

**BOROUGH OF KUTZTOWN
FINANCE AND ELECTRIC COMMITTEE MEETING
MINUTES OF OCTOBER 12, 2023**

A regular meeting of the Finance and Electric Committee was held on Thursday, October 12, 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; and Ms. Jill Remick, Recording Secretary. Public Attendance: none.

APPROVAL OF MINUTES

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

PUBLIC COMMENT ON NON-AGENDA ITEMS

There were no public comments.

NEW BUSINESS

- **2024 Budget**

Mr. Khalife stated that all of the Committees have received and reviewed their department's budgets. Mr. Khalife noted there will be a 4% increase in refuse rates to cover the increasing costs at the dump, a .15 mil. increase in the fire tax, and a new .50 mil. tax to fund ambulance services.

- **Updated Moody's Rating**

Mr. Khalife explained that with the completion of the 2022 audit, the Borough's accounting firm has upgraded the Borough's Moody Rating to A1. This rating will help decrease the Borough's costs when purchasing bonds and insurance. The Borough's rating has been upgraded the last two years.

- **Upcoming 2023 Audit**

Mr. Dalickas noted that the 2023 audit will begin within the next few weeks.

- **Purchase of New Snowflakes for Poles on Main Street**

KCP stated they will send out an email asking for donations. Committee members recommended that Mr. Diehl move forward with purchasing ten new snowflakes. Motion by Mr. Snyder and seconded by Mr. Seyler to approve the purchase of ten pole mounted snowflakes. The motion passed by unanimous voted.

OLD BUSINESS/UPDATES

- **Update to Bank Changes**

Mrs. Dalickas noted she received the check scanner, and the Borough will use this on a trial basis.

- **New Storage Facility**

Discussion continued on constructing a new storage facility, to be located behind the Water Treatment Plant, which would store electric equipment that is currently being stored in the deteriorating “shoe building”. Committee members and Mr. Diehl discussed the size and noted it should be larger than 100 x 200.

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. Snyder and seconded by Mr. Seyler to adjourn the meeting. The motion passed by unanimous vote and the meeting adjourned at 8:50 p.m.