

January 5, 2026
Kutztown, PA

A reorganization meeting of the Kutztown Borough Council was called to order at 7:31 p.m. in the Kutztown Train Station by Council President Pro Tem Lisa Ladd-Kidder, with other members of Borough Council present: Mr. Kevin Snyder, Mr. Edwin Seyler, and Mr. George Kusterer. Dr. Derek Mace was absent. Mr. Jonah Markle, Borough Solicitor; Mr. Gabriel Khalife, Borough Manager/Treasurer; Ms. Gina M. Wiand, Borough Secretary/Public Relations and Marketing Director; Police Chief Mike Clery; Ms. Sharon Dalickas, Finance Director/Assistant Treasurer/Acting Assistant Borough Manager; Magisterial District Judge Gail Greth, and residents Merry Schlegel and Fred Engelhardt were also present.

Mr. Kusterer opened the meeting with a prayer.

Judge Greth administered the oath of office to Mayor James Schlegel and Council member Kevin Snyder.

Ms. Ladd-Kidder turned over the gavel and control of the meeting to Mayor Schlegel.

Mayor Schlegel declared the nominations open for the office of President of Council. Mr. Seyler nominated Kevin Snyder for President of Council, seconded by Ms. Ladd-Kidder. Passed by unanimous vote.

Mayor Schlegel turned over the gavel and control of the meeting to Council President Snyder.

President Snyder declared nominations open for the office of Vice President of Council. Mr. Seyler nominated Derek Mace for Vice President of Council, seconded by Ms. Ladd-Kidder. Passed by unanimous vote.

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President Snyder declared nominations open for the office of President Pro Tem of Council. Mr. Seyler nominated George Kusterer for President Pro Tem of Council and the motion died for lack of a second.

Mr. Khalife asked Ms. Wiand to add this item to the January 20, 2026, Council meeting agenda.

Mayor Schlegel swore in Police Officers Jeremy Bartman and Tyler Mann.

A motion was made by Mr. Seyler, seconded by Mr. Kusterer, Resolved, To appoint Barbara Smith to the Vacancy Board for 2026. Passed by unanimous vote.

President Snyder appointed the following Chairpersons to the standing committees for 2026 and 2027:

Community Development and Public Safety Committee:

Chairperson: George Kusterer
Members: Derek Mace and Katharine Keegan

Finance and Electric Committee:

Chairperson: Derek Mace
Members: Kevin Snyder and Ed Seyler

Personnel Committee:

Chairperson: Katharine Keegan
Members: Kevin Snyder and George Kusterer

Public Works Committee:

Chairperson: Kevin Snyder
Members: Ed Seyler and Lisa Ladd-Kidder

Telecommunications and Information Technologies Committee:

Chairperson: Lisa Ladd-Kidder
Members: George Kusterer and Katharine Keegan

Water and Wastewater Committee:

Chairperson: Ed Seyler
Members: Derek Mace and Lisa Ladd-Kidder

President Snyder appointed the following ad-hoc committee representatives for 2026 and 2027:

Kutztown Community Library Board
Katharine Keegan

Kutztown Day Committee
Ed Seyler

Center for Community Leadership
Jim Schlegel

Berks Municipal Partnership
Jim Schlegel

Environmental Advisory Committee
Lisa Ladd-Kidder

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To appoint Katharine Keegan as the Library Board Representative. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To appoint the law firm of Barley Snyder, LLC, as the Borough Solicitor for 2026. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Kusterer, Resolved, To appoint Herbert, Rowland & Grubic, Inc., as the Borough planning and water/wastewater consulting engineer to provide consulting services as requested and duly authorized. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To appoint Great Valley Consultants as the Borough transportation consulting engineer to provide consulting services as requested and duly authorized. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To

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appoint Utility Engineers PC as the Borough electrical consulting engineer to provide consulting services as requested and duly authorized. Passed by unanimous vote.

President Snyder asked if there was anyone who wished to address Council before proceeding with the agenda. There were no public comments.

Under Community Development and Public Safety Committee, a motion was made by Mr. Kusterer, seconded by Mr. Seyler, Resolved, To appoint Joan London and the firm of Kozloff Stoudt, as solicitor for the Zoning Hearing Board; Code Appeals Board; Housing License Appeals Board; and the Civil Service Commission for 2026. Passed by unanimous vote.

A motion was made by Mr. Kusterer, seconded by Mr. Seyler, Resolved, To renew the Intermunicipal Agreement with Berks County for the UCC Board of Appeals. Passed by unanimous vote.

Under Public Works Committee, there was nothing to report.

Under Personnel Committee, a motion was made by Mr. Kusterer, seconded by Mr. Seyler, Resolved, To ratify hiring Tyler Diehl as a Lineman 1, with CDL, at 100% of the pay scale rate, contingent upon passing all required clearances. Passed by unanimous vote.

Under Finance and Electric Committee, a motion was made by Mr. Seyler, seconded by Mr. Kusterer, Resolved, To adopt the following Resolution:

RESOLUTION NO. 1-2026

A RESOLUTION OF THE BOROUGH COUNCIL OF
THE BOROUGH OF KUTZTOWN, COUNTY OF
BERKS, COMMONWEALTH OF PENNSYLVANIA,
APPOINTING JERILYN WEHR AS DEPUTY TAX
COLLECTOR FOR THE BOROUGH OF KUTZTOWN.

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WHEREAS, the Borough Council of the Borough of Kutztown (hereinafter the "Borough") has received a request from the Borough's Tax Collector to approve Jerilyn Wehr as a Deputy Tax Collector; and

WHEREAS, the Borough Council of the Borough of Kutztown desires to appoint Jerilyn Wehr as a deputy tax collector for the Borough of Kutztown.

NOW THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Kutztown as follows:

1. Jerilyn Wehr is hereby appointed as Deputy Tax Collector.
2. As Deputy Tax Collector, Jerilyn Wehr is hereby authorized to take all appropriate action to serve as the Borough's Deputy Tax Collector, including but not limited to signing new signature cards as the Borough Deputy Tax Collector.

ADOPTED by the Council of the Borough of Kutztown, Berks County, Pennsylvania, in lawful session duly assembled this 5th day of January, 2026.

Passed by unanimous vote.

Under Telecommunications and Information Technologies Committee, there was nothing to report.

Under Water and Wastewater Committee, there was nothing to report.

Under Miscellaneous, President Snyder noted 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 Member Vacancy

President Snyder asked for the following letter to be included in the minutes:

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November 3, 2025

*Pennsylvania Downtown Center
1230 North Third Street
Harrisburg, PA 17102*

Re: Support for Kutztown Community Partnership's Main Street Matters Designation

To Whom It May Concern,

On behalf of the Mayor and Borough Council of Kutztown, we are pleased to offer our enthusiastic support for the Kutztown Community Partnership's (KCP) application to the Main Street Matters program. KCP is seeking Main Street Matters Designation to assist downtown businesses with improvements that will enhance the visual appeal, economic vitality, and long-term sustainability of our community.

As Borough leaders, we recognize the vital role that KCP plays in advancing our shared mission of making downtown Kutztown a vibrant, attractive, and economically strong destination for residents, students, and visitors. The proposed Main Street Designation directly aligns with this mission by:

- Leverage small businesses and property owners invest in the upkeep and beautification of their storefronts.*
- Leverage public and private investment to enhance the character and historic charm of our downtown.*
- Attracting more visitors and encouraging them to shop, dine, and spend time in our community.*
- Supporting economic development by strengthening the appeal and competitiveness of Kutztown's commercial corridor.*

We are especially enthusiastic about the momentum KCP has already generated. Multiple businesses have expressed interest in participating, and their commitment demonstrates both the need and the opportunity for visible improvements to our downtown district. With support from the Pennsylvania Downtown Center, this Main Street Matters Designation will leverage private investment and community partnerships to achieve a lasting impact for Kutztown.

As Kutztown Borough Mayor and Borough Council we are in full support of KCP's efforts and their application to achieve Main Street Matters Designation and will reinforce our downtown's role as the cultural and economic heart of our community. We respectfully urge your favorable consideration of KCP's request Main Street Matters Designation.

Thank you for your dedication to supporting Pennsylvania's communities. We look forward to working with you and with KCP to bring this important initiative to life.

Sincerely,

*The Honorable James F. Schlegel
Mayor, Borough of Kutztown*

*Kevin J. Snyder
President, Kutztown Borough Council*

On behalf of the Members of Kutztown Borough Council

He addressed Council about the letter and encouraged their continued support of Main Street businesses because “the strength of downtown strengthens the community, and vice-versa.”

A motion was made by Mr. Seyler, seconded by Mr. Kusterer, Resolved, To adjourn the reorganization meeting upon vote. Passed by unanimous vote. The meeting ended at 7:55 p.m.

Prepared and Attested by: Gina M. Wiand
Borough Secretary