

**BOROUGH OF KUTZTOWN  
COMMUNITY DEVELOPMENT AND PUBLIC SAFETY  
COMMITTEE MEETING  
MINUTES OF FEBRUARY 11, 2025**

The meeting was called to order at 7:30 PM by Mr. George Kusterer, Chairperson. Members present were: Mr. George Kusterer, Mr. Fred Engelhardt, and Dr. Derek Mace. Also present: P. Michael Clery, Chief of Police; Mr. Joshua Young, Code Enforcement Officer; and Ms. Carolann Bartik, Recording Secretary. Public Attendance: Chief Todd Evans representing Kutztown Fire & Rescue and Topton Ambulance; Mr. Brian Bailey, Public Works Superintendent, Ms. Mindy Wagaman and Mr. Eric Boyer, Borough of Kutztown residents.

**PUBLIC COMMENTS:**

There were no comments from the public.

**KUTZTOWN FIRE & RESCUE:**

- **YTD Monthly Report – January 2025**

Chief Evans reviewed the report with Committee members, adding that there were 60 calls in the month of January. There were no questions or comments.

- **Renovation Update**

Mr. Young reviewed the update regarding the renovation of the Kutztown Fire & Rescue building. There were no questions or comments.

**EMERGENCY MANAGEMENT:**

- **Certification**

Mr. Young mentioned that he has completed the necessary classes for Emergency Management certification. He added that there is one class that he needs to take on the FEMA list.

**TOPTON AMBULANCE:**

Chief Evans mentioned that an Assistant Chief and two paramedics have been hired for Topton Ambulance.

**REVIEW AND ACCEPT THE MINUTES:**

Members reviewed the January 14, 2025 Committee meeting minutes. Motion by Mr. Engelhardt and seconded by Dr. Mace to approve the January 14, 2025 minutes as written. The motion passed by unanimous vote.

**PLANNING AND ZONING:**

Mr. Young mentioned that the Planning Commission members have been working with Mr. Mooney on the Short-Term Rental ordinance, adding that Planning Commission members will discuss that item only at their next workshop meeting.

**CODE ENFORCEMENT:**

- **DCR Report – January 2025** (There were no DCR's in November)

- **Curbs and Sidewalks**

Mr. Young mentioned that he did receive one complaint regarding sidewalks.

Mr. Brian Bailey updated Committee members regarding an upcoming paving project in the Borough. There was a brief discussion regarding curb replacement.

**COMMUNITY DEVELOPMENT:**

- **Monthly Report – January 2025**

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

**KCP/MAIN STREET:**

Mr. Kusterer mentioned that Ms. Sandy Green will be available at the Kutztown Community Partnership office until a replacement is hired.

**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 – January 2025**

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

Chief Clery mentioned that the Police Department is still looking to hire an officer. There was a brief discussion regarding the hiring process.

**MAYOR'S REPORT:**

Mayor Schlegel mentioned that KutzPatty's Day is coming up this month and he expects the same cooperation from local police departments, including Kutztown University for that day. There was a brief discussion regarding KutzPatty's Day.

Mayor Schlegel added that the Cops and Caboozes event at the train station will be held this Saturday.

**OFF AGENDA:**

There was nothing to discuss off agenda.

**ADJOURNMENT:**

With no further business to discuss, a motion was made by Mr. Engelhardt and seconded by Dr. Mace to adjourn the meeting. The motion carried and the meeting adjourned at 7:56.