

**BOROUGH OF KUTZTOWN
COMMUNITY DEVELOPMENT AND PUBLIC SAFETY
COMMITTEE MEETING
MINUTES OF JULY 8, 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 and Ms. Ginger Schappell, representing Kutztown Fair; Mr. Jeff Dietrich, Ms. Lisa Ladd-Kidder, Ms. Mindy Wagaman, Mr. Eric Boyer, and Ms. Elizabeth White, Borough Residents.

PUBLIC COMMENTS:

There were no comments from the public.

KUTZTOWN FIRE & RESCUE:

• **General Update**

Mr. Young mentioned that Kutztown Fire & Rescue responded to 78 calls in June, adding that year to date they responded to 430 calls.

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.

EMERGENCY MANAGEMENT:

• **General Update**

Mr. Young mentioned that he is in contact with Lyons Borough regarding their need for an Emergency Management Coordinator.

Mr. Young updated Committee members regarding the Community Development Office relocation and which files can be kept and/or disposed of.

TOPTON AMBULANCE:

• **Monthly Report for June**

Mr. Kusterer stated that for the month of June, Tipton Ambulance responded to 350 calls in the Borough of Kutztown, adding that the year-to-date total calls are 1500.

REVIEW AND ACCEPT THE MINUTES:

Members reviewed the June 10, 2025 Committee meeting minutes. Motion by Mr. Engelhardt and seconded by Mr. Kusterer to approve the June 10, 2025, minutes as written. The motion passed with 2 votes in favor, 1 (Dr. Mace) abstained due to not attending the June 10, 2025 meeting.

PLANNING AND ZONING:

There was nothing to discuss under Planning and Zoning.

CODE ENFORCEMENT:

- **DCR Report – June 2025**

There were no DCR's issued in June.

- **Discuss Prohibiting the use of Engine Brake Retarders (Noble Street)**

Following a lengthy discussion regarding prohibiting the use of Engine Brake Retarders due to the Committee receiving one complaint, Chief Clery stated that he could request PennDOT do a traffic study for their recommendation.

Motion by Mr. Englehardt and seconded by Dr. Mace to recommend Borough Council approve the engine brake retarder prohibition request and to reach out to Joe Rogosky for guidance. The motion passed with 2 votes in favor, 1 (Mr. Kusterer) abstained due to concerns regarding the necessity and financial implications.

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

Mr. Young reviewed with Committee members the update to the consulting fees as well as what is included in the fees. There was a lengthy discussion regarding if Ostergaard has been successful in writing ordinances for other areas, who would do the enforcement, what hours of the day the enforcement would be done, what equipment would be needed including the cost of the equipment and the cost of the calibration of the equipment.

Motion by Mr. Engelhardt and seconded by Dr. Mace to recommend Borough Council contract with Ostergaard Acoustical Associates for \$3,850. The motion passed with 2 votes in favor, 1 (Mr. Kusterer) abstained.

- **Enforcement of the Borough Air Pollution Control Ordinance**

Mr. Englehardt mentioned that this Ordinance was passed in 2022, adding that he is all in favor of doing graduated enforcement, such as starting with warnings and then following the citation guidelines set forth in the Ordinance. He stated that there is nothing in the Ordinance indicating that if representatives of Action Track are completing the abatement as required in the Ordinance, that they should not be held accountable if track dirt/dust still comes from their property.

Following a lengthy discussion, it was decided that since Mr. Young is a representative of the Borough, he may issue the non-traffic citation in the amount of \$500 to \$1000. If the Ordinance continues to be violated it would then be at the discretion of Borough Council to increase the fine amount.

COMMUNITY DEVELOPMENT:

- **Monthly Report – June 2025**

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

KCP/MAIN STREET:

- **Review and discuss Parade Permit Application**

Committee members reviewed the parade permit application for Fall Fest on Main. Following a brief discussion regarding road closure and barriers for public safety, motion by Dr. Mace and seconded by Mr. Engelhardt to recommend Borough Council approve the parade permit application. The motion passed by unanimous vote.

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 – June 2025**

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

- **Parking Tickets – June 2025**

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

Chief Clery stated that the Police Department held their Community Bike Rodeo on June 8th. He mentioned that Kutztown Fire & Rescue and Topton EMS also stopped by. He added that they taught a few children how to ride bikes, and a fun time was had by all.

Chief Clery mentioned that Breakfast with a Cop was held on June 14th at St. Paul's UCC. He said it was a rainy day, however, everyone who attended had an enjoyable time and it was a great community outreach event. He added that on the same day there was a No Kings protest at Main and Whiteoak Streets. Chief Clery stated that there were no issues.

Chief Clery stated that the Police Department did 2 story times at the Kutztown Library. Corporal Hirsh read the English version, and Corporal Sanchez read the Spanish version.

Chief Clery mentioned that the Eastern PA Homestead Festival was this past weekend, adding that crowds were down and there were no issues.

Chief Clery added that this is another protest scheduled for July 17, 2025 at Main and Whiteoak Streets.

MAYOR'S REPORT:

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

Mayor Schlegel had nothing else to report.

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 8:42.