

**BOROUGH OF KUTZTOWN  
PUBLIC WORKS COMMITTEE MEETING  
MINUTES OF May 6, 2025**

A regular meeting of the Public Works Committee was held on Tuesday, May 6, 2025 at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:35 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; Mr. Brian Bailey, Public Works Superintendent; Mr. Joe Rogosky, P.E. of Great Valley Consultants; Mr. John Schmoyer, Recreation Director; James Schlegel, Mayor; Ms. Angie Kistler, Ms. Jenelle Henry, Ms. Cheryl Anderson, Ms. Krystal Torres, Ms. Janet Fluck and Ms. Jessica Hottenstein from Girl Scout Junior Troop 1315; Ms. Lisa Foreback of the EAC; Ms. Linda Kolbek, Mr. Andrew Khalife and Mr. Eric Boyer.

**APPROVAL OF MINUTES**

Committee members reviewed the April 1, 2025 minutes.

**A motion was made by Ms. Ladd-Kidder and seconded by Mr. Seyler to approve the April 1, 2025 minutes. The motion passed by unanimous vote.**

**ENGINEERING REVIEW**

Mr. Rogosky reviewed the 2025 paving project bids.

**A motion was made by Mr. Snyder and seconded by Ms. Ladd-Kidder to approve awarding the 2025 paving project bid to CMS in the amount of \$454,300.00. The motion passed by unanimous vote.**

Mr. Rogosky noted that the LSA Storm Grant results have been tabled until May 20, 2025.  
**No action taken.**

Mr. Rogosky reviewed the letter presented by HRG for payment No.7 to LB Construction for the multimodal grant work.

**A motion was made by Mr. Snyder and seconded by Ms. Ladd-Kidder to approve payment No.7 to LB Construction in the amount of \$25,472.50. The motion passed by unanimous vote.**

**PUBLIC COMMENTS**

**No public comments.**

**OLD BUSINESS**

The committee tabled the discussion on the Kutztown Dolphin Swim Team to host a Swim Invitational.

The committee reviewed and discussed request from Kutztown Dolphin Swim Team to have a flyer promoting the swim team handed out with pool pass sales.

**A motion was made by Mr. Snyder and seconded by Ms. Ladd-Kidder to approve having a Kutztown Dolphin Swim Team flyer promoting the swim team handed out with pool pass sales. The motion passed by unanimous vote.**

The committee reviewed and discussed the request from Kutztown Dolphin Swim Team to have a members meet and greet night at the pool.

**A motion was made by Mr. Snyder and seconded by Ms. Ladd-Kidder to approve having a Kutztown Dolphin Swim Team meet and greet night at the pool. The motion passed by unanimous vote.**

The committee reviewed and discussed the quote to have a fence installed to keep children from running from the playground to Main St.

**A motion was made by Mr. Snyder and seconded by Ms. Ladd-Kidder to approve having ProMax install a fence along the front bank of the park from the bandshell to the welcome to Kutztown sign in the amount of \$16,745.00. The motion passed by unanimous vote.**

The committee reviewed and discussed the quote to upgrade the Gasboy Islander Prime system.

**A motion was made by Mr. Snyder and seconded by Ms. Ladd-Kidder to approve having Haffer Equipment upgrade the Gasboy Islander Prime system in the amount of \$17,641.00. The motion passed by unanimous vote.**

The committee reviewed and discussed the quote to upgrade the pool's audio system.

**A motion was made by Mr. Snyder and seconded by Ms. Ladd-Kidder to approve having Lehigh Valley Sight and Sound upgrade the pool's audio system in the amount of \$2,537.66. The motion passed by unanimous vote.**

## **NEW BUSINESS**

The committee reviewed and discussed the request of Girl Scout Junior Troop 1315 to plant a pin oak tree in the park as part of their bronze award.

**A motion was made by Mr. Snyder and seconded by Ms. Ladd-Kidder to approve having Girl Scout Junior Troop 1315 plant a pin oak tree in the park as part of their bronze award and to have them coordinate with the EAC and Mr. Bailey. The motion passed by unanimous vote.**

The committee reviewed and discussed the request for more bandwidth at the Legion Field so games can be streamed online.

**The committee asked Mr. Bailey to get estimates to upgrade the network in the park.**

The committee reviewed and discussed the Natural Lawn quote the KYAA asked for to treat the softball and the little league field.

**A motion was made by Mr. Snyder and seconded by Ms. Ladd-Kidder to approve having Natural Lawn treat the softball and the little league field for grubs and weeds for a total cost of \$290.00. The motion passed by unanimous vote.**

The committee reviewed and discussed approving the summer seasonal pool employee hire list.

**A motion was made by Mr. Snyder and seconded by Ms. Ladd-Kidder to approve council to ratify hiring the seasonal pool employee list as provided. The motion passed by unanimous vote.**

Ms. Foreback and Mr. Bailey informed the committee that there could be a few Boys Scout Troop 101 Eagle Scout service projects that could involve work on the Sacony Trail or the park. **The committee was in favor of having Troop 101 Eagle Scout Service Projects and asked for more updates so they can form.**

#### **OFF AGENDA**

Mr. Bailey informed the committee that St John's Church would like to rent the scooter building on Sunday July 27, 2025 for a church picnic.

**A motion was made by Mr. Snyder and seconded by Ms. Ladd-Kidder to approve St John's Church renting the scooter building on Sunday July 27, 2025 for a church picnic. The motion passed by unanimous vote.**

Mr. Bailey informed the committee that Mr. Striglia was asking if the committee would reconsider adding bike events to the north park.

**The committee said that their view and opinion on the subject has not changed.**

Mr. Khalife informed the committee the Rotary Club is asking to reserve the park on Saturday June 13, 2026 for the Taste of Kutztown.

**A motion was made by Mr. Snyder and seconded by Ms. Ladd-Kidder to approve reserving the park on Saturday June 13, 2026 for the Taste of Kutztown. The motion passed by unanimous vote.**

Mr. Schlegel informed the committee that The Optimist Club is looking for Permission to do a project in the park involving the playground, quoit pits and basketball court areas sometime in June or July.

**A motion was made by Mr. Snyder and seconded by Ms. Ladd-Kidder to approve The Optimist Club projects in the park involving the playground, quoit pits and basketball court areas sometime in June or July and that they should coordinate with Mr. Bailey on the project for assistance from Borough employees and equipment to help with the project. The motion passed by unanimous vote.**

Mr. Bailey asked the committee about the possibility of waiving the water rescue certification for the pool manager for the 2025 season.

**A motion was made by Mr. Snyder and seconded by Ms. Ladd-Kidder to approve waiving the water rescue certification for the pool manager for the 2025 season although it is preferred that the manager gets that certification if possible. The motion passed by unanimous vote.**

Mr. Bailey informed the committee that the chlorine pumps at the pool will need to be replaced and that they will cost \$2,321.95 total for Main Line Pools to install them and that have been ordered.

**A motion was made by Mr. Snyder and seconded by Ms. Ladd-Kidder to ratify Main Line Pools replacing the pool chemical pumps for \$2,321.95. The motion passed by unanimous vote.**

Ms. Ladd-Kidder asked Mr. Bailey when the signs will be installed at the North Park and when the rule signs will be replaced at the Main St Park.

**Mr. Bailey said that they were going to install the signs at North Park when the pool was done and that he is working with the police on the ruled and the ordinance changes that will need to happen for the main St Park.**

## **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 8:30p.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)