

**BOROUGH OF KUTZTOWN  
FINANCE AND ELECTRIC COMMITTEE MEETING  
MINUTES OF FEBRUARY 8, 2024**

A regular meeting of the Finance and Electric Committee was held on Thursday, February 8, 2024 at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:30 p.m. by Dr. Derek Mace, Chairman. 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: George Kusterer.

**APPROVAL OF MINUTES**

The January 11, 2024 minutes were reviewed by members. A motion was made by Mr. Seyler and seconded by Mr. Snyder to approve the January 11, 2024 minutes as written. The motion passed by unanimous vote.

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

None

**NEW BUSINESS**

- **Discuss AMP and PMEA Member Training Agreement for Council Approval**

Mr. Diehl explained that AMP will be providing training to PMEA members, and if a PMEA member attends a training, the agreement needs to be signed and approved by the municipality. Members commented that they would like Mr. Mooney to review the agreement. Motion by Mr. Seyler and seconded by Mr. Snyder to forward the agreement to Borough Council for approval, pending Mr. Mooney's review. The motion passed by unanimous vote.

- **Discuss Utility Right-Of-Way Rear of Fairview Drive**

Mr. Diehl explained there is a right-of-way in the field which runs parallel to Fairview Drive and noted the electric department needs access to those underground lines. He stated if that field were to be developed, the right-of-way should be noted and the developer should take it into account when planning where trees, shrubs, fence etc. will be placed. Committee members also agreed that the right-of-way needs to remain accessible to the electric department.

**OLD BUSINESS/UPDATES**

FYI - \$400.00 was received from the Kutztown Beneficial Association which was posted to the past due balance.

## **BUDGET PERFORMANCE REPORT/ELECTRIC FUND BUDGET PERFORMANCE**

Link: [www.kutztownboro.org/departments/finance/index.php](http://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 8:07 p.m.