

**BOROUGH OF KUTZTOWN  
COMMUNITY DEVELOPMENT AND PUBLIC SAFETY  
COMMITTEE MEETING  
MINUTES OF APRIL 8, 2025**

The meeting was called to order at 7:30 PM by Mr. Fred Engelhardt, Acting Chairperson. Members present were: Mr. Fred Engelhardt, and Dr. Derek Mace. Mr. George Kusterer was absent. Also present: P. Michael Clery, Chief of Police; Mr. James Schlegel, Mayor of Kutztown; Mr. Gabriel Khalife, Borough Manager; and Ms. Carolann Bartik, Recording Secretary. Public Attendance: Chief Todd Evans representing Kutztown Fire & Rescue and Topton Ambulance; Ms. Sandy Green representing Kutztown Community Partnership; Mr. Jim Reece and Ms. Kim Davis representing Friend Inc., and Ms. Mindy Wagaman and Mr. Bob Gately, Borough of Kutztown residents.

**PUBLIC COMMENTS:**

Mr. Jim Reece and Ms. Kim Davis reviewed with Committee members the Friend, Inc fundraiser, Furever Friends Walk in the Park, which will benefit their pet pantry.

There were no other comments from the public.

**KUTZTOWN FIRE & RESCUE:**

- **YTD Monthly Report – March 2025**

Chief Evans mentioned that the report is posted on SharePoint. There were no questions or comments.

- **Renovation Update**

Chief Evans mentioned that there is a meeting next week with the project engineer. There were no questions or comments.

- **1<sup>st</sup> Quarter Review**

Chief Evans stated Kutztown Fire & Rescue has had over 200 calls so far for the year, adding there were over 80 calls in March.

**EMERGENCY MANAGEMENT:**

- **Update**

Mr. Gabriel Khalife mentioned that there are no updates regarding Emergency Management.

Chief Evans added that Mr. Young is working on the Action Plan for the Eastern PA Homestead Festival to be held in July at the Kutztown Fairgrounds.

**TOPTON AMBULANCE:**

Chief Evans mentioned that Topton Ambulance has been busy in the Borough, adding that they usually have three trucks available during the day and they are always out on calls.

**REVIEW AND ACCEPT THE MINUTES:**

Members reviewed the March 11, 2025 Committee meeting minutes. Motion by Dr. Mace and seconded by Mr. Engelhardt to approve the March 11, 2025 minutes as written. The motion passed by unanimous vote.

**PLANNING AND ZONING:**

There was nothing to discuss under Planning and Zoning.

**CODE ENFORCEMENT:****• DCR Report – March 2025**

There were two DCR's in March. Chief Clery mentioned that they were both given during Kutz Patty's Day, adding that he felt it went very well. There was a brief discussion regarding Kutz Patty's Day and the other events that were going on the same day.

**COMMUNITY DEVELOPMENT:****● Monthly Report – March 2025**

Mr. Engelhardt mentioned that the report is on SharePoint. There were no questions or comments regarding the report.

**KCP/MAIN STREET:**

Ms. Sandy Green mentioned Kutztown Community Partnership will relocate to the Strand on June 1, 2025.

She updated Committee members on the Strand project and upcoming fundraiser.

**POLICE DEPARTMENT:****● Incidents Reported – Year to Date 2025**

Chief Clery reviewed the report with Committee members. There were no questions or comments.

**● Arrest Report – Year to Date 2025**

Chief Clery reviewed the report with Committee members. There were no questions or comments.

**● Reportable Crimes – March 2025**

Chief Clery reviewed the report with Committee members. There were no questions or comments.

Chief Clery spoke about the protest on Main Street last Saturday, adding that there was only one minor incident.

Chief Clery mentioned that the Police Department received their new firearms, adding that the transition training will be in May. There was a brief discussion about the Police Department Range.

Chief Clery stated that the test for new officers has been advertised and will be on April 27<sup>th</sup>. He added that he has six applicants so far.

Chief Clery reminded Committee members about the speed/display sign that is in the budget, requesting to order the sign. Following a brief discussion, Dr. Mace stated that since it is budgeted, Chief Clery should order it.

**MAYOR'S REPORT:**

Mayor Schlegel mentioned that on April 19<sup>th</sup> the Cannabis Festival will be held at Renninger's.

**OFF AGENDA:**

Dr. Mace started the discussion to combine Kutztown University and Kutztown Borough Police. There was a lengthy discussion regarding this.

There was nothing else to discuss off agenda.

**ADJOURNMENT:**

With no further business to discuss, a motion was made by Dr. Mace and seconded by Mr. Engelhardt to adjourn the meeting. The motion carried and the meeting adjourned at 8:14.