

**BOROUGH OF KUTZTOWN
FINANCE AND ELECTRIC COMMITTEE MEETING
MINUTES OF SEPTEMBER 8, 2016**

A regular meeting of the Finance and Electric Committee was held on September 8, 2016 at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:39 p.m. by Mr. Derek Mace, Chairman. Members present: Mr. Derek Mace and Mr. Ed Seyler. Mr. Kevin Snyder arrived at 8:05 p.m. Also in attendance: Mr. Steven Diehl, Electric Superintendent; Mr. Gabriel Khalife, Borough Manager, and Ms. Jill Remick, Recording Secretary. There was no public attendance.

PUBLIC COMMENT ON NON-AGENDA ITEMS

There were no public comments.

APPROVAL OF MINUTES

The July 14, 2016 minutes were reviewed by members. A motion was made by Mr. Seyler, seconded by Dr. Mace, to approve the minutes as written. The motion passed by unanimous vote.

NEW BUSINESS

- **Discuss the Proposed 2017 Budget**

Mr. Khalife distributed and briefly reviewed the proposed 2017 budget.

- **Discuss the Installation of New Street Light Conduits Due to the East Main Street Construction**

Mr. Diehl explained his plan to run street light conduits along Main Street beginning at Willow Street to the upper park entrance at North Kemp Street.

OLD BUSINESS/UPDATE

- **Update on Maintenance Needed at the 69 KV Electric Substation**

Mr. Diehl stated the transformer in question was re-tested and explained it will need to be addressed. Mr. Diehl received two quotes and committee members directed Mr. Diehl to move forward with the work. Mr. Diehl informed the committee he plans to begin the repair work in October and the expense will be covered under the maintenance budget.

BUDGET PERFORMANCE REPORT/ELECTRIC FUND BUDGET PERFORMANCE

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

Mr. Snyder asked that Mr. Arnold, Director of Telecommunications, be invited to the October Finance and Electric meeting to discuss telecom projects and finances.

ADJOURNMENT

There being no further business to discuss, a motion was made by Mr. Ed Seyler and seconded by Mr. Kevin Snyder, to adjourn the meeting. The motion was passed by unanimous vote and the meeting was adjourned at 8:43 pm.