

**BOROUGH OF KUTZTOWN
PUBLIC WORKS COMMITTEE MEETING
MINUTES OF July 7, 2026**

A regular meeting of the Public Works Committee was held on Tuesday, July 7, 2026 at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:29 p.m. by Mr. Snyder, Chairman. Member's present were: Ed Seyler and Ms. Lisa Ladd-Kidder Also in attendance: Ms. Andrea Coaxum, Borough Manager; Mrs. Sharon Dalickas, Finance Director and assistant Borough Manager; Mr. Brian Bailey, Public Works Superintendent; Mr. Joe Rogosky, P.E. of Great Valley Consultants; Mr. James Schlegel, Mayor, Mr. Stephen Struss; Ms. Christianna Sheetz and Mr. Eric Boyer.

APPROVAL OF MINUTES

Committee members reviewed the June 2, 2026 minutes.

A motion was made by Mr. Ms. Ladd-Kidder and seconded by Mr. Seyler to approve June 2, 2026 minutes. The motion passed by unanimous vote.

ENGINEERING REVIEW

Mr. Rogosky reviewed the 2026 paving and storm project bids noting that CMS has been issued the paperwork. Once that paperwork has been completed a preconstruction meeting will be scheduled and then a start date for the project will be determined. Mr. Rogosky noted that he and Mr. Bailey have been discussing the work with some local businesses to try to limit the disruption during the project. He also noted that UGI has finished relocating their lines, so they won't interfere with the storm lines.

No action taken.

Mr. Rogosky reviewed and discussed the Keiter Ally storm project, noting that the work started has been completed.

No action taken.

The committee reviewed and discussed Payment No. 1 to J. Phillips Excavating and Hauling LLC in the amount of \$60,903.19 for the Keiter Alley storm sewer project.

A motion was made by Mr. Ms. Ladd-Kidder and seconded by Mr. Seyler to approve Payment No. 1 to J. Phillips Excavating and Hauling LLC in the amount of \$60,903.19 for the Keiter Alley storm sewer project. The motion passed by unanimous vote.

Building Construction Review

The committee reviewed and discussed the Hotsy Quote for an electric pressure washer.

A motion was made by Mr. Seyler and seconded by Mr. Ms. Ladd-Kidder to approve the Borough purchasing Hotsy unit HWE-403009C electric pressure washer from Hotsy Estimate No. 2237 in the amount of \$12,500.00 for the new Borough Building. The motion passed by unanimous vote.

The committee reviewed and discussed change order No. 23 from Kinsley Construction for the electric connection to add an electric pressure washer.

A motion was made by Mr. Seyler and seconded by Mr. Ms. Ladd-Kidder to approve change order No. 23 from Kinsley Construction for the electric connection to add an electric pressure washer in the new Borough Building. The motion passed by unanimous vote.

The committee tabled the discussion on change order 24 from Kinsley Construction for the electric water heater.

The committee reviewed and discussed potential future renovations to the current Borough Hall.
The committee directed Ms. Coaxum to explore possible options with architects and to report back to the committee.

PUBLIC COMMENTS

No public comments.

OLD BUSINESS

The committee reviewed and discussed the potential yard waste site upgrades

The committee directed Mr. Bailey to Price a new rule sign, no contractor sign and reflective plastic chain for the yard waste site.

NEW BUSINESS

The committee reviewed and discussed the request of the Kutztown Day Committee to have the Borough provide 8 port o potties, 4 regular and 4 ADA, for Kutztown Day.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve having Mr. Bailey order 8 port o potties, 4 regular and 4 ADA, from Bailey's Septic Service in the amount of \$1,320.00 for Kutztown Day. The motion passed by unanimous vote.

The committee reviewed and discussed the request to get a new eye wash station through the 2027 SMT Safety Grant.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve Ms. Coaxum and Mr. Bailey applying for a new eye wash station through the 2027 SMT Safety Grant. The motion passed by unanimous vote.

The committee reviewed and discussed the request of The Department of Corrections to have the brick pavilion rental fee waived for their annual Parole Staff Appreciation Picnic on Thursday July 23, 2026.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve waiving the brick pavilion rental fee for The Department of Corrections annual Parole Staff Appreciation Picnic on Thursday July 23, 2026. The motion passed by unanimous vote.

OFF AGENDA

Mr. Snyder mentioned that the bandshell blacktop may need some attention.

Mr. Bailey said that he would investigate it and reminded the committee that fencing and benches would need to be removed for the blacktop to be redone. If not, it would be a very labor-intensive job to do everything by hand.

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 8:31p.m.

cc: Kevin Snyder, Committee Chairman, Council President
Ed Seyler, Committee Member
Lisa Ladd Kidder, Committee Member
Katharine Keegan, Councilwoman
Derek Mace, Councilman
George Kusterer, Councilman
Jim Schlegel, Mayor(hardcopy)
Joe Rogosky, P.E., Great Valley Consultants (email)
Brian Bailey, Public Works Superintendent
Ms. Andrea Coaxum, Borough Manager
John Schmoyer, Seasonal Recreation Director (hardcopy)
Evan Muller, 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 and assistant Borough Manager
Community Development Office
Environmental Advisory Commission (email)
Planning Commission (email)