

Borough of Alburtis
Meeting Minutes
July 29th, 2026

The July 29th, 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, Chad Atkins, Michael Gerhart, Ashlynn Rivera, John Aleszczyk

Associates: Hector Moss- Mayor, Stephen Nemeth- Borough Manager, Dave Knerr-Solicitor, Tony Alsleben- Police Chief (zoom)

PUBLIC COMMENT:

No Public Comment.

MEETING MINUTES of July 8th, 2026:

Steve Hill made a motion to approve the minutes of July 8th, 2026. Ashlynn Rivera seconded the motion, and it passed, 6-0.

BILLS FOR PAYMENT:

Ashlynn Rivera made a motion to pay the bills, and Michael Gerhart seconded the motion and approved unanimously, 6-0.

Reports:

Mayor's REPORT:

Hector Moss mentioned that Everything is going well. The Chief and the Department are getting ready for the National Night Out next week on August 5th, from 6 to 8 o'clock.

LMFD Mid-Year Report:

Chad Atkins made a motion to accept the Mid-Year LMFD Report. Mike Gerhart seconded the motion, and it passed unanimously, 6-0.

New Business:

Request to outsource LST and Per Capita to Berkheimer:

- (a) Resolution 2026-9- A RESOLUTION OF THE GOVERNING BOARD OF ALBURTIS BOROUGH, LEHIGH COUNTY, PENNSYLVANIA, AUTHORIZING, EMPOWERING AND DIRECTING THE PROPER OFFICERS OF THE GOVERNING BOARD TO EXECUTE AN AGREEMENT WITH BERKHEIMER WHEREUNDER BERKHEIMER IS RETAINED AS THE EXCLUSIVE TAX OFFICER FOR THE COLLECTION, ADMINISTRATION, RECEIPT AND ENFORCEMENT OF THE PROVISIONS OF THE RESPECTIVE TAX ENACTMENT OF THE GOVERNING BOARD LEVYING AND ASSESSING THE LOCAL SERVICES TAX FOR THE TERM HEREIN DEFINED, TOGETHER WITH SUCH EXTENSIONS AS MAY BE AGREED UPON, SAID TAX ENACTMENT HAVING BEEN ADOPTED UNDER AND PURSUANT TO THE AUTHORITY OF THE PENNSYLVANIA LOCAL TAX ENABLING ACT (ACT 511, P.L. 1257); AND APPROVING AND ADOPTING THE RULES AND REGULATIONS PREPARED BY BERKHEIMER TO ADMINISTER AND ENFORCE THE LOCAL SERVICES TAX.
- (b) Resolution 2026-10- A RESOLUTION OF THE GOVERNING BOARD OF ALBURTIS BOROUGH, LEHIGH COUNTY, PENNSYLVANIA, AUTHORIZING, EMPOWERING AND DIRECTING THE PROPER OFFICERS OF THE GOVERNING BOARD TO APPOINT A LIAISON BETWEEN IT AND BERKHEIMER, THE DULY APPOINTED COLLECTOR OF LOCAL TAXES FOR THE DISTRICT, FOR THE EXPRESS PURPOSE OF SHARING CONFIDENTIAL TAX INFORMATION WITH THE DISTRICT FOR OFFICIAL PURPOSES.
- (c) Resolution 2026-11- A RESOLUTION OF THE GOVERNING BOARD OF ALBURTIS BOROUGH, LEHIGH COUNTY, PENNSYLVANIA, AUTHORIZING AND EMPOWERING ITS LOCAL TAX COLLECTOR, BERKHEIMER, TO IMPOSE AND RETAIN COSTS OF COLLECTION ON DELINQUENT TAXES.
- (d) Resolution 2026-12- A RESOLUTION OF THE GOVERNING BOARD OF ALBURTIS BOROUGH, LEHIGH COUNTY, PENNSYLVANIA, AUTHORIZING, EMPOWERING and directing the proper officers of the

governing board to appoint Berkheimer as its tax hearing officer under and pursuant to the local taxpayer's bill of rights for the express purpose of adjudicating appeals thereunder.

- (e) Resolution 2026-13 A RESOLUTION OF THE GOVERNING BOARD OF ALBURTIS BOROUGH, LEHIGH, PENNSYLVANIA, AUTHORIZING, EMPOWERING AND DIRECTING THE PROPER OFFICERS OF THE GOVERNING BOARD TO EXECUTE AN AGREEMENT WITH BERKHEIMER WHEREUNDER BERKHEIMER IS RETAINED AS THE EXCLUSIVE TAX OFFICER FOR THE COLLECTION, ADMINISTRATION, RECEIPT AND ENFORCEMENT OF THE PROVISIONS OF THE RESPECTIVE TAX ENACTMENT OF THE GOVERNING BOARD LEVYING AND ASSESSING THE PER CAPITA TAX FOR THE TERM HEREIN DEFINED, TOGETHER WITH SUCH EXTENSIONS AS MAY BE AGREED UPON, SAID TAX ENACTMENT HAVING BEEN ADOPTED UNDER AND PURSUANT TO THE AUTHORITY OF THE PENNSYLVANIA LOCAL TAX ENABLING ACT (ACT 511, P.L. 1257); AND APPROVING AND ADOPTING THE RULES AND REGULATIONS PREPARED BY BERKHEIMER TO ADMINISTER AND ENFORCE THE PER CAPITA TAX.
- (f) Resolution 2026-14- A RESOLUTION OF THE GOVERNING BOARD OF ALBURTIS BOROUGH, LEHIGH COUNTY, PENNSYLVANIA, AUTHORIZING, EMPOWERING AND DIRECTING THE PROPER OFFICERS OF THE GOVERNING BOARD TO APPOINT A LIAISON BETWEEN IT AND BERKHEIMER, THE DULY APPOINTED DELINQUENT COLLECTOR OF PER CAPITA FOR THE DISTRICT, FOR THE EXPRESS PURPOSE OF SHARING CONFIDENTIAL TAX INFORMATION WITH THE DISTRICT FOR OFFICIAL PURPOSES.
- (g) Resolution 2026-15- A RESOLUTION OF THE GOVERNING BOARD OF ALBURTIS BOROUGH, LEHIGH, PENNSYLVANIA, AUTHORIZING AND EMPOWERING ITS LOCAL TAX COLLECTOR, BERKHEIMER, TO IMPOSE AND RETAIN COSTS OF COLLECTION ON DELINQUENT TAXES.
- (h) Resolution 2026-16- A RESOLUTION OF THE GOVERNING BOARD OF ALBURTIS BOROUGH, LEHIGH, PENNSYLVANIA, AUTHORIZING, EMPOWERING AND DIRECTING THE PROPER OFFICERS OF THE GOVERNING BOARD TO APPOINT BERKHEIMER AS ITS TAX HEARING OFFICER UNDER AND PURSUANT TO THE LOCAL TAXPAYERS BILL OF RIGHTS FOR THE EXPRESS PURPOSE OF ADJUDICATING APPEALS THEREUNDER.

Dave Knerr gave a summary of all the resolutions. The resolutions authorize the Borough to enter into agreements with Berkheimer, the Borough's current Earned Income Tax collector, to also administer the collection of the Per Capita Tax and the Local Services Tax. The resolutions appoint Berkheimer as the Borough's tax collector for these taxes, authorize the firm to collect delinquent taxes and retain the authorized collection costs assessed to delinquent taxpayers, designate Berkheimer as the hearing officer for matters related to these taxes, and permit the sharing of confidential tax information with the Borough Manager as necessary for tax administration. Mike Gerhart made a motion to approve all eight resolutions; Resolutions 2026-9- Resolution 2026-16. Ashlynn Rivera seconded the motion, and it passed unanimously, 6-0.

Request to purchase generator/ options for Maintenance shop:

Steve Hill asked Steve Nemeth where the money would come from for this. Steve Nemeth mentioned that it would come out of the Highway Reserve Fund, which currently has \$153,000 in the fund. John Aleszczyk mentioned that he knows this is a vital piece of equipment, but his concern is that we are spending more than we have. Steve Nemeth mentioned that this is a vital piece of equipment for our entire maintenance department to operate the borough, and that is all that we are requesting. When the power was out for four days, Donnie had to take equipment home just to charge it up because we had no power at the maintenance shop. We lost power there in the winter; when they get called in for storm duty, normally it's the on-call person that comes in first to start the process. If one person slips, attempting to open garage doors by climbing due to not having a proper power source, we are all liable because we all knew about this issue. Mike Gerhart made a motion to approve the purchase of a generator, accepting the quote from Wetzel Enterprises. Ashlynn Rivera seconded the motion, and it passed, 5-1.

Request to award the lowest Tree Service quote to finish cleanup at Lockridge Historical Church:

Craig Craico explained the process of removing the tree debris that is on site and how dangerous it currently is. Steve Hill made a motion to approve the quote by Craico Tree Service, Inc., to clean up tree debris at Lockridge Historical Church. Mike Gerhart seconded the motion, and it passed, 6-0.

Ordinance No. 606-AN ORDINANCE ESTABLISHING A NEW HANDICAPPED PARKING SPACE ON THE EASTERLY SIDE OF WALNUT STREET NEAR 227 WALNUT STREET:

Mike Gerhart made a motion to approve Ordinance No. 606. Ashlynn Rivera seconded the motion, and it passed, 6-0.

Alburtis Police Department National Night Out- August 5th from 6 pm-8 pm at Alburtis Community Pool:

Just informational, no further comments.

Adjournment

A motion to adjourn at 7:39 p.m. was made by Mehmet Birtek, 2nd by Michael Gerhart, and a unanimous vote followed.

Meeting minutes were taken and submitted by:

Stephen Nemeth

Stephen Nemeth, Borough Manager.