

**BOROUGH OF KUTZTOWN
PUBLIC WORKS COMMITTEE MEETING
MINUTES OF November 5, 2024**

A regular meeting of the Public Works Committee was held on Tuesday, November 5, 2024 at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:39 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. Joe Rogosky, P.E. of Great Valley Consultants; Mr. John Schmoyer, Recreation Director, Mr. Donald Sheetz of the Kutztown Pickleball Club and Mr. Anthony Striglia of the Berks Area Mountain Biking Association.

APPROVAL OF MINUTES

Committee members reviewed the October 1, 2024 minutes.

A motion was made by Ms. Ladd-Kidder and seconded by Mr. Snyder to approve the October 1, 2024 minutes. The motion passed by unanimous vote.

ENGINEERING REVIEW

Mr. Rogosky discussed the 2024 Paving Contract noting that H&K was planning to submit a single application for payment and it should be ready for the December meeting.

No action taken.

Mr. Rogosky reviewed change Order No.1 from H&K in the amount of \$6,636.00 for the 2024 paving project.

A motion was made by Ms. Ladd-Kidder and seconded by Mr. Snyder to have council ratify change Order No.1 from H&K in the amount of \$6,636.00 for the 2024 paving project. The motion passed by unanimous vote.

Mr. Rogosky reviewed and discussed HRG's Letter of recommendation for payment application No.4 submitted by LB Construction Enterprises, Inc. in the amount of \$160,944.30 for the Multimodal Grant work.

A motion was made by Ms. Ladd-Kidder and seconded by Mr. Snyder to approve payment No.4 to LB Construction Enterprises, Inc. in the amount of \$160,944.30 for the Multimodal Grant work. The motion passed by unanimous vote.

Mr. Rogosky reviewed and discussed alternative work for the LSA Storm Grant noting that he is working on a cost estimate for Keiter Alley to submit for approval.

No action taken.

PUBLIC COMMENTS

No public comments.

OLD BUSINESS

The committee reviewed and discussed the 70 South Baldy Street sidewalk concerns.

The committee asked that Mrs. Rohrbach attend the December public works meeting.

The committee reviewed and discussed the proposed changes to the street occupancy permit.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the changes to the street occupancy permit provided that the \$5,000.00 bond amount listed in 5a be reviewed and updated, if necessary, before it's sent to the council. The motion passed by unanimous vote.

Mr. Bailey informed the committee that he is coordinating with Maxatawny and Kutztown University on the possibility of adding a crosswalk to South Baldy Street and Trexler Avenue.

No action taken.

NEW BUSINESS

The committee reviewed and discussed the request of Anthony Striglia and the Berks Area Mountain Biking Association about the possibility of opening north park to mountain biking activities.

The committee stated that the EAC is not in favor of having mountain biking at the north park and that its designation as a passive park limits what can be allowed as well.

The committee reviewed and discussed the request of the Kutztown Pickleball Club to have the Borough add lights to the new pickleball courts.

Mr. Bailey was asked to coordinate with Mr. Diehl and get an estimate to add lights to the pickleball courts and report back to the committee.

The committee reviewed and discussed the Greenways Grant Agreement for the EAC.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to send the Greenways Grant Agreement to the council to be ratified. The motion passed by unanimous vote.

The committee reviewed and discussed the possibility of adding hitching posts to the north park parking lot. Ms. Ladd-Kidder noted that the EAC was willing to help pay for the hitching post.

A motion was made by Ms. Ladd-Kidder and seconded by Mr. Syler to approve having Cider Mill Fence install hitching post at north park for a cost of \$925.00. The motion passed by unanimous vote.

Discussion on the maintenance concerns of Mrs. Ladd Kidder was tabled.

Mr. Bailey reviewed quotes from Mainline Commercial Pools to open the pool in 2025 for \$4,961.26.

A motion was made by Mr. Syler and seconded by Ms. Ladd-Kidder to approve Mainline Commercial Pools closing the pool for \$4,961.26. The motion passed by unanimous vote.

Mr. Bailey reviewed the preliminary plans from ACELA to improve the public works building.
No action taken.

Mr. Schmoyer reviewed the request from Doug Grim to be reimbursed \$381.54 for lost food due to an outlet failing at the park food stand.

A motion was made by Mr. Syler and seconded by Ms. Ladd-Kidder to approve reimbursing Doug Grim \$381.54 for the lost food to the outlet failure. The motion passed by unanimous vote.

Mr. Schmoyer reviewed the pool stand report.

No action taken.

Mr. Schmoyer informed the committee that Tracy Ream made a request to have the Borough upgrade the grill and fryer in the pool stand.

The committee asked Mr. Bailey and Mr. Diehl to review the requested equipment to make sure it will work in the pool snack stand and if compatible to purchase the equipment.

Mr. Schmoyer reviewed the request of the Soccer Club to use the athletic fields and lights in the park for their November practices.

A motion was made by Mr. Syler and seconded by Ms. Ladd-Kidder to approve allowing the Soccer Club to use the athletic fields and lights in the park for their November practices. The motion passed by unanimous vote.

Mr. Schmoyer reviewed the work the KYAA has planned for repairing the softball dugouts totaling \$1,300.00 for the first phase. Mr. Schmoyer reminded the committee that prior approval was given for the Borough to cover up to \$3,000.00 for the KYAA to repair the softball dugouts.

No action taken.

OFF AGENDA

Mr. Bailey and Mr. Rogosky reviewed change order No2. from LB Construction Enterprises, Inc., for a time extension on the Multimodal Grant work.

A motion was made by Ms. Ladd-Kidder and seconded by Mr. Snyder to approve change order No2. from LB Construction Enterprises, Inc., for a time extension on the Multimodal Grant work provided that the work is completed in accordance with any and all weather related requirements for the materials are adhered to. The motion passed by unanimous vote.

Mr. Rogosky informed the committee that the Borough was not awarded the grant to repair Highland Avenue.

No action taken.

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 8:52p.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
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)