

**BOROUGH OF KUTZTOWN  
PUBLIC WORKS COMMITTEE MEETING  
MINUTES OF January 7, 2025**

A regular meeting of the Public Works Committee was held on Tuesday, January 7, 2025 at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:23 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; Mr. John Schmoyer, Recreation Director; James Schlegel, Mayor, Mrs. Sue Collier of Kutztown Strong and Ms. Linda Kolbek.

**APPROVAL OF MINUTES**

Committee members reviewed the December 3, 2024 minutes.

**A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the December 3, 2024 minutes. The motion passed by unanimous vote.**

**ENGINEERING REVIEW**

Mr. Rogosky discussed possible options for the 2025 paving contract.

**The committee asked that Mr. Rogosky and Mr. Bailey focus on Constitution Boulevard from Normal to Deisher Lane at this time.**

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**

Ms. Kolbek asked the committee to consider placing a fence around the playground in the park to prevent children from wandering onto East Main Street.

**The committee asked Mr. Schmoyer and Mr. Bailey to get an estimate to place a fence around the playground.**

Mrs. Collier asked the committee to approve Kutztown Strong's 2025 Kutztown Kruizz on Saturday July 26, 2025 noting that the route will be the same as before.

**A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the Kutztown Strong's 2025 Kutztown Kruizz on Saturday July 26, 2025 provided the parade permit is filled out and there are no other conflict that day. The motion passed by unanimous vote.**

**OLD BUSINESS**

Mr. Bailey informed the committee that due to undue financial issues to a resident of Maxatawny and KU that adding a crosswalk to South Baldy St at Trexler Avenue was at an impasse and didn't look like it would happen at this point in time.

**No action taken.**

Mr. Bailey informed the committee that he and Mr. Horvath concluded that updating the gasboy system was cheaper than trying to replace it. He also noted that they were working on getting a cheaper price for the upgrade.

**No action taken.**

## **NEW BUSINESS**

The committee reviewed and discussed the Optimist Club to reserve use of the park area, tennis/pickleball courts, brick pavilion and its bathrooms from 9:00am until 1:00pm to have their annual egg hunt in the park on Saturday April 19, 2025 at 11:00am rain or shine.

**A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the Optimist Club to reserve use of the park area, tennis/pickleball courts, brick pavilion and its bathrooms from 9:00am until 1:00pm to have their annual egg hunt in the park on Saturday April 19, 2025 at 11:00am rain or shine. The motion passed by unanimous vote.**

Mr. Bailey reviewed a list of surplus items that can be sold on Municibid.

**A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve selling the surplus items on Municibid. The motion passed by unanimous vote.**

Mr. Bailey informed the committee that ACELA sent us the new public works building plans and estimates and that a meeting was planned with ACELA in the next week or two.

**The committee asked for the cost to be reduced.**

Mr. Schmoyer reviewed the park stand end of year report.

The committee asked that this be sent to the council for their information.

Mr. Schmoyer reviewed and discussed the request from Buccaneer Alumni Drum & Bugle Corps. to use the scooter building Friday August 15, 2025 from 2:00 -10:30 pm for their annual picnic and rehearsal for their Saturday, August 23, 2025 concert in the bandshell as part of the “2025 Borough of Kutztown Concert Series”, and to waive the rental fee.

**A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the request from Buccaneer Alumni Drum & Bugle Corps. to use the scooter building Friday August 15, 2025 from 2:00 -10:30 pm for their annual picnic and rehearsal for their Saturday, August 23, 2025 concert in the bandshell as part of the “2025 Borough of Kutztown Concert Series”, and to waive the rental fee. The motion passed by unanimous vote.**

Mr. Schmoyer discuss the renewal of the Kutztown Park Main concession stand Lease with Saucony Café (Doug Grym) for 2025 and beyond.

**A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve entering into a 3 year lease with the option of 2 renewals for the Kutztown Park Main concession stand Lease. The motion passed by unanimous vote.**

Mr. Schmoyer discuss the renewal of the Kutztown Park Babe Ruth concession stand Lease with Saucony Café (Doug Grym) for 2025 and beyond.

**A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve entering into a 3-year lease with the option of 2 renewals for the Kutztown Park Babe Ruth concession stand Lease. The motion passed by unanimous vote.**

Mr. Schmoyer discuss the renewal of the Kutztown Pool concession stand Lease with Pam Unger & Tracy Ream for 2025 and beyond.

**A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve entering into a 2 year lease extension for the Kutztown Pool concession stand Lease. The motion passed by unanimous vote.**

Mr. Schmoyer recommend rehiring Lisa Reilly as the pool manager for 2025 summer pool season.

**A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve rehiring Lisa Reilly as the pool manager for 2025 summer pool season. The motion passed by unanimous vote.**

#### **OFF AGENDA**

Mr. Schmoyer recommend renewing the agreement with Conquer Your Court tennis program for 2025.

**A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve renewing the agreement with Conquer Your Court tennis program for 2025. The motion passed by unanimous vote.**

Mr. Bailey informed the committee that Shaynah Kinner is requesting to use the bandshell on Friday June 6, 2025 for their graduation rehearsal and on Saturday June 7, 2025 for their graduation.

**A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve Shaynah Kinner's use of the bandshell on Friday June 6, 2025 for their graduation rehearsal and on Saturday June 7, 2025 for their graduation provided that they coordinate with Mr. Schmoyer. The motion passed by unanimous vote.**

Mr. Schlegel asked the committee for permission to have the Borough purchase flags to be hung in the bandshell for the 2025 Flag Day Concert.

**A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve of having the Borough purchase flags to be hung in the bandshell for the 2025 Flag Day Concert. The motion passed by unanimous vote.**

#### **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 8:22p.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  
Gina Wiand, Borough Secretary/Public Relations, and Marketing Director  
Sharon Dalickas, Finance Director  
Community Development Office  
Environmental Advisory Commission (email)  
Planning Commission (email)