

**BOROUGH OF KUTZTOWN
PUBLIC WORKS COMMITTEE MEETING
MINUTES OF April 7, 2026**

A regular meeting of the Public Works Committee was held on Tuesday, April 7, 2026 at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:21 p.m. by Mr. Snyder, Chairman. Member's present were: Ed Seyler and Ms. Lisa Ladd-Kidder Also in attendance: Mr. Gabriel Khalife, Borough Manager; Mrs. Sharon Dalickas, Finance Director and assistant Borough Manager; Mr. Brian Bailey, Public Works Superintendent; Mr. Joe Rogosky, P.E. of Great Valley Consultants; Mr. Daniel Witczak, P.E., P.M.P., President and Mr. Don Lynch, P.E. of Acela Architects and Engineers; Mr. James Schlegel, Mayor, Mr. Thomas Chitterden, Mr. Calen Miller, Mr. Billy Dooney and Mr. John Sternik of the Kutztown Men's Volleyball Club; Mrs. Michelle Batz, Ms. Hannah Hertzog, Ms. Lena Snyder, Ms. Giana Pizzelanti, Mr. Lucas Pizzelanti, and Ms. Brenna Rutherford of Mt. Zion Lutheran Church Mr. Bob Weller and Ms. Inge Williams.

APPROVAL OF MINUTES

Committee members reviewed the March 3, 2026 minutes.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve March 3, 2026 minutes. The motion passed by unanimous vote.

ENGINEERING REVIEW

Mr. Rogosky reviewed and discussed the 2026 paving and storm project noting that he anticipates having the bid ready for the June public works meeting.

No action taken.

Mr. Rogosky reviewed and discussed the Keiter Ally storm project bids, noting that there is a preconstruction meeting with J. Phillips Excavating and Hauling, LLC is scheduled for this Thursday.

No action taken.

Mr. Rogosky informed the committee that he and Mr. Bailey have been coordinating with HRG for the Main Street Water main replacement.

No action taken.

The committee asked Mr. Witczak and Mr. Lynch questions about the various change orders so far for the new building project and why some of the change orders were not caught in the design phase of the project. They also expressed their concerns about the building project running over budget due to all the change orders.

Mr. Witczak and Mr. Lynch explained that there have been some internal changes at Acela due to some of the issues that have come up with the Borough's project and that they are doing their best to mitigate any future issues from happening and apologize for the issues that have happened. They also noted that they are doing their best to keep the new building project on schedule and as close to the budget as possible. They also stated that we should start seeing a decrease in the number of change orders moving forward.

The committee tabled change order No.9 from Kinsley construction for the heat exchanger until Acela can get some more information.

The committee reviewed and discussed change order No.12 from Kinsley construction for the winter protection weather shutdown in the amount of \$5,046.53.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve change order No.12 from Kinsley construction for the winter protection weather shutdown in the amount of \$5,046.53. The motion passed by unanimous vote.

The committee reviewed and discussed payment No. 7 to Kinsley Construction in the amount of \$284,153.84 for the new building project.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve payment No. 7 to Kinsley Construction in the amount of \$284,153.84 for the new building project. The motion passed by unanimous vote.

Mr. Bailey informed the committee that due to the water service being damaged to the remaining park of the public works building that a temporary service has been run to that building and that the service will be tied into the new building once the project gets the new plumbing run and that this could result in a future change order to accommodate the plumbing change. He also noted that this would make any future repairs or service easier as the plumbing between the buildings will be accessible.

Mr. Witzak and Mr. Lynch asked for water consumption numbers and well as fixture information for the existing building to run the numbers to help figure out any potential changes to the plumbing in the new building to feed the existing building.

Mr. Bailey and Mr. Khalife discussed the potential change from electric heat to a heat pump in the new building as a possible upgrade to consider noting that Kinsley is currently gathering information and costs for the Council and Acela to consider if a potential change is warranted.
No action taken.

PUBLIC COMMENTS

No public comments.

OLD BUSINESS

No old business.

NEW BUSINESS

The committee reviewed and discussed the request of Mt. Zion Lutheran Church Youth Group to hang inspirational posters around town.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve having the Mt. Zion Lutheran Church Youth Group submit the final poster designs for council to review for the yard signs to be placed in the park and at various businesses around town

for the summer. The committee noted that the borough reserves the right to remove the signs if needed and that permission will need to be given by the business owners before a sign could be posted at their business. The motion passed by unanimous vote.

The committee reviewed and discussed the request of the Kutztown Dolphin Swim Team to have the Borough contribute \$3,000.00 to help pay for the coaches.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the Borough contributing \$3,000.00 to the Kutztown Dolphin Swim Team to help pay for the coaches. The motion passed by unanimous vote.

The committee reviewed and discussed the request of Ms. Virginia Grim to activate a water fountain at the brick pavilion.

The committee asked Mr. Bailey to get a quote to add a water fountain at the brick pavilion.

The committee reviewed and discussed the request of the Kutztown Library to use the bandshell on Thursday July 16, 2026 for their reptile show and to have the rental fee waived.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the Kutztown Library to use the bandshell on Thursday July 16, 2026 for their reptile show and to waive the associated rental fee. The motion passed by unanimous vote.

The committee reviewed and discussed the request of the Kutztown Community Library to use the bandshell on Thursday June 18, 2026 for their magic show and to have the rental fee waived.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the Kutztown Library to use the bandshell on Thursday June 18, 2026 for their magic show and to waive the associated rental fee. The motion passed by unanimous vote.

The committee reviewed and discussed adding termite prevention to the Ehrlich pest service agreement at the train station.

The committee asked Mr. Bailey to confirm that the treatment is not accessible to children or pets, and if it is not accessible schedule the treatment and have the payment go through the Transportation Authority meeting.

The committee reviewed and discussed the quotes for removing trees in the park.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve going with To The Top Tree Service in the amount of \$14,500.00 to remove three large trees in the park. The motion passed by unanimous vote.

The committee reviewed and discussed the 2026 YMCA Summer Playground Program Contract.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the 2026 YMCA Summer Playground Program Contract. The motion passed by unanimous vote.

The committee reviewed and discussed the request of the Berks County Solid Waste Authority for the annual sponsorship of the County Recycling Center.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the annual \$500.00 donation for the annual sponsorship of the County Recycling Center. The motion passed by unanimous vote.

Mr. Bailey reviewed the memorandum of understanding with Topton for their residents to use the pool through 2028.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the memorandum of understanding with Topton for their residents to use the pool through 2028. The motion passed by unanimous vote.

Mr. Bailey reviewed the request of the KCP to expand their event by having vendors in the 400 block of West Main Street for their Fall Fest event.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the KCP expanding their event by having vendors in the 400 block of West Main Street for their Fall Fest event. The motion passed by unanimous vote.

Mr. Bailey reviewed the weed spray contract with Natural Lawn noting that it will cost \$5,364.00 for 2026.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve having Natural Lawn perform the annual 2026 weed spraying for a total of \$5,364.00. The motion passed by unanimous vote.

Ms. Williams informed the committee of the issue of non-electric vehicles parking at the charging station. Mr. Bailey informed the committee that there currently was no ordinance to limit the charging station parking spaces to electric vehicles only.

The committee asked that this be placed on the public safety community development agenda and that Mr. Bailey order a sign and place it at the charging station stating that the parking spaces are for charging an electric vehicle only.

Mr. Bailey informed the committee that he is coordinating with M&M on issues with the Borough Hall server room and train station HVAC systems and hopes to have options soon.

No action taken.

Mr. Schmoyer reviewed the 2026 Concert series noting that there may be a \$1,100.00 deficit

A motion was made by Ms. Ladd-Kidder and seconded by Mr. Seyler to approve having The Borough cover the \$1,100.00 if needed for the 2026 concert series. The motion passed by unanimous vote.

Members of the Kutztown Men's Volleyball Club informed the committee that they would like permission to work with the Borough on refurbishing the volleyball courts in the park as a service project for their group including new poles and reworking the sand playing area. They

noted that they would be able to cover roughly \$2,000.00 of the estimated \$4,480.00 in cost for the refurbishment. They also asked if the Borough would be willing to help share the cost and provide some equipment and someone to operate the equipment.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve having The Kutztown Men's Volleyball Club refurbish the volleyball courts and to have the Borough help cover costs up to \$2,500.00 and to have Borough employees and equipment help as needed if they coordinate with Mr. Schmoyer and Mr. Bailey on the project. The motion passed by unanimous vote.

OFF AGENDA

The committee tabled change order No.13 from Kinsley Construction for venting the boiler through the roof until Acela can get some more information.

The committee tabled change order No.14 from Kinsley Construction for air handler and condenser design parameter changes from 12.5 Ton to 15 Ton. until Acela can get some more information.

The committee reviewed and discussed change order No.15 from Kinsley Construction for additional light fixtures and switches in the amount of \$3,635.18.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve Change order No.15 from Kinsley Construction in the amount of \$3,635.18 for light fixtures and switches. The motion passed by unanimous vote.

The committee reviewed and discussed the request of Mr. Weller to have the Borough potentially offer some sort of incentive program like a free pool pass to anyone that fills a vacancy on any of the boards.

The committee asked Mr. Weller to come up with some more ideas for an incentive program and report back to a committee.

Mr. Bailey informed the committee that he and Mr. Khalife met with the DEP on Monday to review a potential 902 recycling grant for at the yard waste site.

A motion was made by Ms. Ladd-Kidder and seconded by Mr. Seyler to approve having The Borough fund the work at the yard waste site with its own money and not follow through with the 902 grant. The motion passed by unanimous vote.

Mr. Schmoyer asked the committee if the borough could process the annual \$5,000.00 donation to the Kutztown Day committee so they can lock in the fireworks.

Mr. Khalife stated that he would have the check processed.

Mr. Schmoyer and Mr. Bailey informed the committee that they had just received a request from the Berks County Flag Football League to use the park on Sunday April 26, 2026 for a tournament.

No motion was made regarding this request.

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 9:20p.m.

cc: Kevin Snyder, Committee Chairman, Council President
Ed Seyler, Committee Member
Lisa Ladd Kidder, Committee Member
Katharine Keegan, Councilwoman
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 and assistant Borough Manager
Community Development Office
Environmental Advisory Commission (email)
Planning Commission (email)