

**BOROUGH OF KUTZTOWN  
COMMUNITY DEVELOPMENT AND PUBLIC SAFETY  
COMMITTEE MEETING  
MINUTES OF FEBRUARY 13, 2024**

The meeting was called to order at 7:30 PM by Mr. George Kusterer, Chairperson. Members present were: Mr. George Kusterer, Dr. Derek Mace and Mr. Fred Engelhardt. Also present: P. Michael Clery, Chief of Police; Mr. James Schlegel, Mayor; and Ms. Carolann Bartik, Recording Secretary. Public Attendance: Chief Todd Evans, representing Kutztown Fire & Rescue and Topton Ambulance; Ms. Mindy Wagaman, Mr. Eric Boyer, and Ms. Vickie Held, Borough Residents; Mr. Martin Yourkavitch; and Mr. Steve Wilson, Maxatawny Township Auditor.

**PUBLIC COMMENTS:**

Ms. Vickie Held complained about a legitimate traffic stop by one of the Kutztown Borough Police officers. Ms. Held complained that one of her neighbor's properties are not being kept up and it is affecting her property, adding that she has called the Community Development Office and nothing has been done.

**KUTZTOWN FIRE & RESCUE:**

Due to Mr. Joshua Young being in the Emergency Medical Technician class, Mr. Kusterer read his report to Committee Members, which includes the following.

- **YTD Monthly Report – January 2023**

There were 75 calls in the month of January and the total calls to date are 94.

- **Strategic Plan Study**

Mr. Kusterer reviewed the details of the strategic plan study with Committee members.

**EMERGENCY MANAGEMENT:**

Mr. Kusterer mentioned that the ICS300 class that Mr. Young was enrolled in was cancelled without notification on January 10<sup>th</sup>. Mr. Young is now enrolled in an ICS300 class that is scheduled for October 4<sup>th</sup> – 6<sup>th</sup>.

Mr. Kusterer stated that Berks County EMA suggested that local level EMC's start to issue disaster declarations when there is a chance of flooding or severe weather striking the municipality.

Mr. Kusterer added that Berks EMA is also looking at a different program for disaster/damage surveys that will be tablet/phone app based.

**TOPTON AMBULANCE:**

Chief Todd Evans mentioned there were 89 transports from the Borough last month and 22 cancellations or refusals.

### **REVIEW AND ACCEPT THE MINUTES:**

Members reviewed the January 9, 2024, Committee meeting minutes. Mayor Schlegel mentioned that it was not noted in the minutes that he was in attendance, adding that he was in attendance. The correction will be made before the minutes are posted on the website. Motion by Mr. Engelhardt and seconded by Mr. Kusterer to approve the January 9, 2024 minutes as corrected. The motion passed by unanimous vote.

### **PLANNING AND ZONING:**

Mr. Kusterer mentioned that Mr. Young did attend the Planning Commission meeting last night and he updated members regarding the DCR at 42 E Main Street.

The Empanada Restaurant at 11 E Main Street is open and there are no updates on the updates on the Indian Restaurant other than they will be performing work, but unknown when. He added that the owner of 206 Greenwich Street will be contacting the Community Development office to schedule an inspection. There is no update from the Berks County Blighted Property Review Committee regarding the property at 103/105 E Main Street.

### **CODE ENFORCEMENT:**

- **DCR Report – December 2023**

There was 1 DCR for December and it has been resolved, therefore, closed out.

- **Review and discuss draft noise ordinance**

Mr. Engelhardt reviewed the draft noise ordinance with Committee members. After a brief discussion it was decided that the draft still needs refinement.

### **COMMUNITY DEVELOPMENT:**

- **Monthly Report – December 2023**

Mr. Kuster reviewed Mr. Young's report with Committee members. There were no questions or comments.

### **KCP/MAIN STREET:**

There was nothing to discuss under KCP/Main Street

### **POLICE DEPARTMENT:**

- **Incidents Reported – Year to Date 2023**

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

- **Arrest Report – Year to Date 2023**

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

- **Reportable Crimes – December 2023**

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

Chief Clery added that they are still in the process of hiring a new officer.

**MAYOR'S REPORT:**

Mayor Schlegel mentioned Kutz Patty's Day, which is not a sanction Borough event will be held on March 23<sup>rd</sup>. A letter will be sent out to all landlords.

Mayor Schlegel stated that the local Mennonite community requested assistance from the Kutztown Borough Police Department to help educate their students on bicycle safety. Chief Clery, Sergeant Skavinsky, and Mayor Schlegel have been visiting the local one room schoolhouses and giving presentations on bicycle safety.

**OFF AGENDA:**

Chief Evans mentioned that Kutztown Fire & Rescue will be having a parade and dedication of the new apparatus on May 4, 2024. He reviewed the parade route with Committee members.

Mr. Engelhardt mentioned that the Draft Noise Ordinance that is on the website needs to be updated.

The auditor of Maxatawny Township invited all to the board of supervisors meeting. They will be discussing zoning amendments, which do affect the Borough of Kutztown.

**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 8:30.