

January 17, 2017  
Kutztown, PA

A regular meeting of the Kutztown Borough Council was called to order at 7:35 p.m. in the Kutztown Train Station by the President, Mr. Kevin Snyder, with other members of Borough Council present: Mr. Edwin Seyler, Ms. Peggy Devlin, Mr. Scott Piscitelli, and the Mayor, Ms. Sandra Green. Mr. Derek Mace and Mr. Richard Diehm were absent. 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; Maxatawny Township representative Steve Wilson; Northeastern Berks Emergency Medical Service representatives Douglas Demchyk and Jolene Schlegel; Kutztown Area Transport Services representative Cheri Keim; Weiser Engineering representative Chris Falencki; residents Jim Schlegel and Allison Fuller; and Mr. Ron Devlin, reporter for the Reading Eagle, were also present.

President Snyder opened the meeting with a moment of silence for former Councilman Malcolm A. "Mac" Eidle, who passed away earlier in the day.

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

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

- ) Review and accept the Minutes of the December 20, 2016 Borough Council meeting.
- ) Review and accept the Borough Community Development Report for December, 2016.

# 11743

- ) Take action on the request from the Kutztown Community Choir for the use of the Bandshell, for its annual "Flag Day Concert" on June 13, 2017, at 7:30 p.m., and to waive the associated rental fees and insurance requirements.
- ) 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 17, 2016, through January 13, 2017, as summarized below:

General Fund	\$33,986.86
Refuse and Recycling Fund	\$12,377.26
Water Fund	\$18,001.63
Electric Fund	\$17,913.57
Sewer Fund	\$23,278.76
Telecommunications Fund	\$2,983.15

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 December 2016 was submitted.

The following fines were collected:

District Justice Greth	November, 2016	\$6,333.11
Clerk of Common Pleas	November, 2016	\$329.23
Secretary's Office	December, 2016	\$3,850.00

A motion was made by Mr. Piscitelli, seconded by Ms. Devlin, Resolved, To to approve the request, from the Kutztown University chapter of Bring Hope Home, to host a 5K on April 30, 2017, and to waive any associated fees, contingent upon approval of the 5K route by Chief Summers. Passed by unanimous vote.

A motion was made by Mr. Piscitelli, seconded by Ms. Devlin, Resolved, To approve the request, from the Kutztown Area School District, to waive the following

permit application fees for the proposed Agricultural Barn: a zoning permit application fee of \$25.00, a building permit application fee of \$35.00, an electrical permit application fee of \$35.00 and plumbing permit application fee of \$35.00. Passed by unanimous vote.

Under Public Works Committee, a motion was made by Mr. Piscitelli, seconded by Mr. Seyler, Resolved, To approve the request from the Kutztown Optimist Club to hold their annual Fools Run on April 1, 2017, from 8:30am until noon, and to waive any associated fees. Passed by unanimous vote.

Under Personnel Committee, a motion was made by Ms. Devlin, seconded by Mr. Seyler, Resolved, To appoint Barbara Smith to the Vacancy Board for 2017. Passed by unanimous vote.

A motion was made by Ms. Devlin, seconded by Mr. Seyler, Resolved, To appoint James Blaukovitch as an Uncertified Operator in the Water Department. Passed by unanimous vote.

A motion was made by Ms. Devlin, seconded by Mr. Seyler, Resolved, To ratify approval of the following revised Water Department full time position descriptions: Uncertified Operator, Certified Water Crew Leader, Certified Operator/Filtration Plant, and Certified Operator/Distribution System. Passed by unanimous vote.

A motion was made by Ms. Devlin, seconded by Mr. Piscitelli, Resolved, To enter in to a pilot Volunteer Physical Fitness Program, with the Police Association, per recent negotiations. Passed by unanimous vote.

Off of the agenda, a motion was made by Ms. Devlin, seconded by Mr. Piscitelli, Resolved, To hire Emily Bistran as an intern to assist with the Borough's GIS project. Passed by unanimous vote.

# 11745

An Executive Session to discuss personnel and legal matters was deferred until the end of the meeting.

Under Finance and Electric Committee, Mr. Seyler noted that the interdepartmental cost allocations for building and facility space, utilized at the Public Works Building, have been reallocated to reflect the decrease in space occupied by the Water and Wastewater operations, as a result of their respective plant upgrades.

Mr. Seyler also noted that an Aclara trainer is scheduled to do on-site electric meter training.

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. Piscitelli, Resolved, To execute the revised Erosion & Sediment Control Memorandum of Understanding with the Berks County Conservation District. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Devlin, Resolved, To authorize the sale of Water Department truck #68 at municipal auction (online). Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Devlin, Resolved, To authorize the sale of steel sewer vent/trap caps to Borough residents at a cost of \$15.00 each. (Note: These are no longer available in stores because they are an old style. They will be available at Borough Hall.)

A motion was made by Mr. Seyler, seconded by Mr. Piscitelli, Resolved, To advertise the sludge hauling contract bid. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Devlin, Resolved, To authorize SSM Group, Inc. to prepare the annual Chapter 94 Report. Passed by unanimous vote.

Under Miscellaneous, President Snyder noted the following vacancies:

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|---|---------------------------|
| 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        |

President Snyder called for an Executive Session at 7:44 p.m. to discuss personnel and legal matters. The Executive Session ended and the meeting reconvened at 8:12 p.m.

A motion was made by Mr. Seyler, seconded by Mr. Piscitelli, Resolved, To adjourn the Council meeting upon vote. Passed by unanimous vote. The meeting ended at 8:13 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 17, 2016, through January 13, 2017, in accordance with Section 1106 of the Borough Code, Commonwealth of Pennsylvania.

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Kevin J. Snyder

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Gina M. Wiand