A regular meeting of the Kutztown Borough Council was called to order at 7:33 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, and Ms. Peggy Devlin. Mayor Sandra Green was absent.

Mr. Keith Mooney Borough Solicitor; Mr. Gabriel Khalife, Borough Manager/Treasurer; Ms. Gina M. Wiand, Borough Secretary/Public Relations and Marketing Director; Police Chief Craig Summers; Mr. Mark Arnold, Telecommunications Director; Kutztown University Student Ambassador to Council, Cole Mitchell; Maxatawny Township representative Steve Wilson; Kutztown Area Transport Services representative Phil Salamone; Kutztown Community Partnership representatives Nancy Brooks, Diane Piscitelli and Janet Yost; resident Richard Diehm; and reporters for the Reading Eagle, Mr. Ron Devlin and Ms. Michelle Lynch, were also present.

President Snyder noted that the January 4, 2016 reorganization meeting of Council will begin at 7:30 p.m. with the swearing-in of elected officials.

Kutztown Community Partnership representatives Nancy Brooks, Diane Piscitelli and Janet Yost addressed Council to announce that their office is relocating to 306 W. Main Street and to thank Council and the staff for all of the support the Borough has provided over the years.

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

Steve Wilson reported that he recently attended a hearing, between the Borough
and Maxatawny Township, in County Court. He stated that a letter dated November 30, 2012, which he believes to be important to the case, was not addressed. He announced that he had the letter with him for anyone to review during and after the meeting.

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 November 17, 2015 Borough Council meeting.
- Take action to adopt the revised Borough Policy 400.15, Infectious and Blood Borne Disease and Control.
- 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 November 13, 2015 through December 11, 2015, as summarized below:

<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>$245,401.84</td>
</tr>
<tr>
<td>Refuse and Recycling Fund</td>
<td>$106,386.18</td>
</tr>
<tr>
<td>Water Fund</td>
<td>$245,734.11</td>
</tr>
<tr>
<td>Electric Fund</td>
<td>$398,957.98</td>
</tr>
<tr>
<td>Sewer Fund</td>
<td>$109,327.59</td>
</tr>
<tr>
<td>Telecommunications Fund</td>
<td>$57,073.50</td>
</tr>
</tbody>
</table>

Passed by unanimous vote.

President Snyder noted that this would be the last meeting for Mr. Schlegel and Ms. Martin, and he thanked them for their service.

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 November 2015 was submitted.

The following fines were collected:
A motion was made by Ms. Devlin, seconded by Mr. Schlegel, Resolved, To execute the Cooperative Police Service Agreement, between the Borough of Kutztown and Maxatawny Township, authorizing the Borough to perform law enforcement duties and functions on Borough owned property located in Maxatawny Township. Passed by unanimous vote.

Under Public Works Committee, a motion was made by Mr. Seyler, seconded by Mr. Mace, Resolved, To award the bid for yard waste and dumpster service to Quality Disposal. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Martin, Resolved, To authorize the Kutztown Community Partnership to plan for, design and fund new light pole banners for Main Street, contingent upon final approval from Borough Council. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Devlin, Resolved, To enter into an agreement with Jodi Follweiler to access her property that borders the Borough’s 737/North Park properties. Passed by unanimous vote.

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

RESOLUTION NO. 20-2015

A RESOLUTION OF THE BOROUGH OF KUTZTOWN, BERKS COUNTY, PENNSYLVANIA, APPROVING THE SALE OF SURPLUS LINER MATERIAL, TO KENNETH GILMORE, FOR $100.00.

IT IS HEREBY RESOLVED by the Council of the Borough of Kutztown, Berks
RESOLVED, that the Borough shall sell surplus liner material, having a total estimated sale value of One Hundred Dollars ($100.00), to Kenneth Gilmore.

APPROVED as a Resolution by the Council of the Borough of Kutztown, Berks County, Pennsylvania in lawful, regular meeting duly assembled this 15th day of December, 2015.

Passed by unanimous vote.

A motion was made by Mr. Schlegel, seconded by Mr. Seyler, Resolved, To adopt the following Resolution:

RESOLUTION NO. 21-2015

A RESOLUTION OF THE BOROUGH OF KUTZTOWN, BERKS COUNTY, PENNSYLVANIA, APPROVING THE SALE OF SURPLUS PIPE, TO AMMON ZIMMERMAN, JR., FOR $900.00.

IT IS HEREBY RESOLVED by the Council of the Borough of Kutztown, Berks County, Pennsylvania (hereinafter “the Borough”), in accordance with Section 1201 (4) of the Borough Code, as follows:

RESOLVED, that the Borough shall sell surplus pipe, having a total estimated sale value of Nine Hundred Dollars ($900.00), to Ammon Zimmerman, Jr.

APPROVED as a Resolution by the Council of the Borough of Kutztown, Berks County, Pennsylvania in lawful, regular meeting duly assembled this 15th day of December, 2015.

Passed by unanimous vote.

Under Personnel Committee, a motion was made by Mr. Seyler, seconded by Mr.
Schlegel, Resolved, To reappoint Jeffrey DeTurk as a member of the Civil Service Commission, whose term shall expire on January 1, 2022. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Schlegel, Resolved, To reappoint Jeri Carroll as a member of the Environmental Advisory Commission, whose term shall expire on January 1, 2019. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Devlin, Resolved, To reappoint Joseph Sebzda as a member of the Environmental Advisory Commission, whose term shall expire on January 1, 2019. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Devlin, Resolved, To appoint Joanne Yoder as a member of the Kutztown Community Library, Inc. Board of Directors, whose term shall expire January 1, 2019. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Schlegel, Resolved, To appoint Doreen Behney as a member of the Kutztown Community Library, Inc. Board of Directors, whose term shall expire January 1, 2019. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Schlegel, Resolved, To approve the proposed 2016 pay rate increases for the following Administrative, Confidential, Community Service Officers II, Seasonal and Pool Staff positions: Telecommunications Director, 2.0%; Public Works Superintendent, 2.2%; Borough Secretary/Public Relations and Marketing Director, 2.3%; Community Development Director/Zoning Officer, 2.4%; Director of Information Technology, 2.4%; Finance Director/Assistant Treasurer, 2.8%; Police Chief, 3.0%; Water Plant Manager, 3.3%; Electric Superintendent, 4.3%; Wastewater Plant Manager, 5.0%; Confidential
Employees, 3.0%; Community Service Officers II, 3.0%; Seasonal Laborers, $10.80/hour; Pool Staff: Office Clerks, $7.85/hour; no experience, $8.15/hour; 1 year of experience, $8.55/hour; 2 years of experience, $8.90/hour; 3 or more years of experience, $9.25/hour; and Head Lifeguard, $10.50/hour. Passed by unanimous vote.

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

Under Finance and Electric Committee, a motion was made by Mr. Mace, seconded by Mr. Seyler, Resolved, To adopt the 2016 budget. Passed by unanimous vote.

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

**ORDINANCE NO. 6-2015**

**AN ORDINANCE OF THE BOROUGH OF KUTZTOWN, COUNTY OF BERKS, COMMONWEALTH OF PENNSYLVANIA FIXING THE TAX RATE FOR THE YEAR 2016.**

Passed by unanimous vote.

A motion was made by Mr. Mace, seconded by Mr. Seyler, Resolved, To execute the Interconnection Agreements with MetEd and PJM. Passed by unanimous vote.

A motion was made by Mr. Mace, seconded by Ms. Devlin, Resolved, To authorize Berks County to bill the Borough of Kutztown for half the costs incurred for the tax billing and mailing process. Passed by unanimous vote.

Under Telecommunications and Information Technologies Committee, a motion...
was made by Ms. Martin, seconded by Mr. Schlegel, Resolved, To approve the increase of Expanded Basic TV and associated TiVo Bundle offerings by $2.50 each. Passed by unanimous vote.

A motion was made by Ms. Martin, seconded by Mr. Schlegel, Resolved, To execute the lease option in the amount of $686.27 per month, for 60 months with a $1.00 buyout at the end of the lease, for the Pathcom phone system upgrade. Passed by unanimous vote.

Under Water and Wastewater Committee, a motion was made by Mr. Schlegel, seconded by Mr. Mace, Resolved, To introduce and authorize advertisement of the proposed Resolution amending the schedule of fees set forth in the Appendix to the Code of the Borough of Kutztown, at §A231-1.18, of the Code of the Borough of Kutztown, entitled “Chapter 218, Water and Sewers”. Passed by unanimous vote.

Under Miscellaneous, a motion was made by Mr. Mace, seconded by Ms. Devlin, Resolved, To accept and authorize advertisement of the proposed meeting schedule for 2016. Passed by unanimous vote.

President Snyder thanked Ms. Wiand for putting the schedule together.

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: Two Member Vacancies

President Snyder called for an Executive Session at 8:01 p.m. to discuss personnel and legal matters. The Executive Session ended and the meeting reconvened at 8:11 p.m.
Off of the agenda, a motion was made by Mr. Seyler, seconded by Mr. Mace, Resolved, To affirm the action of the Borough Solicitor appealing the Water Quality Management permit for the proposed Maxatawny Sewer Interceptor. Passed by unanimous vote.

A motion was made by Mr. Schlegel, seconded by Ms. Martin, Resolved, To adjourn the Council meeting upon vote. Passed by unanimous vote. The meeting ended at 8:12 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 November 13, 2015 through December 11, 2015, in accordance with Section 1106 of the Borough Code, Commonwealth of Pennsylvania.

________________________________  _______________________
Kevin J. Snyder                      Gina M. Wiand