



AGENDA

KUTZTOWN BOROUGH COUNCIL MEETING

SEPTEMBER 16, 2025

PRESENTATION FROM OSTERGAARD ACOUSTICAL ASSOCIATES
REGARDING ASSISTANCE WITH A NOISE ORDINANCE.

DISCUSS AND TAKE ACTION ON THE OSTERGAARD ACOUSTICAL
ASSOCIATES PROPOSAL IN THE AMOUNT OF \$3,850.00.

PLEASE NOTE THE FOLLOWING VACANCIES:

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

PUBLIC COMMENTS:

CONSENT AGENDA

Consider motion to approve consent agenda:

- Review and accept the Minutes of the August 19, 2025, Borough Council meeting.
 - Review and accept the Borough Community Development Report for August 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 August 16, 2025, through September 12, 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

Introduce and authorize the proposed Ordinance amending the Code of the Borough of Kutztown to include a new Chapter 180, entitled “STR Registration”; establishing regulations for; obtaining a STR operating license, a 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 and Michael Downing

COMMUNITY DEVELOPMENT AND PUBLIC SAFETY:

Chairperson: George Kusterer

Members: Derek Mace and Frederick Engelhardt

Police Report for August 2025.

Fines Collected:	District Justice Greth	August 2025	\$1,618.22
	Clerk of Common Pleas	August 2025	\$25.90
	Secretary’s Office	August 2025	\$3,425.00

Take action to approve a \$500.00 donation to Crime Alert Berks County.

Presentation and discussion regarding Action Track USA/Kutztown Fairgrounds Association event on September 7, 2025.

Take action to direct Keith Mooney to attend and represent the Borough of Kutztown at any related magistrate hearing(s) if the defendant(s) appeal their citations, in addition to the Borough Code Officer.

PUBLIC WORKS:

Chairperson: Kevin Snyder

Members: Edwin Seyler and Lisa Ladd-Kidder

Take action to approve having the Borough’s Trick-or-Treat Night on October 31, 2025, from 6:00 p.m. until 8:00 p.m.

Take action to approve placing two port-a-potties in the Park, over the winter months, with one by the new bathrooms and one by the tennis courts.

Take action to approve the request from Kutztown Scout Troop 101 to place a box in Borough Hall for retired American Flags.

Take action to award the Municibid sale of a 2011 Ford F250 Crew Cab Pickup, to Cody Schegan, in the amount of \$13,000.00.

Take action to approve payment No.2, to CMS Construction, LLC, in the amount of \$137,979.93, for the 2025 Street Improvements Project.

Take action to ratify approval of the request from Kutztown Cub Pack 101 to use the multipurpose and Babe Ruth Fields on September 13, 2025, with a rain date of September 14, 2025, for their Rocket Rodeo (their certificate of insurance was received).

Take action to ratify approval of the request from the Environmental Advisory Commission to have an insect collection and study done at North Park on September 6, 2025.

Take action to approve the request from the Kutztown Soccer Club to use the Little League, Babe Ruth, softball, and senior fields and lights for their season in late October and early November.

Take action to approve the 2026 electronic recycling dates.

Take action to approve the 2026 refuse and recycling schedule.

Take action to approve the change order request from Kinsley Construction, for asbestos/lead abatement work associated with Public Works building demolition, in the amount of \$85,174.73.

Take action to authorize the final payment and to close out the Pedestrian Improvements Project upon review and recommendation by HRG.

Take action on the proposed Resolution approving the sale of garage door openers to Dan Batz, at scrap value which it estimated at \$70.00.

Discuss and take action to authorize the Fire Chief to conduct tactical training, at the Public Works building, before it is demolished.

PERSONNEL:

Chairperson: Frederick Engelhardt

Members: Kevin Snyder and George Kusterer

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

Take action to approve, with regret, the retirement of Ricky Geisinger.

Take action to approve a wage increase of \$2.13 per hour for Jared Babel.

Take action to allow Travis Diehl to use the remaining 189 hours of donated sick time, without setting precedence, as agreed to by AFSCME.

FINANCE AND ELECTRIC:

Chairperson: Derek Mace

Members: Kevin Snyder and Edwin Seyler

Take action to request the Public Works Committee to secure a vendor, to designate what trees on Main Street need pruning, and to have the applicable curbs painted yellow either in-house or through a vendor.

Take action to enter into an Interconnection Agreement, for solar electricity, with the owner of 251 W. Main Street.

Take action on the proposed Resolution authorizing the exoneration of Per Capita Tax bills, due and owing for the calendar year 2026, effective January 1, 2026.

Take action to enter into an Engagement Letter with MVA Tax and Advisors to perform the Borough's 2025 Audit.

Take action on the proposed Resolution authorizing a five percent pension contribution rate for full-time police officers in 2026.

NOTE: The Minimum Municipal Obligation (MMO), for 2025, for the Uniform Pension Plan is \$124,370, and for the Non-Uniform is \$541,322.

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 approve the 12-month extension for the 118 EDUs (water), for the Villas at Maxatawny, to expire September 16, 2026.

Take action to approve the final payment application, to Mr. Rehab, in the amount of \$8,550.00, for repairs to the Highland Avenue rehab project.

Introduce and authorize the proposed Ordinance amending and restating Section 12. Section 225-21.B.1., entitled "I – Industrial Utilization Regulations," of the Code of the Borough of Kutztown.

MISCELLANEOUS: