

**BOROUGH OF KUTZTOWN  
COMMUNITY DEVELOPMENT AND PUBLIC SAFETY  
COMMITTEE MEETING  
MINUTES OF MARCH 10, 2026**

The meeting was called to order at 7:36 PM by Mr. George Kusterer, Chairperson. Members present: Dr. Derek Mace and Ms. Katharine Keegan. Also present: P. Michael Clery, Chief of Police; Mr. James Schlegel, Mayor; Ms. Michele Lopez Gudino, Code Enforcement Officer; Ms. Sharon Dalickas, Finance Director; and Ms. Carolann Bartik, Recording Secretary. Public Attendance: Ms. Ellen & Mr. Peter Overcast, Mr. Bob Weller, Mr. Fred Engelhardt, Ms. Dawn Medina, Mr. Donald Ziegler, Mr. Eric Boyer Borough residents, and Ms. Gina Wiand, Borough Secretary.

**PUBLIC COMMENTS:**

● **Experience Berks presentation by Gina Wiand**

Ms. Gina Wiand reviewed with Committee members the Experience Berks partnership and advertising opportunities for the Borough of Kutztown. Following a brief discussion, motion by Dr. Mace and seconded by Ms. Keegan to recommend Borough Council approve the sponsorship rate of \$150 for Experience Berks. The motion passed by unanimous vote.

Ms. Tammy Bollinger expressed parking concerns for people who work in the Borough. She requested parking permits. Chief Clery mentioned that if a parking permit were issued to everyone who works in the Borough, there would be no parking for visitors who support local businesses. Ms. Lopez Gudino stated that the Kutztown Planning Commission will be addressing parking. She added that Main Street will never be an area of the Borough that is offered parking permits.

There were no additional comments from the public.

**KUTZTOWN FIRE & RESCUE:**

● **Update**

Deputy Chief Evans mentioned that they responded to 83 calls in February, adding that they are averaging about 80 calls per month.

Deputy Chief Evans stated that the renovations are coming along very well, adding that the former banquet hall should be completed this week. Mr. Kusterer mentioned that Kutztown Fire & Rescue had their annual banquet this past Saturday. He said that it was very well attended, adding that it was a nice get together.

Mr. Kusterer mentioned that Deputy Chief Evans recently received an Officer of the Year Award. He stated that Deputy Chief Evans has done a remarkable job as Chief of Kutztown Fire & Rescue and deserved this award. Deputy Chief Evans received a

round of applause from Committee members as well as those from the public in attendance.

**EMERGENCY MANAGEMENT:**

There was nothing to discuss under Emergency Management

**TOPTON AMBULANCE:**

Mr. Kusterer stated that Topton Ambulance responded to 105 calls in the Borough of Kutztown for February. He updated Committee members on the upcoming remounting of ambulances.

**REVIEW AND ACCEPT THE MINUTES:**

Members reviewed the February 10, 2026 Committee meeting minutes. Motion by Dr. Mace and seconded by Mr. Kusterer to approve the February 10, 2026, minutes as written. The motion passed by unanimous vote.

**PLANNING AND ZONING:**

• **Trinity Church**

Mr. Donald Ziegler reviewed with Committee members the plan for parking to make Trinity Church more ADA compliant. Ms. Lopez Gudino requested preliminary approval to allow the construction phase to move forward as well as adding the two proposed handicapped parking spaces into the ordinance, and to revise the location of the current stop sign. Motion by Dr. Mace and seconded by Ms. Keegan to recommend Borough Council give preliminary approval of this project so that Ms. Lopez Gudino can move this forward to Zoning. The motion passed by unanimous vote.

There was nothing else to discuss under Planning and Zoning.

**CODE ENFORCEMENT:**

• **DCR Report – February 2026**

Ms. Lopez Gudino mentioned that there were 4 DCR's for the month of February. She stated that she did speak with all of the landlords involved and they do want to be compliant.

Mr. Kusterer questioned the status of the Knox Box Ordinance. Ms. Lopez Gudino mentioned that she is waiting for the ordinance from Mr. Joshua Young but has not received it to date. Following a brief discussion, Mr. Kusterer suggested she reach out to Mr. Robert Houck, the Fire Marshall, for guidance.

**COMMUNITY DEVELOPMENT:**

● **Monthly Report – January 2026**

Ms. Lopez Gudino reviewed the monthly report with Committee members. She added that there are some new businesses coming into town.

There were no questions or comments.

**KCP/MAIN STREET:**

Ms. Ellen Overcast, President of the Board of Kutztown Community Partnership expressed a concern about a rumor regarding a Kutztown Borough economic committee. She read a letter regarding this concern and recommended not forming another committee.

There were no questions or comments.

**POLICE DEPARTMENT:****● Incidents reported – Year to Date 2026**

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

**● Arrest report – Year to Date 2026**

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

**● Reportable crimes – February 2026**

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

**● Parking Tickets – February 2026**

Chief Clery reviewed the report with Committee members. Chief Clery mentioned that parking is being enforced on W Walnut Street. He added that a warning was initially given before a ticket was issued.

Chief Clery stated that Cops & Cabooses was held this past Saturday. He mentioned that it was an extremely popular community event and that there were approximately 300 people in attendance.

Chief Clery mentioned that the annual bike rodeo will be held on June 6, 2026 from 10:00 am until 3:00 pm at the Kutztown Area High School.

Chief Clery stated that in addition to KutzPatty's day on March 28<sup>th</sup>, there is also the Fool's Run and Kutztown University is also hosting multiple events.

**MAYOR'S REPORT:**

Mayor Schlegel reviewed his hours for the month of February. There were no questions or comments.

Mayor Schlegel mentioned that on March 20<sup>th</sup> he will be at the Kutztown Beneficial Association for Trivia Night at 7:00 pm.

**MISCELLANEOUS:**

There was nothing to discuss under Miscellaneous.

**OFF AGENDA:**

There was nothing to discuss under Off Agenda

**ADJOURNMENT:**

With no further business to discuss, a motion was made by Dr. Mace and seconded by Ms. Keegan to adjourn the meeting. The motion carried and the meeting adjourned at 8:06.