

Meeting Minutes of the Middletown Borough Council
August 22, 2016

The August 22, 2016, special meeting of the Middletown Borough Council was called to order at 7:00 p.m. by Council President Benjamin Kapenstein.

After the Pledge of Allegiance, the following Council members answered roll call: Anne Einhorn, Dawn Knull, Ian Reddinger, Robert Reid, and Benjamin Kapenstein. Also present were Mayor James H. Curry III, Borough Manager Kenneth Klinepeter, and Management Advisor Bruce Hamer. Diana McGlone and Damon Suglia were absent from the meeting.

Public Comments on Agenda Items – Jack Still, 37 W. Emaus Street, inquired about the purpose of Resolution No. 2016-23.

Executive Session – Mr. Kapenstein announced that an executive session would be held at this time. The meeting was recessed at 7:01 p.m. for an executive session. The meeting was reconvened at 7:50 p.m. Mr. Kapenstein reported the executive session was held for the purposes of personnel and real estate matters.

Resignation – Borough Secretary - **MOTION** by Ian Reddinger, second by Dawn Knull to rescind action taken at the meeting held on August 16, 2016, accepting the resignation of Kenneth Klinepeter as Borough Secretary effective August 31, 2016, and to accept such resignation effective September 6, 2016, in accordance with Mr. Klinepeter's letter dated August 19, 2016. Motion carried by a vote of 5 to 0.

Appointment - Borough Secretary – **MOTION** by Anne Einhorn, second by Ian Reddinger to appoint Grace Miller to the position of Borough Secretary at an annual salary of \$51,000 and other terms and conditions of employment as provided in accordance with proposed Resolution No. 2016-23, conditioned upon successful completion of standard pre-employment testing and with said employment to begin on September 7, 2016. Motion carried by a vote of 5 to 0.

Adopt Resolution No. 2016-23 – **MOTION** by Anne Einhorn, second by Dawn Knull to adopt Resolution No. 2016-23, a Resolution Establishing Terms and Conditions of Employment for Grace Miller. Motion carried by a vote of 5 to 0.

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Appointment of Additional Open Records Officer – **MOTION** by Robert Reid, second by Ian Reddinger to appoint Grace Miller as an additional Open Records Officer for the Borough of Middletown conditioned upon successful completion of standard pre-employment testing and with said appointment to be effective September 7, 2016. Motion carried by a vote of 5 to 0.

Downtown Parking Study - Robert Reid discussed having an end date for accepting suggestions regarding the downtown parking study. Mr. Kapenstein noted that going forward the second meeting of each month would function as a workshop meeting and the downtown parking study could then be discussed at the meeting of September 20th.

Public Comment – There were no additional public comments.

Adjournment - **MOTION** by Robert Reid, second by Ian Reddinger to adjourn the meeting. Motion carried unanimously and the meeting was adjourned at 8:00 p.m.



Kenneth L. Klinepeter
Borough Secretary