

**BOROUGH OF KUTZTOWN
PUBLIC WORKS COMMITTEE MEETING
MINUTES OF June 3, 2025**

A regular meeting of the Public Works Committee was held on Tuesday, June 3, 2025 at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:33 p.m. by Mr. Snyder, Chairman. Member's present were: Ed Seyler and Ms. Lisa Ladd-Kidder. Also in attendance: Mr. Gabriel Khalife, 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. John Schmoyer, Recreation Director and James Schlegel, Mayor.

APPROVAL OF MINUTES

Committee members reviewed the May 6, 2025 minutes.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the May 6, 2025 minutes. The motion passed by unanimous vote.

ENGINEERING REVIEW

Mr. Rogosky reviewed the 2025 paving project noting that he is anticipating the contract to be signed soon and that a preconstruction meeting will be scheduled soon.

No action taken.

Mr. Rogosky noted that the LSA Storm Grant results have been made available and that the Borough was approved to transfer the grant to work on Keiter Alley.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve having Great Valley start the design work and to get things ready to send this out for bids. The motion passed by unanimous vote.

Mr. Rogosky reviewed PennDot's reluctance to sign off on the Willow Street repair permit without as built plans and that he is trying to work things out with PennDot.

The committee asked Mr. Rogosky to keep trying to work this out with PennDot.

PUBLIC COMMENTS

No public comments.

OLD BUSINESS

No old business.

NEW BUSINESS

The committee reviewed and discussed the request of the owner of 132 Portia Boulevard for a trash rebate.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approved giving the owner of 132 Portia Boulevard a one month trash credit in the amount of \$42.02. The motion passed by unanimous vote.

The committee reviewed and discussed the request of Devin Rau of Kutztown Scout Troop 101 to sell peanuts at the Park Concert Series as a fundraiser for his Eagle Scout service project.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve having Devin Rau sell peanuts outside of the bandshell at the Park Concert Series as an Eagle Scout service project fundraiser and to allow Mr. Schmoyer or Mr. Bailey to stop him from selling peanuts if issues arise. The motion passed by unanimous vote.

OFF AGENDA

Mr. Bailey reviewed quotes for a fall protection system to be installed in the mechanic's bay.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve having Ark Safety install a fall protection system at a cost of \$15,630.26 and for them to provide stamped engineering drawings at a cost of \$2,666.67. The motion passed by unanimous vote.

Mr. Bailey informed the committee that an employee was asking about purchasing the old tire machine at scrap value.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve selling the old tire machine in "as is and inoperable condition" if its scrap value was under \$1,000.00. If the scrap value is more than that amount it is to be sold on Municibid. The motion passed by unanimous vote.

Ms. Ladd-Kidder asked questions about the bid process for the proposed new public works building.

Mr. Khalife answered her questions.

ADJOURNMENT

There being no further business to discuss, a motion was made by Ms. Ladd-Kidder and seconded by Mr. Seyler 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, 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)