



AGENDA

KUTZTOWN BOROUGH COUNCIL MEETING

MARCH 19, 2024

PLEASE NOTE THE FOLLOWING VACANCIES:

Code Appeals Board:	Four Member Vacancies
Planning Commission:	One Alternate Vacancy
Zoning Hearing Board:	Recording Secretary Vacancy
Housing License Appeals Board:	Two Alternate Vacancies
	One Member Vacancy
	Three Alternate Vacancies
Environmental Advisory Commission	Two Member Vacancies
Telecommunications Advisory Commission:	Four Member Vacancies

PUBLIC COMMENTS:

CONSENT AGENDA

Consider motion to approve consent agenda:

- Review and accept the Minutes of the February 20, 2024, Borough Council meeting.
 - Review and accept the Borough Community Development Report for February 2024.
 - Take action on the request from Cub Scout Pack 101 to hold their Cub Mobile Races on April 13, 2024, between 9:00 a.m. and 11:00 a.m. (rain date is April 14, between 1:00 p.m. and 4:00 p.m.); to supply barricades and signs; and to waive any associated fees.
 - Take action on the request from Cub Scout Pack 101 to hold a graduation ceremony on June 2, 2024, in the Band Shell, from 1:00 p.m. until 4:00 p.m.
 - Take action on the request from Kutztown Boy Scout Troop 101 to have their annual Flag Retirement Ceremony on June 11, 2024, in the Ceres Pavilion from 4:00 p.m. until 9:00 p.m., and to waive the rental fee.
 - Take action on the request from Cub Scout Pack 101 to use the Scooter Building on August 18, 2024, from 1:00 p.m. until 4:00 p.m., for a picnic and games.
 - Ratify approval for the payment of bills and necessary transfers of funds, which have been provided to Borough Council in the Accounts Payable G/L Distribution Report, including payment dates from February 17, 2024, through March 15, 2024.
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REGULAR AGENDA**BOROUGH PLANNING COMMISSION:**

Chairperson: Robert Weller

Members: Patricia Snyder, Steve Fenstermacher, Joel Seidel, Randy Marsteller, Denise Bosler and Amy Hubler

ENVIRONMENTAL ADVISORY COMMISSION:

Chairperson: Todd Underwood

Members: Kathleen Kelly, Randall Wert and Constantine Penzone

COMMUNITY DEVELOPMENT AND PUBLIC SAFETY:

Chairperson: George Kusterer

Members: Derek Mace and Frederick Engelhardt

Police Report for February 2024.

Fines Collected:	District Justice Greth	February 2024	\$2,216.46
	Clerk of Common Pleas	February 2024	\$0.00
	Secretary's Office	February 2024	\$1,175.00

Take action on the request from Kutztown Fire and Rescue to pay \$8,000.00 toward their \$24,000.00 Strategic Plan Study.

PUBLIC WORKS:

Chairperson: Kevin Snyder

Members: Edwin Seyler and Lisa Ladd-Kidder

Take action to award the bid and all alternates to LB/DB Construction for the Multimodal Grant Project, in the amount of \$728,964.50, contingent upon references, and to discuss the midblock crosswalk with Council.

Take action to execute the agreement with HRG, for Construction Phase Services Management, for the Multimodal Grant Project.

Take action to approve the request from the Historical Society to have Borough crews help install the Keith Haring historic marker on their property.

Take action on the request from the Allentown and Auburn Railroad to use the Train Station on various dates in 2024.

Take action to renew the Polling Place Renewal Agreement for 2024; to forgo the payment; and to donate use of the Train Station to the Berks County Board of Elections.

Take action on the request from St. John's Church to use the Band Shell on July 7, 21, and 28, 2024, for church service.

Take action to approve Quotes A and B, from Wolfe Roofing, for work on the new Public Works building and the salt bin, for a total of \$40,065.00; and to approve quotes B and C for the old Public Works building, in the amount of \$63,580.00, for a grand total of \$103,645.00. Note: Wolfe Roofing stated that replacing rotten wood will add to this total as per the quotes.

Review and discuss the additional quotes provided by Wolfe Roofing to seal walls and capstones on the old Public Works building.

Take action to approve purchasing the 2023 pool chemicals from Buckman's, Inc., at a rate of \$3.62 per gallon.

Take action on the request from the Kutztown Transportation Authority to have the Borough crews and trucks help with transporting spoils from Hope Cemetery to the railroad maintenance building property.

Take action on the request from KYAA to have a Borough employee operate a front-end loader, with its forks, to help with their work on a date to be determined.

Take action to advertise for seasonal Public Works employees for 2024 if needed.

Take action to authorize Natural Lawn to do weed spraying for 2024, in the amount of \$5,746.00, which is the same amount as last year.

Take action to ratify the advertisement for lifeguards and pool office clerks for the 2024 pool season.

Take action to approve the use of the Kutztown Park facilities, all pavilions, the Band Shell, and the Scooter Building, as needed, for Kutztown Day on August 4, 2024, from 7:00 a.m. until 11:00 p.m., and to waive the rental and permit fees.

Take action to approve providing free 2024 season pool passes, for the following people/organizations: family passes for all full-time and part-time Borough employees; 15 family pass vouchers to the Kutztown Fire Company for the Chief to distribute to active members at his discretion; five family passes for the Dolphins Swim Team Coaches; two family pool passes for the 2024 Friend, Inc., Community Services Benefit Auction; and adult passes to the St. John's and Shaynah Kinner Daycare employees, which are only to be used when the employees are working.

Take action to approve keeping the pool and park rental rates the same for the 2024 season.

Take action on the request from the Kutztown Elementary School to use the Ceres Pavilion, on May 3, 2024, with rain date of May 6, 2024, for a school event, and to have the rental fee waived.

PERSONNEL:

Chairperson: Frederick Engelhardt

Members: Kevin Snyder and George Kusterer

Take action to set the Seasonal Recreation Director's salary at \$10,000.00, effective January 1, 2024.

Take action to approve the pool manager's salary to be \$16,500.00 for 2024.

Take action to consider offering an Early Retirement Incentive program and the program's window and terms to commit.

An Executive Session is requested to discuss personnel and legal matters.

FINANCE AND ELECTRIC:

Chairperson: Derek Mace

Members: Kevin Snyder and Edwin Seyler

TELECOMMUNICATIONS AND INFORMATION TECHNOLOGIES:

Chairperson: Lisa Ladd-Kidder

Members: George Kusterer and Frederick Engelhardt

WATER AND WASTEWATER:

Chairperson: Edwin Seyler

Members: Derek Mace and Lisa Ladd-Kidder

Take action to provide an additional 5.17 EDUs for water (\$5,909.31) and an additional 4.5 EDUs for sewer (\$16,410.71) to serve the proposed McDonald's Restaurant at 601 E. Main Street, for the estimated 1,000 gpd.

Take action to approve 118 EDUs of water be allocated to KMA to serve The Villas of Maxatawny, with the conditions that the EDUs of water can only be used to serve The Villas of Maxatawny, and the 118 EDUs will expire 18 months from the date of assignment, March 19, 2025, unless reserved with full payment of \$294,056.00.

MISCELLANEOUS: