

**BOROUGH OF KUTZTOWN  
FINANCE AND ELECTRIC COMMITTEE MEETING  
MINUTES OF JANUARY 11, 2024**

A regular meeting of the Finance and Electric Committee was held on Thursday, January 11, 2024 at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:30 p.m. by Mr. Kevin Snyder. Members present were: 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: Travis Danenhowe and Jed Dietrich representing the Kutztown Beneficial Association.

**APPROVAL OF MINUTES**

The December 14, 2023 minutes were reviewed by members. A motion was made by Mr. Seyler and seconded by Mr. Snyder to approve the December 14, 2023 minutes as written. The motion passed by unanimous vote.

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

Travis Danenhowe and Jed Dietrich, Kutztown Beneficial Association, distributed a letter of intent to pay down the outstanding debt. The check should be posted to the past due balance.

**NEW BUSINESS**

- **Take Action to Approve Resolution to Adopt a Five year “smoothed asset valuation” Regarding the Police Pension Plan to offset the 2025 Minimum Municipal Obligation to an estimated \$92,280.00.**

Motion by Mr. Seyler and seconded by Mr. Snyder to recommend Borough Council take action on the proposed Resolution adopting a five-year smoothing method regarding the Police Pension Plan to offset the 2025 Minimum Municipal Obligation to an estimated \$92,280.00. The motion passed by unanimous vote.

- **Purchase of New GIS Locating Device**

Mr. Diehl and Ms. Remick discussed the need for an updated locator/Trimble. Members recommended to move forward with the purchase of a new locator.

- **Discuss Institutional Customer Generation**

Mr. Diehl received an inquiry for solar installation for three institutional customers. Mr. Diehl and Committee members discussed general kWh numbers. If additional inquiries and discussion are received, Mr. Diehl will share this information with the Borough's Electrical Engineer for review.

- **Discuss Customer Billed Yard Lighting**

Mr. Diehl discussed a customer's dusk to dawn light which came down in a recent wind storm. After discussion, members and Mr. Diehl decided to not install a replacement

pole and light, and will recommend the resident install their own personal back yard lighting.

## **OLD BUSINESS/UPDATES**

### **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 8:23 p.m.