Borough of Alburtis
Meeting Minutes
October 28th, 2026

The October 28th, 2026, 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 streamed on Zoom.

Attendance:
Council: Ron DeIaco, Steve Hill, John Aleszczyk, Chad Atkins, Michael Gerhart, Ashlynn Rivera, Mehmet Birtek(zoom)
Associates: Hector Moss- Mayor, Stephen Nemeth- Borough Manager, Dave Knerr-Solicitor

PUBLIC COMMENT:
No Public Comment.

MEETING MINUTES of October 14th, 2026:
Steve Hill made a motion to approve the minutes of October 14th, 2026. Ashlynn Rivera seconded the motion, and it passed, 7-0.

BILLS FOR PAYMENT:
John Aleszczyk made a request for a copy of the Integra contract; he stated that he thinks that when this contract is up, we should go out for an RFP for IT services. Ashlynn Rivera made a motion to approve the bills for payment, and Michael Gerhart seconded the motion. The motion passed, 7-0.

Reports:

Mayor's REPORT:
No report at this time. Hector mentioned that he wanted to send sincere thanks to the Alburtis Social Club for helping with the Parade. Also made mention of thanking our first responders, since it is National First Responders Day

MANAGER'S REPORT:
Chad Atkins made a motion to accept Oct 14th- Oct 27th. Manager's Report, and Mike Gerhart seconded the motion. The motion passed 7-0.

New Business:

Lower Macungie Library Presentation
Debbie Jack presented an update on the library, noting higher in-person use, program attendance, and borrowing; highlights included 701 summer reading registrants, 206 programs, expanded digital resources, museum passes, "Library of Things," tutoring/job resources, and the library's 25th anniversary.

Resolution No. 2026-20: A RESOLUTION AUTHORIZING THE BOROUGH MANAGER TO EXECUTE ALL DOCUMENTS AND AGREEMENTS BETWEEN THE BOROUGH OF ALBURTIS AND THE PENNSYLVANIA COMMONWEALTH FINANCING AUTHORITY TO FACILITATE AND ASSIST IN OBTAINING THE REQUESTED STATEWIDE LOCAL SHARE ASSESSMENT GRANT.:
Chad Atkins made a motion to approve Resolution 2026-20; the motion was seconded by Ashlynn Rivera, and a unanimous vote followed. The motion passed 7-0.

Request to repair Lockridge Church Concrete sidewalk and driveway
Ron DeIaco, asked if we received the insurance check for this repair. Steve Nemeth stated that we did. Ashlynn Rivera made a motion to authorize the repair of the concrete sidewalk and driveway at Lockridge Church; Chad Atkins seconded the motion, and a unanimous vote followed. The motion passed 7-0.

Request to repair Sewer Generator
Steve Hill made a motion to repair the sewer generator; Michael Gerhart seconded the motion, and a unanimous vote

APPROVED

followed. The motion passed 7-0.

Request to modernize camera server storage area
Ashlynn Rivera made a motion to approve the request to modernize the camera server storage area, Michael Gerhart seconded the motion, and a unanimous vote followed. The motion passed 7-0.

Request to Outsource Payroll
Steve Nemeth provided a summary of this request: As previously mentioned during the budget workshop process, we would like to outsource payroll. Currently, our QuickBooks payroll is not set up properly and has not been for some time. Our previous Auditor and current auditor, along with a QuickBooks specialist, are unable to fix the issue. Our auditor has recommended that since QuickBooks will be no longer supporting the desktop version going forward and we will need to migrate to the online version that now would be the best time to start looking at outsourcing our payroll. Attached, you will find the Letter from our auditor with his recommendations on this process, as well as four quotes. Several of the quotes have promotions that we would be interested in taking advantage of. Mike Gerhart made a motion to approve outsourcing payroll, and Chad Atkins seconded the motion, and a unanimous vote followed. The motion passed 7-0.

Municipal Pension Program; Request to Advertise RFP for Pension Consulting Services
Ashlynn Rivera made a motion to approve the advertisement for the RFP for Pension Services; Michael Gerhart seconded the motion, and a unanimous vote followed. The motion passed 7-0.

Request to advertise a public hearing for SALDO application 2026-01
Mike Gerhart made a motion to approve the advertisement of a public hearing for SALDO application 2026-01, Ashlynn Rivera seconded the motion, and a unanimous vote followed. The motion passed 7-0.

Adjournment
Ron DeIaco mentioned that we would be going into an executive session for personnel. No vote will be needed upon the conclusion of the executive session. A motion to adjourn at 7:25 p.m. was made by Michael Gerhart, 2nd by Ashlynn Rivera, and a unanimous vote followed.

Meeting minutes were taken and submitted by:

Stephen Nemeth, Borough Manager.

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