

June 17, 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 President, Mr. Kevin Snyder, with other members of Borough Council present: Mr. Edwin Seyler, Mr. George Kusterer, Mr. Frederick Engelhardt, Ms. Lisa Ladd-Kidder, and the Mayor, Mr. James Schlegel. Councilman Derek Mace was absent. Mr. Keith Mooney, Borough Solicitor; Mr. Gabriel Khalife, Borough Manager/Treasurer; Mrs. Sharon Dalickas, Finance Director/Assistant Treasurer/Acting Assistant Borough Manager; Ms. Jill Remick, Assistant Borough Secretary; Kutztown Police Chief Mike Clery; Kutztown Planning Commission representative Bob Weller; and Borough resident Eric Boyer were also present.

Mr. Kusterer opened the meeting with a prayer.

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 One Student Representative

President Snyder 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. Seyler, seconded by Mr. Kusterer, Resolved, To approve the Consent Agenda, consisting of the following items:

- Review and accept the Minutes of the May 21, 2025, Borough Council meeting.

12787

- Review and accept the Borough Community Development Report for May 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 May 17, 2025, through June 13, 2025.

General Fund	\$179,969.78
Refuse and Recycling Fund	\$61,720.97
Water Fund	\$58,813.77
Electric Fund	\$257,917.72
Sewer Fund	\$239,450.41
Telecommunications Fund	\$22,354.88

Passed by unanimous vote.

Under Borough Planning there was nothing to report.

Under Environmental Advisory Commission, there was nothing to report.

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

The following fines were collected:

District Justice Greth	May 2025	\$1,590.20
Clerk of Common Pleas	May 2025	\$405.16
Secretary's Office	May 2025	\$2,200.00

Under Public Works Committee, a motion was made by Mr. Seyler, seconded by Mr. Kusterer, Resolved, To approve a one-month trash credit, in the amount of \$42.02, for 132 Portia Boulevard. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To approve the request from Devin Rau to sell peanuts outside of the Park Band Shell, during the Summer Concert Series, as an Eagle Scout service project fundraiser, and to allow John Schmoyer and/or Brian Bailey to stop the sale if issues arise. Passed by unanimous vote.

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

ratify authorization for the installation of a fall protection system, from Ark Safety, in the amount of \$15,630.26, and for them to provide stamped engineering drawings at a cost of \$2,666.67. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To authorize Great Valley to begin design work and to prepare bid documents for the Keiter Alley LSA Storm Grant Project. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To award the Municibid sale of a 2011 Ford Crown Victoria (parts car/salvage title). Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Mr. Kusterer, Resolved, To award Kinsley Construction, the apparent lowest responsible bidder, the Public Works/Administration Construction Project upon review and recommendation by the Borough's project architects and engineers, Acela (the bid amount is \$5,976,619.00, with the rock excavation option of \$29,150.00).

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To amend the previous motion To award Kinsley Construction, the apparent lowest responsible bidder, the Public Works/Administration Construction Project upon review and recommendation by the Borough's project architects and engineers, Acela (the bid amount is \$5,976,619.00, with the rock excavation option of \$29,150.00), and to obtain a list of Kinsley Construction's sub-contractors, specifically electrical and roofing sub-contractors, for Borough review, as soon as possible. Passed by unanimous vote.

Under Personnel Committee, a motion was made by Mr. Engelhardt, seconded by

12789

Mr. Kusterer, Resolved, To extend Josh Young's employment to August 31, 2025, as Code Enforcement Officer, and to complete the rental housing inspection roster. Passed by unanimous vote.

A motion was made by Mr. Engelhardt, seconded by Ms. Ladd-Kidder, Resolved, To appoint Michael Downing, as a member of the Environmental Advisory Commission, whose term shall expire on July 1, 2028. Passed by unanimous vote.

A motion was made by Mr. Engelhardt, seconded by Mr. Kusterer, Resolved, To reappoint Andrew Arnold, as a member of the Housing License Appeals Board, whose term shall expire on July 1, 2026. Passed by unanimous vote.

Mr. Engelhardt stated that an Executive Session was not needed.

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

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 Ms. Ladd-Kidder, Resolved, To approve the Alternative Evaluation of the Watershed by SSM. Passed by unanimous vote.

A motion was made by Mr. Seyler, seconded by Ms. Ladd-Kidder, Resolved, To approve the purchase of a BDP Sludge Press, through the Costars program, based on the 2024 price of \$488,800.00, and contingent upon 2025 quote price. Passed by unanimous vote.

Under Miscellaneous a motion was made by Mr. Seyler and seconded by Ms. Ladd-Kidder, Resolved, To enact and ordain the following Ordinance:

ORDINANCE NO. 2-2025

AN ORDINANCE OF THE BOROUGH OF KUTZTOWN, BERKS COUNTY, PENNSYLVANIA, AMENDING CHAPTER 170 OF THE CODE OF THE BOROUGH OF KUTZTOWN, ENTITLED "PUBLIC RECORDS", BY AMENDING §170-7.A. BY REPEALING AND REENACTING SAID SECTION TO AMEND THE FEE STRUCTURE TO REFLECT THAT WHICH IS PROMULGATED BY THE PENNSYLVANIA OFFICE OF OPEN RECORDS.

Passed by unanimous vote.

An unidentified resident asked to address Council about Dinner on Main. Mr. Seyler explained the process and noted that once the parade permit application is received, the request will come before Council.

A motion was made by Mr. Kusterer, seconded by Mr. Seyler, Resolved, To adjourn the Council meeting upon vote. Passed by unanimous vote. The meeting ended at 7:46 p.m.

Prepared by: Gina M. Wiand
Borough Secretary

Prepared and Attested by: Jill D. Remick
Assistant Borough Secretary

Kevin J. Snyder and Jill D. Remick hereby ordered payment of the expenditures listed in the Accounts Payable G/L Distribution Report, including payment dates from May 17, 2025, through June 13, 2025, in accordance with Section 1106 of the Borough Code, Commonwealth of Pennsylvania.

Kevin J. Snyder

Jill D. Remick