

**BOROUGH OF KUTZTOWN
FINANCE AND ELECTRIC COMMITTEE MEETING
MINUTES OF JULY 10, 2025**

A regular meeting of the Finance and Electric Committee was held on Thursday, July 10, 2025 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. Steve Diehl, Electric Superintendent; Mrs. Sharon Dalickas, Finance Director/Asst. Treasurer/Acting Asst. Borough Manager; and Mr. Jim Schlegel, Mayor. Public Attendance: Ms. Cheri Freeh, MVA Audit PLLC.

APPROVAL OF MINUTES

The June 12, 2025 minutes were reviewed by members. A motion was made by Mr. Seyler and seconded by Mr. Snyder to approve the June 12, 2025 minutes as written. The motion passed by unanimous vote.

PUBLIC COMMENT ON NON-AGENDA ITEMS

None

NEW BUSINESS

- **2024 Audit Report**

Ms. Cheri Freeh reviewed the 2024 Audit Results with Committee members. She will also review the audit at the July Borough Council meeting.

- **Insurance Renewal Updates**

Mr. Khalife reviewed the insurance renewal and Builder's Risk quote. Tompkin's Insurance will also conduct a presentation at the July Borough Council meeting. Motion by Mr. Snyder and seconded by Mr. Seyler to recommend Borough Council take action to approve both the Builder's Risk Policy and the Renewal Policy for the 2025-2026 term. The motion passed by unanimous vote.

- **Discuss Financing for the Administration and Public Works Building**

Committee members discussed options for payment of the new building.

OLD BUSINESS/UPDATES

None

BUDGET PERFORMANCE REPORT/ELECTRIC FUND BUDGET PERFORMANCE

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

Mrs. Dalickas reviewed the report and answered member questions. Noted for the Committee was a \$6,000.00 contribution to the Borough from the Rotary's Taste of Kutztown Event and Charge Point revenue of \$248.00 for May 2025.

OFF AGENDA

None

ADJOURNMENT

There being no further business to discuss, a motion was made by Mr. Snyder and seconded by Mr. Seyler to adjourn the meeting. The motion passed by unanimous vote and the meeting adjourned at 8:40 p.m.