

**BOROUGH OF KUTZTOWN
COMMUNITY DEVELOPMENT AND PUBLIC SAFETY
COMMITTEE MEETING
MINUTES OF NOVEMBER 6, 2025**

The meeting was called to order at 7:30 PM by Mr. George Kusterer, Chairperson. Member present: Mr. Fred Engelhardt. Dr. Derek Mace was absent. Also present: P. Michael Clery, Chief of Police; Mr. James Schlegel, Mayor; Mr. Gabriel Khalife, Borough Manager; Ms. Sharon Dalickas, Finance Director; and Ms. Carolann Bartik, Recording Secretary. Public Attendance: Mr. Nicholas Hofke and Mr. Eric Boyer representing Kutztown Police Department; Mr. Kevin Snyder representing Kutztown Borough Council; Ms. Erin Fenstermacher and Mr. Bart Fenstermacher representing Kutztown Tavern; and Ms. Dierdre McNamara, Kutztown Resident.

PUBLIC COMMENTS:

Ms. Dierdre McNamara expressed a concern of lead poisoning not only in her apartment, but also in older rentals in the Borough of Kutztown. Following a brief discussion, Committee members agreed that it is the landlord's responsibility to remediate the lead.

Ms. Erin Fenstermacher mentioned that she and her husband, Bart Fenstermacher, recently purchased the Kutztown Tavern and they have some concerns regarding the parking on the metered lot behind the restaurant. Mr. Kusterer stated that parking enforcement is on the agenda and her concerns can be discussed at that time.

KUTZTOWN FIRE & RESCUE:

• **General Update**

Chief Todd Evans mentioned that they responded to 98 calls in October.

Chief Evans stated that renovations at the firehouse are ongoing, adding that walls will be going up next week.

EMERGENCY MANAGEMENT:

There was nothing to discuss under Emergency Management.

TOPTON AMBULANCE:

There was nothing to discuss under Topton Ambulance.

REVIEW AND ACCEPT THE MINUTES:

Members reviewed the October 14, 2025 Committee meeting minutes. Motion by Mr. Engelhardt and seconded by Mr. Kusterer to approve the October 14, 2025, 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 2025**

Committee members reviewed the DCR report. There were no questions or comments.

COMMUNITY DEVELOPMENT:

- **Monthly Report – October 2025**

Committee members reviewed the monthly Community Development report. There were no questions or comments.

KCP/MAIN STREET:

Mr. Kusterer mentioned that Kutztown Community Partnership would like to be involved in the Christmas tree lighting, adding that he will discuss a date with that committee and will also coordinate with the Electric Department.

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 – October 2025**

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

- **Parking Tickets – October 2025**

Chief Clery reviewed the report with Committee members. Mr. Kevin Snyder had some questions regarding the number of tickets written and the location where they were written.

- **Review Parking Survey**

Chief Clery reviewed the draft parking survey with Committee members. He added that he would like to distribute the survey in a few different ways, such as asking Kutztown Community Partnership to put it in their newsletter, as well as posting on Borough websites and social media.

- **Discuss Possible Changes to Parking Ordinance**

There was a brief discussion regarding changes to the Parking Ordinance, such as increasing the fine for parking at a fire hydrant. There was also a brief discussion regarding the Municipal parking lot.

- **Discuss Parking Enforcement during Kutztown University home football games**

Chief Clery mentioned that the Police Department enforced parking for the first two Kutztown University home football games but was told to suspend enforcement for the homecoming/future home games. He added that it was brought to his attention that parking enforcement for Kutztown University home football games is not the “most agreeable” thing to do.

Chief Clery stated that he worked the one football game and there were cars parked the wrong way and at fire hydrants, which were ticketed, however, he did not enforce the Time Limit Parking section

of the Ordinance. He added that by not enforcing the Parking Ordinance, we are allowing people to park in the Borough illegally, yet Kutztown University is charging \$20 to park on their lot.

Mr. Kusterer mentioned that there is plenty of parking on campus with shuttle buses available to transport people to the games. Mr. Engelhardt added that Ms. Sandy Green stated at the last meeting that there is plenty of parking on campus that is not being utilized.

Mr. Kusterer stated that we serve the Kutztown Community not the Kutztown University. Mr. Engelhardt and Mr. Snyder agreed, letting Chief Clery know to begin parking enforcement again during Kutztown University home football games.

- **Discuss Parking Map**

There was a lengthy discussion regarding parking in the Borough. Following the discussion, Mr. Kusterer stated that no decisions should be made until surveys are completed.

MAYOR'S REPORT:

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

Mr. Kusterer congratulated Mayor Schlegel on his reelection.

OFF AGENDA:

There was a brief discussion regarding signage on businesses and compliance with the Borough Ordinance.

Mr. Snyder stated that the person who owns the former bank on W Main Street is interested in discussing the use of the parking lot with Borough officials.

There was nothing else to discuss off agenda.

ADJOURNMENT:

With no further business to discuss, a motion was made by Mr. Engelhardt and seconded by Mr. Kusterer to adjourn the meeting. The motion carried and the meeting adjourned at 8:41.