

**BOROUGH OF KUTZTOWN
FINANCE AND ELECTRIC COMMITTEE MEETING
MINUTES OF JANUARY 12, 2017**

A regular meeting of the Finance and Electric Committee was held on January 12, 2017 at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:30 p.m. by Mr. Ed Seyler. Members present: Mr. Kevin Snyder and Mr. Ed Seyler. Also in attendance: Mr. Steven Diehl, Electric Superintendent; Ms. Sue Johnston, Finance Director; Mr. Gabriel Khalife, Borough Manager, and Ms. Jill Remick, Recording Secretary. Public Attendance: There was no public in attendance.

PUBLIC COMMENT ON NON-AGENDA ITEMS

There was no public comment.

APPROVAL OF MINUTES

The November 10, 2016 minutes were reviewed by members. A motion was made by Mr. Snyder, seconded by Mr. Seyler, to approve the minutes as written. The motion passed by unanimous vote.

NEW BUSINESS

- **Discuss the Need for Training from Aclara for the Borough's AMR System and Associated Costs**

Mr. Diehl explained the associated costs to travel to Ohio for training at Aclara's facility versus on-site training at the Borough where more than one employee can benefit from the training. A motion was made by Mr. Snyder, seconded by Mr. Seyler, to approve an Aclara trainer come to the Borough of Kutztown for on-site training. The motion passed by unanimous vote.

- **Discuss the Borough's Commercial Electric Rates**

Mr. Diehl distributed and reviewed comparative rate sheets with Committee members.

- **Discuss Revising the Inter-Department Rent Allotment Charges**

Mr. Khalife discussed with Committee members various scenarios of changing the allotment of rent charges and what effects it would have on the general fund and electric fund. A motion was made by Mr. Snyder, seconded by Mr. Seyler to adjust the interdepartmental rental charges to reflect the adjustment to the water and sewer rental charges based on their location and plant facilities. The motion passed by unanimous vote.

OLD BUSINESS/UPDATE

None

BUDGET PERFORMANCE REPORT/ELECTRIC FUND BUDGET PERFORMANCE

Link: www.kutztownboro.org/departments/finance/index.php

Ms. Johnston reviewed with committee members the Budget Performance Summary Report YTD through November 30, 2016.

ADJOURNMENT

There being no further business to discuss, a motion was made by Mr. Snyder and seconded by Mr. Seyler, to adjourn the meeting. The motion was passed by unanimous vote and the meeting was adjourned at 8:21 p.m.