

August 16, 2016
Kutztown, PA

A regular meeting of the Kutztown Borough Council was called to order at 7:32 p.m. in the Kutztown Train Station by the President, Mr. Kevin Snyder, with other members of Borough Council present: Mr. Derek Mace, Mr. Edwin Seyler, Ms. Peggy Devlin, Mr. Richard Diehm, Mr. Scott Piscitelli, and the Mayor, Ms. Sandra Green. Mr. Keith Mooney, Borough Solicitor; Mr. Darryl Jenkins, 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/Public Relations and Marketing Director; Police Chief Craig Summers; Maxatawny Township representative Steve Wilson; NESC representative John Brownell; Kutztown Area Transport Services representatives Philip Salamone and Rodney Freeman; residents Teresa Adam and Dennis and Barbara Krumanocker; and Mr. Steve DeLucas, reporter for the Reading Eagle, was also present.

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

Dennis Krumanocker expressed his frustration with the East Main Street Project and he asked for answers to many questions.

Mr. Seyler said that he understood Mr. Krumanocker's frustration, especially since he lives on East Main Street as well, but that he also understands the position that the Borough is in as a result of unforeseen issues with the project.

Mayor Green stated that a meeting with East Main Street residents should be scheduled to discuss the project and issues face-to-face.

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

-) Review and accept the Minutes of the July 19, 2016 Borough Council meeting.
-) Review and accept the Borough Community Development Report for July, 2016.
-) Take action on the request from the Kempton/Kutztown softball team to use the softball field and lights in the Kutztown Park, through the end of September, and to charge a fee of \$100.00 for the lights for the entire season.
-) 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 July 16, 2016 through August 12, 2016, as summarized below:

General Fund	\$561,735.14
Refuse and Recycling Fund	\$52,489.84
Water Fund	\$386,609.03
Electric Fund	\$403,101.21
Sewer Fund	\$465,207.61
Telecommunications Fund	\$148,312.75

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, the Monthly

Police Report for July 2016 was submitted.

The following fines were collected:

District Justice Greth	June, 2016	\$6,662.45
Clerk of Common Pleas	June, 2016	\$504.70
Secretary's Office	July, 2016	\$900.00

A motion was made by Mr. Piscitelli, seconded by Mr. Diehm, Resolved, To authorize drafting an Ordinance amendment adding a disabled parking space in the 00 block of Greenwich Street as well as other changes. Passed by unanimous vote.

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A motion was made by Mr. Piscitelli, seconded by Ms. Devlin, Resolved, To approve the release of escrow for Hilltop Subdivision II, Phase I, in the amount of \$132,963.86, for partial completion of municipal improvements. Passed by unanimous vote.

A motion was made by Mr. Piscitelli, seconded by Mr. Seyler, Resolved, To approve the release of escrow for Hilltop Subdivision II, Phase II, in the amount of \$146,990.56, for partial completion of municipal improvements. Passed by unanimous vote.

Under Public Works Committee, a motion was made by Mr. Seyler, seconded by Mr. Piscitelli, Resolved, To approve the request from the Kutztown Rotary Club to use the Kutztown Park for the Taste of Kutztown event to be held on June 10, 2017, and to not allow any other reservations for that day. Passed by unanimous vote.

When asked about fees, President Snyder said that the fees “are not being waived as of now.”

A motion was made by Mr. Piscitelli, seconded by Mr. Diehm, Resolved, To approve Kutztown University’s parade permit application for their Sesquicentennial Parade on September 10, 2016, and to charge a fee of \$3,000.00 for Borough costs and labor. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Devlin, Resolved, To approve Payment Application #1, in the amount of \$14,805.00, to Hannahoe Painting for painting of the Train Station. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Piscitelli, Resolved, To approve Change Order #2, in the amount of \$18,260.22, for the East Main Street Paving

Project. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Piscitelli, Resolved, To approve Barwis Construction to relocate water services related to the Storm Sewer Improvements Project, as needed, at a cost of \$3,450.00. Passed by unanimous vote.

A motion was made by Ms. Devlin, seconded by Mr. Diehm, Resolved, To issue a refuse credit, in the amount of \$34.50, for 112 N. Laurel Street, Second Floor. Passed by unanimous vote.

Off of the agenda, a motion was made by Mr. Seyler, seconded by Mr. Piscitelli, Resolved, To approve Change Order No. 3, from EJB Paving for Main Street Park sidewalk, in the amount of \$6762.96. Passed by unanimous vote.

Under Personnel Committee, a motion was made by Ms. Devlin, seconded by Mr. Piscitelli, Resolved, To accept the retirement notice from Dale Kramer, whose last day of employment will be October 21, 2016. Passed by unanimous vote.

A motion was made by Ms. Devlin, seconded by Mr. Piscitelli, Resolved, To reassign Officer Brian Klouser to Patrol Officer, per his request, effective August 14, 2016. Passed by unanimous vote.

A motion was made by Ms. Devlin, seconded by Mr. Mace, Resolved, To hire Mackenzie Keller as a Library Clerk I, contingent upon passing all required background checks. Passed by unanimous vote.

A motion was made by Ms. Devlin, seconded by Mr. Piscitelli, Resolved, To adopt the revised Safety Manual as presented. Passed by unanimous vote.

Ms. Devlin deferred an Executive Session to discuss personnel and legal matters until the end of the meeting.

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Under Finance and Electric Committee, a motion was made by Mr. Mace, seconded by Mr. Seyler, Resolved, To authorize a contract for professional financial accounting services with Donal Renninger, CPA, at a rate of \$85.00 per hour, to assist in recording and reconciling cash – due to/from other funds. Passed by unanimous vote.

Under Telecommunications and Information Technologies Committee, a motion was made by Mr. Diehm, seconded by Ms. Devlin, Resolved, To Ratify the lease of space in our enclosures at the Edge to Spot On Networks. Passed by unanimous vote.

Mr. Diehm noted that the Committee has approved the sale of two 50x50 Internet services, for \$150.00 per month, to Computer Wizards.

Under Water and Wastewater Committee, a motion was made by Mr. Seyler, seconded by Mr. Diehm, Resolved, To approve Change Order #1, in the amount of \$13,960.00, for the Anaerobic Digester Insulation Replacement Project. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Piscitelli, Resolved, To introduce and authorize advertisement of the proposed Ordinance acquiring the Saucony Creek Regional Authority Sewage Treatment Plant (“SCRA Plant”), Transportation and Treatment System Projects for the purpose of conveying same to Kutztown Municipal Authority (“KMA”), who shall provide sewage collection, transportation and treatment services to properties outside the boundaries of the Borough of Kutztown pursuant to the powers granted to KMA by the Municipal Authorities Act. Passed by unanimous vote.

Under Miscellaneous, a motion was made by Mr. Seyler, seconded by Mr. Piscitelli, Resolved, To appoint Mayor Green as the official voting delegate to represent the Borough of Kutztown at the 2016 PML Annual Summit in October. Passed by

unanimous vote.

President Snyder noted the following vacancies:

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

President Snyder called for an Executive Session at 8:08 p.m. to discuss personnel and legal matters. The Executive Session ended and the meeting reconvened at 8:44 p.m.

A motion was made by Mr. Seyler, seconded by Ms. Devlin, Resolved, To authorize Barley Snyder, in consultation with the Borough Manager, to engage an appraisal and other consultants deemed necessary for the damages phase of the Maxatawny Township arbitration. Passed by unanimous vote.

A motion was made by Mr. Mace, seconded by Ms. Devlin, Resolved, To direct the Borough Manager to organize a meeting, in the evening, as soon as possible, inviting all residents affected on East Main Street by the ongoing construction, to be able to meet with the appropriate engineers and Borough employees related to that project. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Diehm, Resolved, To adjourn the Council meeting upon vote. Passed by unanimous vote. The meeting ended at 8:46 p.m.

Prepared and Attested by: Gina M. Wiand
Borough Secretary

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Kevin Snyder and Gina Wiand hereby ordered payment of the expenditures listed in the Accounts Payable G/L Distribution Report, including payment dates from July 16, 2016 through August 12, 2016, in accordance with Section 1106 of the Borough Code, Commonwealth of Pennsylvania.

Kevin J. Snyder

Gina M. Wiand