

October 15, 2013  
Kutztown, PA

A regular meeting of the Kutztown Borough Council was called to order at 7:36 p.m. in the Kutztown Train Station by the President, Mr. Kevin Snyder, with other members of Borough Council present: Mr. Edwin Seyler, Mr. Derek Mace, Mr. James Schlegel and the Mayor, Ms. Sandra Green. Mr. Malcolm Eidle and Ms. Rachael Birckbichler were absent. Mr. Keith Mooney, Borough Solicitor; Ms. Laura Eberly, representing the Borough's planning and water/wastewater engineering firm of SSM Group, Inc.; Mr. Gabriel Khalife, Borough Manager/Treasurer; Ms. Andrea Rahn, Assistant Borough Secretary; Mr. Raymond Austin, Finance Director; Kutztown University Student Ambassadors Colin Quinn and Tayania Brown; Kutztown Area Transport Service representatives Becky Rakowiecki, Anne Deiterich, Doug Demchyk and Rodney Freeman were also present.

President Snyder noted that Downtown Trick-or-Treat Night is scheduled for Wednesday, October 23, from 6:00 p.m. to 8:00 p.m., and that Borough Trick-or-Treat night is scheduled for Thursday, October 24, from 6:00 p.m. to 9:00 p.m.

Rodney Freeman and Anne Deiterich, from Kutztown Area Transport Service, presented Council with a request for financial support due to radio upgrades and losses generated from unpaid bills, especially from Kutztown University students. Mr. Freeman noted that he has approached Maxatawny Township and Kutztown University with the same request and that Kutztown University has been unresponsive to date. Mr. Freeman and Ms. Deiterich asked Council to create a yearly membership fee for each residence. Mr. Khalife replied that if established, it would have to be implemented as a tax. Council

recommended that the Kutztown Area Transport Service attend the Community Development and Public Safety Committee Meeting for further discussion regarding this matter. He noted that Council would like to know Maxatawny Township's and Kutztown University's responses.

President Snyder asked if there was anyone who wished to address Council before proceeding with the agenda. There were no public comments.

A motion was made by Mr. Mace, seconded by Mr. Seyler, Resolved, To approve the Consent Agenda, consisting of the following items:

- Review and accept the Minutes of the September 17, 2013 Borough Council meeting.
- Review and accept the Borough Community Development Report for September, 2013.
- Approve the payment to St. Paul's Church for four 12-month Community Development Office employee parking permits, at a cost of \$150.00 per car, for a total of \$600.00
- Execute the agreement with the Animal Rescue League and approve an annual donation of \$1,000.00.
- Review and approve the 2013-2014 Snow Program.
- Take action on the request from the Kutztown Community Partnership's Clean and Green Committee for the Borough to provide a dumpster behind the Community Development Office on November 3, 2013, for the Community Clean Up from 11:00 a.m. until 2:00 p.m., and to waive any associated fees.
- Ratify approval for the payment of bills and necessary transfers of funds, which have been provided to Borough Council in the Accounts Payable G/L Distribution Report, including payment dates from September 13, 2013 to October 10, 2013, as summarized below:

General Fund	\$489,907.18
Refuse and Recycling Fund	\$47,363.80
Fire Protection Tax Fund	\$39.00
Recreation Tax Fund	\$62.30
Road Tax Fund	\$156.14

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Water Fund	\$72,560.18
Electric Fund	\$432,082.50
Sewer Fund	\$110,647.07
Telecommunications Fund	\$80,381.68

Passed by unanimous vote.

Off of the agenda, a motion was made by Mr. Seyler, seconded by Mr. Mace, Resolved, To accept the resignation of Planning Commission Chairperson Karen Feridun.

Passed by unanimous vote.

Under Environmental Advisory Commission, there was nothing to report.

Under Community Development and Public Safety Committee, Mr. Mace submitted the Monthly Police Report for September, 2013.

Mr. Mace reported the following fines were collected:

District Justice Greth	August, 2013	\$7,283.70
Clerk of Common Pleas	August, 2013	\$672.75
Secretary's Office	September, 2013	\$6,935.00

Under Public Works Committee, a motion was made by Mr. Schlegel, seconded by Mr. Mace, Resolved, To award the pool repair base bid project to RJR Engineering, Inc. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Schlegel, Resolved, To authorize YSM to utilize an architect they have previously worked with, to build the Kutztown Park restroom configuration of four women/four men bathroom stalls, at an estimated cost of \$130,000.00, with an architectural fee of \$5,000.00, which includes plumbing, electric and HVAC design. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Schlegel, Resolved, To approve the band shell reservation request from Anthony Dalton and Kelly Serfass for

May 30 and 31, 2014, for their wedding and set up, for a total rental fee of \$110.00.

Passed by unanimous vote.

Mr. Snyder noted that the Borough recycled 7,504 pounds of electronic waste during the Electronics Recycling Day event on September 7. Two more recycling events will be scheduled in 2014 during student move in and move out days.

Under Personnel Committee, a motion was made by Mr. Seyler, seconded by Mr. Schlegel, Resolved, To enter in to a Memorandum of Understanding with AFSCME regarding a one-time waiver, which reduces the Crew Leader years of experience from eight years to five years and to allow for a one-time pay rate adjustment if an in-house employee is selected for the Apprentice/Meter Reader position. Passed by unanimous vote.

An Executive Session to discuss personnel matters was deferred until the end of the meeting.

Off of the agenda, a motion was made by Mr. Seyler, seconded by Mr. Schlegel, Resolved, To reappoint Sheila Fulton to the Kutztown Municipal Authority, whose term shall expire on December 1, 2014. Passed by unanimous vote.

Under Finance and Electric Committee, a motion was made by Mr. Mace, seconded by Mr. Schlegel, Resolved, To enter into a Letter of Engagement with Long Barrell to perform the 2013 audit at a cost not to exceed \$29,900. Passed by unanimous vote.

Under Telecommunications and Information Technologies Committee, there was nothing to report.

