

Borough of Alburtis
Meeting Minutes
December 29th, 2025

The December 29th, 2025, meeting of Borough Council was called to order by Council President Ron Delaco at 7:00 p.m. in the Borough Hall, 260 Franklin Street, Alburtis, PA. The meeting was also live-streamed on Zoom.

Attendance:

Council: Ron Delaco, Steve Hill, Hector Moss (zoom), Ashlynn Rivera, John Aleszczyk, Chad Atkins

Associates: Stephen Nemeth- Borough Manager, Dave Knerr-Solicitor, Kathy Palmer-Mayor

Visitors: County Commissioner Ron Beitler, County Executive Phil Armstrong, Mike Gerhart, Gary DeRoner, Tom (zoom), Zoom user (zoom)

PUBLIC COMMENT

No public comment.

Presentation by County Executive Phil Armstrong and County Commissioner Ron Beitler

Lehigh County Executive Phil Armstrong and County Commissioner Ron Beitler were on hand to present Kathy Palmer with a Proclamation for her many years of service to the borough as Mayor and Borough Council member. Both spoke of the high standard she set with leading the borough and what a pleasure it has been to work with her. Ron Beitler mentioned that the Borough has always been run very smoothly for decades and that is a testament to the leadership of the borough.

Approval of Meeting Minutes of December 10th, 2025

Ashlynn Rivera made a motion to approve the Minutes of December 10th, 2025. Chad Atkins 2nd the motion, and a unanimous vote followed. Motion passes with a 6-0 vote.

BILLS FOR PAYMENT –

John Aleszczyk asked what exactly the DRBC allocation is, Steve Nemeth explained it's where we actually get our water from, it begins in Delaware River and trickles through to our reservoir to our wells. The docket review fee is a newer fee that was created in 2016 after we submitted our last application. The application review takes place every ten years. Chad Atkins made a motion to approve the bills for payment, Ashlynn Rivera 2nd the motion, and a unanimous vote followed, motion passes with a 6-0 vote.

MAYOR'S REPORT

No report was given.

FISCAL CONSULTANT'S REPORT

Ashlynn Rivera made a motion to approve the Fiscal Consultant's Report of November, John Aleszczyk 2nd the motion, and a unanimous vote followed. Motion passes with a 6-0 vote.

MACUNGIE AMBULANCE CORPS

Ron Delaco mentioned in the report 381 calls for Macungie Ambulance in November, with 19 being in the borough. Chad Atkins made a motion to accept the November Ambulance report, Ashlynn Rivera 2nd, and a unanimous vote followed. Motion passes 6-0.

New Business

Ordinance 602: AN ORDINANCE ESTABLISHING THE REAL ESTATE TAX RATE FOR THE FISCAL YEAR 2026 AT 4.58 MILLS (4.50 MILLS FOR GENERAL BOROUGH PURPOSES AND 0.08 MILLS FOR FIRE PURPOSES), WHICH IS THE SAME AS THE TAX RATE FOR FISCAL YEAR 2025; CONFIRMING A 2% DISCOUNT ON REAL ESTATE TAXES PAID WITHIN TWO MONTHS OF THE DATE OF THE TAX NOTICE AND A 10% PENALTY FOR FAILURE TO PAY SUCH TAXES WITHIN FOUR MONTHS AFTER THE DATE OF THE TAX NOTICE; CONFIRMING WITH NO CHANGE IN RATES FOR 2026 THE PER CAPITA TAX, EARNED INCOME TAX, LOCAL SERVICES TAX, REALTY TRANSFER TAX, WATER

RENTALS AND FEES, AND THE FEES FOR COLLECTING MUNICIPAL WASTE AND RECYCLABLE MATERIALS; INCREASING SANITARY SEWER RENTALS AND FEES BY APPROXIMATELY TWENTY-FIVE PERCENT (25%), INCLUDING AN INCREASE OF \$25.00 PER CALENDAR QUARTER IN THE FLAT RATE FOR DWELLING UNITS (TO \$125.00 PER CALENDAR QUARTER); REQUIRING PERMITS FOR DUMPSTERS USED FOR UNACCEPTABLE WASTE NOT COLLECTED THROUGH THE BOROUGH WASTE COLLECTION PROGRAM, ESTABLISHING A SEVENTY-FIVE DOLLAR (\$75.00) FEE FOR SUCH PERMITS, AND ESTABLISHING PENALTIES FOR PERMIT VIOLATIONS; AMENDING CODIFIED ORDINANCES CHAPTER 59 (RELATING TO RIGHT-OF-WAY MANAGEMENT) TO ADD REGULATIONS REGARDING THE PLACEMENT OF DUMPSTERS AND PORTABLE STORAGE DEVICES IN BOROUGH RIGHTS-OF-WAY; AND ESTABLISHING A NEW HANDICAPPED PARKING SPACE ON THE EASTERLY SIDE OF FRANKLIN STREET IN FRONT OF 215 FRANKLIN STREET.

Steve Hill made a motion to approve Ordinance 602, Ashlynn Rivera 2nd the motion, and a unanimous vote followed. Motion passes with a 6-0 vote.

Ordinance 603: AN ORDINANCE REVISING THE COMPENSATION OR COMPENSATION RANGES FOR CERTAIN POSITIONS OF EMPLOYMENT OR APPOINTMENT BY THE BOROUGH, EFFECTIVE JANUARY 1, 2026, INCLUDING CERTAIN ADMINISTRATION EMPLOYEES, MAINTENANCE EMPLOYEES, THE CHIEF OF POLICE, AND PROFESSIONALS; AMENDING CODIFIED ORDINANCES SECTION 12-401 TO INCREASE THE ANNUAL WORK BOOT ALLOWANCE FOR FULLTIME MAINTENANCE EMPLOYEES TO \$370.00; AND CONFIRMING THE EXISTING FIDELITY BOND REQUIREMENTS FOR CERTAIN BOROUGH EMPLOYEES

Ashlynn Rivera made a motion to approve Ordinance 603, Chad Atkins 2nd the motion, and a majority vote followed. Motion passes with a 5-1 vote.

Motion to establish hourly rates for members of the maintenance Department:

Donnie Derr- 37.57 Gary Hartman- 28.49 Joe Kelly- 26.33 Kyle Hausman- 23.41

Ashlynn Rivera made a motion to approve maintenance hourly rates, John Aleszczyk 2nd the motion, and a majority vote followed. Motion passes with a 5-1 vote. John asked what if Kyle passed his CDL, Steve Nemeth mentioned that he passed his permit last Tuesday, upon achieving his official license he will get another pay increase.

Resolution No. 2025-14- A RESOLUTION REDUCING CONTRIBUTIONS BY POLICE OFFICERS TO THE BOROUGH OF ALBURTIS POLICE PENSION PLAN FOR THE YEAR 2026 TO FOUR PERCENT (4%) OF COMPENSATION.

Steve Hill made a motion to approve Resolution 2025-14, John Aleszczyk 2nd the motion, and a unanimous vote followed. Motion passes with a 6-0 vote.

Recommendation for Payment Application No.4 to Allgyer Enterprises

John Aleszczyk made a motion to approve payment to Allygyer with the stipulation that the expense comes out of 2025 so that it doesn't go against our 2026 numbers. Ashlyn Rivera 2nd the motion, and a unanimous vote followed. Motion passes with a 6-0 vote.

Security upgrades for municipal buildings

Steve Hill mentioned that the staff has requested that we look into adding a buzzed-in system for the lobby, instead of the way that it is currently set up. Steve Nemeth added that it's more so for those times when the officer is not in the building or when there is just one or two people in the office. Just to give a little more sense of security, Steve Hill mentioned many other municipal buildings in the area you can't just walk in, you need to press a button to be buzzed in to enter. Ashlynn Rivera said it's definitely not a bad idea and doesn't hurt getting quotes. Steve Nemeth was given the approval to seek quotes.

Adjournment

Steve Hill mentioned that he wanted to add one more thing prior to closing. He thanked Kathy Palmer for everything that she has done over the years for the borough and for its residents. Ron DeIaco echoed Steve's statement.

Ashlynn Rivera made the motion to adjourn at 7:30 pm. Chad Atkins seconded the motion, and a unanimous vote followed. Motion passed 6-0.

Meeting minutes were taken and submitted by:

Stephen Nemeth

Stephen Nemeth, Borough Manager.

APPROVED