BOROUGH OF KUTZTOWN
COVID-19 PANDEMIC UPDATES

BOROUGH COUNCIL HAS DECLARED A DISASTER EMERGENCY:

In response to the ongoing pandemic of COVID-19, and the impact it is having/will have on our community, the Borough of Kutztown has declared a disaster emergency. This will allow Borough leadership to take whatever measures may be necessary to anticipate, respond to, and recover from the impacts to our community. This does not mean that the Borough is under quarantine or “lock down”. It simply releases the leadership from needing to go through the bidding processes when we need to acquire materials needed to protect and serve the community. It also opens up assistance from County, State, and Federal agencies should the need arise.

TEMPORARY OFFICE CLOSURES:

All Borough offices, as well as the Kutztown Community Library, will remain closed to the public through at least April 30, 2020.

TEMPORARY PARK CLOSURES:

The Borough of Kutztown Main Street Park and North Park are temporarily closed because play equipment and other surfaces cannot be continuously and properly sanitized for the safety of our residents and visitors.

PARKING UPDATE:

Two hour parking time limits and parking meter use have been suspended until further notice. No over-night parking permitted. Violators will be ticketed. Ticketing for Friday street cleaning on Main Street will continue to be enforced.

INFORMATION REGARDING LATE FEES AND DISCONNECTIONS:

The Borough has elected to continue its billing process as usual and on schedule; HOWEVER, new late fees/penalties will not be assessed from the March 2020 bill, forward through the June 2020 bill, nor will the Borough disconnect customers during this period, unless to address a safety emergency. All utility bills will eventually be required to be paid, including pre-March 2020 assessed late fees and penalties, to be due on June 25, 2020.

TAX SITTING HOURS IN APRIL ARE CANCELLED:

Please mail all payments to Jerilyn Wehr, T.C., PO Box 172, Kutztown, PA 19530. To receive a receipt, follow instruction #3 on your bill.

A REMINDER FROM THE WASTEWATER DEPARTMENT:

Due to the potential shortage of toilet paper, please remember to NOT FLUSH wipes, paper towels, or things of that nature down the toilet. These items do not disintegrate quickly, if at all, and can cause a blockage in the property’s sewage system, causing a backup into the building.

Wipes, feminine hygiene products, rags, paper towels and similar products should never be discarded in to the sewer system. These products also have adverse effects at the Borough’s Wastewater Treatment Plant.

Should you experience a sewage blockage or backup at your property, you will need to contact a plumber to resolve the situation.


Please check the Borough of Kutztown Web site and Home Net Facebook page frequently for updated information:

A MESSAGE FROM THE COMMUNITY DEVELOPMENT OFFICE:

Community Development Office staff will be available Monday through Friday, from 8:00 a.m. until 4:30 p.m., by phone at 610-683-3290 or via E-mail. Outlined below are additional temporary modifications:

- Forms (permits, licenses, etc.) are available on the Borough’s Web site at kutztownboro.org (go to Departments, Community Development, Forms).
- Completed forms should be mailed to 324 West Main Street, Kutztown, PA 19530-1606, or scanned and E-mailed to codeoffice@kutztownboro.org. You may also request a hard copy form be mailed to you.
- All payments must be mailed in an envelope or paid by phone via credit card. In-person payments will temporarily not be accepted.
- If staff would be required to enter a private residence or business, a series of questions may be asked and personal protective equipment may be worn.

CHANGES TO THE BOROUGH’S PUBLIC WORKS SCHEDULES:

Due to staffing changes, in an effort to prevent the spread of the Coronavirus, we have had to make some changes to our Public Works schedules. Please note the changes that will be in place through at least April 30, 2020.

REFUSE:

Up to six bags or containers (maximum container size for refuse is 32 gallons).

Monday only – south side
Tuesday only – north side
*the only exception to this is Kutztown Manor

RECYCLING:

Wednesday only – alternating sides as per the original schedule

PARK RESERVATIONS:

Cancelled through April. Refunds will be issued.

Please check the Borough of Kutztown Web site and Home Net Facebook page frequently for updated information:


— FOOD SHOPPING TIPS —

- Be conscious of staying separate from others in the store.
- Plan ahead to buy for 2 weeks rather than for 1 week.
- Use your shopping list to get through the store efficiently.
- Only touch food products you intend to buy.
- Check out using plastic bags rather than cloth shopping bags.
- Think of the new food items as “dirty”.
- Put shopping bags down on one counter area of your kitchen.
- Sanitize a separate counter area with Lysol, Alcohol, or soap.
- Sanitize the outside of each new food item (boxes, jars, bags).
- Place each “clean” item in the sanitized area of the counter.
- Give washable fruits (e.g., apples, oranges) a good scrub in warm soapy water before putting them into the refrigerator.
- Put away all the “clean” new food items.
- Throw away the plastic grocery bags.
- Sanitize the “dirty” counter area where the new food items were.
- Finish by washing your hands again.

(Note: Many grocery stores now offer a “pick-up” food service. Call the store for more information on how to place your order.)

— DOs and DON’Ts of Social Distancing —

- Stay home as much as possible to limit your contact with others.
- Cancel non-essential appointments and scheduled visits with anyone you don’t already live with, even if it’s family members or friends.
- If you do have to go out for any reason — to the store, to a doctor’s appointment, for a walk — keep six feet away from everyone you don’t live with.
- Avoid touching your eyes, nose, and mouth with unwashed hands. Make sure you wash your hands frequently with soap and water for at least 20 seconds.
- Stay connected with family, friends, and neighbors. Use the phone, send emails, or make “virtual visits” online through video call.

We will get through this — together!