

December 30, 2002
Kutztown, PA

A special meeting of the Kutztown Borough Council was called to order at 7:30 p.m. in the Kutztown Municipal Building by the President, Mr. Eric A. Ely, with other members present: Mr. Malcolm A. Eidle, Mr. Carl W. Mantz, Mr. James W. Schwoyer, Mr. Archie L. Follweiler, Jr., Mrs. Jan M. Crooker, and the Mayor, Mr. Gennaro A. Marino. Mr. Timothy G. Dietrich, Borough Solicitor; Mr. Dale Kratzer, representing the Borough's planning and water/wastewater engineering firm of Spotts, Stevens, & McCoy, Inc.; Mr. Theodore R. Cole, Chief of Police; Mr. Richard J. Diehm, Planning/Zoning Administrator; Mr. Frank P. Caruso, Director of Information Technologies; Mrs. Bonnie Bray, Interim Borough Manager/Borough Secretary/Human Resources Director; Ms. Gina M. Dell'Elmo, Public Relations Coordinator and Customer Service Representative; Mr. Kenneth K. Kern, member of the Borough Planning Commission; Boy Scouts of America Troop No. 101 representatives Jeremy Angstadt, Darrin Scott, Sam Esser, Mark Whitehouse, Steve Hobaugh, Justin Reimert, David Esser and Robert J. Hobaugh, Jr.; Residents Robert and Joan Gangewere, Gregory and Pam Heid, Dave Remaley, William and Dorothy Fox, Evelyn Adams, Hilary Thomas, Cindy O'Neil, Sylvia Wolff, David W. DeTurk and Ed Seyler; Mr. Arnold Hingst, reporter for the Reading Eagle; and Ms. Nikki Murry, reporter for The Kutztown Area PATRIOT was also present.

President Ely welcomed the Boy Scouts from Boy Scout Troop No. 101 who were attending tonight's meeting for the purpose of working on their merit badge, "Citizenship

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in the Community.” Mr. Ely also introduced the Borough’s new Manager/Treasurer, Mr. Jaymes A. Vettrano.

A motion was made by Mr. Mantz, seconded by Mr. Eidle, Resolved, To approve and accept the Minutes of the December 10, 2002 Council Meeting. Passed by unanimous vote.

President Ely asked if there was anyone who wished to address Council before proceeding with the agenda.

Mr. Dave Remaley complained that Council took abuse from Mayor Marino again at the last Council meeting. Further conversation regarding this matter was deferred per Mayor Marino’s request until after the Boy Scouts left the meeting.

Under Borough Planning Commission, Mr. Ken Kern reported on the recommendation of the Borough Planning Commission to adopt a resolution similar to the Borough of Wernersville Resolution No. 98-4, concerning the installation, replacement and/or repair of curb and sidewalk. Mr. Ely recommended that it go to committee. Mrs. Crooker and Mr. Follweiler agreed to review it.

Under Public Relations Committee, Mr. Dietrich presented and read aloud the caption for the proposed resolution establishing fees, charges and expenses for the professional consultants and engineers utilized by the Borough for the review, reports and inspections regarding subdivisions, land developments, storm water management and floodplain submissions and projects. A motion was made by Mrs. Crooker, seconded by Mr. Eidle, Resolved, To adopt the following resolution:

RESOLUTION NO. 28-2002

A RESOLUTION OF THE BOROUGH OF KUTZTOWN, BERKS COUNTY, PENNSYLVANIA, ESTABLISHING A SCHEDULE OF FEES, CHARGES AND EXPENSES FOR PROFESSIONAL CONSULTANTS AND ENGINEERS UTILIZED BY THE BOROUGH OF KUTZTOWN FOR THE REVIEW AND REPORT OF SUBDIVISION AND LAND DEVELOPMENT, STORMWATER MANAGEMENT AND FLOODPLAIN REGULATIONS SUBMITTALS TO THE BOROUGH OF KUTZTOWN.

IT IS HEREBY RESOLVED by the Council of the Borough of Kutztown, County of Berks, Commonwealth of Pennsylvania, in conformity with the Pennsylvania Municipalities Planning Code, as from time to time amended, Chapter 195 "Subdivision and Land Development", Chapter 189 "Stormwater Management" and Chapter 123 "Floodplain Management" of the Code of the Borough of Kutztown to adopt the following schedule of fees, charges and expenses incurred by the Borough for the review and report of Subdivision and Land Development Plans and Stormwater Management, which shall be chargeable to Developers/Applicants, as follows:

SECTION 1 - Legal Consultants

Hourly rates shall be as listed below:

- 1. Solicitor and Solicitor's Partners \$ 135.00
- 2. Associates in Solicitor's Office \$ 110.00
- 3. Paralegals in Solicitor's Office \$ 75.00
- 4. Other Legal Consultants

Such fees, charges and expenses shall be the same as the charges incurred by the Borough for such Legal Consultants.

SECTION 2 - Engineering Consultants

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Hourly rates shall be as listed below:

1. Borough Engineer and Staff

Administrative Support	\$ 29.00
Drafter; Survey Technician; Project Support	\$ 45.00
Project Rep; Survey Party Chief; Designer; Technician; Associate Specialist	\$ 63.00
Sr. Designer; Sr. Project Rep; Land Surveyor; Engineer; Specialist	\$ 76.00
Technical Manager; Sr. Engineer; Sr. Specialist	\$ 91.00
Sr. Technical Manager	\$ 95.00
CADD Time	\$ 15.00

2. Borough Electrical Engineering Consultants

Clerical	\$ 51.50
Engineer I	\$ 0.00
Engineer II	\$ 86.00
Engineer III	\$ 90.00
Engineer V	\$129.00
Engineer VII	\$138.00
CADD Operator I	\$ 57.50
Designer	\$ 76.00

3. Borough Transportation Engineering Consultants

Rod Person;Engineering Aide	\$ 30.00
Word Processor	\$ 35.00

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Instrument Person; Survey Party Chief	\$ 58.00
Registered Surveyor	\$ 72.00
Technician; CADD Operator; Administrative Assistant	\$ 42.00
Design Drafter; Design Technician	\$ 71.00
Construction Observer, Code Officer	\$ 60.00
Designer	\$ 75.00
Engineer; Planner	\$ 84.00
Project Manager	\$ 84.00
CADD Time	\$ 12.00
Travel – Mileage Rate	\$.365*

(*The rate established by the IRS changes periodically, and the actual travel rate will be the rate allowed by the IRS.)

4. Other Engineering Consultants

Such fees, charges and expenses shall be at cost plus 10% as received from such Consultants.

SECTION 3 - Other Consultants

Such fees, charges and expenses shall be the same as the charges incurred by the Borough of Kutztown for such Consultants.

SECTION 4 - Miscellaneous Charges and Disbursement Expenses

Miscellaneous charges and disbursement expenses incurred by the Borough for the services of the above-noted Consultants in the performance of the reviews and reports required by Chapter 195 "Subdivision and Land Development", Chapter 189 "Stormwater Management" and Chapter 123 "Floodplain Regulations" of The Code of the Borough of

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Kutztown shall be charged to the Developer/Applicant at the same rate as charged to the Borough for such expenses.

SECTION 5 - Such fees, charges and expenses as herein listed shall be the same as would be charged to the Borough when such fees, charges and expenses are not reimbursable.

Such fees, charges and expenses as herein listed shall be on file and available upon request to the Developer/Applicant for review.

SECTION 6 - The Borough of Kutztown reserves the right to adopt additional fees, charges and expenses, and to modify the fees, charges and expenses listed herein.

Upon adoption or modification of this Resolution, any and all Developers and/or Applicants currently being charged for such services, as allowed by the Pennsylvania Municipalities Planning Code, as from time to time amended, shall be notified of such within ten (10) days of adoption.

SECTION 7 - Capitalized terms used herein without definition shall have the meanings attributed thereto by the Pennsylvania Municipalities Planning Code and/or Chapter 195 "Subdivision and Land Development", Chapter 189 "Stormwater Management" and Chapter 123 "Floodplain Regulations" of The Code of the Borough of Kutztown, as appropriate.

SECTION 8 - All Resolutions or parts of Resolutions inconsistent with this Resolution are hereby superseded.

ADOPTED by the Council of the Borough of Kutztown, Berks County, Pennsylvania, in a lawful session duly assembled this 30th day of December, 2003.
Passed by unanimous vote.

Mr. Dietrich presented and read aloud the caption for the proposed resolution establishing a policy and procedures regarding public records subject to the Right-To-Know Act. A motion was made by Mrs. Crooker, seconded by Mr. Eidle, Resolved, To adopt the following resolution:

RESOLUTION NO. 29-2002

A RESOLUTION OF THE BOROUGH OF KUTZTOWN,
BERKS COUNTY, PENNSYLVANIA, ESTABLISHING
A POLICY AND PROCEDURES REGARDING PUBLIC
RECORDS SUBJECT TO THE RIGHT-TO-KNOW ACT

WHEREAS, the Commonwealth of Pennsylvania "Right-to-Know" Act, 65 P.S. Section 66.1 *et seq.*, P.L. 390, No. 212, June 21, 1957, amended June 17, 1971 (P.L.160, No.9) and amended by an Act enacted June 29, 2002 (P.L.____, No.100) and from time to time, applicable to the Borough of Kutztown, grants to any citizen the right to inspect "Public Records", as defined in said Act; and

WHEREAS, said "Right-to-Know" Act grants to the lawful custodian of any "Public Records" the right to adopt and enforce reasonable rules governing the inspection and copying of such "Public Records".

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Kutztown, County of Berks, Commonwealth of Pennsylvania, and it is hereby adopted by the authority of the same, as follows:

Section 1. The following policy and procedures are hereby adopted:

BOROUGH OF KUTZTOWN

POLICY AND PROCEDURES REGARDING PUBLIC
RECORDS SUBJECT TO THE RIGHT-TO-KNOW ACT.

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The Borough Council of the Borough of Kutztown ("Borough") does by this resolution adopt the following policy and procedures ("Policy") to effectuate reasonable rules and procedures to assure compliance with 65 P.S. Section 66.1 *et seq.*, P.L. 390, No.212, June 21, 1957, amended June 17, 1971 (P.L.160, No.9) and amended by an Act enacted June 29, 2002 (P.L._____, No.100,) and as may be amended from time to time hereafter, commonly known as the Pennsylvania "Right-to-Know" Act (the "Act"):

- (1) All records, but only those records, which are defined as a "Public Record" under the Act shall be made available to citizens in accordance with this Policy. All requests for public records of the Borough under this Policy shall be specific in identifying and describing each public record requested. The Right-to-Know Act does not require and, therefore the Borough will not be required to create a public record which does not exist; or to compile, maintain, format or organize information contained in a public record in a manner in which the Borough does not currently compile, maintain, format or organize that information. All requests for public records shall be submitted in writing. Request forms are provided by the Borough, copies of which are available at the Borough Hall.

- (2) Pursuant to the terms of the Act, certain records are not "Public Records" and will not be made available to the public, including but not limited to, records pertaining to investigations, records as to which dissemination is prohibited by law or order or decree of court, or records as to which dissemination would operate to prejudice or impair a person's reputation or personal security.
- (3) The initial determination as to whether a particular record is a "Public Record" shall be made by the Borough official having custody of the record in question. If deemed necessary by such official, such determination will be made in consultation with the Borough Solicitor. If the Borough official and/or Borough Solicitor determines that a particular record contains information which is subject to access as well as information which is not subject to access, that particular record will be made available in redacted form.
- (4) "Public Records" will be available for inspection during normal business hours at the office of the Borough official having custody of the "Public Records" in question or at such other Borough office as Borough officials shall designate. Written requests for access to such "Public Records" will be answered within five (5) business days.

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If the Borough does not respond within five (5) business days from the date of the request, the request will be deemed denied.

- (5) Written requests for the inspection of "Public Records" which (a) require redaction before access can be made available; (b) are extensive and not readily available at Borough public counters, (c) require retrieval from storage or (d) require identification through a clerical search by Borough personnel ("Extensive Requests"), will also be answered in five (5) business days, and if not, be deemed denied. Thereafter, if the Borough determines the requested documents are "Public Records", the Borough will provide the requested documents subject to the "Extensive Request" within thirty (30) days. Any requester who disagrees with a decision of the Borough official and/or Borough Solicitor to deny access to a particular record may file written exceptions to the decision with the Borough officer within fifteen (15) days of the mailing date of the Borough's response. The Borough official will review the written exceptions and provide the requester with a final decision on the accessibility of the public record within thirty (30) days of the mailing date of the written exceptions. Any requester

who disagrees with such final decision may file a petition for review within thirty (30) days of such final decision in the Court of Common Pleas of Berks County or in the District Court for Magisterial District 23-3-04.

- (6) In response to an Extensive Request, the Borough will provide, in advance of producing the "Public Records", a copy of the Borough billing rates, as described in Paragraph (10) hereinbelow, which will be charged for time expended by Borough personnel to retrieve and/or identify such "Public Records", the estimated date of completion of retrieval and/or identification and the estimated cost of such retrieval and/or identification.
- (7) No "Public Records" shall be removed from the custody of Borough officials, unless so ordered by a court having jurisdiction.
- (8) At the discretion of Borough officials, a Borough employee shall be present during the time that any original "Public Records" are inspected and/or copied by any citizen with reimbursement to the Borough of the time of such Borough employee at the billing rates described in Paragraph (10) hereinbelow.

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- (9) At the request of any citizen, copies of "Public Records" will be provided by the Borough, at a cost as provided in Paragraph (10) hereinbelow. In the case of Extensive Requests, such costs shall be estimated in advance by the Borough and shall include both the standard copy charge and related clerical and supervisory charges. In the alternative, the requesting party may provide photocopying equipment and/or clerical personnel by making prior, acceptable arrangements with the Borough Manager.
- (10) All copying costs and charges incurred by the Borough in responding to standard requests pursuant to this Policy and all costs and charges for copying, clerical time, supervisory time and document identification and retrieval which are incurred by the Borough in responding to an Extensive Request pursuant to this Policy, shall be charged to and recovered from the requesting citizen at the rates set forth in Section A231-2(C) of Chapter A231 of the Code of the Borough of Kutztown, which establishes such charges.
- (11) Borough officials may require payment by the requesting citizen of an appropriate deposit, in cash or its equivalent, prior to incurring the costs related to an Extensive

Request, provided such costs are estimated to be in excess of One Hundred Dollars (\$100.00).

- (12) This Policy shall be applicable to all Borough offices, departments, and records unless otherwise required by law or order of court. This policy shall also be applicable to the Borough Police Department and its records unless otherwise prohibited, restricted or forbidden by statute law, or order or decree of court including but not limited to those statutory requirements governing criminal records and traffic accident reports.
- (13) All written requests for access to records shall be addressed to the Borough Secretary, 45 Railroad Street, Kutztown, PA 19530.
- (14) Borough records which are not deemed to be "Public Records" under the Act shall not be made available to the public pursuant to this Policy, unless otherwise determined by the Council of the Borough, by duly authorized Borough officials, or by court order. Any person making a written request for a document that is ultimately deemed not a "Public Record" will receive written notification of the denial of the request.

Section 2. The foregoing policy and procedures shall become effective immediately upon ADOPTION and APPROVAL of this Resolution and shall remain in

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effect as from time to time amended, modified or changed by further Resolution of this council.

Section 3. Except for the Kutztown Borough Police Department Standard Operating Procedure Policy No. 2000-02, all prior policies, procedures, and /or resolutions or parts of resolutions utilized by the Borough of Kutztown which are inconsistent with this Resolution, including but not limited to Resolution 18-1994, are hereby superseded.

Section 4. This Policy shall be posted in a conspicuous place within the Borough Hall.

Section 5. Section A231-2 of Chapter A231 of the Code of the Borough of Kutztown is amended to insert therein subsection C, entitled “Public record reproduction rates” that shall read as follows:

C. Public record reproduction rates.

Photocopying	\$0.25 per side of sheet of paper
Certified Copies	\$1.00 per page
Video tape copy	\$25.00 per video recorded event up to a total of 120 recorded minutes. Thereafter any additional video copy shall be a like amount for each period of 120 recorded minutes or portion thereof.
Audio tape copy	\$25.00 per audio recorded event up to a total of 120 recorded minutes. Thereafter any additional audio copy shall be a like amount for each period of 120 recorded minutes or portion thereof.
Clerical and administrative labor	rate as is provided in Section A231-2(A)

Electronic and Optical media reproduction Borough's cost plus a 10% administrative fee. Borough's cost shall include all clerical and administrative costs as well as the cost of any professional services fees of any necessary outside consultants. The Borough's cost shall be estimated at the time of the request for the reproduction of such Electronic or Optical media

ADOPTED by the Council of the Borough of Kutztown, Berks County, Pennsylvania, in a lawful session duly assembled this 30th day of December, 2002.

Passed by unanimous vote. Mayor Marino opposed the resolution because he feels that it makes it harder and more expensive for residents to get documents they need. Mrs. Crooker referenced the PATRIOT article that compared the Borough's prices with other municipalities' prices and illustrated that the Borough's prices are reasonable. An unidentified man asked what the Borough charges for photocopies and certifications. Mrs. Bray answered that the Borough charges 25 cents per photocopy and one dollar per certification.

Mayor Marino accused Mr. Schwoyer of not turning over all appropriate books to him when he became Mayor. Mrs. Bray noted that Mr. Schwoyer returned all appropriate books to her, as provided by Borough policy and further indicated that she offered the Kutztown Code and Borough Code to Mayor Marino, to which he declined the Kutztown Code. Mr. Schwoyer offered to take the books from Mrs. Bray and give them to Mayor Marino, but Mayor Marino refused.

Mr. Dietrich presented and read aloud the caption for the proposed resolution, pursuant to §107-33 of the Kutztown Code, to designate Lehigh Valley Inspection Service as the electrical inspection agency for the Borough of Kutztown. A motion was

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made by Mrs. Crooker, seconded by Mr. Follweiler, Resolved, To adopt the following resolution:

RESOLUTION NO. 30-2002

A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF KUTZTOWN, COUNTY OF BERKS, COMMONWEALTH OF PENNSYLVANIA, APPOINTING THE LEHIGH VALLEY INSPECTION SERVICE AS A DESIGNATED ELECTRICAL INSPECTION AGENCY FOR THE BOROUGH OF KUTZTOWN, PURSUANT TO SECTION 107-33 OF THE CODE OF THE BOROUGH OF KUTZTOWN, AUTHORIZING AND APPROVING A CONTRACT WITH SAID LEHIGH VALLEY INSPECTION SERVICE AND RESCINDING ALL PRIOR APPOINTMENTS OF ELECTRICAL INSPECTORS.

WHEREAS, the Borough Council of the Borough of Kutztown from time to time designates and appoints electrical inspection agencies which are authorized to make inspections of electrical wiring, equipment and/or apparatus pursuant to Chapter 107 of the Code of the Borough of Kutztown.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Kutztown, Berks County, Pennsylvania, that Lehigh Valley Inspection Service, having an address of P.O. Box 423, Orefield, Pennsylvania 18069, be, and is hereby, designated and appointed as an electrical inspection agency for the Borough of Kutztown, pursuant to the authority set forth in Section 107-33 of the Code of the Borough of Kutztown.

BE IT FURTHER RESOLVED, that the form of contract annexed hereto to be entered into by the Borough of Kutztown and Lehigh Valley Inspection Service, including the schedule of rates and fees to be charged to the public annexed thereto as Exhibit "A", is hereby approved and the appropriate officers of the Borough of Kutztown are hereby authorized and directed to execute same.

BE IT FURTHER RESOLVED, that any and all resolutions and parts of resolutions inconsistent with this Resolution are hereby superceded, including, specifically, any prior resolutions appointing any electrical inspection agencies for the Borough of Kutztown, and this Resolution shall remain in effect until superceded by a duly adopted resolution of the Borough Council of the Borough of Kutztown.

DULY ADOPTED AS A RESOLUTION this 30th day of December, 2002, by the Borough Council of the Borough of Kutztown, Berks County, Pennsylvania, in lawful session duly assembled. Passed by unanimous vote.

Mr. Dietrich noted that Lehigh Valley Inspection Service must present the Borough with a revised certificate of insurance.

A motion was made by Mrs. Crooker, seconded by Mr. Mantz, Resolved, To authorize the preparation of a resolution amending §A231, Chapter 225, "Zoning", §225-45 of the Kutztown Code, so as to increase the filing fee for an appeal to the Zoning Hearing Board from \$350 to \$500. Passed by unanimous vote.

Mrs. Crooker noted that after reviewing the appeals for 2002, it was determined that all appeals were over \$350.00, which is why the price is being raised. Mayor Marino asked if the Borough was raising the price to punish the people who wish to appeal. Mrs. Crooker responded that although this charge is not a punishment, if a person is going to appeal, the cost should be their responsibility. Mr. Diehm noted that there are certain fees being raised that get charged to the Borough. Such costs include advertising costs, administrative costs, mailing costs, copying costs and stenographic costs. Mr. Mantz added that there are municipalities whose fees are much higher than Kutztown's.

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A motion was made by Mrs. Crooker, seconded by Mr. Follweiler, Resolved, To appoint Stephen H. Price, Esq., and the firm of Mogel, Speidel, Bobb & Kershner as solicitor for the Zoning Hearing Board for 2003, at a fee of \$300 per case. Passed by unanimous vote.

A motion was made by Mrs. Crooker, seconded by Mr. Follweiler, Resolved, To appoint Stephen H. Price, Esq., and the firm of Mogel, Speidel, Bobb & Kershner as solicitor for the Code Appeals Board for 2003, at an annual fee of \$3,600. Passed by unanimous vote.

A motion was made by Mrs. Crooker, seconded by Mr. Eidle, Resolved, To appoint Todd S. Meltsch as board administrator to the Code Appeals Board for 2003. Passed by unanimous vote.

Under Police Committee, Chief Cole had nothing to report.

Under Streets & Refuse Committee, Mr. Follweiler had nothing to report.

Under Personnel Committee, an Executive Session to discuss salaried, confidential and other miscellaneous seasonal and part-time employee proposed wages and/or benefits for 2003 was deferred until the end of the Council meeting.

A motion was made by Mr. Mantz, seconded by Mr. Follweiler, Resolved, To approve the following hourly rate for the outside contracted cleaning service:

William Cruz	Outside contracted cleaning service	\$9.60 per hour
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Passed by unanimous vote.

Mr. Dietrich presented and read aloud the caption for the proposed resolution, appointing Jaymes A. Vettraino as Borough Manager and Borough Treasurer of the Borough of Kutztown and terminating certain

interim appointments. A motion was made by Mr. Eidle, seconded by Mr.

Mantz, Resolved, To adopt the following resolution:

RESOLUTION NO. 31-2002

A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF KUTZTOWN, COUNTY OF BERKS, COMMONWEALTH OF PENNSYLVANIA APPOINTING JAYMES A. VETTRAINO AS BOROUGH MANAGER AND BOROUGH TREASURER OF THE BOROUGH OF KUTZTOWN AND TERMINATING CERTAIN INTERIM APPOINTMENTS.

WHEREAS, both the Pennsylvania Borough Code and the Code of the Borough of Kutztown provide for the appointment of a Borough manager, treasurer and assistant treasurer of the Borough of Kutztown; and

WHEREAS, Mr. Keith A. Hill, who had served as Borough manager and treasurer for the Borough of Kutztown since 1990, resigned his appointed positions with the Borough of Kutztown and his employment with the Borough of Kutztown, effective October 27, 2002; and

WHEREAS, by Resolution No. 20-2002, the Borough Council of the Borough of Kutztown made certain appointments to the positions of borough manager, treasurer and assistant treasurer, on an interim basis; and

WHEREAS, the Borough Council of the Borough of Kutztown has selected Mr. Jaymes A. Vettrains for appointment to the positions of borough manager and treasurer of the Borough of Kutztown; and

WHEREAS, it is essential to the proper operation of the government of the Borough of Kutztown, as well as to assure that the laws are faithfully enforced, that individuals be appointed to hold the positions of Borough manager, treasurer and

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assistant treasurer of the Borough of Kutztown.

NOW, THEREFORE, the Borough Council of the Borough of Kutztown, in accordance with the authority set forth in Sections 1106, 1107 and 1141 of the Pennsylvania Borough Code and Chapter 29 of the Code of the Borough of Kutztown, does hereby adopt the following Resolutions:

RESOLVED, that appointments or elections be made to certain Borough of Kutztown appointive offices with each of the respective appointees to hold such office until their removal from such office or until their successor shall have been appointed by the Borough Council and shall have given any bond required by law:

1. Jaymes A. Vettraino is hereby appointed to the office of Borough Manager of the Borough of Kutztown, pursuant to the authority of Section 1141 of the Pennsylvania Borough Code and Section 29-7 of the Code of the Borough of Kutztown.

2. Jaymes A. Vettraino is hereby appointed to the office of Borough Treasurer of the Borough of Kutztown, pursuant to the authority of Section 1106 of the Pennsylvania Borough Code and Sections 29-4 and 29-5 of the Code of the Borough of Kutztown.

3. Edna A. Kramer is hereby appointed to the office of Borough Assistant Treasurer of the Borough of Kutztown, pursuant to the authority of Section 1107 of the Pennsylvania Borough Code.

FURTHER RESOLVED, that the above-stated appointments shall take effect, with respect to each appointee, upon the giving by such appointee of any bond required by law, if the employee is currently not bonded or not sufficiently bonded, and pursuant

to the authority contained in Section 1103 of the Pennsylvania Borough Code, the Borough of Kutztown hereby agrees to pay the premium on any such bond which may be required.

FURTHER RESOLVED, that during such time as the above-named appointees shall serve in their respective offices, they shall each perform such duties and exercise such powers as may be imposed or provided by law regarding each such appointive office.

FURTHER RESOLVED, that the interim appointments made by virtue of Resolution No. 20-2002 be, and they are hereby, terminated and, in connection therewith, the Borough Council expresses its gratitude to Bonnie Bray and Edna Kramer for their service.

FURTHER RESOLVED, that the aforesaid interim appointees, Bonnie Bray and Edna Kramer, are hereby returned to their respective salaries in effect prior to the approval of Resolution No. 20-2002.

FURTHER RESOLVED, that this Resolution shall take effect at 9:00 a.m. prevailing time on Monday, January 6, 2003.

FURTHER RESOLVED, that if any provision, sentence, clause, section, or part of this Resolution shall for any reason be found to be unconstitutional, illegal or invalid, such determination shall not affect or impair any of the remaining provisions, sentences, clauses, sections, or parts of this Resolution, and it is hereby declared to be the intent of the Borough Council of the Borough of Kutztown that this Resolution would have been adopted had such unconstitutional, illegal or invalid provision, sentence, clause, section or part not be included herein.

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FURTHER RESOLVED, that all Resolutions or parts of Resolutions inconsistent with this Resolution are hereby superseded.

ADOPTED by the Council of the Borough of Kutztown, Berks County, Pennsylvania, in lawful session duly assembled this 30th day of December, 2002.

Passed by unanimous vote. Mr. Ely thanked Mrs. Kramer and Mrs. Bray for their help during the transition.

Mr. Dietrich reported that two grievances were filed for police overtime pay, for a total time of one hour and one quarter, and he advised Council to pay the overtime. A motion was made by Mr. Mantz, seconded by Mr. Eidle, Resolved, To pay the police overtime to Jeffrey Futchko for a total time of 1 ¼ hours at the overtime rate, as specified in the bargaining unit agreement. Passed by unanimous vote.

Under Recreation Committee, Mr. Schwoyer had nothing to report.

Under Grounds & Buildings Committee, a motion was made by Mr. Schwoyer, seconded by Mr. Eidle, Resolved, To authorize the appropriate Borough officials to execute the annual Service Agreement with Berkshire Systems Group, Inc., Reading, PA, in the total amount of \$456.00 for two inspections of the Borough's fire control panel, duct detector, smoke detectors, heat detector, and horns/strobes for the Public Works building, covering the period from December 1, 2002 through November 30, 2003. Passed by unanimous vote.

Under Public Works Committee/Electric Supply Engineering, Mr. Eidle had nothing to report.

Under Telecommunications, Mr. Dietrich presented and read aloud the caption of the proposed ordinance to amend and restate §110-13 of the Kutztown Code in regard to

billing and due dates for telecommunications bills. A motion was made by Mr. Eidle, seconded by Mr. Follweiler, Resolved, To enact and ordain the following ordinance:

ORDINANCE NO. 14-2002

AN ORDINANCE OF THE BOROUGH OF KUTZTOWN, BERKS COUNTY, PENNSYLVANIA, AMENDING CHAPTER 110, ENTITLED "FIBER OPTIC COMMUNICATIONS NETWORK", OF THE CODE OF THE BOROUGH OF KUTZTOWN, SO AS TO AMEND AND RESTATE IN ITS ENTIRETY SECTION 110-13 THEREOF, ENTITLED "BILLING AND PAYMENT", AND REPEALING INCONSISTENT PROVISIONS.

Passed by unanimous vote.

A motion was made by Mr. Eidle, seconded by Mrs. Crooker, Resolved, To authorize the Borough solicitor to prepare an amendment to the telecommunications ordinance to incorporate rates for television advertising. Passed by unanimous vote.

Mr. Eidle noted that in response to a complaint received by a resident at the December 10, 2002 Council meeting in regard to having difficulty in accessing the Borough's on-line Council meeting minutes, the Telecommunications Department has verified that there is no problem in accessing the 2000, 2001 and 2002 minutes which are posted on the Borough's Web site. Typically, such problems stem from the user not having the appropriate PDF software to access our files.

Mr. Eidle also noted in response to the concern expressed by a resident at the December 10, 2002 Council meeting, where the resident reported making four calls to our telecommunications support line and no one returned the calls. After thoroughly checking with our staff, our database records, our night service general mailbox, Tel-A-Talk personnel and D & E Communications, the Telecommunications Department found no such calls logged to any of our systems. Mayor Marino questioned if that meant that

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the resident did not make those calls. Mr. Eidle said that maybe the resident dialed the wrong phone number by mistake.

Under Wastewater Engineering, Mr. Eidle had nothing to report.

Under Water Supply Engineering, Mr. Eidle had nothing to report.

Before leaving with his troop, the Boy Scout leader thanked Borough Council for having the Boy Scouts sit in on the Council meeting and thanked the Borough staff for providing the information they requested.

Returning to Personnel Committee, President Ely called for an Executive Session at 7:58 p.m. for the purpose of discussing salaried, confidential and other miscellaneous seasonal and part-time employee proposed wages and/or benefits for 2003. The Executive Session ended and the Council Meeting reconvened at 8:32 p.m.

A motion was made by Mr. Mantz, seconded by Mr. Follweiler, Resolved, To approve the following wages for the Borough Confidential, Professional, Salaried, Part-time and/or Seasonal employees, as well as the Tax Collector, to be effective January 1, 2003; And Be It Further Resolved, To hold a workshop in the near future with the Borough Solicitor, insurance agent and salaried employees to discuss the availability of legal representation for salaried employees:

<u>SALARIED PERSONNEL</u>		<u>ANNUAL SALARY</u>
Norman A. Milnes	Transportation, Sanitation, Grounds & Buildings Superintendent	\$56,729.92
Bruce D. Follweiler	Municipal Utilities Superintendent	\$58,812.00
Bonnie L. Bray	Borough Secretary/Human Resources Director	\$45,187.27
Richard J. Diehm	Planning & Code Office Administrator	\$51,979.98
Edna A. Kramer	Assistant Secretary/Assistant Treasurer/	\$45,017.18

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	Office Supervisor	
Theodore R. Cole, Jr.	Police Chief	\$61,418.90
Frank P. Caruso	Information Technologies Director	\$72,938.15
Todd S. Meltsch	Code Inspector	\$41,836.08
Gina Dell'Elmo	Public Relations Coordinator and Customer Service Representative	\$29,741.40
Karen R. Howard	Librarian	\$33,124.00

FULL TIME HOURLY EMPLOYEES

HOURLY RATE

Thomas K. Diehl	Public Works Coordinator	\$19.24
David K. Horvath	Information Technologies Coordinator	\$19.24
Judith M. Hilberg	Administrative Staff	\$17.56
Karen L. Snyder	Field Operations Coordinator	\$18.55
Kristine K. Polster	Police Secretary	\$13.97

PART-TIME & SEASONAL EMPLOYEES

HOURLY RATE/SALARY

Part-time police with training on 1 year probation	\$13.26
Part-time police with training	\$14.38
Temporary part-time police clerk	\$11.22
Seasonal Laborer	\$8.16
Roller Skating Rink Manager	\$8.42
Assistant Roller Skating Rink Manager	\$7.65
Lifeguards 15 years of age or older with experience:	
None or less than one full season	\$6.80
At least one full season but less than two	\$7.10
At least two full seasons but less than three	\$7.45
Three or more full seasons	\$7.85
Head Lifeguard (1)	\$8.75
Alternate Head Lifeguard (1)	\$8.25

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Pool Clerk (3)	\$6.55
Swimming Pool Manager (1) (season rate)	\$7,500.00
Assistant Swimming Pool Manager (1) (season rate)	\$6,500.00
Head Swim Team Coach (1) (season rate)	\$1,500.00
Assistant Swim Teach Coach (2) (season rate)	\$750.00
Seasonal Recreation Director (season rate)	\$6,120.00

TAX COLLECTOR

ANNUAL FLAT RATE

Real Estate Tax for General & Per Capita	\$825.00
Real Estate Tax for Fire	\$480.00
Real Estate Tax for Recreation	\$650.00
Real Estate Tax for Streets	\$650.00

Passed by unanimous vote.

A motion was made by Mr. Mantz, seconded by Mr. Follweiler, Resolved, To retain John E. P. Schmoyer as the seasonal recreation director for the 2003 season at an annual salary of \$6,120. Passed by unanimous vote.

Under Finance Committee, President Ely reviewed with Council the proposed budget for 2003, including changes made since the last meeting. He reviewed the projected 2002 end-of-year revenues, expenditures and cash balances, as well the anticipated 2003 revenues, budgeted expenditures and 2003 end-of-year cash balances. Mr. Ely examined the 2002 Fund Balances report showing an ending balance for all funds projected at \$10,678,000. He pointed out that the projected ending balance for 2002 is then carried over as the beginning balance on the 2003 Fund Balances report, with the projected receipts totaling \$23,217,558 and expenses totaling \$17,455,000, leaving a projected ending balance of \$5,762,558 for all funds in 2003. Mr. Ely clarified that expenditures outweigh revenues because of the Borough's bond money.

A long barrage of questioning from Mayor Marino ensued regarding the Borough's finances, and Council tried to explain the budget to him. Mr. Marino insisted

that the Borough has financial troubles, while Council said that is absolutely untrue. The Mayor wanted to know why the Borough owes \$17,000,000 and said that the Borough never owed that much before. Mr. Ely stated that the Borough has been involved in many necessary projects, and reminded the Mayor of the Borough's AAA credit rating. The Mayor said that the Borough only has that good rating because taxes are low. Mr. Ely said that revenue from the Borough's utilities, not low taxes, contribute to the Borough's good credit rating. He informed the Mayor that having consistently low tax millage could be seen as detrimental in terms of the credit rating. Mr. Ely also stated that a lot of the Borough's debt is self-liquidating, meaning that revenue pays down the debt. Mayor Marino said he would like to have a letter from Bond Counsel stating that having consistently low tax millage could be seen as detrimental. Mayor Marino also wanted to know why revenue is being generated from the telecommunications tower on Reservoir Hill and how the Borough acquired that land. President Ely explained that revenue is generated because the tower is used for telecommunications and the land belongs to the Borough. Mr. Ely assured the Mayor that the Borough is reinvesting in its future, but the Mayor insisted that the Borough is mortgaging its future, not securing it. Mayor Marino also stated that he hopes that he is wrong about the Borough's finances and that Council is right.

Mr. Schwoyer stated that the proposed 2003 budget changes from Chief Cole have been approved. Mr. Ely added that the requests from Norman Milnes for extra money for winter salt and street signs were also approved. Mr. Follweiler noted that the old stone farm house near the water filtration plant needs thousands of dollars in repairs,

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but he does not think the Borough should spend money on refurbishing it since it will probably remain unused.

A motion was made by Mr. Eidle, seconded by Mr. Schmoyer, Resolved, To approve the Borough's computer-generated budget report for 2003 with total budgeted expenses of \$17,455,000 and total budgeted revenues of \$12,539,000. Passed by unanimous vote.

Mr. Dietrich read aloud the caption of the proposed ordinance to levy a 0.25 mill tax on real estate for the year 2003 for general purposes, 0.15 mill tax on real estate for the year 2003 for the purchase of fire equipment, fire apparatus, etc., 0.40 tax on real estate for the year 2003 for the purpose of maintaining and operating recreation facilities for a total of 0.80 mill, and 0.40 tax on real estate for the year 2003 for the purpose of making permanent street improvements for a total of 1.20 mills. A motion was made by Mr. Eidle, seconded by Mr. Schmoyer, Resolved, That the following ordinance be enacted and ordained:

ORDINANCE NO. 15-2002

AN ORDINANCE OF THE BOROUGH OF KUTZTOWN,
COUNTY OF BERKS, COMMONWEALTH OF
PENNSYLVANIA FIXING THE TAX RATE FOR THE
YEAR 2003.

Passed by unanimous vote.

Mr. Robert Gangewere asked why this tax was based on real estate and not residential tax. Mr. Dietrich explained that it is mandated by the Pennsylvania Supreme Court.

A motion was made by Mr. Eidle, seconded by Mr. Follweiler, Resolved, To approve and authorize the appropriate Borough officials to execute an agreement with the

Office of the Treasurer, Berks County, PA, authorizing the County of Berks to print 2003 county/municipal tax bills and to bill back a proportionate amount of the costs of tax bill forms and postage expenses as incurred on behalf of the Borough. Passed by unanimous vote.

Under Miscellaneous, a motion was made by Mr. Eidle, seconded by Mr. Mantz, Resolved, To reimburse the Borough's tax collector, Brenda Bailey, for a Bookkeeping and Accounting Basics course sponsored by the Governor's Center for Local Government Services to meet her course requirements for her state certification, in the amount of \$40; And Be It Further Resolved, To pay for annual dues, in the amount of \$40, to the Pennsylvania State Tax Collector's Association. Passed by unanimous vote.

President Ely addressed an issue that had been tabled at a previous Council meeting; the annual donation to the Kutztown Fire Company. A motion was made by Mr. Eidle, seconded by Mrs. Crooker, Resolved, To donate \$5,000 to the Kutztown Fire Company. After further discussion on this matter, Mr. Eidle withdrew his motion and Mrs. Crooker withdrew her seconding of the motion.

Pam and Greg Heid expressed their concern with donating \$5,000 to the Fire Company, since all of the fire police recently resigned. President Ely stated that if the donation is not given this year, the donation cannot be doubled to \$10,000 next year. Mr. Heid wanted to know if it was legal for firemen to be acting as fire police during an emergency, and whose responsibility it is if something goes wrong. Mr. Dietrich explained that the Borough does not own or operate the Fire Company, therefore, it is the responsibility of the Fire Company, not the Borough, if anything goes wrong. Mrs. Bray suggested drawing a check for \$5,000 this year and holding it until the Borough sees fit

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to donate it. A motion was made by Mr. Mantz, seconded by Mrs. Crooker, Resolved, To draw a check to cover the \$5,000 donation to the Kutztown Fire Company this year and to hold it until the Borough sees fit to donate it. Passed by unanimous vote.

A motion was made by Mr. Eidle, seconded by Mr. Follweiler, Resolved, To approve the payment of miscellaneous December bills, including the transfers of funds, And Be It Further Resolved, To ratify approval of the payment of bills paid on December 15, 2002, including the necessary transfer of funds from one department to another or from one fund to another, which were reviewed and approved by the Finance Committee as follows:

GENERAL FUND	
Dennis & Dustin Weiss	\$20.00
Kutztown Transportation	7,500.00
LANtek Inc.	91.26
Nextel Communications	973.12
PA Bureau of Dog Law	25.00
Payroll Fund	40,478.67
Payroll Fund-Soc. Sec.	1,835.62
Petty Cash	52.54
Robert L. Gately	152.23
The Peregrine Corp.	1,500.00
Todd S. Meltsch	145.57
Verizon Pennsylvania Inc.	664.25
William Cruz	243.10
Arch Wireless, Inc.	26.20
AT&T	212.35
Berks-Mont Newspaper, Inc.	46.49
Bob Miller	555.00
Bonnie Bray	22.82
CDW Government Inc.	284.25
Elaine Seaman	48.90
Expanets Inc.	112.66
Gina M. Dell'Elmo	19.96
Lorie Pensinger	125.78

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Nunet Inc.	40.66
PA Local Governmental	75.00
Payroll Fund	45,642.72
Payroll Fund- Soc. Sec.	2,183.95
Plumbing Inspectors	25.00
Tracy L. Arnold	500.00
U S Post Office	936.85
William Cruz	243.10
Boca International Inc.	40.00
Electric Revenue Fund	23,815.00
Frank P. Caruso	39.98
Gennaro A. Marino	227.88
National Fire Protection	625.50
Norman A. Milnes	32.12
Payroll Fund	44,348.85
Payroll Fund - Soc. Sec.	1,945.44
PSMA	50.00
Robert L. Gately	29.99
Sewer Revenue Fund	10,000.00
State Workers	12,379.40
Telecommunications Fund	1,800.00
William Cruz	252.45
ADT Security Services	226.25
American Rock Salt Co.	808.45
Andrew Hess Inc.	143.92
Ann Johnson	20.00
Ballard Spahr Andrews	2,394.28
Bergey's Tire Whse.	610.20
Berkheimer Associates	15.13
Berks Products Corp.	22.03
Berman Freightliner	294.16
Black's Detach Trk System	390.00
Bob Miller	482.50
Bohrer-Reagon Co.	208.50
CHS Professional Practice	234.00
Clarence Cartwright	402.20
Colleen M. Clauss	20.00
Cogle's Recycling	62.08

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County of Berks	1,989.86
Dan's Camera City	33.81
Davidheisers Inc.	142.50
Decisionone Corp	74.52
Delaware County Solid	9,888.55
Department of Revenue	63.31
DeTurk Hardware	38.98
Don Christman Auto	40.00
East Penn Mfg. Co. Inc.	2.80
Electric Revenue Fund	5,247.65
FedEx	22.36
First Precinct Uniforms	48.00
Florita C. Hobough	763.60
Fraser Advanced	240.80
George Y Brubaker Inc	873.04
Health Networks	47.75
IFP Test Services Inc.	375.00
Ikon Office Solutions	59.39
J. Scott Collins	20.00
Jason M. Plawa	20.00
Kunkel's Saw & Mower Inc.	78.70
Kutztown Auto Parts Inc	73.38
Lawson Products Inc.	159.54
Leonard M. Dietrich, DO	120.00
Locate Plus.Com Inc.	40.00
M. Burr Keim Company	6.12
M P Uniform & Supply Co.	177.93
MacMillan Oil Co.	105.60
Manpower Inc.	2,400.00
Mary L. Goonan	40.00
Mary MacIntosh Uniform	285.43
Mertz Landscaping	792.00
Met-Ed	125.16
Morgan Lewis Bockius LLP	78.00
Mosteller & Associates	1,208.33
Nextel Communications	711.98
Nolt's Welding	10.00
Oakstone	337.95
Our Designs Inc.	57.95

Reading Eagle Company	907.97
Recorder of Deeds	74.59
Rodney W. Beard CRL	64.00
Ryly's Service Center	37.50
Schadler's Towing	60.00
Security Guards Inc.	20.00
Silver Maple Vet Clinic	39.00
Sovereign Bank	22.81
Spotts Stevens & McCoy	3,186.26
Tel-A-Talk Tas Inc.	30.00
The Rhode Agency Inc.	200.00
UGI Utilities	19.70
United Parcel Service	28.48
Waste Management	1,618.20
Weaver's Hardware Co	187.17
Wrigley's Office Supply	619.97
	\$240,619.00

WATER

Harry McGonigle	\$105.32
LANtek Inc.	91.26
Nextel Communications	108.12
Payroll Fund	9,173.37
Payroll Fund - Soc Sec	701.76
Petty Cash	4.25
Verizon Pennsylvania Inc.	24.01
Arch Wireless Inc.	13.10
Berks-Mont Newspaper Inc.	46.49
Bob Miller	277.50
Bonnie Bray	22.82
CDW Government Inc.	94.75
Expanets Inc.	18.72
Gina M. Dell'Elmo	9.98
Nunet Inc.	13.56
Payroll Fund	9,441.00
Payroll Fund - Soc Sec	722.23
Electric Revenue Fund	3,355.00
General Fund	32,680.00
Kutztown Municipal Authority	9.91

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Payroll Fund	8,659.66
Payroll Fund-Soc. Sec.	662.47
State Workers	2,065.15
Telecommunications Fund	3,600.00
Berks Products Corp.	236.33
Bob Miller	241.25
Buyers Settlement Service	2.61
Clarence Cartwright	22.20
Crest Abstract	7.44
Decisionone Corp.	59.62
Electric Revenue Fund	3,335.86
Exeter Supply Co. Inc.	400.70
Fromm Elec. Supply Corp.	128.65
George Y. Brubaker, Inc.	96.34
Ikon Office Solutions	59.39
Kyle Dudley	114.46
Lawson Products Inc.	48.39
M Burr Keim Company	6.12
M J Reider Association, Inc.	182.00
MacMillan Oil Company	35.20
Mark N. Blose	133.99
Mary MacIntosh Uniform	60.80
Mosteller & Associates	1,071.01
New Millennium Abstract	13.94
Nextel Communications	79.12
PA One Call System Inc.	52.35
Reading Eagle Company	35.75
Security Guards Inc.	20.00
Sovereign Bank	22.81
Spotts, Stevens & McCoy	1,501.10
Tel-A-Talk Tas Inc.	15.00
US Filter Dist. Group	168.00
Water Resources Assoc.	75.00
Weaver's Hardware Co.	6.30
Wrigley's Office Supply	126.37
	\$80,258.53

ELECTRIC FUND

LANtek Inc.	\$641.27
Nextel Communications	108.12
Payroll Fund	9,573.36
Payroll Fund - Soc Sec	732.36
Verizon Pennsylvania Inc.	429.39
William Cruz	74.80
Arch Wireless, Inc.	13.10
AT&T	218.30
Berks-Mont Newspaper Inc.	46.49
Bob Miller	277.50
Bonnie Bray	22.82
CDW Government Inc.	94.75
Expanents Inc.	37.52
Gina M. Dell'Elmo	9.98
Met-Ed	20,688.74
Nunet Inc.	13.56
Payroll Fund	10,286.05
Payroll Fund - Soc Sec	786.89
Penna Power & Light Co	168,551.87
U S Post Office	438.15
William Cruz	74.80
Cheryl D. Wiltrout	35.41
General Fund	62,215.00
Payroll Fund	11,629.88
Payroll Fund - Soc Sec	889.68
State Workers	3,105.19
Telecommunications Fund	3,600.00
William Cruz	74.80
All-Phase Electric Supply, Co.	6,755.68
Allegheny Electric	2,892.29
Berks Products Corp.	4.79
Bob Miller	241.25
Bohrer-Reagon Co.	834.00
Carlos R. Leffler Inc.	803.67
Clarence Cartwright	56.20
Dallas Mickner	15.25
Decisionone Corp.	104.32
Department of Revenue	4,101.62

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Deturk Hardware	65.78
Ekstrom Industries Inc.	51.09
Electric Revenue Fund	3,353.25
George Y. Brubaker, Inc.	112.10
Giles & Ransome Inc.	9.72
Ikon Office Solutions	59.39
Jeffrey Fegley	47.82
Jessica Christman	23.68
Kimberly Ulrich	15.50
Kutztown Auto Parts, Inc.	85.96
Lawson Products Inc.	48.39
M.Burr Keim Company	6.13
MacMillan Oil Company	35.20
Mary MacIntosh Uniform	250.13
Mosteller & Associates	1,071.01
Nextel Communications	79.12
Quad Three Group Inc.	720.58
Reading Eagle Company	35.76
Ryly's Service Center	14.00
Security Guards Inc.	20.00
Sovereign Bank	60.84
Special Flt. Service Inc.	92.28
Spotts Stevens & McCoy	616.45
Tel-A-Talk Tas Inc.	15.00
Utiliserve Inc.	88.75
Weaver's Hardware Co	6.30
Wesco Distribution ;Inc.	5,656.96
Wrigley's Office Supply	126.37
	\$323,246.41

SEWER FUND

Lantek Inc.	\$91.27
Nextel Communications	81.09
Payroll Fund	9,461.27
Payroll Fund - Soc Sec	723.79
Verizon Pennsylvania Inc.	53.56
Arch Wireless, Inc.	13.12
AT&T	27.80
Berks-Mont Newspaper Inc.	46.49

Bob Miller	277.50
Bonnie Bray	22.82
CDW Government Inc.	94.74
Expanents Inc.	18.72
Gina M. Dell'Elmo	9.98
Nunet Inc.	13.56
PA Water Environment Assoc.	90.00
Payroll Fund	9,399.82
Payroll Fund - Soc Sec	719.09
Electric Revenue Fund	3,355.00
General Fund	10,465.00
Payroll Fund	9,381.54
Payroll Fund-Soc. Sec.	717.69
State Workers	2,114.71
Telecommunications Fund	1,000.00
All Phase Electric Supply Co.	501.46
B-H Laboratories	1,550.00
Berks Products Corp.	45.08
Bob Miller	241.25
Bohrer-Reagon Co.	151.47
Clarence Cartwright	22.20
Decisionone Corporation	59.62
Ehrlich	37.00
Electric Revenue Fund	3,437.43
First Capital	3,730.00
George Y. Brubaker, Inc.	291.72
Hach Company	150.77
Ikon Office Solutions	59.40
Lantek Inc.	289.00
Lawson Products Inc.	48.43
Liquid Motion Inc.	2,859.80
M. Burr Keim Company	6.13
Main Pool & Chemical Co.	165.00
Mary MacIntosh Uniform	118.58
Mosteller & Associates	1,071.01
Nextel Communications	59.33
Pagoda Industries	1,945.35
QC Laboratories Inc.	1,055.00
Reading Eagle Company	35.76

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Reading Electric	303.15	
Ryly's Service Center	6.67	
Security Guards Inc.	20.00	
Sovereign Bank	22.81	
Spotts Stevens & McCoy	4,817.32	
Suburban Propane Office	959.52	
Tel-A-Talk Tas Inc.	15.00	
Terry Hartman	62.20	
US Filter Corp.	75.50	
W W Grainger Inc.	453.22	
Waste Management	255.05	
Weaver's Hardware Co.	6.34	
Wrigley's Office Supply	126.45	
		\$73,232.58

TELECOMMUNICATIONS FUND

Lantek Inc.	\$91.27	
Nextel Communications	81.09	
Payroll Fund	6,223.34	
Payroll Fund - Soc Sec	476.09	
Petty Cash	8.81	
Shawn Mull	70.00	
Verizon Pennsylvania Inc.	51.52	
AT&T	36.69	
Berks-Mont Newspaper Inc.	46.51	
Bob Miller	277.50	
Communications Inc.	281.25	
Gina M. Dell'Elmo	9.98	
MTV Networks	191.53	
Nunet Inc.	13.56	
Payroll Fund	6,038.44	
Payroll Fund-Soc. Sec.	461.94	
Electric Revenue Fund	1,990.00	
Frank P. Caruso	1,552.99	
General Fund	180.00	
Payroll Fund	5,602.63	
Payroll Fund-Soc. Sec.	428.60	
State Workers	327.55	
Telecommunications Fund	200.00	

Adelphia Business	2,003.00	
All Phase Elec. Supply Co,	221.99	
Atlantic Engineering	1,392.00	
Bob Miller	241.25	
Brenda S. Bailey	35.48	
Clarence Cartwright	56.20	
DeTurk Hardware	25.82	
Electric Revenue Fund	4,619.98	
FedEx	95.54	
Lifetime Entertainment	81.26	
Mosteller & Associates	1,071.01	
National Cable	1,911.10	
Nextel Communications	59.33	
Peco/Adelphia Communications	1,989.44	
Radio Shack	15.68	
Reading Eagle Company	35.76	
Security Guards Inc.	20.00	
Sovereign Bank	22.81	
Spotts Stevens & McCoy	616.45	
Tel-A-Talk Tas Inc.	15.00	
USA Network	145.04	
Utilicor	573.96	
WW Grainger Inc.	30.40	
Weaver's Hardware Co.	16.49	
		\$39,936.28
EMPLOYEES ACTIVITY FUND		
Petty Cash	\$170.83	
Mr. Food Convenience Store	\$30.00	
Trexler Florist	\$52.00	
		\$252.83
GO BOND FUND - '01A SERIES		
Atlantic Engineering	\$17,587.81	
Lantek Inc.	6,096.62	
		\$23,684.43

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GO BOND FUND - '01 SERIES/WATER&ELECTRIC

Maxatawny Township	\$90.00	
Spotts Stevens & McCoy	25,147.65	
		\$25,237.65

GO BOND -1 - '02 SERIES/GENERAL

Great Valley Consultants	\$2,014.69	
		\$2,014.69

GO BOND - 2- '02 SERIES/WATER

Michael F. Ronca	\$163,080.00	
Michael F. Ronca	167,625.00	
		\$330,705.00

WATER CAPITAL OUTLAY FUND

Exeter Supply Co. Inc.	\$4,125.00	
Keystone Engineering	265.88	
		\$4,390.88

ELECTRIC CAPITAL OUTLAY FUND

Keystone Engineering	\$265.88	
		\$265.88

SEWER CAPITAL OUTLAY FUND

Staples Inc.	\$139.96	
Denney Electric Supply	50.31	
Keystone Engineering	6,638.87	
Michael F. Ronca Inc.	29,925.00	
W W Grainger Inc.	37.62	
		\$36,791.76

INSURANCE RESERVE FUND

BCMHIPG	\$34,000.93	
Ceridian Benefits Serv	90.00	
Fort Dearborn Life	492.90	
Ohio National Life	230.14	
		\$34,813.97

TELECOM CAPITAL OUTLAY FUND

Alltemp Enterprise Inc.	\$3,265.00	
Lantek Inc.	3,856.98	
TVC Incorporated	131.98	
Atlantic Engineering	53,425.60	
Blonder Tongue Lab Inc.	169.74	
		\$60,849.30

POLICE TRAINING FUND

Public Agency Training	\$125.00	
Reading Area Community College	\$100.00	
Walter J. Skavinsky	\$163.20	
		\$388.20

FINAL TOTAL \$1,276,687.39

And Be It Further Resolved, To adjourn the Council Meeting upon vote. Passed
by unanimous vote. The meeting ended at 9:27 p.m.

Prepared by: Gina M. Dell'Elmo
Public Relations Coordinator
Customer Service Representative

Attested by: Bonnie Bray
Borough Secretary