

Kutztown Transportation Authority
45 Railroad Street
Kutztown, PA 19530
Minutes of November 17, 2022

A regular meeting of the Kutztown Transportation Authority was held on November 17, 2022 at the Kutztown Municipal Building, 45 Railroad Street.

Mr. James Schlegel, Chairman, called the meeting to order at 7:30 p.m. Members present were: Mr. James Schlegel, Mr. Andy Schlegel, Mr. Tim Seyler, and Mr. Keith Wuchter. Also in attendance: Mr. Gabriel Khalife, Authority Manager/Assistant Treasurer; Ms. Jill Remick, Recording Secretary. Public attendance: Mr. Mike Bast representing Allentown & Auburn Railroad Co. and Ms. Stephanie Stewart representing New Enterprise Stone and Lime.

Approval of Minutes

Members reviewed the minutes of the July 28, 2022 meeting. Motion by Mr. Andy Schlegel and seconded by Mr. James Schlegel to approve the July 28, 2022 minutes as written. The motion carried by unanimous vote.

Public Comments

Ms. Stephanie Stewart of New Enterprise Stone and Lime reported they are currently working on the berm and will then be working on re-grading. One sink hole was repaired; however, another sink hole has now opened. A plan is in place to repair the new sink hole.

New Business

- **Ratify to Sign the 2022 Auditor Engagement Letter**

Motion by Mr. Wuchter and seconded by Mr. Tim Seyler to ratify signing the engagement letter and enter into an agreement with Hutchinson, Gillahan, and Freeh to perform the 2022 audit. The motion carried by unanimous vote.

- **Proposed 2023 Budget**

Members reviewed the proposed 2023 Budget as presented by Mr. Khalife. Motion by Mr. Andy Schlegel and seconded by Mr. Tim Seyler to approve the 2023 budget. Motion passed by unanimous vote.

- **2023 Meeting Dates**

- February 23, July 27, November 16

Motion by Mr. Wuchter and seconded by Mr. Tim Seyler to approve advertisement of the proposed 2023 meeting dates. The motion carried by unanimous vote.

Review of Financial Statements

Members of the KTA reviewed the provided financial statements. Motion by Mr. Andy Schlegel and seconded by Mr. Tim Seyler to approve the financial statements. The motion carried by unanimous vote.

Correspondence

None

Receipts

It was noted that the following payments were received since the July 28, 2022 meeting:

- First Energy - \$148.00

Payment of Bills

- Barley Snyder, LLP \$152.25
 - Services through 06/30/22 (Auditor Letter)

Motion by Mr. Andy Schlegel and seconded by Mr. Wuchter to ratify the payment of bills and necessary transfer of funds. The motion carried by unanimous vote.

Operators Report

Mr. Mike Bast reported that Allentown and Auburn have been moving couplers into the foundry. Clay movements are finished for the year. His crew is currently installing railroad ties and the Santa/Hot Chocolate train reservations are filling up.

Topton Site Report

None

Old Business

None

Off Agenda

None

Adjournment

There being no further business to discuss, motion by Mr. Andy Schlegel and seconded by Mr. Keith Wuchter to adjourn the meeting. The motion carried and the meeting was adjourned at 7:59 p.m. by Mr. Jim Schlegel, Chairman

Respectfully Submitted,



Jill Remick
Recording Secretary