

**BOROUGH OF KUTZTOWN
PUBLIC WORKS COMMITTEE MEETING
MINUTES OF April 2, 2024**

A regular meeting of the Public Works Committee was held on Wednesday, March 5, 2024 at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:32 p.m. by Mr. Kevin Snyder, Chairman. Member's present were: Ms. Lisa Ladd-Kidder and Mr. Ed Seyler. Also in attendance: Mr. Gabriel Khalife, Borough Manager; Mr. Brian Bailey, Public Works Superintendent; Mr. Joe Rogosky, P.E. of Great Valley Consultants; Mr. John Schmoyer, Recreation Director, James Schlegel, Ms. Barbara Vogelgesang of the Kutztown Community Partnership; Ms. Alison Crouse and Mr. Eric Boyer.

APPROVAL OF MINUTES

Committee members reviewed the March 5, 2024 minutes.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the March 5, 2024 minutes. The motion passed by unanimous vote.

ENGINEERING REVIEW

Mr. Rogosky reviewed the Green Light Go Grant noting that the materials were delivered and that the notice to proceed would be sent out tomorrow. Mr. Rogosky also stated that the invoices need to be submitted by the end of May as per the grant.

No action taken.

Mr. Rogosky discussed options for the 2024 Paving Contract and noted that Pipe Data will be in on April 9, 2024 to televise the Elm Street storm lines. He asked for permission to fill out the bid based off that footage. If the footage shows that more work is needed than anticipated that we would remove it from the current bid and use that money elsewhere.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve preparing the 2024 paving bid based on the results from Pipe Data televising the Elm Street storm system. The motion passed by unanimous vote.

PUBLIC COMMENTS

No public comments.

OLD BUSINESS

No old business.

NEW BUSINESS

The Committee reviewed and discussed the request of Ms. Lisa Ladd-Kidder to discuss stormwater management for three residential developments in Maxatawny Township.

The committee directed Mr. Rogosky to review the plans and submit any potential concerns pertaining to the runoff, storm management and flooding.

The Committee reviewed and discussed the request of Ms. Lisa Ladd-Kidder to have the Borough demolish the old pool storage building.
After some discussion it was decided to keep the building and to cover the graffiti that is on it.

The Committee reviewed and discussed the request of Ms. Lisa Ladd-Kidder to have the Borough offer an incentive for volunteers serving on different Borough committees.
The committee directed Mr. Khalife to look to see what if anything can be done as an incentive for the various committees and boards without breaking any rules.

The Committee reviewed and discussed temporarily shutting down the Sacony Trail along the schools until the end of the school year due to trespassing and security issues.
The committee directed Mr. Bailey to contact the school to see if they would agree to having a gate placed by the kiosk that can be closed during school hours and open in the evening and the weekends as well as having signs placed at various spots along the trail to remind people to stay off the school's property.

The Committee reviewed and discussed allocating \$3,000 for the Kutztown Dolphin Swim Team coaches for the 2024 season.
A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the Borough allocating \$3,000 for the Kutztown Dolphin Swim Team coaches for the 2024 season. The motion passed by unanimous vote.

The Committee reviewed and discussed the request of the Berks County Solid Waste Authority for their annual sponsorship fund raising to help support the County Recycling Center.
A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the Borough donating \$500.00 to help support the County Recycling Center. The motion passed by unanimous vote.

The Committee reviewed and discussed the request of the Kutztown Community Partnership to approve shutting down the 200 block of West Main St for their Dinner on Main event on Friday August 2, 2024.
A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve shutting down the 200 block of West Main St for the Dinner on Main event on Friday August 2, 2024. The motion passed by unanimous vote.

The Committee reviewed and discussed the request of Ms. Allison Crouse of 152 East Main Street apartment 1 and apartment 2 to have a single refuse bill.
A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve having one refuse bill for 152 East Main Street apartments 1 and 2 as long as only Ms. Crouse lives there, the moment she moves out or has anyone living with her it will go back to two separate refuse bills. The motion passed by unanimous vote.

Mr. Bailey reviewed the updated roofing quotes he received from Wolfe Roofing.
The committee asked to have the Borough solicitor review the quotes and see if this will need to go out for bids.

Mr. Schmoyer requested approval for the 2024 Concert Series in the Park. Mr. Schmoyer noted that he is still looking for donations and should break even this year, but he may need to make changes to next year's schedule due to increasing costs.
A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the 2024 Concert Series in the Park. The motion passed by unanimous vote.

OFF AGENDA

Mr. Schmoyer requested that the committee approve St. Pauls' UCC to host a concert by the Grace Notes in the bandshell on Thursday June 20, 2024.
A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve St. Pauls' UCC to host a concert by the Grace Notes in the bandshell on Thursday June 20, 2024 and to waive the rental fee. The motion passed by unanimous vote.

Mr. Bailey informed the committee that he received an email from Denise Keim asking for permission to post signs around town for the annual Relay for Life event starting the week of May 6, 2024 and ending by May 31, 2024
A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve Relay for Life posting signs around town starting the week of May 6, 2024 and ending by May 31, 2024. The motion passed by unanimous vote.

Mr. Bailey informed the committee that he received a request from Alicia Lukacsina to use the scooter building on Saturday June 22, 2024 for a birthday party.
A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve Alicia Lukacsina to use the scooter building on Saturday June 22, 2024 for a birthday party provided that they are done by 4pm to avoid conflict with the concert scheduled that night. The motion passed by unanimous vote.

ADJOURNMENT

There being no further business to discuss, a motion was made by Mr. Seyler and seconded by Mr. Snyder to adjourn the meeting. The motion carried and the meeting adjourned at 8:40p.m.

cc: Kevin Snyder, Committee Chairman, Council President
Ed Seyler, Committee Member
Lisa Ladd Kidder, Committee Member
Fred Engelhardt, Councilman
Derek Mace, Councilman
George Kusterer, Councilman
Jim Schlegel, Mayor(hardcopy)

Joe Rogosky, P.E., Great Valley Consultants (email)
Brian Bailey, Public Works Superintendent
Gabriel Khalife, Borough Manager
John Schmoyer, Seasonal Recreation Director (hardcopy)
Steve Diehl, Electric Superintendent
Troy Smith, Water Plant Manager
Mike Miller, Wastewater Plant Manager
P. Mike Clery, Chief of Police
Dave Horvath, Director of IT
Mark Arnold, Telecommunications Director
Gina Wiand, Borough Secretary/Public Relations, and Marketing Director
Sharon Dalickas, Finance Director
Community Development Office
Environmental Advisory Commission (email)
Planning Commission (email)