

**BOROUGH OF KUTZTOWN
PUBLIC WORKS COMMITTEE MEETING
MINUTES OF July 2, 2024**

A regular meeting of the Public Works Committee was held on Tuesday, July 2, 2024 at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:25 p.m. by Mr. Kevin Snyder, Chairman. Member's present were: Ms. Lisa Ladd-Kidder and Mr. Ed Seyler. Also in attendance: Mr. Brian Bailey, Public Works Superintendent; Mr. Joe Rogosky, P.E. of Great Valley Consultants; Mr. John Schmoyer, Recreation Director and James Schlegel, Mayor.

APPROVAL OF MINUTES

Committee members reviewed the June 4, 2024 minutes.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the June 4, 2024 minutes. The motion passed by unanimous vote.

ENGINEERING REVIEW

Mr. Rogosky discussed the 2024 Paving Contract bids noting that H&K was planning to start around the end of July.

No action taken.

Mr. Rogosky and Mr. Bailey discussed proposed updates to the street occupancy permit.

A motion was made by Ms. Ladd-Kidder and seconded by Mr. Seyler to approve the updates with adjustments made at the meeting. The motion passed by unanimous vote.

PUBLIC COMMENTS

No public comments.

OLD BUSINESS

No old business.

NEW BUSINESS

The Committee reviewed and discussed the WI-FI usage and procedures at the park.

Ms. Ladd-Kidder informed the committee that the Telecom committee approved changes to the park and pool SSID and that it will be fall before those changes can happen.

The Committee reviewed and discussed the request of Jolly Journeys Childcare Center to use the bandshell on Sunday August 10, 2024 for their graduation.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve Jolly Journeys Childcare Center's use of the bandshell on Sunday August 4, 2024 for their graduation provided the time doesn't interfere with any events. The motion passed by unanimous vote.

Mr. Schmoyer reviewed extending the Conquer Your Court agreement for the park.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve extending the Conquer Your Court agreement for the park and adding a thirty-day notice for either party to terminate or renew the agreement. The motion passed by unanimous vote.

OFF AGENDA

Mr. Bailey informed the committee that the EAC is asking if the Borough would cover the \$1,500.00 cost of ordering trees if the grant they applied for falls through since the trees need to be ordered by the end of the month.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the Borough covering the \$1,500.00 cost of ordering trees if the grant the EAC applied for falls through. The motion passed by unanimous vote.

Mr. Bailey informed the committee that the EAC, the School District and himself developed a plan to delineate the Socony Trail from the elementary school to the observation deck which includes using property markers and marker posts that the Borough and EAC currently has. He also asked for permission to purchase more markers or posts if needed to finish the project.

The committee directed Mr. Bailey to purchase more markers and or posts if needed to delineate the Socony Trail if needed.

Mr. Bailey informed the committee that the EAC and the School District have talked about extending the Socony trail around the KASD campus.

The committee stated that they want to see the trail marking project be finished between the elementary school and the observation deck before they would consider a possible extension to the trail.

Mr. Bailey informed the committee that the EAC, the School District and himself developed a plan to extend the fence from the elementary school to the ballfield backstop by the kiosk to help funnel people onto the Socony Trail and keep them off the school's property.

The committee was not in favor of adding that section of fence at this time.

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 8:03p.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)