

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

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

The meeting was called to order at 7:35 p.m. by Mr. Kevin Snyder, Chairman. Member's present were: Mr. Ed Seyler. Also in attendance: 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; Ms. Patience Hicks of Glory to God Church.

APPROVAL OF MINUTES

Committee members reviewed the June 6, 2023 minutes.

A motion was made by Mr. Seyler and seconded by Mr. Snyder to approve the June 6, 2023 minutes as written. The motion passed by unanimous vote.

ENGINEERING REVIEW

Mr. Rogosky discussed the 2023 Paving and Storm Sewer Improvement Project bid noting that the miscellaneous patching work is estimated to start in July and the park parking lot and railroad crossing work is scheduled to start in August.

No action taken.

Mr. Rogosky stated that PennDot is reviewing the condition diagram that we submitted, and that work can't proceed until PennDot finishes their review.

No action taken.

PUBLIC COMMENTS

No public comments.

OLD BUSINESS

No old business.

NEW BUSINESS

The Committee reviewed and discussed the request of Glory to God Church to rent the ceres pavilion on Sunday August 13, 2023 for an event that is open to the public.

A motion was made by Mr. Seyler and seconded by Mr. Snyder to approve the Glory to God Church rental the ceres pavilion on Sunday August 13, 2023 provided they submit the insurance and safe serve documents. The motion passed by unanimous vote.

The Committee reviewed and discussed the request of Shaynah Kinner to rent the bandshell on Friday May 31, 2024 and Saturday June 1, 2024 for their graduation event.

A motion was made by Mr. Snyder and seconded by Mr. Syler to approve Shaynah Kinner to rent the bandshell on Friday May 31, 2024 and Saturday June 1, 2024 for their graduation event provided they coordinate with Mr. Schmoyer and the concert series. The motion passed by unanimous vote.

The Committee reviewed and discussed the request of Lisa Ladd Kidder to have the Borough advertise the MCC's meeting dates for the warehouse development.

A motion was made by Mr. Seyler and seconded by Mr. Snyder to have Gina Wiand coordinate with the MCC to develop advertising options to present to the council. They also stated that each event coordinator will decide if the MCC can have a stand at that event. They also noted that the discussion on joining the MCC's lawsuit would be discussed at the finance and electric committee meeting. The motion passed by unanimous vote.

Mr. Bailey informed the committee that the public works department has swept close to half of the town.

No action taken.

Mr. Bailey informed the committee that he and the university have been working on a memorandum of understanding for the maintenance and repairs to the College Boulevard and West Main Street traffic light and that he will send it to the committee and or council for review as soon as it has been drafted.

No action taken.

Mr. Schmoyer informed the committee that Mr. Bailey and himself were looking into some possible upgrades to the bandshell.

The committee asked Mr. Bailey to get quotes for adding some railing and signs to the pathway from the scooter building to the steps at Park Alley as well as the bandshell upgrades.

OFF AGENDA

Mr. Bailey noted that the lights in the brick pavilion bathrooms were upgraded and that the electric crew will be upgrading the lights in the legion bathroom as well.

The committee thanked the electric crew for upgrading the lights.

Mr. Bailey informed the committee that the Rotary Club of Kutztown requested to use the park on Saturday June 8, 2024 and that they sent the Borough a check for \$6,000.00 to cover the Borough's expenses for the 2023 Taste of Kutztown.

A motion was made by Mr. Seyler and seconded by Mr. Snyder to approve the Rotary Club of Kutztown to use the park on Saturday June 8, 2024 for the Taste of Kutztown. 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 8:15p.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, Acting 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)