

March 18, 2025
Kutztown, PA

A regular meeting of the Kutztown Borough Council was called to order at 7:30 p.m. in the Kutztown Train Station by the Vice President, Mr. Derek Mace, with other members of Borough Council present: Mr. Edwin Seyler, Ms. Lisa Ladd-Kidder, Mr. George Kusterer, Mr. Frederick Engelhardt, and the Mayor, Mr. James Schlegel. President Kevin Snyder was absent. 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; Kutztown Planning Commission representatives Bob Weller and Joel Seidel; Borough Parks and Recreation Director John Schmoyer; resident Eric Boyer; and the following members of Scouts of America Troop 101G: Kristyn Bealer, Cecilia Bealer, Addison Schlegel, Daniel Schlegel, Elenor Coombe, Todd Greiss, Ava Demersian, Jeff, Demersian, Zee Vallone, and Melanie Vallone were also present.

Mr. Kusterer opened the meeting with a prayer.

Vice President Mace wished President Snyder a quick recovery.

Vice President Mace noted the following vacancies:

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

Vice President Mace asked if there was anyone who wished to address Council

before proceeding with the agenda. There were no public comments.

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

- Review and accept the Minutes of the February 18, 2025, Borough Council meeting.
- Review and accept the Borough Community Development Report for February 2025.
- Take action to donate two family pool passes for the 2025 Friend, Inc., Community Services Benefit Auction.
- 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 15, 2025, through March 14, 2025.

General Fund	\$312,175.53
Refuse and Recycling Fund	\$72,487.29
Water Fund	\$92,169.04
Electric Fund	\$394,095.94
Sewer Fund	\$81,434.34
Telecommunications Fund	\$21,560.33

Passed by unanimous vote.

Under Borough Planning Commission, a motion was made by Mr. Engelhardt, seconded by Mr. Kusterer, Resolved, To sign the Northeastern Berks Joint Comprehensive Plan. All those in favor, except for Ms. Ladd-Kidder, who voted Nay. There being a majority in favor, the motion passed.

A motion was made by Mr. Seyler, seconded by Mr. Kusterer, Resolved, To send the Borough Solicitor to the Zoning Hearing Board meeting, regarding 211 N. Whiteoak Street and 601 E. Main Street, on March 31, 2025, and to deny the variances for 211 N. Whiteoak Street. Passed by unanimous vote.

Under Environmental Advisory Commission, a motion was made by Ms. Ladd-

12763

Kidder, seconded by Mr. Seyler, Resolved, To approve the Environmental Advisory Commission's letter to SOLO Labs regarding their application for a new Air Quality State Only Operating Permit. Passed by unanimous vote.

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

The following fines were collected:

District Justice Greth	February 2025	\$3,314.83
Clerk of Common Pleas	February 2025	\$77.25
Secretary's Office	February 2025	\$1,600.00

A motion was made by Mr. Kusterer, seconded by Mr. Engelhardt, Resolved, To approve the updated Civil Service Rules and corresponding agreement with the Kutztown Police Association. Passed by unanimous vote.

A motion regarding a policy allowing firefighters to respond to calls during Borough work hours was deferred until the Executive Session.

Under Public Works Committee, a motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To approve the changes to the park rental agreement. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Kusterer, Resolved, To approve the request from the Kutztown Optimist Club to hold a Trick-or-Treat Night, from Constitution Boulevard to College Boulevard on October 22, 2025, from 6:00 p.m. until 8:00 p.m., with a rain date of October 29, 2025, and to waive any associated fees. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To approve the proposed 2025 pool rates. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To approve the annual support of \$3,000.00 to the Kutztown Dolphin Swim Team to assist with their coaches' salaries. 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 for the Borough to order eight port-o-potties, four regular and four ADA; to have the upper part of the Park reserved; and to waive any associated fees for Kutztown Day on August 3, 2025. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Engelhardt, Resolved, To approve the order of pool chemicals from Buckman's, Inc., for the 2025 season. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Kusterer, Resolved, To approve extending the Borough of Kutztown employee free family season pool tickets to also include dependents, over the age of 18, that are still in the care of parents/caregivers. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To ratify the advertisement for hiring seasonal pool lifeguards and office clerks for the 2025 season. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To approve the 2025 vegetation control program through Natural Lawn. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Engelhardt, Resolved, To approve the request from the Kutztown American Legion Baseball Association to

12765

host/sponsor a double-header Berks County High School Boys Baseball playoff game, on the Timothy M. Breidegam Memorial Field on May 8, 2025, with times and dates to be determined as necessary. Passed by unanimous vote.

Under Personnel Committee, a motion was made by Mr. Engelhardt, seconded by Mr. Kusterer, Resolved, To accept the resignation of Police Officer Avery Gordon effective March 7, 2025. Passed by unanimous vote.

A motion was made by Mr. Engelhardt, seconded by Mr. Kusterer, Resolved, To accept the resignation of Josh Young, from his full-time position as Code Enforcement Officer, with regret, and to retain Mr. Young on a part-time basis to perform rental housing inspections at his current hourly rate.

Ms. Ladd-Kidder explained that while she appreciates Mr. Young's offer to work part-time, she feels there should be a limit on the length of his part-time service.

Mr. Khalife suggested approving Mr. Young to work through June 30, 2025, and to amend the time limit if necessary.

A motion was made by Ms. Ladd-Kidder, seconded by Mr. Kusterer, Resolved, To amend the previous motion to accept the resignation of Josh Young, from his full-time position as Code Enforcement Officer, with regret, and to retain Mr. Young on a part-time basis to perform rental housing inspections at his current hourly rate, through June 30, 2025. Passed by unanimous vote.

A motion was made by Mr. Engelhardt, seconded by Ms. Ladd-Kidder, Resolved, To appoint Chad Master, as a member of the Borough Planning Commission, whose term shall expire on April 1, 2029. Passed by unanimous vote.

A motion was made by Mr. Engelhardt, seconded by Mr. Kusterer, Resolved, To accept the resignation of Denise Bosler, from the Borough Planning Commission, effective February 24, 2025. Passed by unanimous vote.

Mr. Engelhardt deferred an Executive Session to discuss personnel and legal matters until the end of the meeting.

Vice President Mace welcomed Scouts of America Troop 101G to the meeting.

Under Finance and Electric Committee, there was nothing to report.

Under Telecommunications and Information Technologies Committee, a motion was made by Ms. Ladd-Kidder, seconded by Mr. Seyler, Resolved, To dissolve the Telecommunications Advisory Commission. Passed by unanimous vote.

Ms. Ladd-Kidder asked Mr. Khalife to send letters to the Telecommunications Advisory Commission members thanking them for their service to the community.

Under Water and Wastewater Committee, a motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To approve a sewer credit, in the amount of \$78.12, for 309 W. Main Street, due to a burst pipe. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To approve a sewer credit, in the amount of \$103.37, for 460 W. Main Street, due to the failure of a thermal expansion tank. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To approve Payment Application No. 1, to Allgyer Enterprises, LLC, in the amount of \$43,475.00, for Highland Avenue sewer repairs. Passed by unanimous vote.

Mr. Seyler noted that the Kutztown Water Department has once again received a Commendable Rating from DEP for their Filter Plant Performance Evaluation. We have

12767

received this rating consecutively since 2004, which is 21 years! Only 45 water treatment plants in PA have received a commendable rating, and very few have received such a rating for consecutive years.

Mr. Seyler also noted that the Kutztown Water Department has received its 13th consecutive AWOP Award (Area Wide Optimization Program). Congratulations to Troy Smith, Water Plant Manager, and his department on receiving this award.

Vice President Mace asked that these notes be placed on the Borough's Web site.

Under Miscellaneous, Vice President Mace called for an Executive Session to discuss personnel and legal matters at 7:59 p.m. The Executive Session ended, and the meeting was reconvened at 8:29 p.m. No action was taken.

Everyone sang Happy Birthday to Mayor Schlegel, who was celebrating his 75th birthday!

A motion was made by Mr. Kusterer, seconded by Mr. Engelhardt, Resolved, To adjourn the Council meeting upon vote. Passed by unanimous vote. The meeting ended at 8:30 p.m.

Prepared and Attested by: Gina M. Wiand
Borough Secretary

Derek D. Mace and Gina M. Wiand hereby ordered payment of the expenditures listed in the Accounts Payable G/L Distribution Report, including payment dates from February 15, 2025, through March 14, 2025, in accordance with Section 1106 of the Borough Code, Commonwealth of Pennsylvania.

Derek D. Mace

Gina M. Wiand