AGENDA
KUTZTOWN BOROUGH COUNCIL MEETING
SEPTEMBER 20, 2022

NOTE: BOROUGH TRICK-OR-TREAT NIGHT IS SCHEDULED FOR
THURSDAY, OCTOBER 27, FROM 6:00 P.M. TO 9:00 P.M.

PLEASE NOTE THE FOLLOWING VACANCIES:

- Code Appeals Board: Four Member Vacancies
  One Alternate Vacancy
- Planning Commission: One Member Vacancy
  Recording Secretary Vacancy
- Zoning Hearing Board: One Member Vacancy
  Two Alternate Vacancies
- Civil Service Commission: One Vacancy
- Housing License Appeals Board: One Member Vacancy
  Three Alternate Vacancies
- Environmental Advisory Commission Three Member Vacancies
- Telecommunications Advisory Commission: Four Member Vacancies

PUBLIC COMMENTS:

CONSENT AGENDA

Consider motion to approve consent agenda:

- Review and accept the Minutes of the August 16, 2022, Borough Council meeting.
- Review and accept the Borough Community Development Report for August 2022.
- Ratify approval for Kutztown Cub Scout Pack 101 to use the Band Shell on September 17, 2022, from 3:00 p.m. until 5:00 p.m., for their fall kickoff, and to waive the rental fee.
- Ratify approval for the payment of bills and necessary transfers of funds, which have been provided to Borough Council in the Accounts Payable G/L Distribution Report, including payment dates from August 13, 2022, through September 16, 2022.

REGULAR AGENDA
BOROUGH PLANNING COMMISSION:
Chairperson: Open
Members: Joel Seidel, Patricia Snyder, Jeffrey Dietrich, Randy Marsteller, Robert Weller and Steve Fenstermacher

ENVIRONMENTAL ADVISORY COMMISSION:
Chairperson: Todd Underwood
Members: Keith Leinbach and Kathleen Kelly

COMMUNITY DEVELOPMENT AND PUBLIC SAFETY:
Chairperson: George Kusterer
Members: Derek Mace and Frederick Engelhardt


Fines Collected: District Justice Greth July 2022 $0.00
Clerk of Common Pleas July 2022 $176.00
Secretary’s Office August 2022 $1,125.00

Take action on the request from the Kutztown Fire Company, to release $65,000.00 from the Fire Tax Fund, for E-One apparatus.

Introduce and authorize advertisement of the proposed Ordinance amending the Code of the Borough of Kutztown by amending schedule I of Section 212-58, entitled “Speed Limits,” so as to add additional roadways to the schedule I list.

Ratify authorization to send legal representation, to the Zoning Hearing Board meeting on September 19, 2022, regarding 233 Noble Street.

PUBLIC WORKS:
Chairperson: Kevin Snyder
Members: Edwin Seyler and Lisa Ladd-Kidder

Take action to approve Kutztown Borough CFA Multimodal Transportation Fund (MTF) Grant Reimbursement Request 1, in the amount of $67,484.00, which is 10% of the $674,844.00 of the total grant amount and is the grant usage limitation allowable for Engineering.

Take action to approve construction of a 100-foot bridge, under the new estimate from Acrow, in the amount of $362,200.00, contingent upon Maxatawny Township’s agreement for the revised bridge specs and to pay 50% of the cost of the project.

Take action to authorize Descco to remove the old North Park Bridge, at a cost of $141,610.40, contingent upon Maxatawny Township’s agreement to pay 50% of the cost of the project.

Take action to approve Payment No. 1, to Schlouch Incorporated, for the 2022 Street and Storm Sewer Improvements Project, in the amount of $59,224.59.
Take action to approve the request from Grace Church to reimburse the $25.00 rental free for the Flora Pavilion on August 7, 2022, due to vandalism issues.

Take action to approve the request from Maria Kemp to use the Scooter Building on October 1, 2022, for a birthday party.

Take action to approve the 2022 leaf collection schedule.

Take action to approve the 2023 electronics recycling dates.

Take action to approve the 2023 refuse and recycling schedule.

Take action to approve the 2022-2023 salt sales agreement with the Kutztown Area School District.

Take action to approve the Signal Service Traffic Signal Maintenance contract.

Take action on the proposed Resolution giving a valueless surplus fuel tank to Evan Muller.

Take action to approve the request from Grace Church, to host a movie night in the Park and to use the Brick Pavilion on October 7, 2022, with a rain date of October 8, 2022.

NOTE: The Kutztown Community Partnership gave the Public Works Committee notice that they will not operate the pool snack stand in 2023.

**PERSONNEL:**

*Chairperson:* Frederick Engelhardt  
*Members:* Kevin Snyder and George Kusterer

Take action to reappoint Erma Bond, as a member of the Housing License Appeals Board, whose term shall expire on October 1, 2023.

An Executive Session is requested to discuss personnel and legal matters.

**FINANCE AND ELECTRIC:**

*Chairperson:* Derek Mace  
*Members:* Kevin Snyder and Edwin Seyler

Take action on the proposed Resolution authorizing a five percent pension contribution rate for full-time police officers in 2023.

NOTE: The Minimum Municipal Obligation (MMO), for 2023, for the Uniform Pension Plan is $69,581.00, and for the Non-Uniform is $428,637.00.

Take action on the proposed Resolution to cast the Borough’s vote for the individuals who will serve on the TCC Executive Committee as the primary and alternate delegates for all municipalities that lie within the same school district as the Borough of Kutztown.
Take action to enter into an agreement with Hutchinson, Gillahan & Freeh, PC, to perform the Borough’s 2022 audit.

Take action to approve an electric credit, for 139 Normal Avenue (E-4), in the amount of $511.62.

**TELECOMMUNICATIONS AND INFORMATION TECHNOLOGIES:**
Chairperson: Lisa Ladd-Kidder  
Members: George Kusterer and Frederick Engelhardt

**WATER AND WASTEWATER:**
Chairperson: Edwin Seyler  
Members: Derek Mace and Lisa Ladd-Kidder

Take action to approve Payment No. 1, to I.K. Stoltzfus, for the Sludge Storage Tank Rehabilitation Project, in the amount of $127,912.50.

**MISCELLANEOUS:**