

RESOLUTION NO. 4-2023

A RESOLUTION OF THE BOROUGH OF KUTZTOWN, BERKS COUNTY, PENNSYLVANIA, ESTABLISHING A SCHEDULE OF FEES, CHARGES AND EXPENSES FOR PROFESSIONAL CONSULTANTS AND ENGINEERS UTILIZED BY THE BOROUGH OF KUTZTOWN FOR THE REVIEW AND REPORT OF SUBDIVISION AND LAND DEVELOPMENT SUBMITTALS, OF STORMWATER MANAGEMENT AND FLOODPLAIN REGULATIONS, AND OF PUBLIC UTILITY SERVICE REQUESTS FOR PROPERTIES BOTH WITHIN AND OUTSIDE THE BOROUGH OF KUTZTOWN.

IT IS HEREBY RESOLVED by the Council of the Borough of Kutztown, County of Berks, Commonwealth of Pennsylvania, in conformity with the Pennsylvania Municipalities Planning Code, as from time to time amended, Chapter 195 "Subdivision and Land Development", Chapter 189 "Stormwater Management", Chapter 123 "Floodplain Management", Chapter 177 "Sewers", Chapter 185 "Solid Waste", and Chapter 217 "Water" of the Code of the Borough of Kutztown to adopt the following schedule of fees, charges and expenses incurred by the Borough of Kutztown for the review and report of Subdivision and Land Development Plans, of Stormwater and Floodplain Management Regulations, and of provision of Public Utilities, including but not limited to Water and Sewer, for properties both within and outside the Borough of Kutztown, which shall be chargeable to Developers/Applicants, as follows:

SECTION 1 - Legal Consultants

Hourly rates shall be as listed below:

1. General Municipal Law Services (all matters not described in II below)

Solicitor and Solicitor's Partners	\$200.00
Associates in Solicitor's Office	\$190.00
Paralegals in Solicitor's Office	\$105.00

Other Legal Consultants

Such fees, charges and expenses shall be the same as the charges incurred by the Borough for such Legal Consultants.

2. Specialized Services (travel time to be charged only from Reading office)

	Partner	Associate	Paralegal
Telecommunications	\$245.00	\$220.00	\$115.00
Labor/Employment/Benefits	\$245.00	\$220.00	\$115.00
Environmental	\$245.00	\$220.00	\$115.00

Litigation (excluding (i) code enforcement;

(ii) zoning; and (iii) minor collection/eviction matters, in each case not involving other issues, claims or counterclaims)	\$245.00	\$220.00	\$115.00
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3. Legal Services for the Kutztown Zoning Hearing Board, Code Appeals Board, Housing License Appeals Board and the Civil Service Commission

Legal Services to the Zoning Hearing Board	\$175.00
Legal Services to the Civil Service Commission	\$175.00
Retainer for the Code Appeals Board	\$1,800.00 (annual fee)
Retainer for the Housing License Appeals Board	\$1,800.00 (annual fee)

SECTION 2 - Engineering Consultants

Hourly rates shall be as listed below:

1. Borough Water/Wastewater and Planning/Zoning Engineer and Staff

Administration I	\$55.00 - \$70.00
Administration II	\$70.00 - \$85.00
Environmental Scientist I	\$85.00 - \$110.00
Environmental Scientist II	\$110.00 - \$135.00
Senior Environmental Scientist	\$135.00 - \$145.00
Planner I	\$85.00 - \$105.00
Planner II	\$105.00 - \$130.00
Senior Planner	\$130.00 - \$145.00
Landscape Architect I	\$85.00 - \$110.00
Landscape Architect II	\$110.00 - \$130.00
Senior Landscape Architect	\$130.00 - \$145.00
Surveyor I	\$70.00 - \$95.00
Surveyor II	\$95.00 - \$125.00
Senior Surveyor	\$125.00 - \$145.00

GIS Professional I	\$85.00 - \$115.00
GIS Professional II	\$115.00 - \$135.00
Senior GIS Professional	\$135.00 - \$155.00
Resident Project Representative I	\$70.00 - \$105.00
Resident Project Representative II	\$105.00 - \$125.00
Senior Resident Project Representative	\$125.00 - \$145.00
Junior Technician	\$60.00 - \$70.00
Technician I	\$85.00 - \$110.00
Technician II	\$110.00 - \$135.00
Senior Technician	\$135.00 - \$150.00
Financial Services Professional I	\$105.00 - \$130.00
Financial Services Professional II	\$130.00 - \$140.00
Senior Financial Services Professional	\$140.00 - \$155.00
Engineering Professional I	\$110.00 - \$130.00
Engineering Professional II	\$130.00 - \$150.00
Project Engineer	\$150.00 - \$160.00
Senior Project Engineer	\$160.00 - \$175.00
Assistant Project Manager	\$125.00 - \$150.00
Project Manager	\$150.00 - \$165.00
Senior Project Manager	\$165.00 - \$175.00
Operations Manager/Senior Technical Leader	\$160.00 - \$190.00
Principal	\$175.00 - \$190.00
Billable Expenses	
Absorbent Sock - Small Size/Large Size	\$3.50/\$5.00/Each
All Terrain Vehicle	\$100.00/Day

Boilers	\$8.50/Each
Copies/Prints	
Color Copies – 11” x 17”	\$.60/Copy
Color Copies – 8.5” x 14”	\$.48/Copy
Color Copies – 8.5” x 11”	\$.40/Copy
Photocopies	\$.15/Copy
Wide Format Printing/Copying	\$.50/Square Foot
Concrete Monuments	\$30.00/Each
Hydrographic System	\$100.00/Day
Instrumentation/Meters	
Mini-Monsoon Sampling System	\$60.00/Day
Oil/Wafer Interface Probe	\$60.00/Day
Photoionization Detector	\$100.00/Day, \$250.00/Weekly
Water Level Indicator— Solinst	\$28.00/Day. \$14.00/Half Day
Water Level Indicator 200’ – Heron	\$30.00/Day
Lodging	At Cost
Maps, Permits, Licenses	At Cost
Meals	At Cost
Mileage	IRS Allowable
Miscellaneous Charges	At Cost
Pocket Colorimeter	\$50.00/Day
Postage	As Weighed
Pumps	
Peristaltic Pump	\$40.00/Day
Whale Pump	\$30.00/Day
Rotary Hammer Drill Kit	\$100.00/Day, \$50.00/Half Day

Slam Bar/Bucket Auger	\$10.00/Day
Sub-Surface Inspection Pole Camera	\$75.00/Day
Technology Equipment Charge	\$100.00/Day
Traffic Counters	\$25.00/Day

Tubing

1/4" Tubing	\$.13/Foot
1/2" Tubing	\$.25/Foot
3/16" x 3/8" Silicone Tubing	\$1 .85/Foot

All expenses are subject to a 10% markup, including, but not limited to travel, printing, postage, survey supplies, etc.

2. Borough Electrical Engineering Consultants

Principal	\$110.00
Senior Professional	\$110.00
Project Manager	\$110.00
Engineer	\$70.00
Designer	\$65.00
CADD Operator	\$65.00
Support Staff	\$35.00
Review of Customer Generation Application	\$220.00

3. Borough Transportation Engineering Consultants

Rod Person; Engineering Aide	\$36.00-\$40.00
Administrative Assistant	\$56.00-\$64.00
Instrument Person; Survey Party Chief	\$67.00-\$70.00
Registered Surveyor	\$92.00-\$100.00
Design Drafter/Design Technician	\$84.00-\$90.00
Senior Technician	\$88.00-\$92.00

Construction Observer; Code Officer	\$75.00-\$82.00
Engineer/Designer	\$90.00-\$96.00
Senior Designer; Project Engineer; Project Manager; Senior Construction Observer	\$105.00-\$110.00
Senior Project Engineer; Senior Planner; Senior Project Manager; Senior Architect; Technical Manager; Principal	\$115.00-124.00
Travel – Mileage Rate	\$.625 per mile*
(*The rate established by the IRS changes periodically, and the actual travel rate will be the rate allowed by the IRS.)	

4. Other Engineering Consultants

Such fees, charges and expenses shall be at cost plus 10%
as received from such Consultants.

SECTION 3 - Other Consultants

Such fees, charges and expenses shall be the same as the charges incurred by the Borough of Kutztown for such Consultants.

SECTION 4 - Miscellaneous Charges and Disbursement Expenses

Miscellaneous charges and disbursement expenses incurred by the Borough for the services of the above-noted Consultants in the performance of the reviews and reports required by Chapter 195 "Subdivision and Land Development", Chapter 189 "Stormwater Management" and Chapter 123 "Floodplain Regulations" of The Code of the Borough of Kutztown shall be charged to the Developer/Applicant at the same rate as charged to the Borough for such expenses.

SECTION 5 - Such fees, charges and expenses as herein listed shall be the same as would be charged to the Borough when such fees, charges and expenses are not reimbursable.

Such fees, charges and expenses as herein listed shall be on file and available upon request to the Developer/Applicant for review.

SECTION 6 - The Borough of Kutztown reserves the right to adopt additional fees, charges and expenses, and to modify the fees, charges and expenses listed herein.

Upon adoption or modification of this Resolution, any and all Developers and/or Applicants currently being charged for such services, as allowed by the Pennsylvania Municipalities Planning Code, as from time to time amended, shall be notified of such within ten (10) days of adoption.

SECTION 7 - Capitalized terms used herein without definition shall have the meanings attributed thereto by the Pennsylvania Municipalities Planning Code and/or Chapter 195 "Subdivision and Land Development", Chapter 189 "Stormwater Management" and

Chapter 123 "Floodplain Regulations" of The Code of the Borough of Kutztown, as appropriate.

SECTION 8 - All Resolutions or parts of Resolutions inconsistent with this Resolution are hereby superseded.

ADOPTED by the Council of the Borough of Kutztown, Berks County, Pennsylvania, in lawful session duly assembled this 17th day of January, 2023.

BOROUGH OF KUTZTOWN

By: _____
Kevin J. Snyder
Borough Council President

Attest: _____
Gina M. Wiand
Borough Secretary