

**BOROUGH OF KUTZTOWN**  
**TELECOMMUNICATIONS AND INFORMATION**  
**TECHNOLOGIES COMMITTEE MEETING**  
**MINUTES OF June 7<sup>th</sup>, 2016**

A regular meeting of the Telecommunications and Information Technologies Committee was held on June 7th, 2016 in the multipurpose room of the Kutztown Borough Hall Building.

The meeting was called to order at 6:00 pm by Ms. Margaret Devlin.

Members present were: Mr. Richard Diehm, Mr. Scott Piscitelli and Ms. Margaret Devlin

Also in attendance: David Horvath, IT Director

Public attendance: None

**APPROVAL OF MINUTES**

The May 2<sup>nd</sup>, 2016 Minutes were reviewed and a motion was made by Ms. Margaret Devlin and seconded by Mr. Scott Piscitelli to approve the minutes. The motion was passed by a unanimous vote.

**PUBLIC COMMENTS**

None

**OLD BUSINESS**

- Mr. Horvath shared the progress of the ESRI/ArcView project with the committee. No issues had arisen and Mr. Horvath reported all is going well.
- Mr. Horvath reported to committee that the Fortinet Firewall appliance had arrived and that He will be working on installing the appliance over the next couple weeks.
- Mr. Horvath reported to committee that the Accela project has begun and will take up to 4 months to complete.

**NEW BUSINESS**

- Mr. Horvath reported that over the next year he is planning to move all old windows 2003 physical servers into the virtual environment and that he purchase of a new VMWare host would be necessary for this. The cost is explained on the previous line item.

- Mr. Horvath explained to the committee that more storage will be needed for the Kutztown Borough camera system because other departments will purchasing more cameras and the video currently is only being retained for 3 days and 8 hours. If more cameras are added to the current camera system the video retention will drop to under 2 days which, will not allow time to review the video footage if something were to occur on a Friday night. This will placed in the 2017 budget.
- Mr. Horvath reported that the cameras that are currently in front of the Kutztown Municipal Building at 45 Railroad Street Kutztown PA 19530 are planned to be used as a Safe/Exchange zone for people making purchases online and wish to meet the owner to exchange to make the purchase. This location will be a safe zone that will be recorded by the police department.
- Mr. Horvath reported that the intern, Charles Himes, is now working on the new Kutztown Borough GIS System and will be employed by Kutztown Borough as an intern until the end of August.

#### OFF AGENDA

- Mr. Horvath reported to committee that the Kutztown Police Department are purchasing a new mobile car camera system to eventually replace their existing system. This new system will require a purchase of another ESXI host for the virtual environment in the amount of \$13,700. This is just a one-time fee. The committee asked that Mr. Horvath discuss this purchase with Borough Manager Gabriel Khalife since the purchase of this item was not included in the 2016 budget. Update to this, Mr. Horvath did some more investigation and is positive that he can use the existing VMWare hosts for the server for the new Kutztown Police mobile camera system and will not need to purchase the server for \$13,700 this year but, will put in the 2017 budget. Mr. Horvath emailed all the committee members about this change.

#### ADJOURNMENT

- There being no further business to discuss a motion was made by Ms. Margaret Devlin and seconded by Mr. Richard Diehm to adjourn the meeting. The motion passed and the meeting was adjourned at 6:30pm.