A regular meeting of the Finance and Electric Committee was held on January 10, 2019 at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:30 p.m. by Dr. Derek Mace. Members present were: Dr. Derek Mace, Mr. Ed Seyler and Mr. Kevin Snyder. Also in attendance: Mr. Gabriel Khalife, Borough Manger; Mr. Steve Diehl, Electric Superintendent; Ms. Sue Johnston, Finance Director; and Ms. Jill Remick, Recording Secretary. Public Attendance: Mr. Eric Diehl representing the Kutztown Fire Company.

APPROVAL OF MINUTES
The January 10, 2019 minutes were reviewed by members. A motion was made by Mr. Snyder and seconded by Mr. Seyler to approve the January 10, 2019 minutes as written. The motion passed by unanimous vote.

PUBLIC COMMENT ON NON-AGENDA ITEMS
There were no public comments.

NEW BUSINESS
- Foundry False Alarms Billing
  Mr. Eric Diehl addressed the Committee to explain the calls they have been responding to at the foundry. The Committee discussed the foundry’s request to waive the false alarm billing and members agreed to enforce the Borough Ordinance which outlines the protocol to follow in regards to false alarm billings.

OLD BUSINESS
- Discuss Electric AMI System
  The Committee discussed that installing the new AMI (Advanced Metering Infrastructure) system, housed with a new generation of technology, will allow the Electric and Water Departments to manage and monitor the Borough utilities with enhanced customer service and improved operation efficiency. Motion by Mr. Seyler and seconded by Mr. Snyder to recommend Borough Council move forward to enter into an agreement, with Eaton, to purchase and implement a new Advance Metering Infrastructure (AMI) system. The motion passed by unanimous vote.

The Committee would like to educate the public throughout the 2019 implementation regarding the upgrade in equipment and the advancement in technology in regards to
the Borough’s electric and water meters. As the time for changing the meters gets closer the Committee discussed communicating updates and information to its residents through mailings, newsletters and postings on the Borough Facebook and web-site pages. These communications will include how and when the electric meters will be replaced outside the home and how/when the water meters will be replaced inside the home.

**BUDGET PERFORMANCE REPORT/ELECTRIC FUND BUDGET PERFORMANCE**

Committee members reviewed the Budget Performance Summary Report.

**OFF AGENDA**
Committee members discussed outstanding utility billings.

**ADJOURNMENT**
There being no further business to discuss a motion was made by Mr. Snyder and seconded by Mr. Seyler to adjourn the meeting. The motion was passed by unanimous vote and the meeting was adjourned at 8:55 p.m.