

**BOROUGH OF KUTZTOWN
COMMUNITY DEVELOPMENT AND PUBLIC SAFETY
COMMITTEE MEETING
MINUTES OF OCTOBER 14, 2025**

The meeting was called to order at 7:30 PM by Mr. George Kusterer, Chairperson. Members present: Mr. Fred Engelhardt and Dr. Derek Mace. Also present: P. Michael Clery, Chief of Police; Mr. James Schlegel, Mayor; Ms. Sharon Dalickas, Finance Director; and Ms. Carolann Bartik, Recording Secretary. Public Attendance: Mr. Nicholas Hofke representing Kutztown Police Department; Mr. Kevin Snyder representing Kutztown Borough Council; Ms. Jane Bennett, Ms. Paula Stambaugh, Mr. Donny Sheetz, Mr. Anthony Striglia, Mr. Bob Gately, and Mr. Eric Boyer, Kutztown Residents.

PUBLIC COMMENTS:

Mr. Donald Sheetz, Ms. Jane Bennett, along with several neighbors of College Garden Drive, mentioned that the property at 583 College Garden Drive has been overgrown severely, adding that the residents have made several complaints, and they are wondering if any action has been taken against the owner. Dr. Mace mentioned that according to Mr. Young's report, the owner of 583 College Garden Drive has been issued two notices of violation, and he has called the owner twice, the last being this date at noon. There was a brief discussion regarding this property.

KUTZTOWN FIRE & RESCUE:

• **General Update**

Mr. Kusterer reviewed Mr. Young's report to Committee members. There were no questions or comments.

Dr. Mace mentioned that the fire safety trailer is a great thing for Kutztown Fire & Rescue to have, adding that many children went through the safety trailer at Kutztown Fall Fest.

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 September 9, 2025 Committee meeting minutes. Motion by Mr. Engelhardt and seconded by Dr. Mace to approve the September 9, 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 – September 2025**

Mr. Kusterer read Mr. Young's report to Committee members. There were no questions or comments.

COMMUNITY DEVELOPMENT:

- **Monthly Report – September 2025**

Mr. Kusterer read Mr. Young's report to Committee members. There were no questions or comments.

KCP/MAIN STREET:

There was no one in attendance from KCP/Main Street.

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 – September 2025**

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

- **Parking Tickets – September 2025**

Chief Clery reviewed the report with Committee members. Chief Clery mentioned that several tickets were written on the streets where people would park while visiting the Kutztown University football game, adding that they expect to have someone out again this weekend as it is homecoming. Chief Clery stated that Kutztown University personnel are aware.

Mr. Snyder mentioned that he was approached by a contact at the Kutztown Tavern complaining that their customers are receiving parking tickets while they are eating lunch. Chief Clery mentioned that the first hour is free to park in the municipal lot. Mr. Eric Boyer reviewed the process for using the parking meter at the municipal parking lot.

There was a brief discussion regarding the "no stopping, no standing, no parking" sign and the possibility of changing one or all of them to 15 minute parking. There was a brief discussion regarding the sign.

Mr. Engelhardt mentioned that Borough Council members requested that parking be enforced due to Kutztown residents complaining about parking not being enforced. He added that he believes a good job is being done by parking enforcement.

MAYOR'S REPORT:

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

OFF AGENDA:

Mr. Kusterer questioned what the process would be to raise the fine for parking in front of a fire hydrant from \$25 to \$50. Dr. Mace mentioned that if there were other updates that would need to be made, they could be “bundled” together to save money.

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 8:06.