BOROUGH OF KUTZTOWN
COMMUNITY DEVELOPMENT AND PUBLIC SAFETY
COMMITTEE MEETING
MINUTES OF SEPTEMBER 8, 2026

The meeting was called to order at 7:30 PM by Mr. George Kusterer, Chairperson. Members present: Dr. Derek Mace. Also present: P. Michael Clery, Chief of Police; Mr. James Schlegel, Mayor; Ms. Michele Lopez, Code Enforcement Officer; Ms. Lisa Ladd-Kidder, Borough Council member; and, Ms. Carolann Bartik, Recording Secretary. Public Attendance: Deputy Chief Todd Evans representing Kutztown Fire & Rescue, Mr. Bob Weller representing Kutztown Planning Commission, Mr. Bob Gately, and Ms. Mindy Wagaman, Maxatawny Township Residents, and Mr. Eric Boyer, Kutztown Borough Resident.

PUBLIC COMMENTS:
Mr. Bob Gately mentioned that he attended the Coffee Cars and Cops event this past Sunday and noticed that there is a lot more involvement in the community since the change of leadership in the Police Department than there has been in almost three decades. He added that he feels it says a lot for how the department is creating a positive rapport with the community and he hopes it continues.

Mr. Gately stated that if Borough officials want the public to be more involved, they should review the way the Kutztown Area School District presents their agenda for meetings. He added that they post links for the items on the agenda so that the public can review the items to have a better understanding of what is being discussed. Mr. Gately mentioned that an informed public is a public that is really more supportive of its community and the elected leaders.

Mr. Kusterer thanked Mr. Gately for his comments regarding the Police Department, adding that he also believes all of the community events lead by the Police Department have received nothing but positive feedback.

Mr. Kusterer mentioned that they will look into links for the agenda items.

Chief Clery thanked Mr. Gately for his comments, adding that the community events are not just a success because of leadership, but also the officers that want to be involved.

KUTZTOWN FIRE & RESCUE:
- **Review Chief's Report**

Deputy Chief Todd Evans mentioned that Kutztown Fire & Rescue responded to 83 calls in August and 20 calls so far for September.

Deputy Chief Evans stated that they officially have one person moved in for the Live-In Program, adding that things are going very well. He mentioned that there are potentially two more for the Live-In Program.

EMERGENCY MANAGEMENT:
There was no one in attendance from Emergency Management.

TOPTON AMBULANCE:
Deputy Chief Evans reviewed the statuses of current ambulances. He added that since the students are back, they have been busy.

REVIEW AND ACCEPT THE MINUTES:
Members reviewed the August 8, 2026 Committee meeting minutes. Motion by Dr. Mace and seconded by Ms. Ladd-Kidder to approve the August 8, 2026 minutes as written. The motion passed by unanimous vote.

PLANNING AND ZONING:
Ms. Lopez updated Committee members regarding applications she is waiting for, adding that there are several plans that will be reviewed by the Planning Commission in the next several months.

CODE ENFORCEMENT:

- **DCR Report – August 2026**

Ms. Lopez reviewed the August report with Committee members.

There was one DCR and it is being addressed. She added that letters have been sent and she is just waiting on responses.

COMMUNITY DEVELOPMENT:

- **Monthly Report – July 2026**

Ms. Lopez reviewed the monthly report with Committee members.

- **Request from Kutztown Fair Association to waive the electrical and plumbing permit fees for the Kutztown Fairgrounds Livestock building**

Ms. Lopez reviewed her memo requesting the electrical and plumbing permit fees for the Kutztown Fairgrounds Livestock building being waived. Following a brief discussion, motion by Dr. Mace and seconded by Ms. Ladd-Kidder to recommend Borough Council waive the electrical and plumbing permit fees for the Kutztown Fairgrounds Livestock building. The motion passed by unanimous vote.

• Request from Amanda Garcia to use the Community Development Office for an electrical power source for Fall Fest 2026 on Saturday, September 19, 2026

Ms. Lopez reviewed her memo regarding Amanda Garcia requesting to use the Community Development Office for an electrical power source for Fall Fest 2026 on Saturday, September 19, 2026. Following a brief discussion, motion by Dr. Mace and seconded by Ms. Ladd-Kidder to recommend Borough Council approve the request from Amanda Garcia to use the Community Development Office for an electrical power source for Fall Fest 2026 on Saturday, September 19, 2026. The motion passed by unanimous vote.

KCP/MAIN STREET:

Ms. Ellen Overcast thanked Committee members for recommending Borough Council to waive the permit fees. She added that it was a huge help, and they really appreciate the support. She mentioned that she will be attending the Borough Council meeting to formally thank Borough Council.

Ms. Overcast reviewed the upcoming plans for the Kutztown Strand with Committee members.

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 – August 2026**

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

- **Parking Tickets – August 2026**

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

Chief Clery mentioned that the Kutztown Fairgrounds did donate the Fairgrounds for the Coffee Cars and Cops event that was very well attended. The Kutztown Fairgrounds Committee also served free coffee to attendees.

Chief Clery stated that he was putting the barricade list together for Fall Fest and noticed that they requested a larger section of roadway, however, he did not see the request to PennDOT for the section of roadway they wanted to close. He added that he spoke with Ms. Amanda Garcia and gave her the information and directions for submitting her request to PennDOT. As of this date, he has not heard back from her.

MAYOR'S REPORT:

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

Mayor Schlegel expressed his concern regarding E-Bikes, adding that he does know the Police Department is working on it. He also reviewed a letter he received from a gentleman regarding the Keith Haring Historical Marker.

MISCELLANEOUS:
There was nothing to discuss under Miscellaneous.

OFF AGENDA:
There was nothing to discuss Off Agenda.

ADJOURNMENT:
With no further business to discuss, a motion was made by Dr. Mace and seconded by Ms. Ladd-Kidder to adjourn the meeting. The motion carried and the meeting adjourned at 8:00 pm.