

**BOROUGH OF KUTZTOWN
COMMUNITY DEVELOPMENT AND PUBLIC SAFETY
COMMITTEE MEETING
MINUTES OF AUGUST 12, 2025**

The meeting was called to order at 7:30 PM by Mr. George Kusterer, Chairperson. Members present: Mr. Fred Engelhardt and Dr. Derek Mace. Also present: P. Michael Clery, Chief of Police; Mr. Gabriel Khalife, Borough Manager; Mr. Josh Young, Code Enforcement Officer; Ms. Sharon Dalickas, Finance Director; and Ms. Carolann Bartik, Recording Secretary. Public Attendance: Ms. Stacey Mertz, Mr. Rick Munson, Mr. Dale Kramer, Mr. Dennis Reidenhour, Mr. Chris Manwiller, and Ms. Ginger Schappell, representing Kutztown Fair; Mr. Bob Weller and Mr. Joel Seidel, representing Kutztown Borough Planning Commission; Ms. Ellen Overcast and Ms. Sandy Green, representing Kutztown Community Partnership; Mr. Jeff Dietrich, Ms. Robin Reinisch, Mr. Jon Stutzman, Ms. Martha Kuhns, Mr. Mike Downing, Ms. Jackie Downing, Mr. Kevin Snyder and Mr. Bob Gately, Kutztown residents.

PUBLIC COMMENTS:

Mr. Michael Downing reviewed his crosswalk requests with Committee members. He added that he was in contact with Kutztown University Public Safety and they have been doing an outstanding job at traffic and human management at their large events.

Mr. Downing stated that he has recently joined the Environmental Advisory Committee, adding that the students will be back in about two weeks and some of them will have vehicles that are very loud. He is requesting support from the police department to identify and address the biggest offenders. Chief Clery mentioned that he has had a conversation with the officers regarding this issue and they will identify and enforce what they can.

Ms. Robin Reinisch reviewed with Committee members an issue she is having with her neighbor blocking the swale. She stated that her neighbor was sent a letter from the Borough of Kutztown letting him know that it is an existing swale and may not be blocked. Ms. Reinisch showed Committee members pictures of the damage to her property from the rocks, mud, and water. She stated that due to her neighbor blocking the swale, her yard has become a retention pond. There was a lengthy discussion, and it was agreed that Mr. Young will look into taking the next step.

KUTZTOWN FIRE & RESCUE:

• **General Update**

Mr. Young mentioned that Kutztown Fire & Rescue responded to 62 calls in July, adding that year to date they have responded to 492 calls, and 16 calls for the month of August so far.

Mr. Young stated that bidding for Kutztown Fire & Rescue interior renovations closes on July 11, 2025. He added that there were 13 general contractors that walked through the building.

Mr. Young mentioned that replacing the ladder truck will be put on hold as the renovation is needed more at this time.

Mr. Young reviewed the new purchase of the Fire Safety Trailer with Committee members. Kutztown Fire & Rescue had it at Kutztown Day, the Kutztown Fire & Rescue Fun Day, and the Kutztown Fair so far, adding that it is a great teaching tool.

EMERGENCY MANAGEMENT:

Mr. Young stated that Lyons Borough did reach out to him to let him know that he is their top candidate for their Emergency Management Coordinator.

There was nothing else to discuss under emergency management.

TOPTON AMBULANCE:

There was nothing to discuss under Tipton ambulance.

REVIEW AND ACCEPT THE MINUTES:

Members reviewed the July 8, 2025 Committee meeting minutes. Motion by Mr. Engelhardt and seconded by Dr. Mace to approve the July 8, 2025, minutes as written. The motion passed by unanimous vote.

PLANNING AND ZONING:

Mr. Khalife mentioned that Planning Commission members will be meeting with Mr. Keith Mooney, Borough Solicitor, regarding a proposed short term rental ordinance.

Mr. Khalife added that Planning Commission members discussed the Joint Comprehensive Plan as well as the Zoning Hearing Board meeting regarding 154 W Walnut Street.

CODE ENFORCEMENT:

• DCR Report – July 2025

Mr. Young mentioned that there was only one noise complaint that was filed regarding the Kutztown Kruizz.

• Discuss contracting with Ostergaard Acoustical Associates for consultation services regarding a noise ordinance

Mr. Engelhardt mentioned that this is the formal proposal from Ostergaard Acoustical Associates regarding their consultation services.

Mr. Bob Weller questioned if this was the same ordinance that was started two years ago that was directed towards the racetrack. Mr. Engelhardt stated this is not

a noise ordinance, but rather for the Borough to consult with Ostergaard Acoustical Associates for guidance on a noise ordinance for the entire borough. Mr. Weller added that as a Borough resident and a member of the Planning Commission, he feels that the Borough is over regulated. He referred to the proposed noise ordinance from two years ago that was directed towards the CC district, adding that if something like that were to go through it would be detrimental to the businesses in that area as well as the fair and racetrack. Mr. Kusterer stated that this would be for the entire Borough, such as the loud cars driving up and down Main Street. Mr. Engelhardt stated that any ordinance that is proposed is taking care of the whole Borough, adding that currently there is no noise ordinance, and the only zone protected by any type of solid decibel levels is the Industrial Zone.

Dr. Mace stated that one of the things that Ostergaard refers to is their work on the Bloomsburg noise ordinance and reviewed with Committee members what was included in the ordinance and what was exempt, adding that this was used to regulate their racing. He told Mr. Weller that his concerns are not entirely dismissed, stating that this is Ostergaard's area of expertise and a Kutztown Borough noise ordinance would likely be a Bloomsburg type noise ordinance.

Mr. Kevin Snyder asked what the cost to the Borough would be and Mr. Engelhardt replied, \$3,850.00. Mr. Joel Seidel asked if there is a cost to the Borough after the consultation and would the Kutztown Planning Commission be involved in drafting the ordinance. Mr. Engelhardt stated that we would work with Ostergaard to draft the ordinance and with Borough Council approval it would go into effect then be handed over to us for enforcement. He added that the Planning Commission would be able to review and make recommendations on any ordinance that is developed.

Mr. Kusterer asked if Ostergaard would be taking acoustic measurements and Mr. Engelhardt stated that measurements were not included in this proposal since that was more expensive and the contact at Ostergaard said they were not necessary. Mr. Kusterer commented that this is something we can do ourselves.

Mr. Chris Manwiller asked if any testing would be done on a Wednesday night, and Mr. Engelhardt stated that no testing would be done.

Mr. Engelhardt mentioned that he feels the Borough does not have the expertise to determine decibel levels, however, Ostergaard does since they work with other municipalities. He added that he believes the Borough would be doing their due diligence by working with Ostergaard.

Motion by Mr. Engelhardt to send this proposal to Borough Council for consideration. Dr. Mace seconded the motion, adding that he has reservations, but would recommend sending to full council for discussion and consideration. The motion passed with both Mr. Kusterer and Dr. Mace stating with reservations.

Dr. Mace added that the Borough does not spend money without getting something for it and he wants all six Council members to discuss what the end product would be to the Borough. Such as, will Ostergaard be doing something that we cannot do.

COMMUNITY DEVELOPMENT:

- **Monthly Report – July 2025**

Mr. Young reviewed the report with Committee members. There were no questions or comments.

KCP/MAIN STREET:

- **Discuss banner/sign on the Strand Theatre**

Ms. Sandy Green reviewed the issue concerning the size of the banner and asked Committee members to allow the sign to remain where it is until the completion of the Strand Theatre. Following a brief discussion, Committee members approved the sign to remain until the completion of the Strand Theatre.

There was nothing else to discuss under KCP/Main Street.

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 – July 2025**

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

- **Parking Tickets – July 2025**

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

- **Discuss retired Smith and Wesson handgun employee purchase**

Chief Clery mentioned that the Police Department recently transitioned their handguns, adding that something that is common in police departments is that the retired guns be offered for sale to the officers. Chief Clery stated that he would like to be able to do the same for the members of the Police Department, Kutztown retired officers, and borough employees. Mr. Khalife stated that he would need a list of who would be purchasing each gun and that would have to be voted on and approved individually by Borough Council. Motion by Mr. Engelhardt and seconded by Dr. Mace to recommend Borough Council approve the employee purchase of the retired Smith and Wesson Police Department handguns. The motion passed by unanimous vote.

Mr. Kevin Snyder requested additional information on the parking ticket report. Chief Clery reviewed where the parking tickets were issued and for the specific infractions that the tickets were issued. Mr. Snyder complained that parking enforcement started without giving notice to businesses, adding that 2 hours is not enough time for patrons to have a meal at one of the restaurants and shop at the businesses. Chief Clery asked if Mr. Snyder wanted the ordinance changed to allow 3 hour parking, he said he did not want to change the ordinance, just wanted leniency. Chief Clery reminded Mr. Snyder that this issue was brought to Borough Council regarding parking not being enforced, adding that an additional CSO was hired to assist with parking enforcement. Chief Clery mentioned that he was instructed to enforce the parking ordinance and that is what he is doing. Dr. Mace reminded Mr.

Snyder that for the past six months the Committee has been listening to residents complain about the lack of parking enforcement and Chief Clery was instructed to add an additional CSO to assist with parking enforcement. Dr. Mace mentioned that Chief Clery did the best he could, however, he reminded Mr. Snyder that there is going to be that pain of teaching people that we do have the ordinance in place, and it is now being enforced. Dr. Mace added that he does not want Chief Clery to take the brunt of this because he did express his concern that there would be a period when people would have to realize that it was not being enforced and now it is. Mr. Kusterer stated that he agrees that the timing of the parking enforcement was bad, adding that the Committee has been telling the Chief for several months that the parking needs to be enforced and the Chief did what he was told to do. Mr. Kusterer added that he has noticed that the metered parking lot is empty quite often, adding that most people are parked in the two hour zone. Mr. Khalife mentioned that the cost to park in the metered parking lot is very nominal, adding that the first hour is free. Mr. Snyder then stated that there are at least 1 to 4 Borough employees parking on Main Street in the prime business district. He added that they should park in the metered parking lot.

MAYOR'S REPORT:

Mayor Schlegel reviewed with Committee members his hours for the month of July.

Mayor Schlegel mentioned that Kutztown was great this year and wanted to thank Kutztown Fire & Rescue for being there with mobile fire safety classroom and for getting the medivac there and for also being on duty for the fireworks. He added that the fireworks were fantastic.

Mayor Schlegel stated that he noticed that people riding electric bicycles and scooters are riding them on the sidewalks, adding that the Borough does have an ordinance regarding that, however, it does need to be revised.

Mayor Schlegel received a letter from Mr. Bob Gately expressing concern that fines collected posted on the Borough Council meeting agenda gives the wrong impression of the police department. He believes the public may think the police department is focused on making money rather than public safety and crime prevention.

OFF AGENDA:

There was nothing 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 8:47.