

**BOROUGH OF KUTZTOWN
COMMUNITY DEVELOPMENT AND PUBLIC SAFETY
COMMITTEE MEETING
MINUTES OF JANUARY 9, 2024**

The meeting was called to order at 7:30 PM by Mr. George Kusterer, Chairperson. Members present were: Mr. George Kusterer, and Mr. Fred Engelhardt. Dr. Derek Mace was absent. Also present: P. Michael Clery, Chief of Police; Mr. Gabriel Khalife, Borough Manager; 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 and Mr. Randy Kunkle, Borough Residents; Mr. Joel Seidel, representing Kutztown Planning Commission; and, Mr. Chris Manwiller, representing Kutztown Fair Association.

PUBLIC COMMENTS:

There were no comments from the public.

KUTZTOWN FIRE & RESCUE:

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

Mr Kusterer reviewed the 2023 year-end report with Committee members, adding that a detailed monthly report will be presented at each meeting moving forward.

Kutztown Fire & Rescue responded to 55 calls in December and the year-to-date call total for 2023 was 716. Contact has been made with ROBB Consulting, LLC for a feasibility study/strategic planning study for Kutztown Fire & Rescue.

All pieces of apparatus are officially transferred to Kutztown Fire & Rescue and h old current registrations.

EMERGENCY MANAGEMENT:

Mr. Kusterer mentioned that Mr. Young will be out of the office from January 10th through January 12th for the ICS 300 course.

TOPTON AMBULANCE:

Chief Todd Evans mentioned there were 63 transports from the Borough last month and 22 cancellations or refusals.

REVIEW AND ACCEPT THE MINUTES:

Members reviewed the December 12, 2023, Committee meeting minutes. Motion by Mr. Engelhardt and seconded by Mr. Kusterer to approve the December 12, 2023, minutes as written. 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.

MAYOR'S REPORT:

Mayor Schlegel mentioned that the Kutztown Police Department is 100 years old this year and after discussion with Chief Clery they would like to have a celebration sometime in the summer. Details to follow.

Mayor Schlegel mentioned that after speaking with Chief Clery, there are 5 new applicants for the Patrol Officer position, and they will be testing this Sunday.

OFF AGENDA:

Mr. Kusterer mentioned that he was asked to serve on the Topton Ambulance Advisory Committee. Motion by Mr. Engelhardt and seconded by Mr. Kusterer to request Borough Council approve Mr. Kusterer serving on the Topton Ambulance Advisory Committee. The motion passed by unanimous vote.

Chief Todd Evans mentioned that Topton Ambulance would like a resolution giving them first right to refuse for any stand-bys within the Borough limits. He explained that Topton Ambulance would be notified of any large events, like the Folk Festival, so they can provide coverage rather than an outside provider coming in to avoid any communication issues. Following a brief discussion Mr. Gabriel Khalife, Borough Manager stated that he will speak with the Borough Solicitor for input. Chief Evans added that they are trying to get a second ambulance.

ADJOURNMENT:

With no further business to discuss, a motion was made by Mr. Engelhardt and seconded by Mr. Kusterer to adjourn the meeting. The motion carried and the meeting adjourned at 8:00.