BOROUGH OF KUTZTOWN
PUBLIC WORKS COMMITTEE MEETING
MINUTES OF September 1, 2020

A regular meeting of the Public Works Committee was held on Tuesday, September 1, 2020 via a zoom meeting.

The meeting was called to order at 7:35 p.m. by Mr. Kevin Snyder, Chairman. Members present were: 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 and Mrs. Judith Danko, Community Development Director; Mr. Warren Schaumb of the EAC; Mr. Mike Bast of the Allentown and Auburn Railroad; Mr. and Mrs. Thomas Pirnot; Mrs. Lisa Ladd-Kidder and Ms. Jasperdean Kobes.

APPROVAL OF MINUTES
Committee members reviewed the August 4, 2020 minutes.
A motion was made by Mr. Seyler and seconded by Mr. Snyder to approve the August 4, 2020 minutes as written. The motion passed by unanimous vote.

ENGINEERING REVIEW
Mr. Rogosky reviewed and discussed the 2019 Paving and Storm Sewer Improvements Project and noted a meeting will take place in the next one to two weeks to review outstanding billing items.
No action taken.

Mr. Rogosky discussed the 2020 Paving and Storm Sewer Improvements Project at Carriage Point and informed the Committee that he and Mr. Bailey would be meeting with the contractor tomorrow to review the scope of work.
No action taken.

Mr. Rogosky discussed the 2020 Paving and Storm Sewer Improvements Project at Noble Street and informed the Committee that a change order will be needed to make the connections work.
A motion was made by Mr. Seyler and seconded by Mr. Snyder to approve the Noble Street change order once the engineering is finalized, and contingent upon financial approval by Mr. Khalife. The motion passed by unanimous vote.

PUBLIC COMMENTS
Mr. Schaub asked where things stood with the sweeper request he made two months ago.
Mr. Bailey stated that he was still looking at all options to try to determine what would work best for the Borough.

Mr. Bast asked if the Allentown and Auburn Railroad would be able to use the train station again starting in October.
Mr. Khalife stated that the train station was still in use by Borough employees and asked Mr. Bailey if safe arrangements could be made to bring those employees back into the Public Works Building. Mr. Bailey said that he thought it was possible. Mr. Seyler stated
that a new proposed ordinance would be discussed tomorrow in a special Council Meeting that could effect the that request, but that the Borough should try to allow the Allentown and Auburn Railroad to resume operations if they can do so while meeting all of the safety requirements.

OLD BUSINESS
No old business.

NEW BUSINESS
The Committee reviewed and discussed the request of St. John’s Lutheran Church to use the Bandshell on October 4, 2020 and October 11, 2020.
A motion was made by Mr. Seyler and seconded by Mr. Snyder to approve the request of St. John’s Lutheran Church to use the Bandshell on October 4, 2020 and October 11, 2020 provided they follow all of the PA Department of Health, CDC and Governors orders at the time of their rental as well as they understand that a new ordinance is being discussed which could impact their usage of the Bandshell. The motion passed by unanimous vote.

Mr. Bailey and Mr. Rogosky discussed flooding complaints that were received for the 500 block of East Walnut Street, Sacony Alley near North Laurel Street, Young Ones and North Whiteoak Street at Fairview Drive. Mr. Bailey and Mr. Rogosky stated not much could be done for East Walnut Street due to the flooding coming from private property. Some repairs are needed to Sacony Alley and the two hour parking lot as well as exploration of Fairview Drive’s storm pipe. Mr. Bailey stated that the storm line televising on Fairview was being scheduled. Mr. Rogosky stated that he was asking for a price quote from Schlouch to add the Sacony Alley work to the 2020 paving project and that the sealing of the two hour lot could be done as part of the 2020 crack sealing list. Mr. Bailey also stated that Patty Picone conveyed to him that Judy Schwank stated there should be some money available that the Borough could go after to help with projects like this.
The Committee asked for an update and to keep Mr. Khalife informed as well.

Mr. Bailey discussed the increase use of the pickle ball court as asked for permission to add pickle ball lines to the tennis courts to make them dual use.
A motion was made by Mr. Seyler and seconded by Mr. Snyder to approve adding pickle ball court lines on the tennis courts to make them dual use courts. The motion passed by unanimous vote.

Mr. Bailey discussed the proposed 2020 Leaf Collection Schedule.
A motion was made by Mr. Seyler and seconded by Mr. Snyder to approve the 2020 Leaf Collection Schedule. The motion passed by unanimous vote.

Mr. Bailey discussed the proposed 2021 Electronic Recycling Event dates of May 1, 2021 and August 14, 2021.
A motion was made by Mr. Seyler and seconded by Mr. Snyder to approve May 1, 2021 and August 14, 2021 Electronic Recycling Event dates. The motion passed by unanimous vote.

OFF AGENDA
Mr. Schmoyer informed the Committee that Mr. Geist has done a fantastic job with his Eagle Scout Service Project at the pool.

Mr. Schmoyer informed the Committee that he has been looking over the softball field improvements and that the current plan is to do the improvements in phases over a few years.

The Committee reviewed and discussed the request of the EAC to review proposed recycling reforms.
Mr. Bailey and Mr. Khalife stated that while they agree that on paper the proposal made sense; however, in practicality neither of them thought the Borough would be able to achieve this without manpower issues and overtime.
A motion was made by Mr. Seyler and seconded by Mr. Snyder to approve, starting January 1, 2020, the implementation of the EAC’s whole town recycling proposal for a period of one year. The motion passed by unanimous vote.

Mr. Bailey stated that he received a request from the Living Sport Foundation to rent the Pamona pavilion on September 9, 2020 and September 20, 2020 for a fundraiser.
A motion was made by Mr. Seyler and seconded by Mr. Snyder to approve the Living Sport Foundation to rent the Pamona Pavilion on September 9, 2020 and September 10, 2020 for a fundraiser, provided they follow all of the PA Department of Health, CDC and Governors orders at the time of their rental, as well as they understand that a new ordinance that is being discussed could impact their usage of the park. The motion passed by unanimous vote.

Mr. Bailey reviewed a quote he received to clear an area around the fence at the head end and reservoir in the amount of $4,720.00.
A motion was made by Mr. Seyler and seconded by Mr. Snyder to approve hiring Saylor’s Lawn and Landscaping to clear an area around the fence at the head end and reservoir in the amount of $4,720.00. The motion passed by unanimous vote.

ADJOURNMENT
There being no further business to discuss, a motion was made by Mr. Seyler and seconded by Mr. Snyder to adjourn the meeting. The motion carried and the meeting was adjourned at 9:06 p.m.

cc: Kevin Snyder, Committee Chairman, Council President
Zebulon Hull, Committee Member
Ed Seyler, Committee Member
Arabel Elliot, Councilwoman
Amanda Raudenbush, Councilwoman
Derek Mace, Councilman
Joe Rogosky, P.E., Great Valley Consultants (email)
Brian Bailey, Superintendent of Public Works
Gabriel Khalife, Borough Manager
John Schmoyer, Seasonal Recreation Director
Jim Schlegel, Mayor
Steve Diehl, Superintendent of Electric
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
Sue Johnston, Finance Director
Judith Danko, Community Development Director
Environmental Advisory Committee (email)