A regular meeting of the Community Development and Public Safety Committee was held on Tuesday, January 8, 2019, at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:30 PM by Mr. Scott Piscitelli, Chairperson. Member present was: Mr. Richard Diehm. Dr. Derek Mace was absent. Also present: Mr. Matthew Hafer, Director of Community Development; Mr. James Schlegel, Mayor; Corporal Walter Skavinsky, Acting Chief of Police; and Ms. Carolann Moody, Recording Secretary. Public Attendance: There was no one from the public in attendance.

PUBLIC COMMENTS
There were no public comments

FIRE COMPANY
There was nothing to report from the Fire Company

APPROVAL OF MINUTES
Members reviewed the December 11, 2018 Committee meeting minutes. Motion by Mr. Diehm and seconded by Mr. Piscitelli to approve the December 11, 2018 minutes as written. The motion was passed by unanimous vote.

PLANNING AND ZONING

CODE ENFORCEMENT
- DCR Report – December, 2018
  Mr. Hafer reviewed the DCR report. There were no questions or comments.
- Labor & Industry Audit
  Mr. Hafer mentioned that every five years the Pennsylvania Department of Labor and Industry comes into the Borough to review commercial permit applications that have been submitted within that five year period. He reviewed the process of how they determine which three properties they want to visit, the three that they chose, including the accessibility issues they found at all three places. Following a brief discussion, Mr. Hafer mentioned that these issues do not reflect negatively on the Borough and no changes need to be made, adding that Mr.
Kevin Snyder will receive a letter and an additional letter will go in the inspector’s file. There were no additional questions or comments.

- **Bieber Update**
  Mr. Hafer mentioned that Bieber is in the process of moving busses off of the property, adding that the busses that were drivable have been moved and the others will need to be towed from the lot. A court date is scheduled for January 15, 2019 at 9:30AM. If all busses are not removed by that date, a fine will be assessed.

**COMMUNITY DEVELOPMENT**

- **CDO Monthly Report – December, 2018**
  Mr. Hafer reviewed the report. There were no questions or comments.

- **Budget Report – 4th Quarter, 2018**
  Mr. Hafer reviewed the report. There were no questions or comments.

**KCP/MAIN STREET REPORT:**
There was no report

**POLICE**

- **Year to Date Incidents Reported – December, 2018**
  Corporal Skavinsky reviewed the report. There were no questions or comments.

- **Police Year to Date Arrest Report – December, 2018**
  Corporal Skavinsky reviewed the report. There were no questions or comments.

- **Budget Report – 4th Quarter, 2018**
  Corporal Skavinsky reviewed the report. There were no questions or comments.

- **Threat Assessment SOP**
  Corporal Skavinsky reviewed the Threat Assessment SOP with committee members. After a brief discussion, motion by Mr. Piscitelli and seconded by Mr. Diehm to recommend Borough Council approved the proposed Threat Assessment SOP. The motion passed by unanimous vote.

- **Resolution Chapter 66 “Animals”**
  Corporal Skavinsky reviewed the Resolution regarding the retention of animals and updating the fee charged to release a dog that has been placed in police custody. Corporal Skavinsky added that via the Resolution, the fee will be amended to $50 to reflect what the State is currently charging. Following a brief discussion, motion by Mr. Diehm and seconded by Mr. Piscitelli to recommend Borough Council adopt the proposed Resolution amending the fee for seizure and detention of dogs. The motion passed by unanimous vote.

**MAYOR’S REPORT**
There was no report from the Mayor
EMERGENCY MANAGEMENT:
There was no report

MISCELLANEOUS
Mr. Diehm mentioned that the former ambulance building on South Maple Street recently had to have the roof replaced.

OFF AGENDA
There was nothing to discuss off agenda

ADJOURNMENT
With no further business to discuss a motion was made by Mr. Diehm and seconded by Mr. Piscitelli to adjourn the meeting. The motion carried and the meeting was adjourned at 8:09PM.