

**BOROUGH OF KUTZTOWN
PUBLIC WORKS COMMITTEE MEETING
MINUTES OF August 4, 2026**

A regular meeting of the Public Works Committee was held on Tuesday, August 4, 2026 at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:28 p.m. by Mr. Snyder, Chairman. Member's present were: Ed Seyler and Ms. Lisa Ladd-Kidder Also in attendance: Ms. Andrea Coaxum, 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. James Schlegel, Mayor, Mr. Dan Schlegel, of Kutztown Troop 101G; and Mr. Eric Boyer.

APPROVAL OF MINUTES

Committee members reviewed the July 7, 2026 minutes.

A motion was made by Mr. Ms. Ladd-Kidder and seconded by Mr. Seyler to approve July 7, 2026 minutes. The motion passed by unanimous vote.

ENGINEERING REVIEW

Mr. Rogosky reviewed the 2026 paving and storm project noting that all the paperwork has been done and a preconstruction meeting with CMS and some local businesses is scheduled for Wednesday at 2:00pm.

No action taken.

Mr. Rogosky informed the committee that the Borough was granted permission to use the remaining funds from the PA Small Water and Sewer Program Grant to do additional work on Rhodes Alley.

Mr. Rogosky was asked to prepare a change order for the 2026 paving and storm project to include the work in Rhodes Alley.

Mr. Rogosky and Mr. Bailey informed the committee that they will be working on a comprehensive road condition survey of the Borough roads. This will give an overview of the condition of every road in the Borough and help with budgeting road work moving forward.

No action taken.

Building Construction Review

The committee reviewed and discussed change order No. 27 from Kinsley Construction for adding a compressed seal to the northwest corner of the new building where it meets with the existing building.

A motion was made by Ms. Ladd-Kidder and seconded by Mr. Seyler to approve change order No. 27 from Kinsley Construction in the amount of \$4,618.33 for adding a compressed seal to the northwest corner of the new building where it meets with the existing building. The motion passed by unanimous vote.

The committee reviewed and discussed change order No. 28 from Kinsley Construction for adding a third data drop point at sixteen locations in the new building.

A motion was made by Ms. Ladd-Kidder and seconded by Mr. Seyler to approve change order No. 28 from Kinsley Construction in the amount of \$4,406.28 for adding a third data drop point at sixteen locations in the new building. The motion passed by unanimous vote.

The committee reviewed and discussed fire safety in the new building; dampers vs sprinklers.

The committee asked that a final recommendation ready for the August council meeting.

The committee reviewed and discussed Payment App No. 11 from Kinsley Construction for the new building.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve Payment App No. 11 from Kinsley Construction in the amount of \$710,873.43 for the new building. The motion passed by unanimous vote.

PUBLIC COMMENTS

Mr. Schlegel asked the committee if Kutztown Troop 101G could use the pool parking lot on Saturday October 24, 2026 for parking from 8:00am-7:00pm for a bus trip to Philadelphia that the Troop has planned for that day.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve Kutztown Troop 101G using the pool parking lot on Saturday October 24, 2026 for parking from 8:00am-7:00pm for their Philadelphia bus trip. The motion passed by unanimous vote.

OLD BUSINESS

No old business.

NEW BUSINESS

The committee reviewed and discussed the request of the Optimist Club to change the rain date for their Trick or Treat Night from Wednesday October 28, 2026 to Thursday October 22, 2026 from 5:00 – 9:00 pm.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve Optimist Club changing their Trick or Treat Night rain date from Wednesday October 28, 2026 to Thursday October 22, 2026 from 5:00 – 9:00 pm. The motion passed by unanimous vote.

The committee reviewed and discussed the request of Lucille Heintzelman for a refund of \$85.00 for Pomona rental on July 26, 2026 due to the grill not being at the pavilion.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve a refund of \$85.00 to Lucille Heintzelman for her Pomona rental on July 26, 2026 due to the grill not being available at the pavilion. The motion passed by unanimous vote.

Mr. Bailey reviewed the quotes from Mainline Pool to close the pool for the 2026 season and reopen it for the 2027 season.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the quotes from Mainline Pool to close the pool for the 2026 season in the amount of \$4,474.97 and reopen it for the 2027 season in the amount of \$4,413.99. The motion passed by unanimous vote.

Mr. Schmoyer and Mr Schelegel informed the committee that Kutztown Day was a success and well attended. They also thanked the Borough for their assistance making the day go well.

No action taken.

Mr. Schmoyer reviewed the KYAA's request to have the Borough's Electric and Public Works Crews install three new scoreboards, purchased by the KYAA, on the 10U, 12U and softball fields.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve having the Borough's Electric and Public Works Crews install three new scoreboards, purchased by the KYAA, on the 10U, 12U and softball fields. The motion passed by unanimous vote.

OFF AGENDA

Ms. Coaxum Informed the committee of some possible change orders being discussed to add some windows to rooms 111 and 203, combining rooms 115 and 116 to make a conference room, and using room 203 as an office in the new building.

No action taken.

Ms. Coaxum Informed the committee of a possible change order being discussed to add some power and data cables to the main meeting room in the new building and the possibility of using that room for all Borough meetings.

No action taken.

Ms. Coaxum Informed the committee that furniture options for the new building were being explored.

No action taken.

Mr. Bailey reviewed the request of Ms. Kristen Poticher to rent a pavilion in the park and have a bounce house on September 5, 2026.

No action taken.

Mr. Schmoyer informed the committee that he and Mr. Bailey are continuing to work with the KU volleyball Club on improvements to the park volleyball courts.

No action taken.

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 8:53p.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
Ms. 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)