

**BOROUGH OF KUTZTOWN
PUBLIC WORKS COMMITTEE MEETING
MINUTES OF June 6, 2023**

A regular meeting of the Public Works Committee was held on Tuesday, June 6, 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: 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; Ms. Sandy Green from Kutztown Community Partnership and Mr. Eric Boyer.

APPROVAL OF MINUTES

Committee members reviewed the May 2, 2023 minutes.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the May 2, 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 a preconstruction meeting date has been set and that work is estimated to start in July.

No action taken.

Mr. Rogosky stated that PennDot is reviewing the Green Light Go Grant paperwork that we submitted, and that work can't proceed until PennDot finishes their review.

No action taken.

Mr. Rogosky reviewed and discussed the Main St storm work.

No action taken.

PUBLIC COMMENTS

Ms. Green asked who was responsible for weeds that grow at the curb line and the offshoots of the Main Street trees.

Mr. Bailey stated that for the weeds in the curb line the Borough normally asks the property owner to take care of them but if that doesn't happen then a Borough crew will eventually trim them down. Mr. Bailey stated that there isn't enough staff or time for Borough employees to trim every curb line in town. And that the property owner is responsible for maintaining the Main Street trees and that it's noted in the Main Street Tree Agreement that the owner signs. Mr. Bailey noted that when the trees get bad due to lack of maintenance by the property owners that he needs to send a Borough crew out to trim the trees. Mr. Bailey noted that some public service announcements are currently being developed for these issues that can be posted on the Borough website or sent as a billing insert.

OLD BUSINESS

No old business.

NEW BUSINESS

The Committee reviewed and discussed the request of the Grace Notes to waive the bandshell rental fee on June 15, 2023 for their concert.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve waiving the bandshell rental fee on June 15, 2023 for the Grace Notes concert. The motion passed by unanimous vote.

Mr. Bailey discussed the street sweeping schedule noting that they should start sweeping town by June 19, 2023 at the latest.

No action taken.

Mr. Bailey informed the committee that he was running a bit late getting the line painting quotes and asked for permission to send them to June council meeting for approval if he received them in time.

The committee agreed that it would be acceptable for Mr. Bailey to send the line painting quotes to the June council meeting if he received them in time.

Mr. Schmoyer informed the committee that the 2023 swim team coach's stipend needed to be approved and that the Borough typically gives \$3,000.00 to the Dolphin Swim Team to help pay for the coaches.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the Borough giving \$3,000.00 to the Dolphin Swim Team to help pay for the coaches for the 2023 season. The motion passed by unanimous vote.

Mr. Schmoyer noted that there was two more hires for the 2023 pool staff hiring list.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve Hiring Susanna Brown as a pool office clerk at the \$10.50 hr. rate and Archer Scaffidi as a lifeguard at the \$12.00 hr. rate for the 2023 pool season. The motion passed by unanimous vote.

OFF AGENDA

Mr. Schmoyer informed the committee that he and Mr. Bailey were working on plans to add more pickleball and tennis courts in the area where the hockey rink is currently located.

No action taken.

Mr. Bailey informed the committee that Mr. Diehl and himself were working on a plan to allow patrons to turn the light on at the brick pavilion.

No action taken.

Mr Schmoyer reminded the committee that the Borough still needs to make their \$5,000.00 donation to the Kutztown Day Committee for this year's Kutztown Day.

Mr. Khalife directed Mr. Schmoyer to get him the information so a check can be issued.

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 8:18p.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)