

**BOROUGH OF KUTZTOWN
FINANCE AND ELECTRIC COMMITTEE MEETING
MINUTES OF AUGUST 10, 2023**

A regular meeting of the Finance and Electric Committee was held on Thursday, August 10, 2023 at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:30 p.m. by Dr. Derek Mace. Members present were: Dr. Derek Mace, Mr. Kevin Snyder and Mr. Ed Seyler. Also in attendance: Mr. Gabriel Khalife, Borough Manager; Mr. Steven Diehl, Electric Superintendent; Mrs. Sharon Dalickas, Finance Director/Asst. Treasurer; Mr. Jim Schlegel, Mayor; and Ms. Jill Remick, Recording Secretary. Public Attendance: Cheri Freeh, Hutchinson, Gillahan & Freeh; Todd Evans. Kutztown Fire Company.

APPROVAL OF MINUTES

The July 13, 2023 minutes were reviewed by members. A motion was made by Mr. Seyler and seconded by Mr. Snyder to approve the July 13, 2023 minutes as written. The motion passed by unanimous vote.

PUBLIC COMMENT ON NON-AGENDA ITEMS

Ms. Cheri Freeh reviewed the 2022 Audit and stated she will be at the Borough Council meeting to review the audit with full Council and answer any questions.

NEW BUSINESS

- **Interconnection Agreement with 465 Highland Avenue**

Mr. Diehl noted the proper permits were received and reviewed by the Borough engineer. A motion was made by Mr. Seyler and seconded by Mr. Snyder to recommend Borough Council take the appropriate action to enter into agreement with the owners of 465 Highland Ave. The motion passed by unanimous vote.

- **Discuss Condition of the Roller Alley Borough Building (Shoe Building) and Electric Materials Storage**

Mr. Diehl presented several pictures showing three examples of severe deterioration of the building and note the electric materials, among other things, that are stored there. Members discussed the possibility of building a pole building on the grounds at the Water Treatment Plant. The Committee directed Mr. Diehl to measure out the spacing he needs and look into possible contractors to obtain bids from. Mr. Diehl stated he will gather the specifications and forward information to Committee Members for discussion at next month's meeting.

OLD BUSINESS/UPDATES

- **Status of Electric Deposit Increases**

Mr. Khalife noted the increase will be on the August Borough Council agenda.

- **Status of Tenant/Landlord Contract Time Frame**

Committee members discussed the landlord/tenant contract and stated this contract should only be used for long-term rental, not for weekly rentals.

BUDGET PERFORMANCE REPORT/ELECTRIC FUND BUDGET PERFORMANCE

Link: www.kutztownboro.org/departments/finance/index.php

Mrs. Dalickas reviewed the report with Committee members.

OFF AGENDA

ADJOURNMENT

There being no further business to discuss, a motion was made by Mr. Seyler and seconded by Mr. Snyder to adjourn the meeting. The motion passed by unanimous vote and the meeting adjourned at 8:35 p.m.