

**BOROUGH OF KUTZTOWN
PUBLIC WORKS COMMITTEE MEETING
MINUTES OF December 3, 2024**

A regular meeting of the Public Works Committee was held on Tuesday, December 3, 2024 at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:39 p.m. by Mr. Kevin Snyder, Chairman. Member's present were: Ms. Lisa Ladd-Kidder and Mr. Ed Seyler. Also in attendance: Mr. Gabriel Khalife, Borough Manager; Mr. Brian Bailey, Public Works Superintendent; Mr. Joe Rogosky, P.E. of Great Valley Consultants; Mrs. Shena Hesselbein of Kutztown Cub Pack 101 and Mr. Eric Boyer.

APPROVAL OF MINUTES

Committee members reviewed the November 5, 2024 minutes.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the November 5, 2024 minutes. The motion passed by unanimous vote.

ENGINEERING REVIEW

Mr. Rogosky discussed application for payment No.1 in the amount of \$216,562.77 from H&K for the 2024 paving contract.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve payment No.1 in the amount of \$216,562.77 from H&K for the 2024 paving contract. The motion passed by unanimous vote.

Mr. Rogosky reviewed and discussed HRG's Letter of recommendation for payment No.5 submitted by LB Construction Enterprises, Inc. in the amount of \$157,014.08 for the Multimodal Grant work. Ms. Ladd-Kidder noted that she has reservations with the new mid-block crosswalk on East Main Street.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve payment No.5 to LB Construction Enterprises, Inc. in the amount of \$157,014.08 for the Multimodal Grant work. The motion passed by unanimous vote.

Mr. Rogosky reviewed and discussed alternative work for the LSA Storm Grant noting that he is waiting to hear if we will get the permission needed to move forward with the updated project.
No action taken.

PUBLIC COMMENTS

No public comments.

OLD BUSINESS

The committee reviewed and discussed the 70 South Baldy Street sidewalk concerns.
No action taken.

The committee reviewed and discussed the estimate Steve Diehl provided to add lights to the pickleball courts.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve having the Borough spending about \$8,000.00 and have the Borough crews install the lights at the pickleball courts. The motion passed by unanimous vote.

Mr. Bailey informed the committee that he is waiting for an update on the possibility of adding a crosswalk to South Baldy Street and Trexler Avenue.

No action taken.

NEW BUSINESS

The committee reviewed and discussed the maintenance concerns of Mrs. Ladd Kidder regarding the removal of interior-type furniture items which are placed or stored outside

Information was provided that it sometimes takes a coordinated effort from multiple Borough departments to have bulk items removed from a property. Additionally, any resident can call the front office, Refuse Department, Community Development office or Public Works to report a bulk item.

Mr. Bailey informed the committee that ACELA is still working on the new public works building plans and estimates.

No action taken.

OFF AGENDA

Mrs. Hesselbein asked the committee to approve Kutztown Pack 101's request to rent the scooter building and the bandshell for their graduation ceremony on Sunday June 1, 2025 and to have the rental fees waived.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve Kutztown Pack 101's request to rent the scooter building and the bandshell for their graduation ceremony on Sunday June 1, 2025 and to have the rental fees waived. The motion passed by unanimous vote.

Mrs. Hesselbein asked the committee to approve Kutztown Pack 101 request to close Constitution Boulevard between Trexler Avenue and Diesher Lane to have their annual cub mobile race on Saturday April 12, 2025 from 10:00am till 1:00pm with a rain date of Sunday April 13, 2025 from 1:00pm till 4:00pm and to have the associated fees waived.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve Kutztown Pack 101's request to close Constitution Boulevard between Trexler Avenue and Diesher Lane to have their annual cub mobile race on Saturday April 12, 2025 from 10:00am till 1:00pm with a rain date of Sunday April 13, 2025 from 1:00pm till 4:00pm and to have the associated fees waived. The motion passed by unanimous vote.

Mr. Bailey asked the committee for permission to have Mr. Schmoyer execute contracts and payments for the 2025 concert series.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve of having Mr. Schmoyer execute contracts and payments necessary for the 2025 concert series. The motion passed by unanimous vote.

Mr. Bailey informed the committee that the Optimist Club is asking for permission to have their annual Fools Run on Saturday March 29, 2025 with limited access to roads from 8:30am till 12:00pm.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the Fools Run on Saturday March 29, 2025 with limited access to roads from 8:30am till 12:00pm. The motion passed by unanimous vote.

Mr. Bailey informed the committee that he received a request from a resident to add fencing around the playground in the park.

No action taken.

Mr. Bailey informed the committee that he and Mr. Horvath have an estimate to replace the fuel tank control tower.

The committee asked that Mr. Bailey and Mr. Horvath explore cheaper options.

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 8:17p.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)