

July 17, 2018  
Kutztown, PA

A regular meeting of the Kutztown Borough Council was called to order at 7:41 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, and the Mayor, Mr. James Schlegel. Ms. Arabel Elliott and Mr. Derek Mace were absent. Mr. Keith Mooney, Borough Solicitor; Mr. Gabriel Khalife, Borough Manager/Treasurer; Ms. Andrea Rahn, Assistant Borough Secretary; Maxatawny Township representative Steve Wilson; Kutztown Area Transport Services representative Rodney Freeman; Kutztown Fire Company and Emergency Management representative Todd Evans; Kutztown Fire Company representative Benjamin Hoffman; Hutchinson Gillahan & Freeh representative Craig Gillahan; Tompkins Insurance representative Sam Harter; KCP representatives Sandy Green and Allison Fuller; resident Stephen Lessley; Gabriela Laracca, reporter for Berks Mont News; and Valdis Lacis, reporter for the Reading Eagle, were also present.

Sam Harter, from Tompkins Insurance, presented Council with a proposal of policy renewals. He noted that, regarding claims, the Borough had an excellent year.

A motion was made by Mr. Seyler, seconded by Mr. Piscitelli, Resolved, To approve the insurance policy renewals. Passed by unanimous vote.

Craig Gillahan, from Hutchinson Gillahan & Freeh, presented Council with the 2017 audit report. He noted that all questions were resolved during the audit process, and Council had no questions.

President Snyder asked if there was anyone who wished to address Council before proceeding with the agenda.

James Schlegel commented that Kutztown Day is Sunday, August 5, 2018, and he hopes everyone will attend.

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 June 19, 2018 Borough Council meeting.
- ) Review and accept the Borough Community Development Report for June, 2018.
- ) 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 June 16, 2018, through July 13, 2018, as summarized below.

General Fund	\$234,083.15
Refuse and Recycling Fund	\$43,450.76
Water Fund	\$72,425.61
Electric Fund	\$350,068.34
Sewer Fund	\$59,853.18
Telecommunications Fund	\$43,180.42

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 June, 2018 was submitted.

The following fines were collected:

District Justice Greth	May, 2018	\$6,305.92
Clerk of Common Pleas	May, 2018	\$752.81
Secretary's Office	May, 2018	\$1,825.00

# 11921

A motion was made by Mr. Piscitelli, seconded by Mr. Diehm, Resolved, To approve the parade permit application, from the Kutztown Fire Company, for the Hero's 5K Run, to be held on September 22, 2018. Passed by unanimous vote.

A motion was made by Mr. Piscitelli, seconded by Mr. Diehm, Resolved, To approve a refund, in the amount of \$1,336.00, for Robert Smik and Nancy Wallace, property owners of 460 W. Walnut Street, for overpayment of housing license applications. Passed by unanimous vote.

A motion was made by Mr. Piscitelli, seconded by Mr. Diehm, Resolved, To enter into an agreement with the Urban Research & Development Corporation to assist with the submission of a PA DCED grant application. Passed by unanimous vote.

Under Public Works Committee, a motion was made by Mr. Seyler, seconded by Mr. Diehm, Resolved, To approve a refuse credit, in the amount of \$6.00, for 441 West Main Street. Passed by unanimous vote.

A motion was made by Mr. Piscitelli, seconded by Mr. Seyler, Resolved, To approve waiving the refuse fee for the tax office located at 258 W. Main Street. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Piscitelli, Resolved, To approve the request from the PA Board of Probation and Parole, to use the Brick Pavilion on July 13, 2018, and to waive any associated fees. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Diehm, Resolved, To donate \$500.00 to the Berks County Solid Waste Authority. Passed by unanimous vote.

Off of the agenda, a motion was made by Mr. Piscitelli, seconded by Mr. Seyler, Resolved, To approve the invoice for services rendered, for A Taste of Kutztown, in the

amount of \$6,099.08. Passed by unanimous vote.

Off of the agenda, a motion was made by Mr. Seyler, seconded by Mr. Piscitelli, Resolved, To execute the contract agreement, with PennDOT, for the 737 Highway Project, and to adopt the following Resolution:

## RESOLUTION NO. 11-2018

A RESOLUTION OF THE BOROUGH OF KUTZTOWN, BERKS COUNTY, PENNSYLVANIA, AUTHORIZING AND DIRECTING THE KUTZTOWN BOROUGH COUNCIL PRESIDENT TO SIGN THE HIGHWAY PROJECT AGREEMENT AND REIMBURSEMENT AGREEMENT WITH PENNDOT.

BE IT RESOLVED, by authority of the Borough Council of the Borough of Kutztown, Berks County, Pennsylvania, and it is hereby resolved by authority of same, that the Borough Council President of said Kutztown Borough Council be authorized and directed to sign the Highway Project Agreement and Reimbursement Agreement, with PennDOT, on its behalf, and the Assistant Borough Secretary be authorized and directed to attest the same.

THIS RESOLUTION DULY ADOPTED this 17<sup>th</sup> day of July, 2018, by the Borough Council of Kutztown, Berks County, Pennsylvania.

Passed by unanimous vote.

Under Personnel Committee, an Executive Session to discuss personnel and legal matters was deferred to the end of the meeting.

Under Finance and Electric Committee, there was nothing to report.

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

Under Water and Wastewater Committee, off of the agenda, a motion was made by Mr. Seyler, seconded by Mr. Diehm, Resolved, To approve the application fee, for the Delaware River Basin Commission, in the amount of \$513.00. Passed by unanimous vote.

Under Miscellaneous, President Snyder noted the following vacancies:

# 11923

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

President Snyder called for an Executive Session at 8:11 p.m. to discuss personnel and legal matters. The Executive Session ended and the meeting reconvened at 8:40 p.m. No action was taken.

A motion was made by Mr. Piscitelli, seconded by Mr. Diehm, Resolved, To adjourn the Council meeting upon vote. Passed by unanimous vote. The meeting ended at 8:41 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 June 16, 2018, through July 13, 2018, in accordance with Section 1106 of the Borough Code, Commonwealth of Pennsylvania.

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Kevin J. Snyder

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Andrea Rahn