A regular meeting of the Kutztown Borough Council was called to order at 7:30 p.m. in the Kutztown Train Station by the President, Mr. Kevin Snyder, with other members of Borough Council present: Mr. James Schlegel, Mr. Derek Mace, Ms. Rachael Martin, Ms. Peggy Devlin and the Mayor, Ms. Sandra Green. Mr. Edwin Seyler arrived at 7:53 p.m. 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/Director of Marketing Communications and Customer Relations; Mr. Daniel Eslinger, Community Development Director/Zoning Officer; Police Chief Craig Summers; Maxatawny Township resident Allen Gehringer; Kutztown University student Letecia Garcia; residents Eric Boyer, Thomas Luckenbill, Josh Werst and Gary Bond; and Mr. Joe Brown, reporter for the Kutztown Area Patriot were also present.

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

Resident Thomas Luckenbill expressed his concerns about Ms. Martin voting on the Willow Street project because he believes that her employment causes a conflict of interest. Ms. Martin assured Mr. Luckenbill that she has recused herself from all proceedings regarding the Willow Street project.

Mr. Luckenbill also complained about a dumpster that has reportedly been in front of his house for several months. Mr. Snyder responded that someone would look into it and get back to him.
Kutztown University student Letecia Garcia inquired about The Edge II project, and Mr. Mace told her that it would be discussed at the August Council meeting. She stated that she thinks the project is “unnecessary and undesirable,” and that she has a petition signed by many students that are against the project.

Resident Gary Bond voiced his displeasure about having to move a newly installed fence post after approval was given by the Community Development Office. Daniel Eslinger, Community Development Director/Zoning Officer, offered his apologies to Mr. Bond and said that the sight triangle had been overlooked, but once he realized it, he had to ask that the fence post be moved due to a zoning requirement.

A motion was made by Ms. Martin, seconded by Mr. Mace, Resolved, To waive the Zoning Hearing Board fee if Mr. Bond chooses to appeal for variance from the zoning requirement, or to pay for the additional cost of moving the fence post if he decides to proceed that way. Passed by unanimous vote.

A motion was made by Ms. Martin, seconded by Mr. Mace, Resolved, To rescind the previous motion to waive the Zoning Hearing Board fee if Mr. Bond chooses to appeal for variance from the zoning requirement, or to pay for the additional cost of moving the fence post if he decides to proceed that way. Passed by unanimous vote.

A motion was made by Mr. Schlegel, seconded by Mr. Mace, Resolved, To reimburse Mr. Bond’s permit fee of $75.00. Passed by unanimous vote.

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

- Review and accept the Minutes of the June 17, 2014 Borough Council meeting.
- Review and accept the Borough Community Development Report for June, 2014.
• Take action on the request from the Kutztown Community Library to use the Band Shell on July 17, 2014, at 10:00 a.m., for their Summer Reading Program, and to waive any associated fees.

• Take action to approve payment #3 to Joao & Bradley Construction Co., Inc., in the amount of $161,709.47, for work completed on the East Main Street Water Project.

• Take action to approve payment #9 to Wickersham Construction and Engineering, Inc., in the amount of $377,336.00, for work completed at the Water Plant.

• Take action to approve payment #21 to Wickersham Construction and Engineering, Inc., in the amount of $57,387.00, for work completed at the Wastewater Treatment 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 June 13, 2014 through July 10, 2014, as summarized below:

<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>$265,534.11</td>
</tr>
<tr>
<td>Refuse and Recycling Fund</td>
<td>$32,365.08</td>
</tr>
<tr>
<td>Water Fund</td>
<td>$1,080,438.27</td>
</tr>
<tr>
<td>Electric Fund</td>
<td>$431,887.68</td>
</tr>
<tr>
<td>Sewer Fund</td>
<td>$228,848.03</td>
</tr>
<tr>
<td>Telecommunications Fund</td>
<td>$34,441.04</td>
</tr>
</tbody>
</table>

Passed by unanimous vote.

Under Borough Planning Commission, there was nothing to report.

Under Environmental Advisory Commission, there was nothing to report.


Ms. Devlin reported the following fines were collected:

<table>
<thead>
<tr>
<th></th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>District Justice Greth May, 2014</td>
<td>$8,461.32</td>
</tr>
<tr>
<td>Clerk of Common Pleas May, 2014</td>
<td>$772.18</td>
</tr>
<tr>
<td>Secretary’s Office June, 2014</td>
<td>$1,675.00</td>
</tr>
</tbody>
</table>

Off of the agenda, a motion was made by Ms. Devlin, seconded by Mr. Mace,

Resolved, To appoint the Community Development and Public Safety Committee as the
liaison to the Emergency Management Coordinator. Passed by unanimous vote.

Under Public Works Committee, a motion was made by Mr. Seyler, seconded by Mr. Schlegel, Resolved, To approve the request from Donna Meals to use the Scooter Building on August 17, 2014, for a family reunion. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Devlin, Resolved, To approve the change order for the rain garden at North Park. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Schlegel, Resolved, To award the bid for the Main Street Park bathroom, to Spotts Brothers, Inc., in the amount of $137,075.00. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Devlin, Resolved, To approve the request from Rich Dreisbach, from the Allentown District of the Pennsylvania Board of Probation and Parole, to use the Brick Pavilion on July 17, 2014, in celebration of “Probation and Parole Week” and to waive any associated fees. Passed by unanimous vote.

A motion was made by Ms. Martin, seconded by Ms. Devlin, Resolved, To approve the request from the Kutztown Rotary Club to hold the Taste of Kutztown event on June 6, 2015, in the Kutztown Park, to issue a parade permit and to waive any associated fees. Passed by unanimous vote.

Under Personnel Committee, a motion was made by Mr. Seyler, seconded by Mr. Schlegel, Resolved, To hire Kyle Hess as a part-time seasonal laborer in the Public Works Department for help in the park. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Martin, Resolved, To reappoint Dorothy Fox as a member of the Housing License Appeals Board, whose term
shall expire on August 1, 2015. 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, a motion was made by Mr. Mace, seconded by Ms. Devlin, Resolved, To approve the proposed Residential Utility Service Policy. Passed by unanimous vote.

Under Telecommunications and Information Technologies Committee, Ms. Martin had nothing to report.

Under Water and Wastewater Committee, a motion was made by Mr. Schlegel, seconded by Mr. Mace, Resolved, To approve the request for water service at 51 Commons Road in Maxatawny Township. Passed by unanimous vote.

A motion was made by Mr. Schlegel, seconded by Mr. Mace, Resolved, To approve the display of three flags at the Wastewater Treatment Plant: the United States flag, the Pennsylvania flag and the MIA/KIA flag. Passed by unanimous vote.

Under Miscellaneous, President Snyder noted the following vacancies:

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

President Snyder called for an Executive Session at 8:18 p.m. to discuss legal and personnel matters. The Executive Session ended and the meeting reconvened at 8:53 p.m.

Off of the agenda, a motion was made by Mr. Seyler, seconded by Ms. Martin,
Resolved, To terminate the Finance Director effective July 15, 2014. Passed by unanimous vote.

Off of the agenda, a motion was made by Mr. Seyler, seconded by Mr. Schlegel, Resolved, To authorize the Borough Manager to advertise and interview for a new Finance Director. Passed by unanimous vote.

Off of the agenda, a motion was made by Mr. Seyler, seconded by Ms. Devlin, Resolved, To authorize the Borough Manager to hire part-time personnel to assist in the transition until a new Finance Director is hired. Passed by unanimous vote.

Off of the agenda, a motion was made by Mr. Seyler, seconded by Ms. Martin, Resolved, To direct the Borough Manager to consider restructuring the Front Office. Passed by unanimous vote.

A motion was made by Mr. Mace, seconded by Mr. Schlegel, Resolved, To adjourn the Council meeting upon vote. Passed by unanimous vote. The meeting ended at 8:57 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 June 13, 2014 through July 10, 2014, in accordance with Section 1106 of the Borough Code, Commonwealth of Pennsylvania.

_____________________________  _____________________________
Kevin Snyder     Gina M. Wiand