



## **AGENDA**

### **KUTZTOWN BOROUGH COUNCIL MEETING**

**AUGUST 19, 2025**

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PLEASE NOTE THE FOLLOWING VACANCIES:

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

### **PUBLIC COMMENTS:**

### **CONSENT AGENDA**

Consider motion to approve consent agenda:

- Review and accept the Minutes of the July 15, 2025, Borough Council meeting.
  - Review and accept the Borough Community Development Report for July 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 July 12, 2025, through August 15, 2025.
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### **REGULAR AGENDA**

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

*Chairperson: Robert Weller*

*Members: Patricia Snyder, Steve Fenstermacher, Joel Seidel, Chad Master, and Drew Myers*

#### **ENVIRONMENTAL ADVISORY COMMISSION:**

*Chairperson: Todd Underwood*

*Members: Kathleen Kelly, Randall Wert, Constantine Penzone, Lisa Foreback and Michael Downing*

Take action on the request to remove Constantine Penzone, as a member of the EAC, due to lack of participation and communication in over a year.

Take action to approve the Environmental Advisory Commission's letter to SOLO Labs regarding their response to the EAC's March 18, 2025, letter concerning the application for a new Air Quality State Only Operating Permit.

**COMMUNITY DEVELOPMENT AND PUBLIC SAFETY:**

*Chairperson:* George Kusterer

*Members:* Derek Mace and Frederick Engelhardt

Police Report for July 2025.

Fines Collected:	District Justice Greth	July 2025	\$1,535.30
	Clerk of Common Pleas	July 2025	\$257.42
	Secretary's Office	July 2025	\$5,725.00

Discussion regarding an Acoustical Consultation from Ostergaard Acoustical Associates regarding assistance with a noise Ordinance.

**PUBLIC WORKS:**

*Chairperson:* Kevin Snyder

*Members:* Edwin Seyler and Lisa Ladd-Kidder

Take action to approve payment No.1, to CMS Construction, LLC, in the amount of \$208,562.94, for the 2025 Street Improvements Project.

Take action to approve the Planning Commission's plan to add up to seven trash cans around the Borough, at a cost not to exceed \$6,000.00, and to get trash cans that match our current ones from Belson Outdoors, contingent upon receiving the respective property owners' permission.

Take action to approve the request from Shaynah Kinner to use the Band Shell on June 6, 2026, for their graduation, provided they are done by 3:30 p.m., and that they coordinate with John Schmoyer regarding the concert schedule.

Take action to approve Mainline Pool to close the pool for the 2025 season, for \$4,474.97, and to reopen it, for the 2026 season, for \$4,408.37.

Take action to approve the 2025 leaf collection schedule.

Take action on the proposed Resolution authorizing the execution of an agreement with the Pennsylvania Department of Transportation (PennDOT) for winter traffic services.

Take action to execute the Winter Municipal Agreement with PennDOT.

Take action to approve the request from the Kutztown Football Club to place one shipping container near the bleachers of the multipurpose field, for up to two years, to store equipment while the shed is being upgraded.

Take action to approve the proposal from Jill Remick to coordinate a community painted rock garden in the flowerbed at Borough Hall and around the historic signs for the Peach Street Bridge.

**PERSONNEL:**

*Chairperson:* Frederick Engelhardt

*Members:* Kevin Snyder and George Kusterer

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

Take action to consider extending Josh Young's part-time status until December 31, 2025, and to consider another extension at that time.

Take action to increase Evan Muller's pay rate to \$49.41 per hour, during the time he fills in for the Electric Superintendent, during which time he will be eligible for overtime and the normal beeper and on call pay schedule.

Take action to recognize the Borough Manager's Notice of Retirement, with an anticipated last day in the office to be in late May, but no later than June 19, 2026.

Take action to renew the Agreement for Service between the Borough of Kutztown and the Kutztown Community Library.

**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

Take action to approve the prepared flowchart and fees, as they apply to Telecom-related service calls, for both after hours and during office hours.

**WATER AND WASTEWATER:**

*Chairperson:* Edwin Seyler

*Members:* Derek Mace and Lisa Ladd-Kidder

**MISCELLANEOUS:**