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. James Schlegel, Mr. Edwin Seyler, Mr. Derek
Mace, Ms. Rachael Martin, Ms. Peggy Devlin, and the Mayor, Ms. Sandra Green. Mr.
Keith Mooney, Borough Solicitor; Mr. Gabriel Khalife, Borough Manager/Treasurer; Ms.
Gina M. Wiand, Borough Secretary/Director of Marketing Communications and
Customer Relations; Police Chief Craig Summers; Student Ambassador to Council, Dan
Noon; Emergency Management Coordinator Michael Russo; Kutztown Fire Company
representative Troy Arndt; Northeastern Berks EMS representatives Douglas Demchyk
and Jolene Schlegel; Kutztown Area Transport Services representatives Allison Fuller,
Philip Salamone, Rodney Freeman, Becky Rakowiecki and Cheryl Keim; Environmental
Advisory Commission representative Tara Erney; Kutztown Community Partnership
representatives Nancy Brooks and Andy Arnold (also representing the Borough Planning
Commission); Deputy Tax Collector Jeri Wehr; Maxatawny Township representative
Steve Wilson; residents Eric Boyer and George Kusterer; and Mr. Ron Devlin, reporter
for the Reading Eagle were also present.

Mayor Green swore in Jerilyn Wehr as the Borough’s Deputy Tax Collector.

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. Schlegel, seconded by Mr. Seyler, Resolved, To
approve the Consent Agenda, consisting of the following items:
• Review and accept the Minutes of the December 16, 2014 Borough Council meeting.

• Review and accept the Borough Community Development Report for December 2014.

• Take action to approve Change Order #1, from DESCCO Design and Construction, Inc., for the Wastewater Treatment Plant Egg Shaped Digester.

• Take action to approve payment #2 to DESCCO Design and Construction, Inc., in the amount of $98,634.18, for work completed on the Wastewater Treatment Plant Egg Shaped Digester.

• Take action to approve Change Order #32, from Wickersham Construction and Engineering, Inc., in the amount of $3,639.00, for Overhead Door Header Seals for the new Nitrate Removal Plant.

• 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 12, 2014 to January 15, 2015, as summarized below:

<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>$293,203.01</td>
</tr>
<tr>
<td>Refuse and Recycling Fund</td>
<td>$48,783.42</td>
</tr>
<tr>
<td>Fire Protection Tax Fund</td>
<td>$17.94</td>
</tr>
<tr>
<td>Recreation Tax Fund</td>
<td>$71.76</td>
</tr>
<tr>
<td>Road Tax Fund</td>
<td>$71.76</td>
</tr>
<tr>
<td>Water Fund</td>
<td>$110,139.06</td>
</tr>
<tr>
<td>Electric Fund</td>
<td>$430,370.80</td>
</tr>
<tr>
<td>Sewer Fund</td>
<td>$162,460.83</td>
</tr>
<tr>
<td>Telecommunications Fund</td>
<td>$166,187.88</td>
</tr>
<tr>
<td>KMA</td>
<td>$247.75</td>
</tr>
<tr>
<td>KTA</td>
<td>$75.00</td>
</tr>
</tbody>
</table>

Passed by unanimous vote.

Under Borough Planning Commission, there was nothing to report.


After the presentation, Ms. Erney asked Council if they would like the Environmental Advisory Commission to prepare an energy audit of the Borough.
buildings, and it was the consensus of Council to allow them to proceed.

Ms. Erney also asked for permission to hold “Trail Day” on June 13, 2015, from 10:00 a.m. until 2:00 p.m., and it was the consensus of Council to allow them to proceed.

President Snyder thanked the Environmental Advisory Commission for all of their work.

Under Community Development and Public Safety Committee, the Monthly Police Report for December 2014 was submitted.

The following fines were collected:

<table>
<thead>
<tr>
<th></th>
<th>Date</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>District Justice Greth</td>
<td>November, 2014</td>
<td>$5,445.35</td>
</tr>
<tr>
<td>Clerk of Common Pleas</td>
<td>November, 2014</td>
<td>$66.85</td>
</tr>
<tr>
<td>Secretary’s Office</td>
<td>December, 2014</td>
<td>$3,425.00</td>
</tr>
</tbody>
</table>

A motion was made by Ms. Devlin, seconded by Mr. Seyler, Resolved, To enact and ordain the following Ordinance:

ORDINANCE NO. 1-2015


Passed by unanimous vote.

A motion was made by Ms. Devlin, seconded by Mr. Mace, Resolved, To adopt the following Resolution:

RESOLUTION NO. 1-2015

A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF KUTZTOWN, BERKS COUNTY, PENNSYLVANIA TO AUTHORIZE THE FILING OF A PROPOSAL FOR FUNDS WITH THE DEPARTMENT OF COMMUNITY AND
WHEREAS, the Borough of Kutztown is desirous of obtaining $60,000.00 from the Department of Community and Economic Development, Commonwealth of Pennsylvania, for the sole purposes of paying the Kutztown Community Partnership manager's salary, benefits and operating expenses; and

NOW THEREFORE, BE IT RESOLVED that the Borough of Kutztown will reimburse the Commonwealth for the State’s share of any expenditure, found by the Department of Community and Economic Development to be ineligible; and

BE IT FURTHER RESOLVED that the Secretary of the Borough of Kutztown is directed to execute a certificate attesting to the adoption of this Resolution and to furnish a copy of the Resolution to the Department of Community and Economic Development.

DULY ADOPTED AS A RESOLUTION this 20th day of January, 2015, by the Council of the Borough of Kutztown, Berks County, Pennsylvania, in a lawful session duly assembled.

Passed by unanimous vote.

Off of the agenda, a motion was made by Ms. Devlin, seconded by Mr. Schlegel, Resolved, To execute a Memorandum of Understanding with Kutztown Area Transport Services for the police to carry naloxone. Passed by unanimous vote.

Chief Summers presented the Police Department Year in Review, which included the following statistics: arrests by month, arrests by hour of the day, arrests by type, and reportable incidents. He also reported that crime is trending down; he gave examples of significant cases within the department; and he touched on plans for the year ahead, which include hiring an officer, heightened traffic enforcement, continued saturation patrol, increased foot and bike patrol, implementing the “EmergenSee” app with Kutztown University and equipping officers with naloxone.

President Snyder thanked the police department for all of their work and Mayor
Green recognized Chief Summers for his grant writing skills.

Ms. Devlin noted that the Planning Commission has extended an invitation to the Community Development and Public Safety Committee to attend their meetings.

Under Public Works Committee, a motion was made by Mr. Schlegel, seconded by Mr. Seyler, Resolved, To enact and ordain the following Ordinance:

ORDINANCE NO. 2-2015

AN ORDINANCE OF THE BOROUGH OF KUTZTOWN, COUNTY OF BERKS, COMMONWEALTH OF PENNSYLVANIA, AMENDING AND RE-ENACTING CHAPTER 192, ARTICLE III OF THE CODE OF THE BOROUGH OF KUTZTOWN ENTITLED STREET EXCAVATIONS.

Passed by unanimous vote.

A motion was made by Ms. Devlin, seconded by Ms. Martin, Resolved, To execute the addendum to the Professional Services Agreement, with YSM, for the playground construction documents for Kutztown Park. Passed by unanimous vote.

A motion was made by Mr. Schlegel, seconded by Mr. Mace, Resolved, To approve payment #2, to Reading Materials, for work completed on the 2014 Street Improvements Project. Passed by unanimous vote.

Off of the agenda, President Snyder acknowledged the Kutztown Community Partnership for their contributions to the Christmas decorations on Main Street.

Under Personnel Committee, a motion was made by Mr. Seyler, seconded by Ms. Devlin, Resolved, To enter into a labor agreement with AFSCME, based on the list of agreed upon terms to be incorporated, for the period of January 1, 2015, to December 31, 2017. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Schlegel, Resolved, To
reappoint Paul Vasko as a member of the Zoning Hearing Board, whose term shall expire January 1, 2018. Passed by unanimous vote.

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

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. Schlegel, seconded by Ms. Devlin, Resolved, To introduce and authorize advertisement for the proposed Ordinance amending Chapter 177, entitled Sewers. Passed by unanimous vote.

A motion was made by Mr. Schlegel, seconded by Mr. Mace, Resolved, To execute a Professional Services Agreement, with HRG, to provide services for the Egg Digester Improvement Project, in the amount of $13,200.00. Passed by unanimous vote.

A motion was made by Mr. Schlegel, seconded by Ms. Devlin, Resolved, To approve a request from the Kutztown Municipal Authority for water services of one EDU for a mobile home on a vacant lot, on Commons Road, with the last known Pin Number of 63-5443-16-94-4398, and located between 51 Commons Road and 55 Commons Road. Passed by unanimous vote.

Off of the agenda, Nancy Brooks invited everyone to attend the Kutztown Community Partnership’s annual meeting on January 21, at 7:00 p.m., at Trinity Church.

President Snyder thanked the Kutztown Community Partnership for all of their work.

Under Miscellaneous, a motion was made by Mr. Mace, seconded by Mr.
Schlegel, Resolved, To adopt the following Resolution:

RESOLUTION NO. 2-2015

A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF KUTZTOWN, BERKS COUNTY, PENNSYLVANIA, COUNTY OF BERKS, COMMONWEALTH OF PENNSYLVANIA, AMENDING THE BOROUGH’S EMERGENCY OPERATIONS PLAN.

WHEREAS, Section 7503 of the Pennsylvania Emergency Management Services Code (35 Pa.C.S.A. § 7101 et seq.) mandates that municipalities prepare, maintain, and keep an Emergency Operations Plan current for the prevention and minimization of injury and damage caused by a major emergency or disaster; and

WHEREAS, in response to the aforementioned mandate, the Borough of Kutztown, Berks County, Pennsylvania, prepared and adopted an Emergency Operations Plan to protect the health, safety and welfare of the residents of the Borough and to provide prompt and effective emergency response procedures to be followed in the event of a major emergency or disaster; and

WHEREAS, the Borough Council of Kutztown Borough in conjunction with the Borough’s Emergency Management Coordinator have concluded that the Borough’s Emergency Operations Plan should be revised and amended to reflect the Change in Elected Officials who are responsible for the Plan’s implementation and adoption; and

WHEREAS, the Borough Council of the Borough of Kutztown desires to adopt said amended and revised Emergency Operations Plan.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Kutztown, County of Berks, Commonwealth of Pennsylvania that the Emergency Operations Plan of Kutztown Borough, Berks County, is hereby amended and re-promulgated as set forth in Exhibit “A” attached hereto and incorporated herein by reference and said amendment is hereby adopted and placed into immediate effect. The Emergency Operations Plan of Kutztown Borough shall remain in effect until replaced or amended by further action of the Borough Council.

DULY ADOPTED AS A RESOLUTION this 20th day of January, 2015, by the Council of the Borough of Kutztown, Berks County, Pennsylvania, in lawful session duly assembled.

Passed by unanimous vote.

President Snyder noted the following vacancies:
President Snyder called for an Executive Session at 8:13 p.m. to discuss legal and personnel matters. The Executive Session ended and the meeting reconvened at 8:45 p.m. No action was taken.

A motion was made by Mr. Seyler, seconded by Mr. Schlegel, Resolved, To adjourn the Council meeting upon vote. Passed by unanimous vote. The meeting ended at 8:45 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 12, 2014 to January 15, 2015, in accordance with Section 1106 of the Borough Code, Commonwealth of Pennsylvania.

_________________________________  _____________________________
Kevin J. Snyder                  Gina M. Wiand