



AGENDA

KUTZTOWN BOROUGH COUNCIL MEETING

APRIL 18, 2017

PUBLIC COMMENTS:

CONSENT AGENDA

Consider motion to approve consent agenda:

-) Review and accept the Minutes of the March 21, 2017 Borough Council meeting.
 -) Review and accept the Borough Community Development Report for March, 2017.
 -) Take action to approve the request from the Environmental Advisory Commission to use the North Park pavilion, for Trail Day on June 10, 2017, and to waive any associated fees.
 -) Take action to approve the request from the Relay for Life to hang sponsor signs and bows around town, from May 11 through June 10, 2017.
 -) Take action to hire the 2017 Kutztown Dolphins Swim Team coaches Steve Fowler (head coach), with a salary of \$1,500.00; Gwendolyn Dietrich (head assistant coach), with a salary of \$1,000.00; and James Goodreau (assistant coach), with a salary of \$500.00.
 -) Conditionally hire the following 2017 seasonal pool employees, contingent upon meeting all pre-employment requirements: Patrick Eigenbrod, head lifeguard, \$10.79 per hour; Makenzie Barrell, lifeguard, \$9.14 per hour; Molly Brown, lifeguard, \$8.37 per hour; Kaitlyn Floyd, lifeguard, \$8.79 per hour; Devan Hanna, lifeguard, \$8.37 per hour; Christian Kanaskie, lifeguard, \$9.50 per hour; Kian Kanaskie, lifeguard, \$8.37 per hour; Bekah Keim, lifeguard, \$9.14 per hour; Mya Keim, lifeguard, \$8.79 per hour; Zoe Keim, lifeguard, \$9.50 per hour; Keaton McCoach, lifeguard, \$8.79 per hour; Nathan Nahrgong, lifeguard, \$8.37 per hour; Brock Rabenold, lifeguard, \$9.50 per hour; Brock Rabenold, lifeguard, \$8.37 per hour; Alyssa Wentzel, lifeguard, \$8.79 per hour; Leah Dietrich, office clerk, \$8.07 per hour; Katie Eigenbrod, office clerk, \$8.07 per hour; Ema Oroxom, office clerk, \$8.07 per hour; Beckham Sibiski, office clerk, \$8.07 per hour; and Kirby Sibiski, office clerk, \$8.07 per hour.
 -) 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 March 18, 2017, through April 13, 2017.
-
-

REGULAR AGENDA**BOROUGH PLANNING COMMISSION:***Chairperson: Lisa Ladd-Kidder**Members: Tim Haring, Patricia Snyder, Allan Oberholtzer, Frederick Englehardt and Karen Feridun***ENVIRONMENTAL ADVISORY COMMISSION:***Chairperson: Jeri Carroll**Members: Todd Underwood, Nathan Lewis, Becky Weller, Joseph Sebzda, Shireen DeNault and Rachael Gonzalez***COMMUNITY DEVELOPMENT AND PUBLIC SAFETY:***Chairperson: Scott Piscitelli**Members: Derek Mace and Richard Diehm*

Police Report for March, 2017.

Fines Collected:	District Justice Greth	February, 2017	\$5,978.5
	Clerk of Common Pleas	February, 2017	\$251.30
	Secretary's Office	March, 2017	\$4,750.00

Take action to approve Standard Operating Procedure 2017-01, which establishes policy guidelines for the Kutztown Borough Police Department for use of the Commonwealth Law Enforcement (CLEAN) and the National Crime Information Center (NCIC), and which regulates access to these systems and the security of information received as a result of their use.

Take action to approve Standard Operating Procedure 2017-02, which establishes guidelines and procedures to be followed by the Kutztown Borough Police Department when using any audio and visual recording systems.

Take action to approve Standard Operating Procedure 2017-03, which establishes policy for evaluating the performance of Kutztown Borough Police Department personnel.

Take action on the request from the Kutztown Fire Company to release \$250,000.000, from the Fire Protection Tax Fund, for the down payment on the purchase of a new 2017 E-One Ladder Truck.

PUBLIC WORKS:*Chairperson: Kevin Snyder**Members: Edwin Seyler and Scott Piscitelli*

Take action to approve the Kutztown Park 'Tobacco-Free Zone' Policy.

Take action to enter into a five-year lease agreement with Radius Corporation for their lease of the Borough's land on the northeast corner of Railroad and Peach Streets, contingent upon approval of the lease agreement language by the Borough Solicitor.

Take action to approve authorizing John Schmoyer to revise the park concession stands lease agreement for 2017.

Take action to approve the request from the Kutztown Community Partnership to use South Whiteoak Street, back to Sander Alley, and North Whiteoak Street, back to Sacony Alley, for a Vendor Village during the Kutztown Kruizz, pending approval from Chief Summers.

Take action to authorize Great Valley Consultants to perform a traffic study for flashing school zone signs, at the Borough's expense, and the Kutztown Area School District would pay for the flashing signs. The motion passed by unanimous vote.

PERSONNEL:

Chairperson: Peggy Devlin

Members: Kevin Snyder and Richard Diehm

Take action to promote Walter J. Skavinsky as a Patrol Corporal.

Take action to accept the resignation of Deborah Smith-Craine who will retire on May 30, 2017.

Take action to approve the pool manager salaries for 2017, in the amount of \$9,527.02 for Lisa Reilly and \$8,527.02 for Steve Hudak.

Take action to accept the resignation of Lenore McGonigle from the Zoning Hearing Board.

An Executive Session is requested to discuss personnel and legal matters.

FINANCE AND ELECTRIC:

Chairperson: Derek Mace

Members: Kevin Snyder and Edwin Seyler

Take action on the proposed Resolution in defense of Borough operated municipal electric systems in the Commonwealth of Pennsylvania.

Take action to advertise and sell 21 scrap pole-mount transformers.

TELECOMMUNICATIONS AND INFORMATION TECHNOLOGIES:

Chairperson: Richard Diehm

Members: Peggy Devlin and Scott Piscitelli

WATER AND WASTEWATER:

Chairperson: Edwin Seyler

Members: Derek Mace and Peggy Devlin

Take action to approve the equipment and labor quotes for trickling filter arm replacements.

Take action to approve a sewer credit request for 417 W. Walnut Street, in the amount of \$793.20, as the water was not processed through the Sewer Treatment Plant.

Take action to approve a sewer credit request for 445 Normal Avenue, in the amount of \$510.65, as the water was not processed through the Sewer Treatment Plant.

NOTE: Ezra Border successfully passed and received his CDL Class “B” license.

MISCELLANEOUS:

PLEASE NOTE THE FOLLOWING VACANCIES:

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