

**BOROUGH OF KUTZTOWN
COMMUNITY DEVELOPMENT AND PUBLIC SAFETY
COMMITTEE MEETING
MINUTES OF MAY 13, 2025**

The meeting was called to order at 7:30 PM by Mr. George Kusterer, Chairperson. Members present were: Mr. Fred Engelhardt, and Dr. Derek Mace. Also present: P. Michael Clery, Chief of Police; Mr. Gabriel Khalife, Borough Manager; and Ms. Carolann Bartik, Recording Secretary. Public Attendance: Ms. Sharon Dalickas, Finance Director for the Borough of Kutztown; Ms. Joanne Engelhardt, Mr. Jason Engelhardt, Ms. Mindy Wagaman, Mr. Eric Boyer, Mr. Bob Weller, Mr. Neal Christman, and Mr. Bob Gately, Borough of Kutztown residents.

PUBLIC COMMENTS:

Mr. Bob Weller requested the Committee approve a 4-way stop at the intersection of N Whiteoak Street and Fairview Drive in preparation for the new development, The Villas at Maxatawny. Following a brief discussion, it was recommended that Mr. Weller reach out to Maxatawny Township to see if a traffic impact study was received from the developer of the project. Chief Clery added that he will reach out to PennDOT as well.

There were no other comments from the public.

KUTZTOWN FIRE & RESCUE:

There was no one in attendance from Kutztown Fire & Rescue.

EMERGENCY MANAGEMENT:

There was no one in attendance from Emergency Management.

TOPTON AMBULANCE:

There was no one in attendance from Tipton Ambulance.

REVIEW AND ACCEPT THE MINUTES:

Members reviewed the April 8, 2025 Committee meeting minutes. Motion by Mr. Engelhardt and seconded by Dr. Mace to approve the April 8, 2025 minutes as written. The motion passed by unanimous vote.

PLANNING AND ZONING:

Mr. Khalife mentioned that there were 2 Zoning Hearing outcomes, adding that on Thursday May 29th the Zoning Hearing Board will read their decision regarding McDonalds's. The decision will be read at 7:00 PM in the multi-purpose room.

CODE ENFORCEMENT:

- **DCR Report – April 2025**

There were two DCR's issued in April.

COMMUNITY DEVELOPMENT:

- **Monthly Report – April 2025**

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

KCP/MAIN STREET:

There was no one in attendance from Kutztown Community Partnership.

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 – March 2025**

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

- **Review and discuss speed data from S Baldy Street**

Chief Clery reviewed the speed data with Committee members. There was a lengthy discussion with Committee members and members of the public that were in attendance. Following the discussion Chief Clery mentioned he will schedule speed enforcement in that area.

- **Discuss parking regulations on S Baldy Street and Pennsylvania Avenue**

There was a discussion regarding the parking regulations on S Baldy Street and Pennsylvania Avenue. Members of the public that were in attendance complained about the lack of parking enforcement. Chief Clery mentioned the Police Department is short-staffed, suggesting the possibility of hiring a CSO to do parking enforcement or the possibility of having the current CSO II's help with parking enforcement. Following the discussion, Mr. Khalife stated that the Police Department should hire a new CSO and Dr. Mace stated that Borough Council will support adding a new CSO so that parking enforcement can be done regularly.

- **Discuss and request approval of SOP 2025-01 Issued Equipment, Usage, and Control**

Chief Clery reviewed the SOP with Committee members. Chief Clery mentioned that the SOP is currently being reviewed by Mr. Keith Mooney. Motion by Mr. Engelhardt and seconded by Dr. Mace for Borough Council to approve the SOP following review by Mr. Mooney. The motion passed by unanimous vote.

MAYOR'S REPORT:

Mayor Schlegel was not in attendance.

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 8:23.