PUBLIC WORKS COMMITTEE MEETING
November 4, 2026 at 7:30 p.m.

AGENDA

--Review and approve the minutes as written from the October 6, 2026 Committee meeting unless otherwise noted.

--Review the Public Works Superintendent information summary.

Engineering Review

--Joe Rogosky of GVC will update the Committee on:

- Review and discuss payment application No.3 from CMS in the amount of $201,906.32 for the 2026 paving and storm project.

Building Construction Review

- Review and discuss Payment App No. 14 from Kinsley Construction in the amount of $413,121.66 for the new building.

--Citizens to be heard.

Old Business

No old business.

New Business

--Review and discuss the request of the Kutztown Legion Baseball Association request to have the Borough pay the $2,176.16 invoice from Rabenold's Fabricating and Welding for steel and welding for the new Legion Field scoreboard.

--Review and discuss a Resolution authorizing and directing Council President Kevin Snyder, and any other appropriate Borough officials, to execute an agreement between the Borough and ALLDATA in the amount of $2,031.00 for light truck and small vehicle repair and diagnostic software yearly subscription.

--Public Works Superintendent Brian Bailey will review the status of:

- Having two port a potties in the park over winter with one being by the new bathrooms and one by the tennis courts.

--Director of Parks and Recreation John Schmoyer will update the Committee on:

- Review a list of potential bands and having Council authorize the Borough Manager to sign the 2027 Park Concert Series contracts, issue any checks needed for deposit and process final payments for performances as needed.

--Borough Manager Andrea Coaxum will review the status of:

- Discuss janitorial services. Consider hiring a full time Public Works laborer I without CDL to provide janitorial services and filling in for public works and Refuse and Recycling.

- Review and recommend the 2027 draft budget:

- Public Works Expenses.

- Park and Recreation revenue and expenses.

- Refuse and Recycling revenue and expenses.

Off Agenda Items

Adjournment

cc: Kevin Snyder, Committee Chairman, Council President
Ed Seyler, Committee Member
Lisa Ladd Kidder, Committee Member
Pat Snyder, Councilperson
Derek Mace, Councilman
George Kusterer, Councilman
Jim Schlegel, Mayor(hardcopy)
Joe Rogosky, P.E., Great Valley Consultants (email)
Brian Bailey, Public Works Superintendent
Andrea Coaxum, Borough Manager
John Schmoyer, Seasonal Recreation Director (hardcopy)

Evan Muller, Electric Superintendent
Troy Smith, Water Plant Manager
Mike Miller, Wastewater Plant Manager
P. Mike Clery, Chief of Police
Dave Horvath, Director of IT
Gina Wiand, Borough Secretary/Public Relations, and Marketing Director
Sharon Dalickas, Finance Director and assistant Borough Manager
Community Development Office
Environmental Advisory Commission (email)
Planning Commission (email)

BOROUGH OF KUTZTOWN PUBLIC COMMENT POLICY
PURSUANT TO RESOLUTION NO. 6-2002

A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF KUTZTOWN, BERKS COUNTY, PENNSYLVANIA, ADOPTING RULES OF ORDER TO GOVERN THE MANNER AND CONDUCT OF PUBLIC BOROUGH COUNCIL MEETINGS AND THE PREPARATION OF RECORDS OF SUCH PROCEEDINGS.

SECTION 8. Public Participation. In accordance with the provisions of the Sunshine Law, the Council will solicit comment from the public in attendance at the beginning of a public Council meeting as to any matters of concern, official action or deliberation which do not appear on the agenda and will solicit comment from the public in attendance at a public Council meeting on agenda items at the time during such meeting such agenda items are addressed by the Council. The Council President may set reasonable time limits for each member of the public to comment, consistent with the number of persons seeking to speak. The Council President may offer a greater period of time for comment to a spokesperson representing a group of attendees. Information presented to Council in written form by members of the public shall not be read aloud to the Council as part of public comment, unless the Council President so allows. If the Borough Council shall, by majority vote of those Council members present, determine that there is not sufficient time at a public meeting for residents of the Borough and for taxpayers of the Borough or for both to comment at any public Council meeting, the Council may, in accordance with Section 710.1(a) of the Sunshine Law, defer the comment period to the next regular public meeting or to a special public meeting occurring in advance of the next regular public meeting.

SECTION 9. Decorum and Disorderly Persons. The Council President shall demand and require that all attendees are treated with courtesy, dignity and respect. All attendees present at any Council meeting shall conduct themselves with appropriate decorum and no shouting, cursing and foul language, personal insults and defamatory statements shall be permitted. Interruption of any Council member or the Mayor when they are speaking, except to raise a point of order or as may otherwise be permitted by this Resolution, shall not be permitted. If any individual attending the Council meeting shall defy the Council President's request to cease discussion on a matter, or shall conduct themselves in a disorderly or disruptive manner or in defiance of the final procedural decisions of the Council President, the Council President shall warn that individual that the matter is closed to discussion or that their conduct is disorderly, disruptive or defiant. If the same individual persists in discussing a matter previously closed for discussion, or continues to conduct himself or herself in a manner which has been deemed by a final decision of the Council President to be disorderly, disruptive or defiant, the Council President shall have the authority to cause the removal of the individual from the meeting.





View the entire Resolution:
https://bit.ly/bok-rules-regs