

**BOROUGH OF KUTZTOWN
PUBLIC WORKS COMMITTEE MEETING
MINUTES OF April 1, 2025**

A regular meeting of the Public Works Committee was held on Tuesday, April 1, 2025 at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:34 p.m. by Mr. Ed Seyler. Member's present were: Ms. Lisa Ladd-Kidder. 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, Mayor; Mr. Bill Stank, Mr. Daniel Witczak and Ms. Briana Zelna of Acela, Ms. Harley Stamm and Ms. Alyx Cleary of Jolly Journey's Childcare center; Mrs. Sharon Dalickas, Mr. Steve Diehl, Mr. Fred Engelhardt of the Borough of Kutztown, Mr. Daniel Cohen, and Mr. Eric Boyer.

APPROVAL OF MINUTES

Committee members reviewed the March 4, 2025 minutes.

A motion was made by Ms. Ladd-Kidder and seconded by Mr. Seyler to approve the March 4, 2025 minutes. The motion passed by unanimous vote.

ENGINEERING REVIEW

Mr. Rogosky discussed a rough timeline for the 2025 paving contract.

No action taken.

Mr. Rogosky noted that the LSA Storm Grant still hasn't posted if we will be awarded the grant.

No action taken.

PUBLIC COMMENTS

No public comments.

OLD BUSINESS

No old business.

NEW BUSINESS

The committee reviewed and discussed the request of Jolly Journeys Childcare Center Preschool to have their graduation in the bandshell on Saturday August 2, 2025.

A motion was made by Ms. Ladd-Kidder and seconded by Mr. Seyler to approve Jolly Journeys Childcare Center Preschool to have their graduation in the bandshell on Saturday August 2, 2025. The motion passed by unanimous vote.

The committee reviewed and discussed the driveway issues at 360 East Walnut Street.

The committee asked Mr. Cohen to get estimates from some other contractors.

The committee reviewed and discussed the proposed changes for the public works and municipal building complex.

A motion was made by Ms. Ladd-Kidder and seconded by Mr. Seyler to send the plans for the proposed Public Works and Municipal Building Complex to Council for review and discussion at the April Council meeting. The motion passed by unanimous vote.

The committee reviewed and discussed the request of the Kutztown Elementary Kindergarten to use the ceres pavilion on Wednesday May 14, 2025, with a rain date of Thursday May 22, 2025 and have the rental fee waived.

A motion was made by Ms. Ladd-Kidder and seconded by Mr. Seyler to approve the Kutztown Elementary Kindergarten using the ceres pavilion on Wednesday May 14, 2025, with a rain date of Thursday May 22, 2025 and waiving the rental fee. The motion passed by unanimous vote.

The committee reviewed and discussed the request of the Allentown and Auburn Railroad to use the train station for several dates in 2025.

A motion was made by Ms. Ladd-Kidder and seconded by Mr. Seyler to approve the Allentown and Auburn Railroad's use of the train station for several dates in 2025. The motion passed by unanimous vote.

Mr. Bailey reviewed the cost estimate to take down a portion of the shoe building and enclose the end of the building that is failing in order to make the area safe and provide a staging area if needed for any construction.

A motion was made by Ms. Ladd-Kidder and seconded by Mr. Seyler to approve the quote from the Building Recyclers take down a portion of the shoe building at a cost of \$15,000.00. The motion passed by unanimous vote.

Mr. Bailey stated that portions of the shoe building roof could be patched by Borough employees for \$1,504.40 or less to slow down the decline of the building.

The committee directed Mr. Bailey to have the repairs done by the Borough employees.

Mr. Bailey informed the committee that the EAC is recommending that the Borough hire Tommy Lazorik as the EAC intern for the 2025 season.

A motion was made by Ms. Ladd-Kidder and seconded by Mr. Seyler to approve hiring Tommy Lazorik as the EAC intern for the 2025 season. The motion passed by unanimous vote.

Mr. Bailey discussed getting a new debris vacuum for the pool at a cost of \$2,250.00.

The committee directed Mr. Bailey to purchase the vacuum.

Mr. Bailey informed the committee that Mainline Pools will make the pool functional Starting on May 13, 2025.

No action taken.

Mr. Bailey informed the committee that he has a quote to upgrade the radio and pa system at the pool.

The committee asked Mr. Bailey to check with Dave Horvath and get another quote.

Mr. Bailey informed the committee that the Girl Scout service project might not be to replace the water fountain at the softball field and if the fountain should be replaced regardless since the existing fountain is not functioning.

The committee asked Mr. Bailey to find a concrete fountain for less than \$3,000.00 and to transfer the memorial plaque from the old fountain to the new fountain to replace the broken fountain at the softball field.

Mr. Schmoyer discussed the 2025 Borough of Kutztown Concert Series in the Park

A motion was made by Ms. Ladd-Kidder and seconded by Mr. Seyler to approve the 2025 Park Concert Series schedule. The motion passed by unanimous vote.

Mr. Schmoyer informed the committee that he reached out to Foliage Farm and after Mother's Day we will have a better idea of what trees will be available.

No action taken.

OFF AGENDA

Mr. Schlegel informed the committee that the Kelchner family will not be donating any flags for the bandshell, and that Bob Weller has volunteered to purchase new flags.

No action taken.

Mr. Bailey informed the committee that the sweeper is not functioning and will need to be repaired.

No action taken.

Mr. Bailey informed the committee of all the repairs needed recently for the trash trucks.

No action taken.

Mr. Schmoyer informed the committee that things are going well to hire pool staff for the 2025 season and he hopes to have a list of people to hire for the May meeting.

No action taken.

ADJOURNMENT

There being no further business to discuss, a motion was made by Ms. Ladd-Kidder and seconded by Mr. Seyler to adjourn the meeting. The motion carried and the meeting adjourned at 9:08p.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
Gina Wiand, Borough Secretary/Public Relations, and Marketing Director
Sharon Dalickas, Finance Director
Community Development Office
Environmental Advisory Commission (email)
Planning Commission (email)