

April 16, 2019  
Kutztown, PA

A regular meeting of the Kutztown Borough Council was called to order at 7:32 p.m. in the Kutztown Train Station by the president, Mr. Kevin Snyder, with other members of Borough Council present: Mr. Edwin Seyler, Mr. Richard Diehm, Mr. Scott Piscitelli, Ms. Arabel Elliott and the Mayor, Mr. James Schlegel. Mr. Derek Mace arrived late. Mr. Keith Mooney, Borough Solicitor; Mr. Gabriel Khalife, Borough Manager/Treasurer; Ms. Andrea Rahn, Assistant Borough Secretary; Mr. Craig Summers, Kutztown Borough Police Chief; Kutztown Community Partnership (KCP) representative Allison Fuller; KCP intern Ayela McDonald; residents Chris Moyer, Melissa Casto, Warren Shaub, Robert Devall and Will Devall.

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

- ) Review and accept the Minutes of the March 19, 2019 Borough Council meeting.
- ) Review and accept the Borough Community Development Report for March, 2019.
- ) Take action to approve the request from the Cub Scouts to hold their Cub Mobile Races on May 4, 2019, from 9:00 a.m. to 12:00 p.m., with a rain date of May 5, 2019, from 1:00 p.m. to 3:00 p.m., and to waive any associated fees.

- J Take action to approve the request from the Relay for Life to hang sponsor signs and bows around town beginning on May 13, 2019.
- J Take action to approve the 2019 summer playground program contract with the Tri-Valley YMCA.
- 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 March 16, 2019, through April 12, 2019. 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 March, 2019 was submitted.

The following fines were collected:

District Justice Greth	February, 2019	\$5,058.04
Clerk of Common Pleas	February, 2019	\$49.55
Secretary's Office	March, 2019	\$2,850.00

A motion was made by Mr. Piscitelli, seconded by Mr. Diehm, Resolved, To approve the proposed Bomb Threat Standard Operating Procedure. Passed by unanimous vote.

A motion was made by Mr. Piscitelli, seconded by Mr. Seyler, Resolved, To authorize drafting an amendment to Chapter 168-8, of the Borough Code, regarding litter.

Mr. Mooney noted that the amended Chapter should be 168-7 (signs), not 168-8 (litter).

A motion was made by Mr. Piscitelli, seconded by Mr. Seyler, Resolved, To

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amend the motion still on the floor, To authorize drafting an amendment to Chapter 168-7, of the Borough Code, regarding signs. Passed by unanimous vote with Mr. Mace abstaining from the vote because he arrived late to the meeting and missed the discussion.

Off of the agenda, a motion was made by Mr. Piscitelli, seconded by Mr. Seyler, Resolved, To hold a special Council meeting on Monday, April 29, 2019, at 7:00 p.m. in Borough Hall, to discuss the Keystone Communities Planning Grant, by the Department of Community and Economic Development. Passed by unanimous vote.

Under Public Works Committee, a motion was made by Mr. Piscitelli, seconded by Mr. Seyler, Resolved, To approve free season pool passes, for the 2019 season, to the following people/organizations: family passes for all full-time and part-time Borough employees; 15 family pass vouchers to the Kutztown Fire Company for the Chief to distribute to active members at his discretion; two family passes to the Kutztown Community Partnership for the pool concession stand managers; and adult passes to the St. John's and Shaynah Kinner Daycare employees, which are only to be used when the employees are working. Note: The deadline for the daycares to hand in their pool pass applications and payments is May 13, 2019. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Piscitelli, Resolved, To approve the request, from the Kutztown Area School District, for a kindergarten class to use the Ceres Pavilion on Friday, May 24, 2019, from 9:30 a.m. until 1:30 p.m., and to waive any associated fees. Passed by unanimous vote.

A motion was made by Mr. Piscitelli, seconded by Mr. Seyler, Resolved, To approve the request, from GT Church, to rent the Scooter Building and the Band Shell on July 14, 2019. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Piscitelli, Resolved, To approve the request, from Katie Muth, to rent the Scooter Building on May 11, 2019. Passed by unanimous vote.

A motion was made by Mr. Piscitelli, seconded by Mr. Seyler, Resolved, To approve the request, from Sheena Hesselbein, to run an adult summer kickball league in the park and to have her coordinate field availability and insurance requirements with John Schmoyer. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Piscitelli, Resolved, To approve the request, from Paula Gross, to rent the Ceres Pavilion on April 27, 2019. Passed by unanimous vote.

A motion was made by Mr. Piscitelli, seconded by Mr. Seyler, Resolved, To approve the request, from Ethan Storms, to rent the Brick Pavilion on April 27, 2019. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Piscitelli, Resolved, To approve the annual donation of \$500.00 to the Berks County Solid Waste Authority. Passed by unanimous vote.

A motion was made by Mr. Piscitelli, seconded by Mr. Seyler, Resolved, To approve the quote from Lawn America for 2019 vegetation control. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Piscitelli, Resolved, To

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approve the quote from Buckman's, Inc. for 2019 pool chemicals. Passed by unanimous vote.

A motion was made by Mr. Piscitelli, seconded by Mr. Seyler, Resolved, To approve the parade permit application request from the Kutztown Rotary Club, for the Run for the Wine Event, on June 8, 2019, prior to Taste of Kutztown and to not waive any fees. Passed by unanimous vote.

It was noted that pool pass rates will not increase in 2019.

Off of the agenda, a motion was made by Mr. Seyler, seconded by Mr. Piscitelli, Resolved, To approve the request, from Anthony Falcone, to rent either the Pomone or Flora Pavilion on April 27, 2019. Passed by unanimous vote.

Off of the agenda, KCP intern Ayela McDonald updated Council members about the status of the trash receptacles located on Main Street. Ms. McDonald reported that she has contacted other universities and she is waiting for feedback from them and would like to meet with Kutztown University representatives to continue to create future clean-up plans. Any further information will be delivered at the next Public Works Committee meeting.

Under Personnel Committee, a motion was made by Mr. Diehm, seconded by Ms. Elliott, Resolved, To hire Jeffrey DeTurk and Davis Stoudt, as seasonal laborers, and to hire Jacob Przywara as a seasonal intern for the Environmental Advisory Commission. Passed by unanimous vote.

An Executive Session is requested to discuss personnel and legal matters was not needed.

Under Finance and Electric Committee, a motion was made by Mr. Mace, seconded by Mr. Seyler, Resolved, To enter in to an agreement with FileBank for

document management and retention. Passed by unanimous vote.

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

Under Water and Wastewater Committee, a motion was made by Mr. Seyler, seconded by Mr. Mace, Resolved, To approve the allocation of one (1) EDU of water and one (1) EDU of wastewater, to the Kutztown Municipal Authority, to serve 509 College Boulevard. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Mace, Resolved, To authorize drafting an amendment to Chapter 177-7 (D), of the Borough Code, regarding sewer connections. Passed by unanimous vote.

Under Miscellaneous, a motion was made by Mr. Seyler, seconded by Mr. Piscitelli, Resolved, To appoint James Schlegel as the Voting Delegate for the PSAB Annual Conference. Passed by unanimous vote.

A motion was made by Mr. Piscitelli, seconded by Mr. Seyler, Resolved, To authorize Barley Snyder to execute the Use and Renewal Filing for the Hometown Utilicom/Borough of Kutztown trademark. Passed by unanimous vote.

President Snyder noted that the Borough Code has been updated, with Supplement No. 23, at a cost of \$2,621.41.

President Snyder noted the following vacancies:

Code Appeals Board:	Two 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

A motion was made by Mr. Seyler, seconded by Mr. Diehm, Resolved, To

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adjourn the Council meeting upon vote. Passed by unanimous vote. The meeting ended at 7:52 p.m.

Prepared and Attested by:     Andrea Rahn  
  Assistant 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 March 16, 2019 to April 12, 2019, in accordance with Section 1106 of the Borough Code, Commonwealth of Pennsylvania.

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Kevin Snyder

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Andrea Rahn