

January 20, 2026
Kutztown, PA

A regular meeting of the Kutztown Borough Council was called to order at 7:32 p.m. in the Kutztown Train Station by the President, Kevin Snyder, with other members of Borough Council present: Dr. Derek Mace, Mr. Edwin Seyler, Ms. Lisa Ladd-Kidder, Mr. George Kusterer, Ms. Katharine Keegan, and the Mayor, Mr. James Schlegel. Mr. Keith Mooney, 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; Kutztown Planning Commission representatives Bob Weller and Joel Seidel; and Borough residents Eric Boyer, Fred Engelhardt, Tim Vanek, and Mike Downing were also present.

Mr. Kusterer opened the meeting with a prayer.

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, seconded by Dr. Mace. Passed by unanimous vote.

President Snyder noted 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
Environmental Advisory Commission:	One Member Vacancy

President Snyder asked if there was anyone who wished to address Council before

proceeding with the agenda.

Tim Vanek asked if there was any progress made on getting a four-way stop sign at the corner of S. Laurel Street and Grimley Street.

President Snyder said that it requires a traffic study, and Mr. Seyler said that it should be sent to the Community Development and Public Safety Committee for review.

Tammy Bollinger, a non-Borough resident who works in town, said that there is no parking at the corner of Baldy Street and Main Street, and that the police have told her and her co-workers to move their cars every two hours, which is not always feasible.

Mr. Seyler suggested parking at either Trinity or St. Paul’s churches, but she said they are a far walk and you must pay. She was wondering if it is possible to get a parking permit to park for work, but Mr. Seyler said that permits go to the property owners.

President Snyder said that he understands her concern, and while Council does not have an immediate answer, they are working on it.

A motion was made by Mr. Kusterer, seconded by Mr. Seyler, Resolved, To approve the Consent Agenda, consisting of the following items:

- Review and accept the Minutes of the December 16, 2025, Borough Council meeting.
- Review and accept the Minutes of the January 5, 2026, Reorganization Borough Council meeting.
- Review and accept the Borough Community Development Report for December 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 December 13, 2025, through January 16, 2026.

General Fund	\$166,355.96
Refuse and Recycling Fund	\$29,741.73

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Water Fund	\$137,698.74
Electric Fund	\$384,482.46
Sewer Fund	\$126,196.62
Telecommunications Fund	\$31,422.51

Passed by unanimous vote.

Under Borough Planning Commission, Bob Weller stated that they are still working on the Data Center Ordinance, and that they will work on the Short-Term Rental Ordinance at their next meeting.

He also noted that Chad Master is the new Planning Commission secretary.

Under Environmental Advisory Commission, Ms. Ladd-Kidder noted that the 2025 annual report was sent to Council.

Under Community Development and Public Safety Committee, the Monthly Police Report for December 2025 was submitted.

The following fines were collected:

District Justice Greth	December 2025	\$4,443.58
Clerk of Common Pleas	December 2025	\$71.59
Secretary's Office	December 2025	\$3,350.00

A motion was made by Mr. Kusterer, seconded by Mr. Seyler, Resolved, To adopt the following Resolution:

RESOLUTION NO. 2-2026

A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF KUTZTOWN, BERKS COUNTY, PENNSYLVANIA, TO AFFIRM THE RECOMMENDATION OF THE AWARDS REVIEW BOARD TO HONOR SERGEANT WALTER SKAVINSKY WITH THE 2025 OFFICER OF THE YEAR – DISTINGUISHED SERVICE AWARD.

WHEREAS, the Borough recognizes the importance of acknowledging exemplary service by members of the Kutztown Borough Police Department who demonstrate exceptional dedication, professionalism, and commitment to public service; and

WHEREAS, the Officer of the Year – Distinguished Service Award is awarded annually to a police officer who exemplifies throughout the year significant, outstanding,

and sustained achievements contributing to the efficiency and/or effectiveness of the Kutztown Borough Police Department by performing their duties with exceptional skill, enhancing community partnerships, and exhibiting diligence, productivity, judgment, and responsibility which best represent the Core Values of the Police Department; and

WHEREAS, Sergeant Walter Skavinsky has consistently demonstrated superior leadership, integrity, and professionalism in the performance of his duties, setting a standard of excellence for fellow officers and serving as a role model within the Department; and

WHEREAS, through his sustained efforts, Sergeant Skavinsky has contributed meaningfully to departmental effectiveness, operational efficiency, and positive community relations, while exercising sound judgment and a strong sense of responsibility; and

WHEREAS, Sergeant Skavinsky's actions and conduct throughout the year clearly reflect the highest traditions of law enforcement service and the Core Values upheld by the Kutztown Borough Police Department and the Borough;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Borough Council of the Borough of Kutztown, that Sergeant Walter Skavinsky is hereby awarded the 2025 Officer of the Year – Distinguished Service Award in recognition of his significant, outstanding, and sustained achievements; and

BE IT FURTHER RESOLVED, that the Mayor and Borough Council express their sincere appreciation and gratitude to Sergeant Walter Skavinsky for his dedicated service to the Borough, the Police Department, and the community; and

BE IT FURTHER RESOLVED, that a copy of this Resolution be presented to Sergeant Walter Skavinsky as a formal expression of the Borough's respect and appreciation for his distinguished service.

This Resolution shall become effective on January 20, 2026.

DULY ADOPTED AS A RESOLUTION this 20th day of January, 2026, by the Council of the Borough of Kutztown, Berks County, Pennsylvania, in a lawful session duly assembled.

Passed by unanimous vote.

A motion was made by Mr. Kusterer, seconded by Dr. Mace, Resolved, To approve parking enforcement relief for active firefighters on a case-by-case basis, subject

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to review by the Kutztown Fire & Rescue Fire Chief and the Kutztown Police Department Chief. Passed by unanimous vote.

A motion was made by Mr. Kusterer, seconded by Mr. Seyler, Resolved, To ratify authorizing a letter to be sent to a homeowner requesting the removal of a sign due to profane language. Passed by unanimous vote.

President Snyder welcomed Katharine Keegan as the newest member of Borough Council.

Under Public Works Committee, a motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To approve Payment No. 3, in the amount of \$77,159.11, from Kinsley Construction, for the Public Works and Administration Building project. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To approve Payment No. 4, in the amount of \$71,805.55, from Kinsley Construction, for the Public Works and Administration Building project. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To approve the request from the Kutztown American Legion Baseball Association to replace the existing score board with a new one and to coordinate the work with the Borough's Electric and Public Works crews. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To approve the request from the Kutztown American Legion Baseball Association to donate the old score board to the softball field and to coordinate the work with the Borough's Electric and Public Works crews contingent on an estimate being provided for the materials needed to support the scoreboard. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To approve the request from the Optimist Club to hold the annual Fools Run on March 28, 2026, with limited access to roads from 8:30 a.m. until 12:00 noon, and to waive associated fees. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To approve the request from the Kutztown Optimist Club to approve Kutztown Trick- or-Treat Night on Main Street, on October 21, 2026, from 6:00 p.m. through 8:00 p.m., with a rain date of October 28, 2026, from 6:00 p.m. through 8:00 p.m., and to waive associated fees. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To approve renewing the agreement with the Conquer Your Court tennis program for 2026. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To approve the request from Kutztown Strong to hold the Kutztown Kruizz on July 25, 2026, and to waive associated fees. NOTE: The Committee requested that Kutztown Strong have a backup plan for using East Main Street, from Willow Street to the Park, in case W. Main Street is under construction at the time of the event. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To approve the request from Addison Schlegel to use the Train Station on February 22, 2026, for her Eagle Scout Court of Honor, and to waive the rental fee. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To approve the request from the American Legion to use the Train Station on the second

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Monday of every month for their meetings, and to waive the rental fee. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To approve the request from the Kutztown Day Committee to use the Train Station on the third Thursday of every month for their meetings, and to waive the rental fee. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To approve the request from the Kutztown Day Committee to hold Kutztown Day in the Park on August 2, 2026, and to waive associated fees. Passed by unanimous vote.

Under Personnel Committee, an Executive Session to discuss personnel and legal matters was deferred until the end of the meeting.

A motion was made by Ms. Keegan, seconded by Mr. Kusterer, Resolved, To hire Jacqueline Sharayko, as Library Director, at an annual salary of \$55,000.00, effective February 1, 2026. Passed by unanimous vote.

A motion was made by Ms. Keegan, seconded by Mr. Kusterer, Resolved, To extend Library Director Janet Yost's employment, past January 30, 2026, until a replacement is appointed. Passed by unanimous vote.

A motion was made by Ms. Keegan, seconded by Mr. Kusterer, Resolved, accept the resignation of Steve Fenstermacher, from the Borough Planning Commission, effective January 1, 2026. Passed by unanimous vote.

A motion was made by Ms. Keegan, seconded by Mr. Kusterer, Resolved, To reappoint Jeffrey Dietrich, as a member of the Housing License Appeals Board, whose term shall expire on February 1, 2027. Passed by unanimous vote.

A motion was made by Ms. Keegan, seconded by Dr. Mace, Resolved, To reappoint Martha Kuhns, as a member of the Zoning Hearing Board, whose term shall expire on January 1, 2029. Passed by unanimous vote.

A motion was made by Ms. Keegan, seconded by Mr. Kusterer, Resolved, To reappoint Jacob Sewall, as a member of the Zoning Hearing Board, whose term shall expire on February 1, 2029. Passed by unanimous vote.

A motion was made by Ms. Keegan, seconded by Mr. Kusterer, Resolved, To reappoint Todd Underwood, as a member of the Environmental Advisory Commission, whose term shall expire on February 1, 2029. Passed by unanimous vote.

A motion was made by Ms. Keegan, seconded by Mr. Kusterer, Resolved, To reappoint Lisa Foreback, as a member of the Environmental Advisory Commission, whose term shall expire on February 1, 2029. Passed by unanimous vote.

A motion was made by Ms. Keegan, seconded by Mr. Kusterer, Resolved, To appoint Daniel Fogarty, as a member of the Borough Planning Commission, whose term shall expire on February 1, 2030. Passed by unanimous vote.

A motion was made by Ms. Keegan, seconded by Mr. Kusterer, Resolved, To reappoint Timothy Vanek, as a member of the Kutztown Municipal Authority, whose term shall expire on January 1, 2031. Passed by unanimous vote.

The agenda items to appoint Michele Lopez Gudino as the Kutztown Borough Zoning Officer and the Kutztown Borough Primary Building Code Officer, and Matt Davenport from Barry Isett & Associates as an alternate, were deferred to the Executive Session.

Under Finance and Electric Committee, a motion was made by Dr. Mace,

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seconded by Mr. Seyler, Resolved, introduce and authorize advertisement of the proposed Resolution amending labor and equipment rates. Passed by unanimous vote.

A motion was made by Dr. Mace, seconded by Mr. Seyler, Resolved, To approve the purchase of a new 69 KV breaker for the 69 substation and associated bidding costs. Passed by unanimous vote.

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

Under Water and Wastewater Committee, a motion was made by Mr. Seyler, seconded by Dr. Mace, Resolved, To approve the West Main Street Waterline Replacement Project and to begin the bidding process.

Mr. Seyler clarified that the complete main water replacement project will go from Constitution Boulevard to Whiteoak Street. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Dr. Mace, Resolved, To authorize HRG to complete the Chapter 94 report for the year 2025. Passed by unanimous vote.

Under Miscellaneous, President Snyder read the following letter aloud:

To begin, I want to acknowledge all committee members and department heads for the great job everyone did in 2025.

Finance and Electric committee, even rates are rising, as you will see in the most recent insert in your electric bill, we still remain very competitive with P.P &L and Met Ed. Public Works continues to review and discuss all road work projects for 2026. The pool continues to need upgrade and repairs and 2026 will be no different. The concerts in the park draws hundreds of people every Saturday. I'm certain 2026 will be the most successful as it grows in Popularity. I would be remiss if I didn't mention the great work of our Water/ Wast Water committed does in keeping our water supply safe and all the updates and new regulations handed down by DEP.

Many years ago the Boro supported and continues to financially support the Kutztown Community Partnership. For many years, under the leadership of Sandy Green, KCP grew to be

a household name. Several downtown events are held yearly. Muscle On Main and Dinner on Main which draws hundreds of residents out of their homes to come together. It is my understanding these events will continue in 2026.

For too long we have neglected our downtown business district. It is our obligation to provide a safe attractive business district for new businesses to start up, grow and thrive. One of the improvements being made in 2026 is the pruning back of the overgrown trees on Main Street. We will also continue to repaint yellow curbing and re-paint the badly worn fire hydrants on Main.

Let's be clear, parking in Kutztown is not an isolated problem. When I had a store in Bethlehem, my employees had to park in a 3rd floor parking garage and walk two blocks to get to the store. Parking problems exist in Reading and Allentown, however, they have parking garages too. Kutztown does not have a parking garage and the parking we do have is at a premium. The parking situation is only going to get worse if the DeTurk Hardware building and the old Western Auto buildings find new tenants. Council will have to find a solution sooner than later.

In the meantime, We cannot continue to penalize patrons for supporting our downtown businesses. For the past several months, more parking citations have been issued in the business district than I can ever remember. I understand we have laws and regulations but they are outdated and need to be studied. I have proposed new parking regulations in the business district which would including a more forgiving enforcement. We cannot continue to site someone dropping off a box at the print shop or for picking up a pizza from Mamas or Tommy Boys. Of course shopping downtown businesses and meeting for lunch or dinner at the Tavern usually takes more than 2 hours. Customers need to be aware of their time.

I have said many times before, the strength our community is only as strong as a strong vibrant as the business community. We are in the middle of two large cities, Allentown and Reading. We are only 2 1/2 hours from N.Y. C. and only 50 miles from Philly. We are in the middle of everything. Kutztown should be a destination for visitors to eat and shop and support the many businesses Kutztown has to offer.

*Respectfully submitted,
Kevin Snyder
Borough Council President*

Mr. Kusterer stated that the Public Works crew did an excellent job with snow removal from the recent storm.

President Snyder called for an Executive Session to discuss personnel and legal matters at 8:08 p.m. The Executive Session ended, and the meeting was reconvened at 8:28 p.m.

A motion was made by Ms. Keegan, seconded by Mr. Kusterer, Resolved, To appoint Michele Lopez Gudino as the Kutztown Borough Zoning Officer. Passed by

