A regular meeting of the Public Works Committee was held on Tuesday, March 1, 2022 at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:30 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. Janet Yost for the Kutztown Community Library; Mr. Eric Boyer and Ms. Hannah Hotalen.

APPROVAL OF MINUTES
Committee members reviewed the February 1, 2022 minutes.
A motion was made by Mr. Syler and seconded by Ms. Ladd-Kidder to approve the February 1, 2022 minutes as written. The motion passed by unanimous vote.

ENGINEERING REVIEW
Mr. Rogosky reviewed and discussed the proposed 2022 Paving and Storm Sewer Improvements Project noting that we are looking to advertise the bid in a few weeks and have a bid opening in April.
No action taken.

Mr. Rogosky reviewed the Green light Go Grant noting that GVC is on schedule to get traffic counts to update the traffic timing.
The committee asked Mr. Rogosky to coordinating with HRG for the traffic counts and light timing in association with the Multi Modal grant.

PUBLIC COMMENTS
No public comments.

OLD BUSINESS
The Committee had a discussion on the St John’s Daycare request for a daycare Pool Pass.
A motion was made by Mr. Syler and seconded by Ms. Ladd-Kidder to recommend that a daycare pass rate of $70.00 for intown residents and $115 for out of town residents be sent to Council for review and that the daycares should provide the list of people wanting the passes and give the Borough the check for the passes. The motion passed by unanimous vote.
NEW BUSINESS
The Committee reviewed and discussed the request of Hannah Hotalen to use the Scooter Building on Saturday May 7, 2022 for a memorial service.

A motion was made by Mr. Syler and seconded by Ms. Ladd-Kidder to approve Hannah Hotalen to use the Scooter Building on Saturday May 7, 2022. The motion passed by unanimous vote.

The Committee reviewed and discussed the request of the Kutztown Area School District to use the ballfields in the park for their 2022 spring season and place portable toilets in the park from March 1, 2022 through April 29, 2022.

A motion was made by Ms. Ladd-Kidder and seconded by Mr. Seyler to approve the Kutztown Area School District to use the ballfields in the park for their 2022 spring season and place portable toilets in the park from March 1, 2022 through April 29, 2022. The motion passed by unanimous vote.

The Committee reviewed and discussed the request of the Kutztown Community Library to have a Story Walk in the park.

The committee congratulated the library staff on receiving the $10,000 grant.

A motion was made by Mr. Syler and seconded by Ms. Ladd-Kidder to approve the Kutztown Community Library to have a Story Walk in the park and to have the Borough help with the installation. The motion passed by unanimous vote.

The Committee reviewed and discussed the request of the Kutztown Community Library to use the Bandshell on Thursday July 21, 2022 for their reptile show and to have the rental fee waived.

A motion was made by Mr. Syler and seconded by Ms. Ladd-Kidder to approve the Kutztown Community Library to use the Bandshell on Thursday July 21, 2022 for their reptile show and to have the rental fee waived. The motion passed by unanimous vote.

The Committee reviewed and discussed the request of Nate Herlin to use the Bandshell on Sunday September 11, 2022 for a concert and worship night.

A motion was made by Mr. Syler and seconded by Ms. Ladd-Kidder to approve Nate Herlin to use the Bandshell on Sunday September 11, 2022 for a concert and worship night. The motion passed by unanimous vote.

The Committee reviewed and discussed the request of the Kutztown American Legion Baseball Association to use the Pomona and Brick Pavilions and the Legion Field for a tournament from July 22, 2022 through July 25, 2022.

A motion was made by Mr. Syler and seconded by Ms. Ladd-Kidder to approve the Kutztown American Legion Baseball Association to use the Pomona and Brick Pavilions and the Legion Field for a tournament from July 22, 2022 through July 25, 2022. The motion passed by unanimous vote.
The Committee reviewed and discussed the YMCA agreement to use the park for their 2022 summer program and to discuss their new rates.  

**A motion was made by Ms. Ladd-Kidder and seconded by Mr. Seyler to approve the YMCA agreement to use the park for their 2022 summer program and for the Borough to enter into a service agreement where the Borough pays $7,500.00 towards the program so the rates will be $65.00 for in town residents and $130.00 for out of town residents to use the YMCA summer Program. The motion passed by unanimous vote.**

Mr. Bailey informed the Committee that the KU Math Department is still working on the recycling study.  

**No action taken.**

Mr. Schmoyer informed the Committee that he was working on renewing the pool concession stand lease agreement and hoped to have it ready for the Council meeting.  

**A motion was made by Ms. Ladd-Kidder and seconded by Mr. Seyler to approve sending the renewed pool concession stand lease agreement to Council for review if it is completed by then. The motion passed by unanimous vote.**

Mr. Schmoyer discussed the possibility of setting a rate for Topton residents to use the Kutztown pool this year while Topton’s pool is closed.  

**A motion was made by Mr. Syler and seconded by Ms. Ladd-Kidder to approve the having Mr. Schmoyer come up with a Topton resident rate to use the Kutztown pool for 2022 and to have it ready to discuss at the March 15, 2022 Council meeting. The motion passed by unanimous vote.**

**OFF AGENDA**

Mr. Schlegel informed the Committee that when he was at the Town and Gown meeting it was brought up about the Borough renting port a potties for Kutz-Patty Day. He said that he told the people at that meeting that he was not in favor of doing that.  

**The Committee agreed with Mr. Schlegel that they agreed that it would not be a good idea to rent them as that would encourage drinking in town.**

Mr. Schlegel informed the Committee that the Kutztown Day Committee was having some difficulty planning this year’s event and that he is afraid that Kutztown Day may not be the same as it was in the past.  

**No action taken.**

Mr. Bailey informed the Committee that he was informed that new CDL regulation has gone into effect and moving forward employees will have to go to a certified training facility to get a CDL. He also told them that the cost to get a CDL went up substantially.
No action taken.

Mr. Schmoyer asked the Committee to approve having the Borough donate $3,000.00 to the Dolphin Swim Team to cover the cost for the coaches for the 2022 season. A motion was made by Mr. Syler and seconded by Ms. Ladd-Kidder to approve having the Borough donate $3,000.00 to the Dolphin Swim Team to cover the cost for the coaches for the 2022 season. The motion passed by unanimous vote.

Mr. Bailey asked if he could forgo getting three quotes for the pool chemicals this year and just go with the vendor that has historically had the cheapest rate. The Committee said that he could do that as long as the total amount was under the thresholds that the Borough is required to follow.

Ms. Ladd-Kidder informed the Committee that she was going to get with the EAC to see if they could find a way to eliminate junk mail from being delivered in town weather it's by ordinance or some other means to help reduce waste. No action taken.

Mr. Snyder discussed waived fees with the Committee and the need to come up with a consistent plan on when to charge and when not to. After some discussion on the matter the Committee agreed that this will be an ongoing discussion.

ADJOURNMENT

There being no further business to discuss, a motion was made by Ms. Ladd-Kidder and seconded by Mr. Syler to adjourn the meeting. The motion carried and the meeting adjourned at 9:07 p.m.

cc: Kevin Snyder, Committee Chairman, Council President
    Ed Seyler, Committee Member
    Lisa Ladd Kidder, Committee Member
    Arabel Elliott, Councilwoman
    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
    Jarrad Burkert, Wastewater Plant Manager
Craig Summers, 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)