of May each year has been designated as “National Arson Awareness Week” by the United States Fire Administration, the International Association of Special Investigations Unit, the Insurance Committee for Arson Control, and the International Association of Arson Investigators.

NOW, THEREFORE BE IT RESOLVED, that Borough Council does hereby proclaim May 5, 2024, to May 11, 2024, as “Arson Awareness Week” throughout the Borough

and encourages all residents of the Borough to be aware of their surroundings, support “National Arson Awareness Week” through awareness, understanding, and prevention of the serious arson problems in the United States, and support the many public safety efforts of the Borough’s fire and emergency services during National Arson Awareness Week in 2024.

Passed by Borough Council,

This **16th** day of **April, 2024**.

Brendan Phillips, President

Approved by the Mayor,

This **16th** day of **April, 2024**.

Zeyn B. Uzman, Mayor

Enacted,

This **16th** day of **April, 2024**.

Tiffany M. Loomis, Secretary

ADDENDUM TO
AGREEMENT BETWEEN
BOROUGH OF MALVERN
AND
CHESTER VALLEY LITTLE LEAGUE

This Addendum is made as of April 1, 2024, by the Borough of Malvern, Chester County, a political subdivision of the Commonwealth of Pennsylvania (hereinafter the “BOROUGH”), through its Borough Council, and amends that certain “Agreement between Borough of Malvern and Chester Valley Little League for Use of The Horace J. Quann Memorial Park” dated June 5, 2018.

WHEREAS, the Borough and Chester Valley Little League (the “League”) wish to continue the Agreement by which the League uses Horace J. Quann Memorial Park (the “Park”); and

WHEREAS, the parties wish to make certain changes and additions to the Agreement to accommodate their respective interests in consideration of the passage of time and the addition of certain improvements to the Park.

NOW, THEREFORE, in consideration of the mutual terms and conditions, promises, covenants and payments hereinafter set forth, Borough and League agree as follows:

1. ARTICLE II – TERM is amended to state that the effective date of the Agreement, as amended, is April 1, 2024.

2. ARTICLE III – LEAGUE RESPONSIBILITIES is amended to add the following:

11. Maintain the storage shed and concession stand as permitted by the Borough in good repair and free of trash, litter and graffiti.

12. Remove and store sponsor banners and other promotional signage after each game or at the end of the weekend if several games are conducted. No commercial signage should be present when there are no games, except on weekends.

3. ARTICLE VI – MISCELLANEOUS Paragraph 6.3 is amended to increase the minimum limits of Insurance to Two Million Dollars (\$2,000,000.00) per occurrence.

4, In the event of a conflict between the terms of this Addendum and the original Agreement, the terms of this Addendum shall prevail.

BOROUGH OF MALVERN

Date: _____

By: Tiffany Loomis, Borough Manager

CHESTER VALLEY LITTLE LEAGUE

Date: _____

By: Spencer Curtiss, Chester Valley Little League



***PROCLAMATION BY THE MAYOR REGARDING
NATIONAL THERAPY ANIMAL DAY***

WHEREAS, Pet Partners is a non-profit organization and national leader in demonstrating and promoting the health and wellness benefits of animal-assisted therapy, activities, and education; and

WHEREAS, thousands of Pet Partners’ therapy animal teams are serving in communities across the United States; and

WHEREAS, Pet Partners has designated April 30th as National Therapy Animal Day; and

WHEREAS, research shows that interacting with therapy animals can reduce stress, relieve depression, slow heart rate, lower blood pressure, and strengthen the immune system; and

WHEREAS, therapy animal teams in communities, including within the Borough of Malvern, Pennsylvania (the “Borough”), play an essential role in improving human health and well-being through the human-animal bond; and

WHEREAS, therapy animal teams interact with a variety of people including veterans, seniors, patients, students, and those approaching end of life; and

WHEREAS, these exceptional therapy animals who partner with their human companions bring comfort and healing to those in need; and

WHEREAS, more pet owners are encouraged to consider becoming Pet Partners’ volunteers to create greater access to meaningful therapy animal visits.

NOW, THEREFORE, I, Zeyn B. Uzman, Mayor of the Borough of Malvern, do hereby proclaim April 30, 2024, as

“National Therapy Animal Day”

within the Borough of Malvern and encourage our citizens to celebrate our therapy animals and their human handlers. Further, I publicly salute the service of therapy animal teams in our community and in communities across the nation.

Given under my hand and causing to be affixed hereto the seal of the Borough of Malvern, Chester County, Pennsylvania, this 16th day of April, 2024.

Zeyn B. Uzman, Mayor
Borough of Malvern, Chester County, Pennsylvania

[Seal of the Borough of Malvern, PA]

ORDINANCE NO.2024 - 03
BOROUGH OF MALVERN
CHESTER COUNTY, PENNSYLVANIA

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE BOROUGH OF MALVERN, TO REPEAL CERTAIN CHAPTERS OF THE CODE OF ORDINANCES THAT ARE NO LONGER NECESSARY, ARE INCONSISTENT WITH OTHER ORDINANCES OR PENNSYLVANIA CODES, AND/OR ARE OBSOLETE.

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, the Borough Council has, since the incorporation of the Borough, enacted various ordinances for the benefit of the public health, safety and general welfare; and

WHEREAS, due to the passage of time, the enactment of new ordinances and/or the enactment of state legislation, certain chapters of the Code of Ordinances no longer serve the public health, safety and general welfare because they have become unnecessary, inconsistent with newer ordinances or state codes and or obsolete and their inclusion in the Code of Ordinances creates ambiguity or confusion and/or a burden on those affected by or charged with the enforcement of such chapters.

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

Section 1. Chapter 71, Arcades, is hereby REPEALED in its entirety.

Section 2. Chapter 89, Building Construction

Article II

Section 89-9 Adoption of building standards

Section 89-10 Amendments and insertions

Section 89-11 Repealer

Section 89-12 Construal of provisions

are hereby REPEALED in their entirety.

Section 3. Chapter 89, Building Construction, Article V, Mechanical Standards, is hereby REPEALED in its entirety.

Section 4. Chapter 93, Disorderly Conduct, is hereby REPEALED in its entirety.

Section 5. Chapter 97, Erosion and Sedimentation Control, is hereby REPEALED in its entirety.

Section 6. Chapter 146, Plumbers, is hereby REPEALED in its entirety.

Section 7. 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 16th day of **April, 2024**

Brendan Phillips
Council President

APPROVED by the Mayor
this 16th day of **April, 2024**

Zeyn B. Uzman
Mayor

ENACTED
this 16th day of **April, 2024**

Tiffany M. Loomis
Borough Manager, Secretary