

APPROVED

Borough of Alburtis
Meeting Minutes
February 28, 2024

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The February 28th, 2024, meeting of Borough Council was called to order by Council President Ron DeIaco at 7:00 p.m. in the Borough Hall, 260 Franklin Street, Alburtis, PA. The meeting was also live streamed on Zoom.

Council members in attendance:

Ron DeIaco Steve Hill Mehmet Birtek Chad Atkins
Hector Moss Ashlynn Rivera John Aleszczyk

Associates of Alburtis in attendance:

Dave Knerr- Solicitor, Stephen Nemeth-Borough Manager, Kathleen Palmer- Mayor, East Penn Press

Visitors in attendance: Gary DeRoner, Steve Werley

Visitors on Zoom: Tom, Brooke, Ann, Sherry Anne

PUBLIC COMMENT – No public comment.

MAYOR’S REPORT – Mayor Kathy Palmer mentioned that she wants to thank the maintenance staff for how they cleared up after the last snowstorm. Even though a snow emergency wasn’t declared, Donnie and his crew did an amazing job. Very thankful. Also, want to share a letter of recommendation for Officer Chris Lubenetski and Ray Bulger, both did an amazing job on search for missing person. Both were very professional and knew exactly how to handle the case. Really appreciate Chris, as soon as the call came in, he stayed on til case was closed. Ron requested Mayor Palmer give both Ray and Chris a letter of recommendation cert at the next meeting.

Approval of Meeting Minutes of February 14th, 2024– Steve Hill made a motion to approve the Minutes of February 14th, 2024, Ashlynn Rivera 2nd the motion, and a unanimous vote followed. Motion passes 7-0.

DeIaco- yay	Hill- yay	Moss-yay	Aleszczyk- yay	Atkins- yay	Birtek- yay	Rivera- yay
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BILLS FOR PAYMENT – February 28th, 2024 – Mehmet Birtek mentioned that he did not recall the Police care being in the budget, John Aleszczyk mentioned that it was coming out of ARPA funds. John Aleszczyk asked for an update on the old police car, Stephen Nemeth mentioned that it goes off tomorrow and is currently up to about \$2,300. Mehmet Birtek made a motion to pay the bills of February 28th, 2024, Steve Hill 2nd the motion, and followed by a nonunanimous vote followed, concluding with a 7-0 vote in favor of the motion.

DeIaco- yay	Hill- yay	Moss-yay	Aleszczyk- yay	Atkins- yay	Birtek- yay	Rivera- yay
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FISCAL CONSULTANT’S REPORT –Mehmet Birtek made a motion to approve the Fiscal Consultant’s Report of February 28th, 2024, Chad Atkins 2nd the motion, and a unanimous vote followed. Motion passes 7-0.

DeIaco- yay	Hill- yay	Moss-yay	Aleszczyk- yay	Atkins- yay	Birtek- yay	Rivera- yay
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Financial Consultant- Chris Basile presented about what escrows and reserve accounts are for municipal budgets. Chris mentioned that that first page of treasures report has your general accounts, payroll account to the reserve account, accounts that are available to the borough to spend. Next page you have, are the reserve

accounts, ARPA, and highway aide. Then we come down to escrow accounts. Originally stated escrow accounts in the borough are originated by ordinance. Place into account that gains interest when bills come in for that developer. Take from the account more like a deposit to the borough to protect the borough so that we are not chasing the developer or residents. Mostly used towards engineering and legal fees incurred. When the project is completed, they receive the remaining funds. John Aleszczyk had a question about reserve savings accounts. Year one entry nothing hits the expense, why are you budgeting for it. Chris Basile mentioned that you will see the expense in year five, when you buy the vehicle. Dave Knerr mentioned that you are budgeting the money in a reserve account, then when you have the expense, you will budget that. Mehmet mentioned putting the money in a money market account. Chris mentioned that is something that we can talk to our bank about. Mehmet mentioned that if we are setting money aside for long term purchase makes sense for the borough to make more interest on it. Chris mentioned that a lot of times these types of transfers take place at the end of the year. When we go to buy it, we transfer it back into the general funds to cover that loss. John asked so it's common for anyone on a cash basis to not recognize the expense like this. Chris Basile mentioned yes this is a normal business function for cash basis organization.

Chris mentioned that he is currently finalizing the annual audit, will be done by April 1st. When we get to this part of the year tax money starts coming in. These are normally the months that municipalities are tight. February is the normal month to be struggling. John Aleszczyk mentioned looking at the balance sheet; April, May, June we will be paying 1.3 million dollars, how are we coming up with that money? Mehmet mentioned that we discussed last month that we will receive the bill monthly then submit for reimbursement. Ron mentioned as long as we submit once we get the bill, we have 30 days to pay the invoice. The trend to receive reimbursement is three – four days. John mentioned that you can only submit for reimbursement once every 30 days. Stephen Nemeth mentioned that this is also in three different grants, so we have that also if we need to. John asked Chris in terms of cash does he thinks we are ok, Chris mentioned he believes we will be ok.

Alburtis Area Community Center Firework Display Request –Ron DeIaco mentioned that we have letter from fire company and a diagram of the location of fireworks. John Aleszczyk asked are the fireworks were going to be one or two days. What day would that be? Nick Kroboth from Shooting Star Fireworks LLC. Mentioned that July 3rd is the intended date, with a rain date of July 6th. Hector asked him to come and answer any questions. Ron mentioned major concern is that the school is entirely in a radius of the launch zone. Nick mentioned NFPA standard is National Fire Protection Agency, states that building that we shoot next to are inhabitant, were fine. It would be a failure, pretty catastrophic once, have something come down and fall and continue to burn on the school, feels 100% confident, need is minimum of 210 yards radius of the diagram is 270 yards. So, if it makes it safer for everybody to have more distance, we can push more south into the field to get further away from the school. This is a pretty common location for a display this size. The fire company will be on site. Kathy mentioned that her husband used to be head of maintenance at that school and said where it is projected; it is not safe. Kathy mentioned that you have houses on school street, and you've got tree line here that is Lower Macungie township. Nick mentioned that his insurance company would cover everything and would imagine the fire company would do a walk-through of the location. Chad mentioned Longswamp Township shoots theirs off on their upper ball field which is behind their elementary school which is probably closer than the diagram for this one is they shoot them off every year without an issue. Kathy mentioned that she is looking to be proactive instead of reactive. What would we do for those with PTSD or people with animals? All the things that all of the council should consider. John Aleszczyk asked about the fall out zone; how do you plan to keep people behind zone? Nick mentioned that this is a great location. You have a fence and a natural barrier with the school; the side road and back road would need to be closed off most likely. Steve Hill mentioned this will probably draw a crowd, where is everyone going to park? Kathy mentioned if you block off roads and there is this many people you will need extra police on. Mehmet mentioned it would draw a lot of people; his neighborhood would be there, if it's advertised and there is a carnival, there will be a lot of people. Ron asked how big your insurance policy is; Nick mentioned one million and one million aggregates. Dave Knerr mentioned that statute mentions that it's a one million dollar minimum. It's there so you can evaluate what the risk is in a particular place, if in the middle of nowhere, a million dollars may be ok. But now you're on top of a school building, well if something did happen on this, a million dollars is not going to replace that school. So, you have to be thinking about how much insurance you should have. John asked if the school had been

approached with this idea and were they okay with it? Hector confirmed. John Aleszczyk asked if this neighborhood in the picture was approached with this?

Mehmet mentioned that on one hand we have animals and concerns about risks and on the other hand we have a carnival. Has done this in Brooklyn even sponsored them, this is fun as long as you have a professional. Thinks a million dollars would not be high enough in our borough.

Chad Atkins made motion to allow AACC to use the borough's upper ballfield for their firework display. Mehmet Birtek 2nd the motion and a roll call vote followed. Motion denied on a roll call vote of 3-2-2.

DeIaco- nay	Hill- nay	Moss-abstain	Aleszczyk- nay	Atkins- yay	Birtek- yay	Rivera- abstain
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John Aleszczyk stated that he believes more community should have been informed on this. Ron DeIaco mentioned believes that million-dollar policy is not enough; Ron asked if AACC insurance would pick up the additional amount. Hector mentioned Nick's company is doing one million and the AACC would be an additional one million. John asked when you must know by Nick mentioned that the sooner the better since the weekend in question is normally a very popular weekend.

Bi-county Lehigh Valley Hazard Mitigation Plan Draft Document for Public Review and Comment– Stephen Nemeth mentioned that this is public notice that the Lehigh Valley Hazard Mitigation Plan is now open for public review and comment, you can click on link or QR code to access it and provide feedback.

Notice of receipt of 2021 recycling grant award \$2,914.38– Stephen Nemeth mentioned this is just to let everyone know that we received the 2021 recycling grant. Mehmet Birtek asked why we are just getting the 2021 award now. Stephen mentioned that there is a statewide shortage in the departments that review these types of submissions. Mehmet asked how they come up with the amounts, Stephen Nemeth mentioned it is based on the reports we submit from JP Mascaro and Victaulic, it's based off tonnage. It was mentioned about perhaps looking into bringing back the recycling event, John Aleszczyk mentioned he would prefer to run the event in Alburdis. Stephen Nemeth mentioned he will look into it all and bring it back to a future meeting.

Ending Remarks- Ron DeIaco mentioned that he has been receiving many requests about if we plan on bringing back the yard waste dumpsters. Ron mentioned perhaps this is something we can discuss at a future meeting, perhaps bringing them back and gating it off. Chad Atkins mentioned if we gate it off perhaps council can take shifts on Saturdays to monitor the facility.

Ron DeIaco asked for a motion to adjourn at 8:12 p.m. was made by Mehmet Birtek, 2nd by Ashlynn Rivera and a unanimous vote followed.

Meeting minutes were taken and submitted by:

Stephen Nemeth

Stephen Nemeth, Borough Manager.

