

**BOROUGH OF KUTZTOWN  
PUBLIC WORKS COMMITTEE MEETING  
MINUTES OF December 5, 2023**

A regular meeting of the Public Works Committee was held on Tuesday, December 5, 2023 at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:42 p.m. by Mr. Kevin Snyder, Chairman. Members present were: Ms. Lisa Ladd-Kidder, Mr. Ed Seyler and Mr. Gabriel Khalife, Borough Manager. Also in attendance: Mr. John Schmoyer, Recreation Director, James Schlegel, Mayor, Mr. Joe Rogosky, P.E. of Great Valley Consultants, Mr. Eric Boyer, Mrs. Merry Schlegel, and Mr. Robert Halye.

**APPROVAL OF MINUTES**

Committee members reviewed the November 7, 2023 minutes.

**A motion was made by Ms. Ladd-Kidder and seconded by Mr. Seyler to approve the November 7, 2023 minutes as written. The motion passed by unanimous vote.**

**ENGINEERING REVIEW**

Mr. Rogosky provided an update on the Main Street storm work repairs. There have been a lot of problems, even though lines are being replaced in exact same location. Mr. Bailey, Mr. Smith, and Mr. Rogosky have met with Construction Masters Services to check pricing to complete the portion that we have already started.

UGI gas service is right on top of the lines, and water service lines are also touching the pipes. A catch basin will need to be installed to terminate new piping until we can replace/relocate. 2 existing catch basins will need to be removed, base course applied, and return visit will be needed in Spring to finish paving. Flowable fill will be used up to the hydrant, which will be easier to remove when work continues. Work could begin as soon as next week, if approved. This work will require lane closure on sections of Main Street. Mr. Khalife asked if work hours could be adjusted to earlier morning, to have less impact on traffic patterns. Storm work to take approximately 1 week, at a cost of \$138,215.00.

Ms. Kidder asked whether we are happy with the work CMS has completed thus far. Mr. Rogosky responded by stating that there are no complaints, and the work is fine.

Mr. Rogosky added that the cost of paving can be defrayed with insurance payment because of the damage caused by the Tractor Trailer.

Mr. Rogosky informed the committee that we have approval for the Green Light Go Grant and provided plans and documents for Mr. Khalife's signature and return to PennDOT. Mr. Rogosky asked for permission to advertise open bids and will send information to several signal operations. Further updates per multimodal grant (Which Herbert, Rowland, Grubic got approved) will take place, including new controllers and replacing signal heads with LED. Pedestrian time will be increased to allow safer crossing. This money must be spent by the end of May 2024. Mr. Rogosky will scan all documents and send to Mr. Khalife for our records.

Mr. Rogosky suggested that he meet with Brian and Construction Masters Services to look at streets for potential storm sewer projects for next year.

He also informed the committee that the Highland Ave. grant application went out last week.

Mr. Rogosky discussed the DCED grant and noted the Borough can always opt to downsize if we do not get approved for the full \$1 million grant. Mr. Khalife will send a cover letter to Senator Schwank with a summary of the project.

## **PUBLIC COMMENTS**

**No public comments.**

## **OLD BUSINESS**

**No old business.**

## **NEW BUSINESS**

The Committee discussed the plan for 2024 Kutztown Kruizz.

**A motion was made by Mr. Seyler and seconded by Mr. Snyder to accept the proposed date of July 27, 2024 and to ask the council for approval. The motion passed by unanimous vote.**

The Committee discussed the plan for 2024 Fool's Run.

**A motion was made by Mr. Seyler and seconded by Mr. Snyder to accept the proposed date of April 6, 2024 and to ask the council for approval. The motion passed by unanimous vote.**

The Committee discussed the plan for 2024 Taste of Kutztown and request for multi-year approval.

**A motion was made by Mr. Seyler and seconded by Mr. Snyder to accept the proposed date of June 8, 2024 and to ask the council for approval. The motion passed by unanimous vote.**

The Committee discussed the 2024 draft meeting schedule dates.

**A motion was made by Mr. Seyler and seconded by Mr. Snyder to accept the proposed dates and to ask the council for approval. The motion passed by unanimous vote.**

The Committee discussed the plan for KA Legion Baseball's second request to extend the terms of their lease agreement. **A motion was made by Mr. Seyler and seconded by Mr. Snyder to send to council for approval. The motion passed by unanimous vote.**

## **OFF AGENDA**

The Kutztown Optimist Club submitted a request for use of the park for their 2024 Egg Hunt on Saturday, March 30<sup>th</sup>. **A motion was made by Mr. Seyler and seconded by Mr. Snyder to send to council for approval. 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 8:16p.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)