

**BOROUGH OF KUTZTOWN
COMMUNITY DEVELOPMENT AND PUBLIC SAFETY
COMMITTEE MEETING
MINUTES OF MAY 10, 2016**

A regular meeting of the Community Development and Public Safety Committee was held on Tuesday, May 10, 2016, at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:30 PM by Mr. Scott Piscitelli, Chairperson. Members present were: Mr. Scott Piscitelli, Mr. Richard Diehm and Dr. Derek Mace. Also present: Mr. Dan Eslinger, Director of Community Development; Sandra Green, Mayor; Mr. Craig Summers, Chief of Police and Ms. Carolann Moody, Recording Secretary. Public Attendance: Mr. Ron Devlin from the Reading Eagle, Mr. Rodney Freeman representing Kutztown Area Transportation Services, Mr. Terry Dorrity representing Bones Pizza, Mr. John Eustice and Mr. Craig Peiffer representing Reading 120 Bike Race, Mr. Doug Demchyk representing Northeastern Berks EMS, Mr. Dave Johnson representing Kutztown University, Mr. Steve Demchyk, Dr. Andy Arnold, Ms. Shena Corrado and Mr. Eric Boyer.

PUBLIC COMMENTS

There were no public comments.

FIRE COMPANY

No Report

APPROVAL OF MINUTES

Members reviewed the April 12, 2016 committee meeting minutes. Motion by Dr. Mace and seconded by Mr. Diehm to approve the April 12, 2016 minutes as written. The motion was passed by unanimous vote.

PLANNING AND ZONING

Update on Zoning Appeal for 220 South Maple Street

Mr. Eslinger mentioned that the appeal for owner of 220 South Maple Street to establish an ambulance service at that location was heard by Berks County Court last week and the appeal was granted. Therefore, they are entitled to a zoning permit to change the use of the property unless the committee wants to take additional action. Dr. Mace suggested to not pursue further action and Mr. Eslinger stated that he will issue a zoning permit.

CODE ENFORCEMENT

DCR Report – April, 2016

Mr. Eslinger reviewed the report and mentioned that Mr. Matt Hafer is out in the streets and alleys trying to get the trash cleaned up, which is a typical problem right now. There were no questions or comments.

● Grease Trap Inspections

Mr. Eslinger stated that Sewer Code Chapter 177 states, “All food-handling establishments shall install and maintain a grease trap and interceptor, as set forth in Chapter 163 of this Code.” He also mentioned that in the past they have not been inspected or even verified that they have been installed. Mr. Eslinger will be working with Mr. Jarrad Burkert, the Wastewater Plant Manager to schedule inspections of all affected businesses as well as working with the businesses to have them submit verification of the cleaning and maintaining of the grease traps and interceptors. Mr. Diehm recommended checking the facilities at the Folk Festival as he believes many of them do not have the required grease traps and interceptors.

COMMUNITY DEVELOPMENT

● Monthly Report – April, 2016

Mr. Eslinger reviewed the report. There were no questions or comments.

KCP/MAIN STREET REPORT

The Block Party was a success. The Kutztown Kruizz is scheduled for July 30, Dinner on Main is scheduled for August 5th with food vendors from the area participating and Kutztown Day is on August 7th.

POLICE

● Year to Date Arrest Report – April, 2016

Chief Summers reviewed the report. There were no questions or comments.

● Monthly Arrest Report – April, 2016

Chief Summers reviewed the report. There were no questions or comments.

- **Year to Date Offenses Reported – Jan thru April, 2016**

Chief Summers reviewed the report. There were no questions or comments.

- **KU Sesquicentennial Parade Route Discussion**

Mr. Dave Johnson reviewed the parade route with committee members and mentioned that the parade should last about an hour. He stated there are approximately 50-60 units including 8-10 small floats and 6 marching units. He also mentioned that Kutztown University Public Safety Department will help with patrols and KUTV will be broadcasting the parade.

- **Reading 120 Bike Race Route Discussion**

Mr. Craig Peiffer and Mr. John Eustice reviewed the Reading 120 Bike Race route and times with the committee and mentioned that it will be streamed live so people will be able to watch it on their cellphones. It was mentioned that the bikes will come through Kutztown twice; the first time at 10:30 and the second time at 12:30. Dr. Mace mentioned that it needs to be understood that the parade is priority. There was a brief discussion regarding coordinating the parade and the bike race. It was also mentioned that there will be a dedicated radio line for the race so that the Chief will know where the bike race is at all times.

Mr. Piscitelli suggested bringing a bike race to Kutztown in the future.

- **Correlation Between Foot/Bike Patrols to Noise/Arrests**

Chief Summers reviewed the report. There was a lengthy discussion regarding noise complaints and how to solve noise issues as well as other problems with the college students.

MAYOR'S REPORT

Mayor Green stated that she will continue to gather information regarding food trucks and ordinances in other municipalities.

EMERGENCY MANAGEMENT:

No Report

MISCELLANEOUS:

- **Rooftop Ban Ordinance**

Mr. Eslinger stated that he received Mr. Mooney's draft yesterday from the 2014 notes he gave him regarding the Rooftop Ban Ordinance. This will be added to the Peace and Good Order Ordinance and will be listed under Prohibited Acts. After a brief discussion a motion was made by Dr. Mace and seconded by Mr. Diehm to recommend Borough Council approve the draft as amended by the committee to read:

§ 158-1. Prohibited Acts.

Occupying and permitting the use of the roof or roof overhang of a building when such roof is not designed and permitted for such occupancy by the Borough Building Code, except when performing repairs or maintenance of the roof or in an emergency situation.

The motion was passed by unanimous vote.

- **Food Truck Ordinance**

Mr. Eslinger mentioned that the food truck ordinance is still in the research stage and that he has received feedback from the City of York, Harrisburg and Lancaster and all three are different in their own way. Mr. Eslinger stated that some of the areas that need to be address as part of the ordinance are: Where the Borough would allow the food trucks to operate, what would be their hours of operation, what would the annual fee be, what licensing requirements would we require of them, they would need a food license as well as an individual who is over 18 that would be on-site as the safe serve manager, just to name a few. Mr. Eslinger also questioned if there should be exceptions for carnivals, special events or one day events. Mr. Eslinger requested input from the Committee as to what the priorities would be so that he could start working on drafting the ordinance. After a lengthy discussion, Mr. Eslinger stated that he will continue to research food truck ordinances with other municipalities.

ADJOURNMENT

With no further business to discuss a motion was made by Mr. Diehm and seconded by Dr. Mace to adjourn the meeting. The motion carried and the meeting was adjourned at 9:15 p.m.