

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

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. Gabriel Khalife, Borough Manager; Mr. Joshua Young, Code Enforcement Officer; Mr. James Schlegel, Mayor, and Ms. Carolann Bartik, Recording Secretary. Public Attendance: Chief Todd Evans, representing Kutztown Fire & Rescue and Topton Ambulance; Mr. Joshua Werst, representing Kutztown Youth Athletic Association; and Ms. Mindy Wagaman, resident.

PUBLIC COMMENTS:

Mr. Joshua Werst from Kutztown Youth Athletic Association requested guidance from the Committee regarding dugout and field repair. Mr. Gabriel Khalie explained the process to Mr. Werst.

Mr. Werst mentioned an issue with storm water on the softball field. Mr. Khalife suggested he speak with Mr. Brian Bailey and Mr. Steve Diehl from Public Works.

There were no additional Public Comments.

KUTZTOWN FIRE & RESCUE:

● **YTD Monthly Report – June 2024**

Mr. Joshua Young mentioned that there were 66 calls in the month of June.

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

● **Strategic Study Update**

Mr. Young mentioned that they do have a rough draft for the strategic study. He added that he would like this Committee, along with Greenwich Township, Maxatawny Township, and Kutztown University to review the draft together.

EMERGENCY MANAGEMENT:

● **ICS 400**

Mr. Young mentioned that ICS is finished.

TOPTON AMBULANCE:

● **YTD Monthly Report – June 2024**

Chief Todd Evans mentioned the calls were average for June. He added that they were at the Kutztown Folk Festival and have several calls from there as well.

REVIEW AND ACCEPT THE MINUTES:

Members reviewed the June 11, 2024 Committee meeting minutes. Motion by Mr. Engelhardt and seconded by Dr. Mace to approve the June 11, 2024 minutes as written. The motion passed by unanimous vote, with Dr. Mace abstaining due to his not attending the June meeting.

PLANNING AND ZONING:

Mr. Young mentioned that the prior use for 60 Bieber Alley was a pet supply store, and its new use will be an event hall that was approved.

Mr. Young stated that 164 W Main Street, was the Takki Ramen restaurant, and it has been approved for a chicken and gyro restaurant.

Mr. Young added that the Zoning Hearing Board decision for 601 E Main Street has been denied.

CODE ENFORCEMENT:**• DCR Report – June 2024**

Mr. Young mentioned that there were no DCR's for the month of June.

Mr. Young reviewed with Committee members the three violation notices that he sent to various locations within the Borough of Kutztown.

Mayor Schlegel requested a letter be written and all Borough Council members sign the letter to be sent to a homeowner who has a vulgar sign on the porch. Motion by Dr. Mace and seconded by Mr. Engelhardt to recommend Borough Council approve and sign a letter from Mr. Young to be mailed to a Borough Resident regarding a sign on the property. The motion passed by unanimous vote.

COMMUNITY DEVELOPMENT:**• Monthly Report – June 2024**

Mr. Young explained to Committee members why the Kutztown Folk Festival was closed early.

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

KCP/MAIN STREET:

There was no KCP/Main Street report.

POLICE DEPARTMENT:**• Incidents Reported – Year to Date 2024**

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

• Arrest Report – Year to Date 2024

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

- **Reportable Crimes – June 2024**

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

Chief Clery mentioned that the body and in-car cameras have been implemented. All officers have been trained and he is in the process of revising the policy.

Chief Clery stated that on the police side everything went great. There was a brief discussion regarding the attendance of the Folk Festival.

Chief Clery is working on the budget for next year. He added that he is looking into getting a message board since the Borough does not have one. It would be used for traffic and/or event-related situations.

MAYOR'S REPORT:

Mayor Schlegel reminded Committee members that the Kutztown Police Department's 100th anniversary celebration will be held on July 28th at the Kutztown Community Park. He added that he would like to see Borough Council members and their families come to this event and to Kutztown Day which is the following week.

There was a lengthy discussion regarding the donations that we have received. Mr. Khalife requested Chief Clery let Borough Council know what they can do to support the event.

Mayor Schlegel mentioned that Borough of Kutztown employees as well as Borough Council members are invited to ride the train to Topton and back for free on July 25, 2024. The train will leave at 6:00 PM.

OFF AGENDA:

There was nothing to discuss off the 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 8:21.