

Borough of Alburdis
Meeting Minutes
August 28th, 2024

The August 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, Alburdis, PA. The meeting was also live streamed on Zoom.

Council members in attendance:

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

Associates of Alburdis in attendance:

Dave Knerr- Solicitor, Kathy Palmer- Mayor, Stephen Nemeth-Borough Manager, Tony Alsleben- Police Chief, Mike Preston- Engineer

Associates of Alburdis in attendance via zoom:

East Penn Press

Visitors in attendance: Gary DeRoner, Mike Gerhart, Ray Ricketts

Visitors on Zoom: Tom, Brooke, Brad Rightmyer, Shelby Flakker

PUBLIC COMMENT

Mike Gerhart asked about the automatic arm garbage truck pickup option in the garbage contract. He added that how would that style of pickup would work in the neighborhoods of the borough where there is street parking blocking the curb access for the truck arms. Dave Knerr mentioned it's a great question to look into and when we start to get the bids on that option the logistics to the method of pickup will be discussed.

MAYOR'S REPORT

Kathy Palmer mentioned wanted to extend her thoughts and prayers to the family of the train incident. Kathy also mentioned that once there is an emergency scene taking place in the borough, please do not congregate around the scene, the crews are trying to work there best and its out of respect for those involved that the information getting out to social media is only coming from the correct sources.

Approval of Meeting Minutes of August 14th, 2024

Mehmet Birtek made a motion to approve the Minutes of August 14th, 2024, Hector Moss 2nd the motion, and a unanimous vote followed. Motion passes 7-0.

DeIaco- yay	Hill- yay	Moss-yay	Atkins- yay	Birtek- yay	Rivera- yay	Aleszczyk- yay
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BILLS FOR PAYMENT – August 28th, 2024

John Aleszczyk questioned bill 24517 payment to Ott consulting due to the work done within the Chestnut Street Stormwater Project. John questioned why we are being charged 647.25 to have the construction observation onsite when it wasn't completed right the first time. Mike mentioned that he is onsite to observe to make sure the quantities and materials that are placed in like designed. It would be a surveyor that does the surveying to make sure measurements are done correctly. Hector asked if it would be possible to send the engineer bill to the contractor to cover the expense of needing the observer there. Mike mentioned that he is not sure how that would be seen with in scope of the contract. Dave Knerr mentioned that correct, you wouldn't be able to bill a contractor for covering the engineering costs to watch for mistakes after the contract has been signed. However, you can look into adding this in the future, but at the same time, contractors would then factor that into their bidding numbers.

Mehmet Birtek made a motion to pay the bills of August 28th, 2024, Hector Moss 2nd the motion, motion passes with a 6-1 vote.

DeIaco- yay	Hill- yay	Moss-yay	Atkins- yay	Birtek- yay	Rivera- yay	Aleszczyk- nay due to bill 24517
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TREASURER’S REPORT

Steve Hill made a motion to accept the treasurer’s report, Chad Atkins 2nd and a unanimous vote followed. Motion passes 7-0.

DeIaco- yay	Hill- yay	Moss-yay	Atkins- yay	Birtek- yay	Rivera- yay	Aleszczyk- yay
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FISCAL CONSULTANT’S REPORT

Mehmet Birtek made a motion to approve the Fiscal Consultant’s Report of July, Chad Atkins 2nd the motion, and a unanimous vote followed. Motion passes 7-0.

DeIaco- yay	Hill- yay	Moss-yay	Atkins- yay	Birtek- yay	Rivera- yay	Aleszczyk- yay
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ADMINISTRATION:

Recommendation Pay App No. 5- Construction Masters Services, LLC –

Steve Hill made a motion to approve route request, Mehmet Birtek 2nd and a unanimous vote followed. Motion passes 7-0.

DeIaco- yay	Hill- yay	Moss-yay	Atkins- yay	Birtek- yay	Rivera- yay	Aleszczyk- yay
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IT upgrades request

Chief Alsleben mentioned that earlier in the year the department underwent its bi-annual CJIS audit. Which as of today with our current IT infrastructure we are currently noncompliant. In order to become compliant, we would need to undergo an upgrade in our servers and overall IT infrastructure. Chief Alsleben then read through the quote highlighting the details to what is offered in the quote by IntegraOne. Mentioned that his hope was to not just upgrade this for the department, but for all of the borough offices. Currently the department operates using Gmail and everyone else is under the ptd email servers. Mentioned that overall, the upgrade would be a two-phase setup. The first phase would consist of the upfront integration which is a one-time fee of \$23,131.48 and recurring costs of \$1225.00 per month. The second phase would consist of a one-time cost of \$4,900.00 and recurring costs of \$2,614.50 per month. Tony also mentioned that the quote is a Costars quote. Steve Hill asked Tony, is there a timeline as to when you need your response to this quote? Tony mentioned according to CJIS we need to have a plan of action by October and at some point, next year you would need to be on the system. Mehmet Birtek asked if Stephen Nemeth can try to get additional quotes so they can compare them. Dave Knerr mentioned if it was possible to check the Costars listing to see if there are any other companies on the list that could provide a quote. John Aleszczyk mentioned that he believes everyone should look over this quote in detail to see what is offered and when we start budget workshops begin, we can look at ways to include it.

Utility Billing System upgrade request

Stephen Nemeth mentioned that the utility billing system that we currently have was recently bought out by

gWorks. We were pretty much informed that if you don't make the update you would have to look for a new billing system and a new meter system that would be compatible with each other. Stephen Nemeth mentioned that with this new update the residents would be able to receive their bill by email instead of mail. Also, Stephen mentioned residents would have an option to setup autopayments. Stephen Nemeth mentioned that Macungie recently agreed to their upgrade also since they have the same systems.

Hector Moss made a motion to purchase the gWorks update, motion was 2nd by Mehmet Birtek. A unanimous vote followed. Motion passes on a vote of 6-0:

DeIaco- yay	Hill- yay	Moss-yay	Atkins- yay	Birtek- yay	Rivera- yay	Aleszczyk- yay
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Request to apply for LSA Grants

Stephen Nemeth mentioned that there are two different styles of LSA grants, one which is the Lehigh/ Northampton LSA and the other is the Statewide LSA grant. The Lehigh/ Northampton grant submission deadline is September 30th, while the statewide one is November 30th. Stephen mentioned that last year we applied for and received two grants through the Lehigh/ Northampton LSA grant for a police car and body cams. This year Stephen mentioned that he would like to apply for the grant to rehabilitate the upper ballfield fencing and possibly what we need toward the IT upgrades. These are no matching grants and cost \$100. To apply for them.

Hector Moss made a motion to approve the report, motion was 2nd by Mehmet Birtek. A unanimous vote followed. Motion passes on a vote of 7-0:

DeIaco- yay	Hill- yay	Moss-yay	Atkins- yay	Aleszczyk- yay	Birtek- yay	Rivera- yay
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Senior Officials Workshop for All-Hazards Preparedness course

Chief Alsleben mentioned this is a course that teaches you on all of the elements that go into a hazard response. It preps municipal leaders on what resources should be responding to what hazard and the following up resources that will be needed. The class is offered free by the TEEEX and will be held at Lehigh Carbon Community College on December 3rd, 2024. Highly recommend this course to everyone.

Adjournment:

A request to go into an executive session for personnel was made, with no vote to follow. Hector Moss made the motion to adjourn at 8:15 pm, motion was 2nd by Ashlynn Rivera and a unanimous vote followed.

Meeting minutes were taken and submitted by:

Stephen Nemeth

Stephen Nemeth, Borough Manager.