

**BOROUGH OF KUTZTOWN  
COMMUNITY DEVELOPMENT AND PUBLIC SAFETY  
COMMITTEE MEETING  
MINUTES OF MAY 12, 2026**

The meeting was called to order at 7:30 PM by Dr. Derek Mace, 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, Code Enforcement Officer; Ms. Sharon Dalickas, Finance Director; Ms. Heidi Hermany, Recording Secretary; Mr. Kevin Snyder, Borough Council President; Mr. Gabriel Khalife, Borough Manager; and Mr. Todd Evans, deputy fire chief. Public Attendance: Ms. Ellen & Mr. Peter Overcast, Ms. Amy Bray, Mr. Nick Timpe, Mr. Bob Gately, and Mr. Eric Boyer, Borough residents.

**PUBLIC COMMENTS:**

● **KASD Food Truck Fundraiser**

Ms. Amy Bray reviewed with Committee members the graduation night fundraiser to benefit the Education Foundation, asking for a waiver of the \$50 transient license fee for each vendor during this occasion. After brief discussion, a motion was made by Mr. Snyder and seconded by Dr. Mace to waive fees and send to council for final approval. The motion was passed by unanimous vote.

There were no additional comments from the public.

**KUTZTOWN FIRE & RESCUE:**

• **Update**

Deputy Chief Evans mentioned that they responded to 77 calls in April, adding that they are averaging about 75-80 calls per month.

Deputy Chief Evans stated that the fire company will be receiving a loaner truck this coming Saturday and expects the truck to be in operation by Monday. Training will take place on Saturday and Sunday before placing into operation.

**EMERGENCY MANAGEMENT:**

There was nothing to discuss under Emergency Management

**TOPTON AMBULANCE:**

There was nothing to discuss under Topton Ambulance, except for a loaner truck arriving this week as well.

**REVIEW AND ACCEPT THE MINUTES:**

Members reviewed the April 14, 2026 Committee meeting minutes. Motion by Mr. Snyder and seconded by Dr. Mace to approve April 14, 2026, minutes as written. The motion passed by unanimous vote.

## **PLANNING AND ZONING:**

### **• Data Center Ordinance**

Ms. Lopez briefly updated Committee members with the status of the data center ordinance draft and short-term rental ordinance draft. Both items will be sent to council for May meeting. Ms. Lopez stated that it is a very active season for zoning, with lots of projects in the works.

There was nothing else to discuss under Planning and Zoning.

## **CODE ENFORCEMENT:**

### **• DCR Report – February 2026**

Ms. Lopez mentioned that there was one continuing problem address and that the landlord has been contacted; eviction process may need to begin.

## **COMMUNITY DEVELOPMENT:**

### **• Monthly Report –**

Ms. Lopez reviewed the monthly report with Committee members. She added that she would like to work together with Mr. Timpe and Kutztown Community Partnership to create a survey to find out what the community would like to bring in as far as new business types. Ms. Lopez noted that the survey needs promotion on the website.

Ms. Lopez also mentioned that she is researching grants for the fairgrounds for funding towards full grown trees Fore perimeter to help with dust and noise issues.

Mr. Snyder commented that he would like to see signage coming into town from both entrances from the bypass that say more than simply “Kutztown.” Mr. Snyder suggested instead something like “Downtown Kutztown,” or “Historic Kutztown.” He is working with Mr. Rogosky to see if we can get these signs changed.

There were no questions or comments.

## **KCP/MAIN STREET:**

Ms. Ellen Overcast, President of the Board of Kutztown Community Partnership reported that the Strand is doing well, and the University is embracing the revamped theater. She also mentioned that the Rocky Horror Picture Show was a great success and that the theater helps bring business into town.

Mr. Timpe reviewed the current social media survey and reported over 500 votes so far regarding Kutztown Choice Awards, which will run through the end of week. He also reviewed the initial draft of previously mentioned survey with the committee members and also mentioned that they have some ideas for more parking to help with revitalization of main street.

Dr. Mace mentioned that he thought it might be a suitable time to present council with a monetary ask. Ms. Keegan added that the Borough should consider funding the library.

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 most parking tickets are from 300 and 400 block of W Main St, Municipal Lot, and W Walnut Street.

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.

**MAYOR'S REPORT:**

Mayor Schlegel reviewed his hours for the month of April and noted that the burn ban has been lifted at this time. There were no questions or comments.

**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 MS. Keegan and seconded by Dr. Mace to adjourn the meeting. The motion carried and the meeting adjourned at 7:58 pm.