

March 19, 2019
Kutztown, PA

A regular meeting of the Kutztown Borough Council was called to order at 7:31 p.m. in the Kutztown Train Station by the President, Mr. Kevin Snyder, with other members of Borough Council present: Mr. Derek Mace, Mr. Edwin Seyler, Mr. Richard Diehm, Mr. Scott Piscitelli, Ms. Arabel Elliott, and the Mayor, Mr. James Schlegel. Mr. Keith Mooney, Borough Solicitor; Mr. Gabriel Khalife, Borough Manager/Treasurer; Ms. Gina M. Wiand, Borough Secretary/Public Relations and Marketing Director; Police Chief Craig Summers; Kutztown Community Partnership representatives Sandy Green and Allison Fuller; Kutztown resident and CROWW representative Warren Shaub; and residents Amanda Raudenbush, Adam Davidson, Jonathan Wolosyn, Gregory Yepremian, Nate Burkhart, and Andy Wagaman, were also present.

President Snyder asked if there was anyone who wished to address Council before proceeding with the agenda. There were no public comments.

A motion was made by Mr. Seyler, seconded by Mr. Piscitelli, Resolved, To approve the Consent Agenda, consisting of the following items:

-) Review and accept the Minutes of the February 19, 2019 Borough Council meeting.
-) Review and accept the Borough Community Development Report for February, 2019.
-) Take action on the request from the Optimist Club to use the tennis courts, hockey rink, Brick Pavilion, bathrooms and park area, as well as the use of six barricades, on April 20, 2019, for their Annual Easter Egg Hunt, and to waive any associated fees (the rain date is April 28, 2019).
-) Take action to donate two family pool passes for the 2019 Friend, Inc., Community Services Benefit Auction.

- J 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 February 16, 2019, through March 15, 2019, as summarized below:

General Fund	\$278,809.60
Refuse and Recycling Fund	\$40,138.35
Water Fund	\$210,635.38
Electric Fund	\$376,657.44
Sewer Fund	\$171,979.57
Telecommunications Fund	\$45,973.88

Passed by unanimous vote.

Under Borough Planning Commission, there was nothing to report.

Under Environmental Advisory Commission, there was nothing to report.

Under Community Development and Public Safety Committee, the Monthly

Police Report for February, 2019 was submitted.

The following fines were collected:

District Justice Greth	January, 2019	\$4,620.59
Clerk of Common Pleas	January, 2019	\$70.83
Secretary's Office	February, 2019	\$3,150.00

A motion was made by Mr. Piscitelli, seconded by Mr. Mace, Resolved, To approve the proposed Uniforms and Appearance Standard Operating Procedure (SOP). Chief Summers noted that the changes include allowing beards as well as a visible tattoo policy. Passed by unanimous vote.

A motion was made by Mr. Piscitelli, seconded by Mr. Mace, Resolved, To approve the updated Residence and Vehicle Lockouts Standard Operating Procedure (SOP). Passed by unanimous vote.

An Executive Session to discuss a legal matter was deferred until the end of the meeting.

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Mr. Mace thanked Chief Summers for continually updating the SOPs.
Under Public Works Committee, a motion was made by Mr. Seyler, seconded by

Mr. Piscitelli, Resolved, To approve the request, from Keith Wuchter, to rent the Scooter Building on July 27, 2019. Passed by unanimous vote.

A motion was made by Mr. Piscitelli, seconded by Mr. Seyler, Resolved, To award the bid for the police department HVAC replacement project to M&M Facility Services, in the base bid amount of \$110,000.00, and to begin the paperwork. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Piscitelli, Resolved, To approve the request from Phi Sigma Sigma, to rent the Ceres Pavilion, on April 13, 2019, from 12:00 p.m. until 3:00 p.m. Passed by unanimous vote.

A motion was made by Mr. Piscitelli, seconded by Mr. Seyler, Resolved, To approve the request from Delta Zeta, to rent the Pamone and Flora Pavilions, on April 13, 2019, from either 12:00 p.m. until 2:00 p.m. or 1:00 p.m. until 3:00 p.m. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Piscitelli, Resolved, To approve the request from the Pennsylvania Chapter of the American Planning Association, to use either the Train Station or the multi-purpose room, for approximately one hour, on March 29, 2019, and to waive any associated fees. Passed by unanimous vote.

Under Personnel Committee, a motion was made by Mr. Diehm, seconded by Ms. Elliott, Resolved, To accept the resignation of Jeff Slostad, from the Code Appeals Board, effective immediately, because he moved out of the Borough. Passed by unanimous vote.

A motion was made by Mr. Diehm, seconded by Ms. Elliott, Resolved, To appoint Warrant Shaub to the Code Appeals Board. Passed by unanimous vote.

An Executive Session requested to discuss personnel and legal matters was deferred until the end of the meeting.

Under Finance and Electric Committee, a motion was made by Mr. Mace, Seconded by Mr. Piscitelli, Resolved, To adopt the following Resolution:

RESOLUTION NO. 5-2019

A RESOLUTION OF THE BOROUGH OF KUTZTOWN, BERKS COUNTY, PENNSYLVANIA, APPROVING THE SALE OF FOUR OLD ALUMINUM LIGHT POLES, TO THE KUTZTOWN ROD AND GUN CLUB, FOR \$1.00.

IT IS HEREBY RESOLVED by the Council of the Borough of Kutztown, Berks County, Pennsylvania (hereinafter “the Borough”), in accordance with Section 1201 (4) of the Borough Code, as follows:

RESOLVED, that the Borough shall sell four old aluminum light poles, having a total estimated sale value of One Dollar (\$1.00), to the Kutztown Rod and Gun Club.

APPROVED as a Resolution by the Council of the Borough of Kutztown, Berks County, Pennsylvania in lawful, regular meeting duly assembled this 19th day of March, 2019.

Passed by unanimous vote.

Under Telecommunications and Information Technologies Committee, there was nothing to report.

Under Water and Wastewater Committee, a motion was made by Mr. Seyler, seconded by Ms. Elliott, Resolved, To submit the required \$1,000.00 fee, to the

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Commonwealth of Pennsylvania, to move forward with the permit application for the Filter Media Replacement Project. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Diehm, Resolved, To purchase the Hach Turbidimeters, in the amount of \$25,915.71, which have been budgeted for 2019. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Mace, Resolved, To approve the requested sewer credit for the Foundry, in the amount of \$7,883.76, for a water leak that was not processed through the Wastewater Treatment System. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Mace, Resolved, To support and authorize the Borough of Kutztown to pursue USDA funding in the form of a loan and/or grants to pursue the following projects: Briar Cliff Collection System Repairs, Briar Cliff Pump Station Improvements, College Garden Drive Collection System Repairs, College Garden Drive Pump Station Improvements, and the Sludge Press Project. Passed by unanimous vote.

Mr. Khalife noted that this could result in about one million dollars in funding. Mr. Seyler explained that the Borough is doing this because the streets involved are Borough-owned.

Mr. Seyler noted that the Water Department has received the Area-Wide Optimization Program award for the ninth year. This award is a result of the filtration and process equipment utilized by the department and the work of the water personnel.

Under Miscellaneous, off of the agenda, a motion was made by Mr. Piscitelli, seconded by Mr. Seyler, Resolved, To oppose House Bill 349, which is posed to increase

financial and time pressures for municipalities. Passed by unanimous vote.

President Snyder noted the following vacancies:

Code Appeals Board:	Three Member Vacancies One Alternate Vacancy
Zoning Hearing Board:	Two Alternate Vacancies
Housing License Appeals Board:	One Member Vacancy Three Alternate Vacancies
Environmental Advisory Commission:	Two Member Vacancies

Mr. Mooney advised Council to consider adopting policies and procedures regarding medicinal marijuana. It was the consensus of Council for Mr. Mooney to create a draft and send it to Mr. Khalife for review.

President Snyder called for an Executive Session at 7:47 p.m. to discuss personnel and legal matters. The Executive Session ended and the meeting reconvened at 8:00 p.m. No action was taken.

A motion was made by Mr. Piscitelli, seconded by Mr. Seyler, Resolved, To adjourn the Council meeting upon vote. Passed by unanimous vote. The meeting ended at 8:01 p.m.

Prepared and Attested by: Gina M. Wiand
Borough Secretary

Kevin Snyder and Andrea Rahn hereby ordered payment of the expenditures listed in the Accounts Payable G/L Distribution Report, including payment dates from February 16, 2019, through March 15, 2019, in accordance with Section 1106 of the Borough Code, Commonwealth of Pennsylvania.

Kevin J. Snyder

Gina M. Wiand