

March 17, 2026
Kutztown, PA

A regular meeting of the Kutztown Borough Council was called to order at 7:33 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; Seasonal Recreation Director, John Schmoyer; Kutztown Planning Commission representatives Bob Weller and Joel Seidel; Kutztown Community Partnership representatives Ellen and Peter Overcast; Kutztown Community Library representative Lisa Foreback; and Environmental Advisory Commission representative Mike Downing were also present.

Mr. Kusterer opened the meeting with a prayer.

President Snyder noted that Borough Council met in Executive Session on the evenings of March 9 and 16, 2026, regarding the Borough Manager search and related applicant interviews.

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.

Ellen Overcast presented Council with the following letter of information:

Good evening, Council members. Thank you for the opportunity to speak tonight.

I'm here representing the Kutztown Community Partnership. We truly appreciate that there are so many people in this community who care as deeply as we do about Kutztown's future and want to help make it stronger.

We know that achieving our goals will take collaboration—from the business community, residents, community leaders, and the Borough Council. It's going to take all of us working together.

The Kutztown Community Partnership was formed to bring those groups together with a shared focus on strengthening our local economy, supporting our businesses, and enhancing the overall quality of life in Kutztown.

Over the past two years, while we've faced challenges, we've also made significant progress as we continue working toward achieving the Main Street designation.

Following the resignation of our director, our board members stepped up seamlessly, and as a result, we are stronger and more focused than ever.

We have also built strong relationships with the individuals leading the Main Street designation program. I recently attended a meeting with other Main Street directors, where we were able to share challenges, discuss successes, and learn from the experiences of other communities.

As part of the Main Street designation process, we will be forming four committees made up of business owners, residents, community leaders, and members of Borough Council.

The designation process takes a minimum of six months and is highly competitive, but it offers a significant opportunity, as it brings meaningful financial investment and long-term economic benefits to the community if achieved.

Moving forward, we will be holding monthly business meetings, with the first scheduled for April 1st, to strengthen communication and collaboration within our business community.

With Council's approval, we are also prepared to move forward with our second annual Fall Fest on Main. This event was extremely well received by both our local businesses and our residents, drawing over 5,000 attendees, and we are focused on making it even bigger and better this year.

In addition, we are exploring new events and initiatives aimed at bringing more people into our downtown and continuing to support local businesses.

We continue to make steady progress on the Kutztown Strand renovation project. Phase two, which includes the entrance lobby, is expected to begin within the second quarter of

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2026. Projects like the Strand are key to revitalizing our downtown and creating a destination for both residents and visitors.

In the meantime, we've implemented a new point-of-sale system and are actively updating our website to support online ticket sales, improving accessibility and the overall visitor experience.

As we move forward, we would welcome the continued support and involvement of Council—particularly through participation in our committees and collaboration on upcoming initiatives.

We appreciate your continued support and look forward to working together to keep moving Kutztown forward. Thank you for your time

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

- Review and accept the Minutes of the February 17, 2026, Borough Council meeting.
- Review and accept the Borough Community Development Report for February 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 February 14, 2026, through March 13, 2026.

General Fund	\$581,486.82
Refuse and Recycling Fund	\$30,989.42
Water Fund	\$119,746.87
Electric Fund	\$465,631.37
Sewer Fund	\$73,934.33
Telecommunications Fund	\$28,363.42

Passed by unanimous vote.

Under Borough Planning Commission, Bob Weller reported that there have been no changes to the Short-Term Rental Ordinance because they are unsure why it was tabled and what is needed to move forward.

Ms. Ladd-Kidder said that the document was inaccurate when she compared it to the solicitor's red-line comments, but that she has since met with Mr. Weller, and

she thinks they agree now.

Mr. Mooney noted that his red-line comments were recommendations only and not required changes.

Mr. Weller stated that the Planning Commission wants to see a residential option, and they will review this at their next meeting.

Mr. Mooney reminded everyone that there are two Ordinances that will need to be enacted.

Under Environmental Advisory Commission, there was nothing to report.

Under Community Development and Public Safety Committee, the Monthly Police Report for February 2026 was submitted.

The following fines were collected:

District Justice Greth	February 2026	\$2,650.92
Clerk of Common Pleas	February 2026	\$71.54
Secretary’s Office	February 2026	\$2,125.00

A motion was made by Mr. Kusterer, seconded by Dr. Mace, Resolved, To approve an Experience Berks membership for \$150.00. Passed by unanimous vote.

A motion was made by Mr. Kusterer, seconded by Dr. Mace, Resolved, To approve the establishment of two ADA-accessible on-street handicapped parking spaces on North Baldy Street adjacent to Trinity Lutheran Church, which will include stop sign installation on the right side of the street near the church entrance and a painted stop bar at the end of North Baldy Street. Passed by unanimous vote.

Under Public Works Committee, a motion was made by Mr. Seyler, seconded by Dr. Mace, Resolved, To approve contracting with J. Phillips Excavating and Hauling,

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LLC, in the amount of \$51,230.00, for the Keiter Alley Storm project. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To approve the request from Heritage Bible Fellowship Church to put up sandwich board signage at the corner of East Main Street and Veterans Way if they do not interfere with traffic sight lines. NOTE: Special permission will also need to be given by the Community Development Office and Maxatawny Township. Passed by unanimous vote.

Ms. Ladd-Kidder asked if special permission has been given, and Michele Lopez answered that a permit was given by the Borough, but she is unsure about Maxatawny Township.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To approve the request from Sierra Inhoff to use the Scooter Building on May 16, 2026, for a birthday party. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To approve the request from Cornerstone Church and other community churches to use the Band Shell, Scooter Building, and Ceres Pavilion for community-wide worship services on June 28, 2026, from 7:00 a.m. through 3:00 p.m., and August 23, 2026, from 7:00 a.m. through 3:00 p.m., for the Ceres Pavilion and Scooter Building, and 7:00 a.m. through 2:00 p.m. for the Band Shell due to a scheduled concert that day. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Kusterer, Resolved, To approve the request from the Kutztown Community Partnership to hold their Fall Fest on Main Street, from Constitution Boulevard to College Boulevard, on September 19, 2026,

from 3:00 p.m. through 9:00 p.m., and to waive associated fees. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Kusterer, Resolved, To approve the Allentown and Auburn Railroad to use the Train Station on various dates in 2026. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To approve the request from Sierra Gonzalez to use the Scooter Building on May 2, 2026, for a birthday party. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To approve the request from the Kutztown Area School District Kindergarten classes to use the Ceres Pavilion on May 1, 2026, with a rain date of May 14, 2026, between 11:00 a.m. and 2:00 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 the Memorandum of Understanding with Topton for their residents to use the Kutztown Pool through 2028. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Dr. Mace, Resolved, To approve purchasing 2026 pool chemicals through Buckman's, Inc. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Kusterer, Resolved, To approve Mainline Commercial Pools to replace the tile and coping on the medium pool in the amount of \$32,609.53. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To approve Payment No. 6, in the amount of \$41,574.58, from Kinsley Construction, for the Public Works and Administration Building project. Passed by unanimous vote.

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A motion was made by Mr. Seyler, seconded by Mr. Kusterer, Resolved, To approve the request from Kutztown Strong to change the location of the Kutztown Kruizz to use East Main Street, from Elm Street to Pine Street, on July 25, 2026, from 9:00 a.m. through 5:00 p.m. Passed by unanimous vote.

Ms. Ladd-Kidder asked if this includes the railroad track, and Mayor Schlegel responded that it does not.

Dr. Mace expressed concern about traffic going through Railroad Street during construction, and Mr. Schmoyer responded that it was planned this way because of potential storm sewer work on Main Street.

A motion was made by Mr. Seyler, seconded by Mr. Kusterer, Resolved, To approve providing free season pool passes for the 2026 season for the following people/organizations: family passes for all full-time and part-time Borough employees; 15 family pass vouchers to the Kutztown Fire Company for the Chief to distribute to active members at his discretion; 5 family passes for the Dolphin Swim Team Coaches, and adult passes to the St. John's and Shaynah Kinner Daycare employees, which are only to be used when the employees are working. Passed by unanimous vote.

President Snyder noted that pool rates will not change for the 2026 season.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder Resolved, To approve the request from Kutztown Cub Pack 101 to use the Band Shell and Scooter Building on May 31, 2026, for their graduation, and to waive associated fees. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder Resolved, To ratify the request from the Environmental Advisory Commission to put seven trail

cameras at North Park for a vertebrate biology course taught by Todd Underwood. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder Resolved, To approve the request from Denise Keim to post Relay for Life signs around town beginning May 4, 2026, and ending by May 31, 2026. 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 Ms. Ladd-Kidder Resolved, To enter into a Memorandum of Understanding with AFSCME regarding the terms of recently hired Tyler Diehl to the position of First-Class Lineman. Passed by unanimous vote.

A motion was made by Ms. Keegan, seconded by Ms. Ladd-Kidder Resolved, To appoint Evan Muller, as the Electric Department Superintendent, at the salary of \$120,000, effective March 1, 2026, with a six-month probation period. Passed by unanimous vote.

A motion was made by Ms. Keegan, seconded by Mr. Kusterer Resolved, To give the Borough Manager a \$5,000.00 bonus, effective March 1, 2026. Passed by unanimous vote.

Under Finance and Electric Committee, a motion was made by Dr. Mace, seconded by Mr. Seyler, Resolved, To enter into an Interconnection Agreement for 256 E. Walnut Street. Passed by unanimous vote.

A motion was made by Dr. Mace, seconded by Mr. Seyler, Resolved, To enter into the revised NYPA Electric Service Agreement. Passed by unanimous vote.

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A motion was made by Dr. Mace, seconded by Mr. Seyler, Resolved, To approve Change Order No. 6, in the amount of \$138,467.32, from Kinsley Construction, for an RFI 032 1200 ATS transfer switch for the Public Works and Administration Building project. Passed by unanimous vote.

A motion was made by Dr. Mace, seconded by Mr. Seyler, Resolved, To approve Change Order No. 10, in the amount of \$5,794.25, from Kinsley Construction, for AHU 2/3 added electric heat circuits and AHU 2/3 added electric heat units for the Public Works and Administration Building project. Passed by unanimous vote.

A motion was made by Dr. Mace, seconded by Mr. Seyler, Resolved, To approve Change Order No. 11, in the amount of \$5,766.73, from Kinsley Construction, for floor mounted stair cabinet heaters for the Public Works and Administration Building project. Passed by unanimous vote.

Under Telecommunications and Information Technologies Committee, Ms. Ladd-Kidder noted that David Horvath has been in communication with her regarding the Borough's A/V situation.

Under Water and Wastewater Committee, a motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To enter into an agreement for Berks Nature to approve the DEP PCE response letter regarding the Saucony Creek Watershed. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To approve the allotment of 35 EDUs of water to be released to KMA to serve the 15065 Kutztown Road commercial project, to be reserved for the period of one year from the date of KMA's issued invoice, unless the EDUs have been reserved by full payment.

Passed by unanimous vote.

Mr. Seyler noted that in an effort to reduce water loss the Borough will be partnering with Dave Bonkovitch to locate underground leaks from the Borough's water mains.

Under Miscellaneous, President Snyder called for an Executive Session to discuss personnel and legal matters at 8:12 p.m. The Executive Session ended, and the meeting was reconvened at 8:34 p.m. No action was taken.

A motion was made by Mr. Seyler, seconded by Mr. Kusterer, Resolved, To adjourn the Council meeting upon vote. Passed by unanimous vote. The meeting ended at 8:35 p.m.

Prepared and Attested by: Gina M. Wiand
Borough Secretary

Kevin J. Snyder and Gina M. Wiand hereby ordered payment of the expenditures listed in the Accounts Payable G/L Distribution Report, including payment dates from February 14, 2026, through March 13, 2026, in accordance with Section 1106 of the Borough Code, Commonwealth of Pennsylvania.

Kevin J. Snyder

Gina M. Wiand