BOROUGH OF KUTZTOWN
PUBLIC WORKS COMMITTEE MEETING
MINUTES OF August 3, 2021

A regular meeting of the Public Works Committee was held on Tuesday, August 3, 2021 at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:30 p.m. by Mr. Kevin Snyder, Chairman. Member’s present were: Mr. Ed Seyler and Ms. Lisa Ladd-Kidder. Also in attendance: Mr. Gabriel Khalife, Borough Manager; Mr. Brian Bailey, Public Works Superintendent; Mr. John Schmoyer; Director of Parks and Recreation; Mr. Joe Rogosky, P.E. of Great Valley Consultants; Mr. Jim Schlegel, Mayor; Mrs. Sandy Green of the KCP; Mr. Chet Reimer; Mr. Edwin Gehringer; Mr. Eric Boyer; Mr. William J. P. Mulgrew III from the Concerned Citizens of the KASD and Mr. Warren Schaub of the EAC.

APPROVAL OF MINUTES
Committee members reviewed the July 6, 2021 minutes.
A motion was made by Mr. Seyler and seconded by Mr. Snyder to approve the July 6, 2021 minutes as written. The motion passed by unanimous vote.

ENGINEERING REVIEW
Mr. Rogosky reviewed and discussed the 2021 Paving and Storm Sewer Improvements Project noting that the storm pipe replacement has started in Sander Alley.
No action taken.

Mr. Rogosky reviewed and discussed the request of CMS for a time extension for the 2021 Paving and Storm Sewer Improvement Project.
A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the time extension of September 24, 2021 for CMS for the 2021 Paving and Storm Sewer Improvement Project. The motion passed by unanimous vote.

Mr. Rogosky reviewed and discussed the request of CMS application for payment No.1 and payment No.2 for the 2021 Paving and Storm Sewer Improvement Project.
A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the CMS application for payment No.1 and payment No.2 for the 2021 Paving and Storm Sewer Improvement Project for a total of $46,886.22 with 10% which equals $5,209.58 being withheld per the contract. The motion passed by unanimous vote.

Mr. Rogosky informed the committee that the Borough has been awarded the Green Light Go Grant.
No action taken.
PUBLIC COMMENTS
Mr. Schaub asked about the gas and diesel reports that the EAC asked for the energy audit of the Borough.
Mr. Bailey stated that all the old fuel data was lost earlier in the year when upgrades were done to the fuel system and that the Borough can only provide what is on the new server from February 2021 forward.

Mr. Schaub asked about the extra catch basin that was installed in Sander Alley by the Sacony Trail entrance.
Mr. Bailey and Mr. Rogosky explained that the basin was added to make future replacement of the outfall and cleaning of the pipe easier.

Mr. Reimer asked why there was no water at the dog park and if it could be turned back on.
Mr. Bailey explained why the water was turned off to the dog park. The committee asked Mr. Bailey to investigate the possibility of adding a dog fountain at the babe ruth snack stand building.

Mayor Schlegel asked for permission to have a truck park in front of the Train Station on September 10, 2021, for a food drive that is part of a 9/11 memorial food drive.
A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve having a truck park in front of the Train Station on September 10, 2021, for a food drive that is part of a 9/11 memorial food drive. The motion passed by unanimous vote.

OLD BUSINESS
Mr. Bailey reviewed and discussed the issues with the Public Works and Shoe Buildings with the committee.
Mr. Bailey was asked to explore temporary housing for the employees of the Public Works Building.

The committee reviewed and discussed the Public Works Department’s workload.
A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve hiring a contractor to add play mulch to the playground, take down some trees along the Sacony Trail, redo the stone trough in the Carriage Point Detention Pond and to have town swept. The motion passed by unanimous vote.

NEW BUSINESS
The Committee reviewed and discussed the request of the Kutztown Legion Baseball Organizations to make some upgrades to the Timothy M. Breidegam Field.
A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the Borough donating $1,000 and a few loads of stone to help the Kutztown Legion Baseball Organizations to do the upgrades to the Timothy M. Breidegam Field. The motion passed by unanimous vote.
The Committee reviewed and discussed the request of Ed Gehringer to start a Hometown Hero banner program in town.

**The committee instructed Mr. Gehringer to explore what all needs to be done to run the Hometown Hero Program and report back to the committee.**

The Committee reviewed and discussed the request of Healthy Kids Running to use the park starting September 26, 2021 and running through October.

**A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve Healthy Kids Running to use the park starting September 26, 2021 and running through October. The motion passed by unanimous vote.**

The Committee reviewed and discussed the request of St Paul’s Church to have Christmas in the park on December 12, 2021.

**A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve St Paul’s Church to have Christmas in the park on December 12, 2021. The motion passed by unanimous vote.**

The Committee reviewed and discussed the request of the KCP to have Christmas in Kutztown on December 4, 2021.

**This item was tabled.**

The Committee reviewed and discussed the request of the Concerned Citizens of the KASD to use the Brick Pavilion and football field at the civic rate on August 29, 2021, for a fundraiser.

**After some discussion the committee decided to run this by the Borough Solicitor and to take it to the Full council for consideration.**

Mr. Bailey reviewed the 2021 Leaf Collection schedule, the 2022 Electronic Recycling dates and the 2022 Snow Program.

**A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the 2021 Leaf Collection schedule, the 2022 Electronic Recycling dates and the 2022 Snow Program. The motion passed by unanimous vote.**

Mr. Bailey reviewed the 2022 Refuse and Recycling schedule noting that he had a version for doing the entire town’s recycling every week and breaking the recycling back to the North and South side collection schedule.

**This item was tabled for farther discussion on the current recycling program.**

**OFF AGENDA**
Mr. Schmoyer discussed the need to trim or replace the bushes at the playground since they are getting too large for parents to keep an eye on their children.

**Mr. Snyder offered to trim and prune the Butterfly bushes around the playground himself.**

Mr. Schaub asked about maintenance at the N. Whiteoak St and Greenwich St mini parks. **Mr. Bailey stated that he had the EAC intern working on them and that he would take care of the issues that were brought up.**

**ADJOURNMENT**

There being no further business to discuss, a motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to adjourn the meeting. The motion carried and the meeting adjourned at 9:28 p.m.

cc: Kevin Snyder, Committee Chairman, Council President  
    Ed Seyler, Committee Member  
    Lisa Ladd Kidder, Committee Member  
    Arabel Elliott, 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  
    Jarrad Burkert, Wastewater Plant Manager  
    Craig Summers, 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  
    Judith Danko, Community Development Director  
    Environmental Advisory Commission (email)  
    Planning Commission (email)