



AGENDA

KUTZTOWN BOROUGH COUNCIL MEETING

JUNE 17, 2026

This agenda contains no items relating to noise, dust, the Kutztown Fairgrounds Association, or Action Track USA. There are no such items on any other planned meeting agenda, nor have there been any such agenda items at meetings held in the last week.

All items discussed during Borough meetings will be listed on the meeting agendas, which are posted at least 24 hours before each meeting on our Web site: www.kutztownboro.org. We encourage everyone interested in the affairs of the Borough to review these agendas and to attend any of our public meetings.

PLEASE NOTE THE FOLLOWING VACANCIES:

Code Appeals Board:

Five Member Vacancies

One Alternate Vacancy

Planning Commission:

One Member Vacancy

Zoning Hearing Board:

Two Alternate Vacancies

Kutztown Municipal Authority

One Member Vacancy

Housing License Appeals Board:

Two Member Vacancies

Three Alternate Vacancies

Environmental Advisory Commission

One Member Vacancy

PUBLIC COMMENTS:

CONSENT AGENDA

Consider motion to approve consent agenda:

- Review and accept the Minutes of the May 20, 2026, Borough Council meeting.
 - Review and accept the Borough Community Development Report for May 2026.
 - 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 May 16, 2026, through June 12, 2026.
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REGULAR AGENDA

BOROUGH PLANNING COMMISSION:

Chairperson: Robert Weller

Members: Patricia Snyder, Chad Master, Joel Seidel, Drew Myers, and Daniel Fogarty

Review and discuss the proposed Ordinance amending Chapter 225 of the Code of the Borough of Kutztown, entitled “Zoning” to provide definitions and specific requirements for Data Centers and Data Center accessory uses.

Review and discuss the proposed Ordinance amending the Code of the Borough of Kutztown by amending the Borough of Kutztown Zoning Ordinance, Chapter 225 by: creating and adding the definition of short-term rental and by permitting the establishment of short-term rentals in various zoning districts.

Review and discuss the proposed Ordinance by amending the Borough Code to include a new Chapter 180, entitled “STR Registration”; establishing regulations for; obtaining an STR operating license, an STR occupancy permit and setting penalties for failure to comply with this Chapter.

ENVIRONMENTAL ADVISORY COMMISSION:

Chairperson: Todd Underwood

Members: Kathleen Kelly, Randall Wert, Lisa Foreback, Michael Downing, and Tommy Lazorik

COMMUNITY DEVELOPMENT AND PUBLIC SAFETY:

Chairperson: George Kusterer

Members: Derek Mace and Katharine Keegan

Police Report for May 2026.

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|------------------|------------------------|----------|------------|
| Fines Collected: | District Justice Greth | May 2026 | \$2,584.67 |
| | Clerk of Common Pleas | May 2026 | \$392.27 |
| | Secretary’s Office | May 2026 | \$5,325.00 |

Take action to approve the Fireworks Permit for Kutztown Day, on August 2, 2026, and to waive the \$500.00 filing fee.

Take action on the proposed Ordinance adopting a Fire Code Prevention Ordinance to provide for the regulation of key lock boxes within the Borough.

PUBLIC WORKS:

Chairperson: Kevin Snyder

Members: Edwin Seyler and Lisa Ladd-Kidder

Take action to award the base bid, in the amount of \$347,874.50, to Construction Masters Services for the 2026 Street and Storm Sewer Improvements project.

Take action to approve the request from the Kutztown Brandywine Cougar Youth Football and Cheer Association to use the Multipurpose Field and the Brick Pavilion for their 2026 season from June 1, through December 1, 2026, contingent upon providing an updated certificate of insurance.

Take action to approve the request from Kutztown University to offer a discounted pool rate to camp participants (\$8.00 KU student daily pool rate), and to have Jason Garcia coordinate with the pool manager to ensure the pool has proper staffing to accommodate the campers, as well as the pool manager maintaining the right to deny pool access to the KU camp participants if the pool is beyond capacity or if the pool is short staffed.

Take action to award the bid to Lincoln Pavement Services complete items 1, 2, 3, 4, 5, and 9 from the 2026 Line Painting List in the amount of \$13,060.12.

Take action to approve upgrading the yard waste cameras, to add a chain to block off the yard waste dumpsters overnight, and to approve the quote from TWG Security in the amount of \$4,931.65.

PERSONNEL:

Chairperson: Katharine Keegan

Members: Kevin Snyder and George Kusterer

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

Take action to reappoint Andrew Arnold as a member of the Housing License Appeals Board, whose term shall expire on July 1, 2027.

Take action to appoint Michael Barron as a member of the Kutztown Municipal Authority, whose term shall expire on December 1, 2027.

Take action to hire Caysen McAndrew as a Seasonal Public Works employee over the summer months, at a rate of \$15.75 per hour, effective immediately.

FINANCE AND ELECTRIC:

Chairperson: Derek Mace

Members: Kevin Snyder and Edwin Seyler

Take action to approve ordering a Freightliner M2 106 Plus chassis (\$114,544.00) and 50' Fully Hydraulic derrick rear mount truck body (\$305,979.00), from COSTARS, with a total purchase price of \$420,523.00, which will be a new line truck for the Electric Department.

Take action to approve Payment No. 9 to Kinsley Construction, LLC in the amount of \$715,385.47 for the Public Works and Administration Building project.

Take action to approve Change Order No. 19, in the amount of \$21,128.11, from Kinsley Construction, for temporary generator connections (from existing and permanent), for the Public Works and Administration Building project.

Update on Change Order No. 20, regarding the pressure washer upgrade, for the Public Works and Administration Building project.

Take action to approve Change Order No. 21, in the amount of \$15,068.37, from Kinsley Construction, for Boiler Sequence of Operations Modifications, for the Public Works and Administration Building project.

TELECOMMUNICATIONS AND INFORMATION TECHNOLOGIES:

Chairperson: Lisa Ladd-Kidder

Members: George Kusterer and Katharine Keegan

WATER AND WASTEWATER:

Chairperson: Edwin Seyler

Members: Derek Mace and Lisa Ladd-Kidder

Take action to pause any new or expanded agreements to supply public water to parties located outside the Borough until additional information is obtained.

Take action to approve the DEP PCE follow-up letter regarding the Saucony Creek Watershed.

Take action to approve a utility credit in the amount of \$218.80 to 624 Highland Avenue.

NOTE: A big thank you of appreciation to the Kutztown Water Treatment Plant crew for their efforts to lower the loss of water due to underground leaks to 7%.

MISCELLANEOUS:

Discuss public meeting rules of order.