A reorganization meeting of the Kutztown Borough Council was called to order at 7:30 p.m. in the Kutztown Train Station by Mr. Kevin Snyder, with other members of Borough Council present: Mr. Edwin Seyler, Ms. Peggy Devlin, Mr. Richard Diehm and Mr. Scott Piscitelli. Mr. Derek Mace and Mayor Sandra Green were absent. Mr. Troy Rider, Borough Solicitor; Mr. Gabriel Khalife, Borough Manager/Treasurer; Ms. Andrea Rahn, Administrative Assistant to the Borough Manager/Assistant Borough Secretary; Kutztown Area Transport Services representative Rodney Freeman; Borough employee Therese Mertz; and residents Greg Heid and Allison Fuller were also present.

Andrea Rahn administered the oath of office to Council members Edwin Seyler, Richard Diehm and Scott Piscitelli.

A motion was made by Mr. Seyler, seconded by Mr. Snyder, Resolved, To select Peggy Devlin as the temporary Chairperson who shall preside over the meeting until after officers are nominated and elected. Passed by unanimous vote.

Ms. Devlin declared the nominations open for the office of President of Council. Mr. Seyler nominated Kevin Snyder for President of Council. Passed by unanimous vote.

Ms. Devlin declared nominations open for the office of Vice President of Council. Mr. Seyler nominated Derek Mace for Vice President of Council. Passed by unanimous vote.

Ms. Devlin declared nominations open for the office of President Pro Tem of Council. Mr. Seyler nominated Devlin for President Pro Tem of Council. Passed by unanimous vote.
At the conclusion of the election of officers, Ms. Devlin turned over the gavel and control of the meeting to Council President Snyder.

A motion was made by Mr. Seyler, seconded by Mr. Diehm, Resolved, To appoint Barbara Smith to the Vacancy Board for 2016. Passed by unanimous vote.

President Snyder appointed the following Chairpersons to the standing committees for 2016 and 2017:

**Community Development and Public Safety Committee**
Scott Piscitelli

**Finance and Electric Committee**
Derek Mace

**Personnel Committee**
Peggy Devlin

**Public Works Committee**
Kevin Snyder

**Telecommunications and Information Technologies Committee**
Richard Diehm

**Water and Wastewater Committee**
Edwin Seyler

President Snyder appointed the following ad-hoc committee representatives for 2016 and 2017:

**Kutztown Community Library, Inc. Board**
Derek Mace

**Kutztown Day Committee**
Edwin Seyler

**Center for Community Leadership**
Sandra Green

**Berks Municipal Partnership**
Sandra Green
By consent of Council, Ms. Devlin and Mr. Diehm were appointed to the Police Pension Advisory Committee.

A motion was made by Mr. Seyler, seconded by Ms. Devlin, Resolved, To appoint the law firm of Barley Snyder, LLC, as the Borough Solicitor for 2016. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Devlin, Resolved, To appoint SSM Group, Inc., as the Borough planning and water/wastewater consulting engineer to provide consulting services as requested and duly authorized. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Devlin, Resolved, To appoint Great Valley Consultants as the Borough transportation consulting engineer to provide consulting services as requested and duly authorized. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Devlin, Resolved, To appoint Utility Engineers PC as the Borough electrical consulting engineer to provide consulting services as requested and duly authorized. Passed by unanimous vote.

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

Under Community Development and Public Safety Committee, a motion was made by Ms. Devlin, seconded by Mr. Piscitelli, Resolved, To appoint Stephen H. Price, Esq., and the firm Mogel, Speidel, Bobb & Kershner, as solicitor for the Zoning Hearing Board; Code Appeals Board; Housing License Appeals Board; and the Civil Service for 2016. Passed by unanimous vote.
Under Public Works Committee, there was nothing to report.

Under Personnel Committee, there was nothing to report.

Under Finance and Electric Committee, there was nothing to report.

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

Under Water and Wastewater Committee, a motion was made by Mr. Seyler, seconded by Mr. Diehm, Resolved, To appoint Nicholas Johnson, of Great Valley Consultants, as the Sewage Enforcement Officer for the Borough for 2016. Passed by unanimous vote.

Under Miscellaneous, a motion was made by Mr. Seyler, seconded by Ms. Devlin, Resolved, To adopt the following Resolution:

RESOLUTION NO. 1-2016

A RESOLUTION OF THE BOROUGH OF KUTZTOWN, BERKS COUNTY, PENNSYLVANIA, ESTABLISHING A SCHEDULE OF FEES, CHARGES AND EXPENSES FOR PROFESSIONAL CONSULTANTS AND ENGINEERS UTILIZED BY THE BOROUGH OF KUTZTOWN FOR THE REVIEW AND REPORT OF SUBDIVISION AND LAND DEVELOPMENT, STORMWATER MANAGEMENT AND FLOODPLAIN REGULATIONS SUBMITTALS TO THE BOROUGH OF KUTZTOWN.

IT IS HEREBY RESOLVED by the Council of the Borough of Kutztown, County of Berks, Commonwealth of Pennsylvania, in conformity with the Pennsylvania Municipalities Planning Code, as from time to time amended, Chapter 195 "Subdivision and Land Development", Chapter 189 "Stormwater Management" and Chapter 123 "Floodplain Management" of the Code of the Borough of Kutztown to adopt the following schedule of fees, charges and expenses incurred by the Borough for the review and report of Subdivision and Land Development Plans and Stormwater Management, which shall be chargeable to Developers/Applicants, as follows:

SECTION 1 - Legal Consultants

Hourly rates shall be as listed below:

1. General Municipal Law Services (all matters not described in II below)

   Solicitor and Solicitor's Partners: $195.00

January 4, 2016 Council Meeting Minutes
11615

Associates in Solicitor's Office $180.00
Paralegals in Solicitor's Office $98.00

Other Legal Consultants
Such fees, charges and expenses shall be the same as the charges incurred by the Borough for such Legal Consultants.

2. Specialized Services (travel time to be charged only from Reading office)

<table>
<thead>
<tr>
<th>Service</th>
<th>Partner</th>
<th>Associate</th>
<th>Paralegal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Telecommunications</td>
<td>$235.00</td>
<td>$210.00</td>
<td>$105.00</td>
</tr>
<tr>
<td>Labor/Employment/Benefits</td>
<td>$235.00</td>
<td>$210.00</td>
<td>$105.00</td>
</tr>
<tr>
<td>Environmental</td>
<td>$235.00</td>
<td>$210.00</td>
<td>$105.00</td>
</tr>
<tr>
<td>Litigation (excluding (i) code enforcement; (ii) zoning; and (iii) minor collection/eviction matters, in each case not involving other issues, claims or counterclaims)</td>
<td>$235.00</td>
<td>$210.00</td>
<td>$105.00</td>
</tr>
<tr>
<td>Municipal Finance (bonds)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Fees negotiated per transaction

SECTION 2 - Engineering Consultants

Hourly rates shall be as listed below:

1. Borough Water/Wastewater and Planning/Zoning Engineer and Staff

   Administrative Support $44.00
   Technician; Project Support $67.00
   CAD Drafter; Specialist I; Project Representative; Construction Observer $79.00
   Designer; Surveyor; Planner; Senior Project Representative; Senior Construction Observer; Graduate Engineer; Graduate Geologist; Specialist II; Survey Crew Chief $95.00
   Senior Designer; Senior Surveyor; Certified Planner; Specialist III; Engineer; Geologist; Senior Survey Crew Chief $106.00
   Project Engineer; Project Geologist; Planner III; Senior Technical Specialist; Specialist IV $116.00
   Technical Manager; Senior Engineer; Senior Geologist;
2. Borough Electrical Engineering Consultants

<table>
<thead>
<tr>
<th>Position</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal</td>
<td>$100.00</td>
</tr>
<tr>
<td>Senior Professional</td>
<td>$95.00</td>
</tr>
<tr>
<td>Project Manager</td>
<td>$85.00</td>
</tr>
<tr>
<td>Engineer</td>
<td>$70.00</td>
</tr>
<tr>
<td>Designer</td>
<td>$55.00</td>
</tr>
<tr>
<td>CADD Operator</td>
<td>$45.00</td>
</tr>
<tr>
<td>Support Staff</td>
<td>$35.00</td>
</tr>
</tbody>
</table>

3. Borough Transportation Engineering Consultants

<table>
<thead>
<tr>
<th>Position</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rod Person; Engineering Aide</td>
<td>$36.00-$40.00</td>
</tr>
<tr>
<td>Word Processor</td>
<td>$44.00-$48.00</td>
</tr>
<tr>
<td>Technician; Administrative Assistant</td>
<td>$54.00-$56.00</td>
</tr>
<tr>
<td>Instrument Person; Survey Party Chief</td>
<td>$67.00-$70.00</td>
</tr>
<tr>
<td>Registered Surveyor</td>
<td>$90.00-$92.00</td>
</tr>
<tr>
<td>Design Drafter/Design Technician</td>
<td>$82.00-$86.00</td>
</tr>
<tr>
<td>Senior Technician</td>
<td>$86.00-$90.00</td>
</tr>
<tr>
<td>Construction Observer; Code Officer</td>
<td>$75.00-$78.00</td>
</tr>
<tr>
<td>Engineer/Designer</td>
<td>$84.00-$92.00</td>
</tr>
<tr>
<td>Senior Designer</td>
<td>$97.00-$101.00</td>
</tr>
<tr>
<td>Project Engineer</td>
<td>$101.00-$104.00</td>
</tr>
<tr>
<td>Project Manager; Senior Construction Observer</td>
<td>$104.00-$107.00</td>
</tr>
<tr>
<td>Senior Project Engineer; Senior Planner; Senior Project Manager; Senior Architect; Technical Manager; Principal</td>
<td>$111.00-$118.00</td>
</tr>
</tbody>
</table>
4. Other Engineering Consultants

Such fees, charges and expenses shall be at cost plus 10% as received from such Consultants.

SECTION 3 - Other Consultants

Such fees, charges and expenses shall be the same as the charges incurred by the Borough of Kutztown for such Consultants.

SECTION 4 - Miscellaneous Charges and Disbursement Expenses

Miscellaneous charges and disbursement expenses incurred by the Borough for the services of the above-noted Consultants in the performance of the reviews and reports required by Chapter 195 "Subdivision and Land Development", Chapter 189 "Stormwater Management" and Chapter 123 "Floodplain Regulations" of The Code of the Borough of Kutztown shall be charged to the Developer/Applicant at the same rate as charged to the Borough for such expenses.

SECTION 5 - Such fees, charges and expenses as herein listed shall be the same as would be charged to the Borough when such fees, charges and expenses are not reimbursable.

Such fees, charges and expenses as herein listed shall be on file and available upon request to the Developer/Applicant for review.

SECTION 6 - The Borough of Kutztown reserves the right to adopt additional fees, charges and expenses, and to modify the fees, charges and expenses listed herein. Upon adoption or modification of this Resolution, any and all Developers and/or Applicants currently being charged for such services, as allowed by the Pennsylvania Municipalities Planning Code, as from time to time amended, shall be notified of such within ten (10) days of adoption.

SECTION 7 - Capitalized terms used herein without definition shall have the meanings attributed thereto by the Pennsylvania Municipalities Planning Code and/or Chapter 195 "Subdivision and Land Development", Chapter 189 "Stormwater Management" and Chapter 123 "Floodplain Regulations" of The Code of the Borough of Kutztown, as appropriate.

SECTION 8 - All Resolutions or parts of Resolutions inconsistent with this Resolution are hereby superseded.

ADOPTED by the Council of the Borough of Kutztown, Berks County, Pennsylvania, in lawful session duly assembled this 4th day of January, 2016.
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

- Telecommunications Advisory Commission: One Member Vacancy

A motion was made by Mr. Seyler, seconded by Mr. Diehm, Resolved, To adjourn the reorganization meeting upon vote. Passed by unanimous vote. The meeting ended at 7:55 p.m.

Prepared by: Gina M. Wiand
Borough Secretary

Attested by: Andrea Rahn
Assistant Borough Secretary