BOROUGH OF KUTZTOWN
PUBLIC WORKS COMMITTEE MEETING
MINUTES OF January 4, 2022

A regular meeting of the Public Works Committee was held on Tuesday, January 4, 2022 at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:32 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. John Schmoyer; Director of Parks and Recreation; Mr. Joe Rogosky, P.E. of Great Valley Consultants; Mr. Jim Schlegel, Mayor; Mr. Eddie Geiringer of the KCP; Ms. Kelsey Williams and Ms. Errka Gonzalez of St John’s Daycare; Mr. Todd Underwood of the EAC; Mr. Ed Schuler; Ms. Shannon Morris and Mr. Eric Boyer.

APPROVAL OF MINUTES
Committee members reviewed the December 7, 2021 minutes.
A motion was made by Mr. Syler and seconded by Ms. Ladd-Kidder to approve the December 7, 2021 minutes as written. The motion passed by unanimous vote.

ENGINEERING REVIEW
Mr. Rogosky reviewed and discussed the proposed 2022 Paving and Storm Sewer Improvements Project list.
No action taken.

The committee discussed and directed Mr. Bailey and Mr. Rogosky to look for grants and coordinate with the Water and Sewer Departments to prepare for replacing the utilities under the road and repaving of Highland Ave in the next few years.

PUBLIC COMMENTS
Ms. Schuler questioned the storm line issues on Koffee Lane and ask for direction and or assistance with some UGI patch issues on Noble St.
Mr. Rogosky explained that the storm line issues were on the Borough’s list of proposed road improvements and that we hope to have Koffee Lane done in the next few years. It was also discussed that the issues with the UGI patches would have to be handled through UGI or PennDot and that Maxatawny might be able to help him with that better than the Borough since where the patches are is outside of the Borough limits.

Mr. Underwood discussed the EAC’s plans to make a walking tour of the trees at the Main Street Park as a KU class project
A motion was made by Mr. Syler and seconded by Ms. Ladd-Kidder to approve the EAC’s plan to make a walking tour of the trees at the Main Street Park. The motion passed by unanimous vote.
Mr. Underwood also discussed the EAC’s plan to plant more trees in 2022 and that they are applying for a grant from Gian Foods to pay for the trees. He asked for the Borough to split the cost of the trees with the EAC if they can not get the grant since the trees need to be ordered now and the EAC wont know if they will get the grant for another month or two.

**A motion was made by Mr. Syler and seconded by Ms. Ladd-Kidder to approve splitting the cost of the trees for the EAC’s 2022 tree planting project if the EAC does not receive the Giant Food Grant. The motion passed by unanimous vote.**

Mr. Underwood asked if the EAC could get a fuel usage report from the Borough for 2020 and 2021 to help with their greenhouse gas inventory.

Mr. Bailey stated that there was limited information in the system due to a recent server replacement but that he would get any information available to Mr. Underwood.

**OLD BUSINESS**

The committee had a discussion on repairs needed to the two railroad crossings on Kohler Road. Mr. Bailey informed the committee that he is still coordinating getting more quotes.

The committee reviewed and discussed the proposed changes to the Veterans Way entrance sign for the park by adding a flagpole.

**A motion was made by Mr. Syler and seconded by Ms. Ladd-Kidder to approve the addition of a flagpole to the Veterans Way entrance sign for the park. The motion passed by unanimous vote.**

**NEW BUSINESS**

The committee reviewed and discussed the request of St John’s Daycare to purchase one pool pass for all of daycare students to use the pool.

Mr. Schmoyer was going to do some more research on the subject and let the committee know what finds.

The Committee reviewed and discussed the request of Shannon Morris to us the Bandshell on Sunday May 29, 2022 or Sunday June 5, 2022.

**A motion was made by Mr. Syler and seconded by Ms. Ladd-Kidder to approve Shannon Morris to us the Bandshell on Sunday June 5, 2022. The motion passed by unanimous vote.**

Mr. Bailey informed the committee that the cleaning and televising of storm lines on Greenwich St will be taking place the next day.

**No action taken.**
Mr. Schmoyer informed the committee of the proposed updated the pool rates for 2022.
A motion was made by Mr. Syler and seconded by Ms. Ladd-Kidder to approve proposed updated the pool rates for 2022. The motion passed by unanimous vote.

Mr. Schmoyer informed the committee that he would like to rehire Lisa Reilly as pool manager for the 2022 season.
A motion was made by Mr. Syler and seconded by Ms. Ladd-Kidder to approve rehiring Lisa Reilly as pool manager for the 2022 season. The motion passed by unanimous vote.

OFF AGENDA
Mr. Khalife informed the committee about the Peach Street Bridge easement request.
A motion was made by Mr. Syler and seconded by Ms. Ladd-Kidder to approve sending the Peach Street Bridge easement request to council. The motion passed by unanimous vote.

Mr. Schlegel asked that the Borough approve flying POW MIA flags on all of the Borough flag poles.
A motion was made by Mr. Syler and seconded by Ms. Ladd-Kidder to approve flying POW MIA flags on all the Borough flag poles. The motion passed by unanimous vote.

ADJOURNMENT
There being no further business to discuss, a motion was made by Mr. Syler and seconded by Ms. Ladd-Kidder to adjourn the meeting. The motion carried and the meeting adjourned at 9:01 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
Community Development Office
Environmental Advisory Commission (email)
Planning Commission (email)