

A regular meeting of the Kutztown Borough Council was called to order at 7:31 p.m. in the Kutztown Train Station by the President, Mr. Kevin Snyder, with other members of Borough Council present: Mr. James Schlegel, Mr. Edwin Seyler, Mr. Derek Mace, Ms. Rachael Birckbichler, Ms. Peggy Devlin and the Mayor, Ms. Sandra Green. 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. Gina M. Wiand, Borough Secretary/Director of Marketing Communications and Customer Relations; Police Chief Craig Summers; Kutztown University Student Ambassadors Colin Quinn and Tayania Brown; Kutztown Optimist Club representative Don Sechler; Shaynah Kinner representative Rosaria Angstadt; YSM representative Chuck Strodoski; resident Jason Stauffer; and Mr. Steve DeLucas, reporter for the Reading Eagle were also present.

President Snyder noted that the January 21, 2014 Council meeting was cancelled due to inclement weather.

Don Sechler reviewed the route for the 2014 Fools' Run and he noted that a two mile walk has been added to the program.

A motion was made by Mr. Schlegel, seconded by Mr. Mace, Resolved, To approve the Fools' Run route and to waive all associated fees. Passed by unanimous vote.

Rosaria Angstadt, from Shaynah Kinner, addressed Council with requests for free pool passes for her employees to use while working and for permit parking for her

11378

employees. President Snyder referred her to the Public Works Committee for her pool pass request and to the Community Development and Public Safety Committee for her permit parking request.

Chuck Strodoski, from YSM, presented proposed improvements for the playground, including bathrooms and playground equipment. Discussion and debate ensued regarding the playground equipment.

A motion was made by Mr. Seyler, seconded by Mr. Schlegel, Resolved, To accept the two proposed playground equipment layouts, while keeping the existing merry-go-round and sliding board, with the expectation that some pieces of equipment will need to be removed. All in favor except for Mr. Mace and Mr. Snyder. There being a majority in favor, the motion passed.

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

Resident Jason Stauffer told Council that permit parking is needed in front of his home. President Snyder referred him to the Community Development and Public Safety Committee.

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

- Review and accept the Minutes of the December 17, 2013 Borough Council meeting.
- Review and accept the Minutes of the January 6, 2014 reorganization Borough Council meeting.
- Review and accept the Borough Community Development Report for December, 2013.

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- Take action to approve payment #3 to Wickersham Construction and Engineering, Inc., in the amount of \$71,117.00, for work completed at the Water Treatment Plant.
- Take action to approve payment #4 to Wickersham Construction and Engineering, Inc., in the amount of \$329,537.00, for work completed at the Water Treatment Plant.
- Take action to approve payment #15 to Wickersham Construction and Engineering, Inc., in the amount of \$38,492.00, for work completed at the Wastewater Treatment Plant.
- Take action to approve payment #16 to Wickersham Construction and Engineering, Inc., in the amount of \$21,989.00, for work completed at the Wastewater Treatment Plant.
- Take action to approve payment #3 to Wexcon, Inc., in the amount of \$123,367.50, for I&I work that was completed.
- Take action to approve payment #1 to Mr. Rehab, in the amount of \$4,525.20, for I&I work that was completed.
- Take action to approve payment #2 to Mr. Rehab, in the amount of \$32,183.10, for I&I work that was completed.
- Take action to approve the Legion Baseball Field lease agreement.
- 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 December 12, 2013 to January 9, 2014, and from January 10, 2014, through February 12, 2014 as summarized below:

December 12, 2013 to January 9, 2014:

General Fund	\$261,973.52
Refuse and Recycling Fund	\$43,109.83
Water Fund	\$448,511.75
Electric Fund	\$438,209.87
Sewer Fund	\$564,260.78
Telecommunications Fund	\$93,199.76

11380

January 10, 2014, through February 12, 2014:

General Fund	\$326,383.97
Refuse and Recycling Fund	\$49,834.09
Fire Protection Tax Fund	\$52.79
Recreation Tax Fund	\$88.67
Road Tax Fund	\$148.35
Water Fund	\$94,690.86
Electric Fund	\$504,324.28
Sewer Fund	\$93,999.97
Telecommunications Fund	\$75,020.61

Passed by unanimous vote.

Under Borough Planning Commission, there was nothing to report.

Under Environmental Advisory Commission, there was nothing to report.

Under Community Development and Public Safety Committee, Ms. Devlin submitted the Monthly Police Reports for December, 2013 and January, 2014.

Ms. Devlin reported the following fines were collected:

District Justice Greth	November, 2013	\$9,154.53
Clerk of Common Pleas	November, 2013	\$153.32
Secretary's Office	December, 2013	\$3,875.00
District Justice Greth	December, 2013	\$7,398.81
Clerk of Common Pleas	December, 2013	\$685.24
Secretary's Office	January, 2014	\$2,275.00

A motion was made by Ms. Devlin, seconded by Mr. Schlegel, Resolved, To revise the Rules and Regulations of the Borough of Kutztown Civil Service Commission.

Passed by unanimous vote.

Ms. Devlin noted that a report of the Borough of Kutztown Civil Service Commission expenses for 2013 has been distributed to Council.

Under Public Works Committee, a motion was made by Mr. Seyler, seconded by Mr. Schlegel, Resolved, To rescind the bid awarded to Berks Property Maintenance for

janitorial services. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Devlin, Resolved, To approve the one-year agreement with Jan-Pro for janitorial services. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Schlegel, Resolved, To approve the parade permit application requesting to close Keystone Avenue between Pennsylvania Avenue and Apple Alley, for the Johnson wedding, on June 14, 2014, from 6:00 a.m. until 11:00 p.m. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Mace, Resolved, To approve the request from Nate Herrlin to use the Band Shell and the Scooter Building on June 8, July 13 and August 10, 2014, for church services, and to waive the fees for the Band Shell. Note: The Civic/Church Group Rate of \$35.00 per date for use of the Scooter Building will apply, for a total of \$105.00. Passed by unanimous vote.

Under Personnel Committee, an Executive Session to discuss a personnel matter was deferred until the end of the meeting.

A motion was made by Mr. Seyler, seconded by Mr. Schlegel, Resolved, To accord regular full time employment to Finance Director Raymond Austin, who has successfully completed his probationary period. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Devlin, Resolved, To accord regular full time employment to Officer Arthur Hirsch, who has successfully completed his probationary period. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Schlegel, Resolved, To promote Brian Bilger to the position of Telecommunications Technician II, effective

11382

February 24, 2014. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Mace, Resolved, To rehire Steven Hudak and Lisa Riley as pool co-managers for the 2014 season at a salary of \$8,527.02 each. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Schlegel, Resolved, To appoint Rachael Birckbichler as a member of the Police Pension Advisory Committee, whose term shall expire on December 1, 2015. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Mace, Resolved, To appoint Peggy Devlin as a member of the Police Pension Advisory Committee, whose term shall expire on December 1, 2015. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Schlegel, Resolved, To reappoint Randy Jay Haydt as a member of the Telecommunications Advisory Commission, whose term shall expire on February 1, 2016. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Birckbichler, Resolved, To reappoint Gene Mosca as a member of the Telecommunications Advisory Commission, whose term shall expire on February 1, 2016. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Schlegel, Resolved, To reappoint Steven Fritz as a member of the Telecommunications Advisory Commission, whose term shall expire on February 1, 2016. Passed by unanimous vote.

Under Finance and Electric Committee, a motion was made by Mr. Mace, seconded by Mr. Schlegel, Resolved, To introduce and authorize advertisement of the proposed Resolution amending labor and equipment rates. Passed by unanimous vote.

A motion was made by Mr. Mace, seconded by Mr. Schlegel, Resolved, To

execute the Radio System End User Agreement with Berks County. Passed by unanimous vote.

Under Telecommunications and Information Technologies Committee, a motion was made by Ms. Birckbichler, seconded by Mr. Schlegel, Resolved, To decrease the Premium 1 Tier (Showtime and More) rate to \$18.00 per month and to decrease the Premium 2 Tier (HBO and Cinemax) rate to \$23.50 per month. Passed by unanimous vote.

A motion was made by Ms. Birckbichler, seconded by Ms. Devlin, Resolved, To institute a policy for television and Internet services that states the following: "Each time a television and/or Internet service is activated, the customer is eligible for a prorated bill, upon termination, only after one calendar month of continuous service." Passed by unanimous vote.

A motion was made by Ms. Birckbichler, seconded by Ms. Devlin, Resolved, To ratify the upgrade and replacement of the failed NOC/Server Room air conditioning unit. Note: The work was done by Apex Professional Mechanical Services at a cost of \$7,200.00. Passed by unanimous vote.

Under Water and Wastewater Committee, a motion was made by Mr. Schlegel, seconded by Mr. Mace, Resolved, To authorize SSM Group, Inc. to complete and submit the Wastewater Annual Chapter 94 report at a cost of \$2,300.00. Passed by unanimous vote.

A motion was made by Mr. Schlegel, seconded by Ms. Devlin, Resolved, To award the bid for the East Main Street Water Line Project, to Joao Bradley Construction Inc., in the amount of \$1,473,418.71. Passed by unanimous vote.

11384

A motion was made by Mr. Schlegel, seconded by Mr. Mace, Resolved, To issue a sewer credit to Kutztown University, for 1.5 million gallons, in the amount of \$20,662.08, due to a water tank leak that was emptied but was not treated. Passed by unanimous vote.

President Snyder noted the following vacancies:

Borough Planning Commission:	One Member Vacancy
	One Alternate Vacancy
Housing License Appeals Board:	One Member Vacancy
	Three Alternate Vacancies
Zoning Hearing Board:	Two Alternate Vacancies
Environmental Advisory Commission:	Two Member Vacancies
Telecommunications Advisory Commission:	Two Member Vacancies

President Snyder noted that he would like to schedule a Council workshop for goal setting.

President Snyder called for an Executive Session at 8:45 p.m. to discuss a personnel matter. The Executive Session ended and the meeting reconvened at 9:27 p.m.

A motion was made by Ms. Birckbichler, seconded by Mr. Schlegel, Resolved, To adjourn the Council meeting upon vote. Passed by unanimous vote. The meeting ended at 9:27 p.m.

Prepared and Attested by: Gina M. Wiand
Borough Secretary

Kevin Snyder and Gina Wiand hereby ordered payment of the expenditures listed in the Accounts Payable G/L Distribution Report, including payment dates from December 12, 2013 to January 9, 2014 and January 10, 2014, through February 12, 2014, in accordance with Section 1106 of the Borough Code, Commonwealth of Pennsylvania.

Kevin Snyder

Gina M. Wiand