



## **AGENDA**

### **KUTZTOWN BOROUGH COUNCIL MEETING**

**APRIL 15, 2025**

---

PLEASE NOTE THE FOLLOWING VACANCIES:

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

### **PUBLIC COMMENTS:**

### **CONSENT AGENDA**

Consider motion to approve consent agenda:

- Review and accept the Minutes of the March 18, 2025, Borough Council meeting.
  - Review and accept the Borough Community Development Report for March 2025.
  - 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 March 15, 2025, through April 11, 2025.
- 

### **REGULAR AGENDA**

#### **BOROUGH PLANNING COMMISSION:**

*Chairperson:* Robert Weller

*Members:* Patricia Snyder, Steve Fenstermacher and Joel Seidel

**ENVIRONMENTAL ADVISORY COMMISSION:***Chairperson: Todd Underwood**Members: Kathleen Kelly, Randall Wert, Constantine Penzone and Lisa Foreback*

Take action to approve the Environmental Advisory Commission's comment letter to SOLO Labs in response to their Permit Renewal Application #06-03184.

**COMMUNITY DEVELOPMENT AND PUBLIC SAFETY:***Chairperson: George Kusterer**Members: Derek Mace and Frederick Engelhardt*

Police Report for March 2025.

Fines Collected:	District Justice Greth	March 2025	\$1,353.35
	Clerk of Common Pleas	March 2025	\$274.01
	Secretary's Office	March 2025	\$1,150.00

**PUBLIC WORKS:***Chairperson: Kevin Snyder**Members: Edwin Seyler and Lisa Ladd-Kidder*

Take action to approve Jolly Journeys Childcare Center Preschool to have their graduation in the Band Shell on August 2, 2025.

Take action to approve the request from the Kutztown Elementary kindergarten classes to use the Ceres Pavilion on May 14, 2025, with a rain date of May 22, 2025, and to waive the rental fee.

Take action to approve the request from the Allentown and Auburn Railroad to use the Train Station for several dates in 2025.

Take action to approve the Fireworks Permit for Kutztown Day, on August 3, 2025, and to waive the \$500.00 filing fee.

Take action to approve the 2025 Summer Concert Series schedule.

Review and take action on the plans for the proposed Public Works and Municipal Building Complex.

Take action to approve the quote from Building Recyclers to take down a portion of the Shoe Building, at a cost of \$15,000.00.

**PERSONNEL:***Chairperson: Frederick Engelhardt**Members: Kevin Snyder and George Kusterer*

Take action to appoint Drew Myers, to the Borough Planning Commission, whose term shall expire on January 1, 2029.

Take action to hire Tommy Lazorik, as the Environmental Advisory Commission intern, for the 2025 season.

Take action to approve the temporary summer hire of Andrew Khalife to assist the Finance Director with the current year cancelled bank check reconciliation process and to perform other administrative assistance, during mid-May 2025, through the first half of July 2025, for 15 to 20 hours per week, at a rate of \$15.00 per hour.

Take action to ratify the advertisement for Police Officer testing candidates to include those with and without Act 120 Certification and for the Borough to assist in the cost of a non-Act 120 candidate to attend Cadet Training if selected from the list currently being formulated.

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

Take action to consider the KPA request for approval to offer a donation of sick time to Officer Matthew Yerger.

Take action to consider the AFSCME request for approval to offer a donation of sick time to Travis Diehl.

Take action regarding a Heart and Lung request and related grievance.

**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 appoint Colby Snyder, of Herbert, Rowland & Grubic, Inc., as the Sewage Enforcement Officer for the Borough.

Take action to approve partial reimbursement of a water heater (50% of the plumber's invoice), in the amount of \$820.85, to the owner of 101 S. Laurel Street.

Take action to ratify a sewer credit, in the amount of \$170.10, for the tenant of 330 W. Main Street, second floor, due to a failed pressure relief valve/expansion tank.

**MISCELLANEOUS:**