

**BOROUGH OF KUTZTOWN
PUBLIC WORKS COMMITTEE MEETING
MINUTES OF November 5, 2025**

A regular meeting of the Public Works Committee was held on Tuesday, November 5, 2025 at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:36 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. James Schlegel, Mayor, Ms. Megan Monahan and Ms. Michelle Cord of the Kutztown Dolphin Swim Team, Mr. Steve Struss and Mr. Eric Boyer.

APPROVAL OF MINUTES

Committee members reviewed the October 7, 2025 minutes.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve the October 7, 2025 minutes. The motion passed by unanimous vote.

ENGINEERING REVIEW

Mr. Rogosky reviewed and discuss potential 2026 storm and roadwork locations.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve going with option 1 for storm line repairs at South Maple Street and James Street with the options of scaling back the crack sealing and miscellaneous patching if needed to stay on budget. They also asked for an alternate item to do some paving at the Main Street Park near the skate park. The motion passed by unanimous vote.

Mr. Rogosky updated the committee on Keiter Alley LSA Storm Grant project.

After discussions with Mr. Struss and the committee, the committee asked Mr. Rogosky to revise the plans for Keiter Alley to address Mr. Struss's concerns and to meet with Mr. Struss on site to discuss some more potential changes to the plan.

PUBLIC COMMENTS

No public comments.

OLD BUSINESS

No old business.

NEW BUSINESS

The committee reviewed and discussed the request of Dr. Underwood's Animal Behavior Class to do some field research projects in North Park.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve Dr. Underwood's Animal Behavior Class to do some field research projects in North Park. The motion passed by unanimous vote.

The committee reviewed and discussed the request the Kutztown Dolphins Swim Team for a discounted individual pool pass for swim team members for the 2025 season.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve an individual Dolphin Swim Team Member rate of \$110.00 for the 2026 season. The swim team members must be verified as active swim team members for 2026 to receive the discounted rate. The motion passed by unanimous vote.

The committee reviewed and discussed the request of Grace EC Church to have an outdoor Christmas Eve Service weather permitting at the Train Station.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve Grace EC Church to have an outdoor Christmas Eve Service weather permitting at the Train Station. The motion passed by unanimous vote.

The committee reviewed and discussed entering into an agreement with Acela to perform contract management services, option 1, \$326,976.64 as outlined in their proposal, for the Public Works and Administration building project.

A motion was made by Ms. Ladd-Kidder and seconded by Mr. Seyler to approve Acela's Construction Phase Services Agreement, Proposal #1 which provides for full-time onsite Construction/Field Inspectors at the cost of \$326,976.64.. The motion passed by unanimous vote.

The committee reviewed and discussed Payment No. 2 in the amount of \$260,617.93 from Kinsley for the Public Works and Administration building project.

A motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder to approve Payment No. in the amount of \$260,617.93 from Kinsley for the Public Works and Administration building project. The motion passed by unanimous vote.

Mr. Bailey informed the committee that the hitching post at north park is being used.
No action taken.

Mr. Schmoyer informed the committee that the trees have been planted in the Main Street Park.
No action taken.

Mr. Schmoyer informed the committee that the KASD is looking to possibly enter into and agreement with the Borough to do upgrades to the softball field in the park.

The committee asked Mr. Schmoyer and Mr. Bailey to work out the details with the KASD and report back to the committee.

OFF AGENDA

Mr. Bailey reviewed the updates to the pool agreement with Topton.

The committee asked Mr. Bailey to remove the use of the street sweeper and send it to Topton.

Mr. Schmoyer informed the committee that we are not looking to make any changes to the pool rates for 2026.

No action taken.

Mr. Schmoyer informed the committee that we are not looking to make any changes to the park rental rates for 2026.

No action taken.

Mr. Schmoyer informed the committee that the Optimist Club thanks the council, police and the Borough crews for all of their help with the Main Street Trick or Treat night.

The committee thanked Mr. Schmoyer and the Optimist Club for hosting a great event.

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 8:45p.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)

