

**BOROUGH OF KUTZTOWN  
COMMUNITY DEVELOPMENT AND PUBLIC SAFETY  
COMMITTEE MEETING  
MINUTES OF NOVEMBER 14, 2023**

The meeting was called to order at 7:30 PM by Mr. George Kusterer, Chairperson. Members present were: Mr. George Kusterer, Dr. Derek Mace and Mr. Fred Engelhardt. Also present: P. Michael Clery, Chief of Police; Mr. Joshua Young, Code Enforcement Officer; Mr. Gabriel Khalife, Borough Manager; and Ms. Carolann Bartik, Recording Secretary. Public Attendance: Chief Todd Evans, representing Kutztown Fire & Rescue and Topton Ambulance; Mr. Bob Weller and Mr. Joel Seidel representing Kutztown Planning Commission; Ms. Lisa Ladd-Kidder, Borough Council Member; Ms. Sandy Green and Ms. Barbara Vogelgesang representing Kutztown Community Partnership; Ms. Mindy Wagaman, Ms. Laura Bernhard, Ms. Marilyn Fox, and Mr. Eric Boyer, Borough Residents.

**PUBLIC COMMENTS:**

There were no comments from the public.

**KUTZTOWN FIRE & RESCUE:**

- **Report for October 2023**

Chief Todd Evans stated that so far this year, Kutztown Fire & Rescue has responded to 632 calls. He added that the total for October was 69 and 14 of those calls were in the Borough of Kutztown.

- **Heat Map**

Mr. Young reviewed the heat map with Committee members. There was a brief discussion regarding the heat map.

**EMERGENCY MANAGEMENT:**

- **Municipal Hazard Mitigation Plan Update Adoption Resolution**

Mr. Young reviewed the Municipal Hazard Mitigation Plan Update with Committee members. He also reviewed the Adoption Resolution that the County wants all municipalities to adopt. Motion by Mr. Engelhardt and seconded by Dr. Mace to recommend Borough Council adopt the proposed resolution. The motion passed by unanimous vote.

- **ICS 300 update**

Mr. Young mentioned that he was able to find an ICS300 class which will be held January 10<sup>th</sup> through the 12<sup>th</sup> in Lehigh County.

**TOPTON AMBULANCE:**

Chief Todd Evans mentioned last month there were 63 transports out of the Borough of Kutztown. He added that they are still in crisis and had to have Muhlenberg and Oley Ambulance assist in coverage of the Borough. There was a brief discussion regarding both fire and ambulance calls.

Ms. Lisa Ladd-Kidder requested a revision of the wording on the website regarding Topton Ambulance. She reviewed with Committee members the wording she would like on the website. Motion by Dr. Mace and seconded by Mr. Engelhardt to recommend Borough Council approve the wording as requested. The motion passed by unanimous vote.

## **REVIEW AND ACCEPT THE MINUTES:**

Members reviewed the October 10, 2023, Committee meeting minutes. Motion by Mr. Engelhardt and seconded by Dr. Mace to approve the October 10, 2023, minutes as written. The motion passed by unanimous vote.

## **PLANNING AND ZONING:**

There was nothing to discuss under Planning and Zoning.

## **CODE ENFORCEMENT:**

- **DCR Report – October 2023**

Mr. Young mentioned that there was 1 DCR.

- **Update for the Blighted Property Submittal for 103/105 E Main Street**

Mr. Young mentioned that he met with the Berks County Blighted Property Committee. Following a lengthy discussion, they approved sending a First Strike Letter to Mr. Moyer, the owner of 103/105 E Main Street. He reviewed with Committee members the information from his meeting with the Berks County Blighted Property Committee.

Mr. Young updated Committee members on the status of 330 W Walnut Street.

## **COMMUNITY DEVELOPMENT:**

- **Monthly Report – October 2023**

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

## **KCP/MAIN STREET:**

Ms. Sandy Green reviewed the updates on the Strand with Committee members.

Ms. Green mentioned that next month will be her last meeting with Kutztown Community Partnership. She introduced Ms. Barbara Vogelgesang, who will be taking over. Ms. Vogelgesang reviewed with Committee members her background as well as the upcoming events. Dr. Mace thanked Ms. Green and Ms. Vogelgesang for all the work that they are doing.

## **POLICE DEPARTMENT:**

- **Incidents Reported – Year to Date 2023**

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

- **Arrest Report – Year to Date 2023**

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

- **Reportable Crimes – October 2023**

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

- **Crime Alert Berks Donation Request**

Chief Clery reviewed the donation request with Committee members. Following a discussion, Motion by Dr. Mace and seconded by Mr. Engelhardt to recommend Borough Council approve a donation of \$1000 to Crime Alert Berks.

**MAYOR'S REPORT:**

Mayor Schlegel updated Committee members on his trip to Altrip Germany.

Mayor Schlegel mentioned that coming up this weekend, the Allentown & Auburn Railroad Company will be hosting a Toys for Tots event at the Station from 11:00 AM until 2:00 PM.

Mayor Schlegel mentioned the great job that Officer Brian Klouser and Officer Karl Schemberg did this past weekend in assisting several local police departments. Officers Klouser and Schemberg were able to stop a robbery suspect by deploying stop sticks. Chief Clery explained stop sticks to Committee members and added that he was proud of the officers.

**OFF AGENDA:**

Mr. Robert Weller reviewed the proposed Noise Ordinance that was discussed at the Planning Commission meeting last night. There was a lengthy discussion regarding the proposed ordinance.

**ADJOURNMENT:**

With no further business to discuss, a motion was made by Dr. Mace and seconded by Mr. Engelhardt to adjourn the meeting. The motion carried and the meeting adjourned at 8:31 PM