

**BOROUGH OF KUTZTOWN
TELECOMMUNICATIONS AND INFORMATION
TECHNOLOGIES COMMITTEE MEETING
MINUTES OF August 5th, 2025**

A regular meeting of the Telecommunications and Information Technologies Committee was held on August 5th, 2025.

The meeting was called to order at 6:00 pm by Ms. Lisa Ladd-Kidder

The members were Ms. Lisa Ladd-Kidder, Mr. George Kusterer, and Mr. Fred Engelhardt

Also in attendance: Mr. David Horvath, IT Director, Sharon Dalickas Kutztown Finance Director

Public attendance: None

APPROVAL OF MINUTES

July 1st, minutes were reviewed, and a motion was made by Ms. Lisa Ladd-Kidder, first by Fred Engelhardt and seconded by Mr. George Kusterer to approve the minutes.

PUBLIC COMMENTS

No public comments.

OLD BUSINESS FOR IT DEPARTMENT

- 1) Mr. David Horvath provided a flow chart to all committee members that displays the script for incoming calls for Telecom Crew during and after hours. This was the final iteration of the flow chart, and the wording was approved by all the committee members and would be taken to Council for final approval.
- 2) Mr. David Horvath updated the committee on the alternate path for the main internet connection from Cogent. The new equipment has been installed and tested, and the next phase will begin, which is the actual turn up of the new circuit/path and switching from the Lumen Philadelphia path to the Lumen New York Path. I will keep you posted when the date and time is selected.
- 3) Mr. David Horvath updated the committee on the Calix equipment upgrade. Two new E7 shelves arrived and have been installed and

configured. Mr. David Horvath will coordinate with the Telecom crew to migrate all customers from the C7(legacy) equipment to E7(SMx) equipment. Mr. David Horvath explained that the entire migration process will hopefully be finalized by the end of 2026.

- 4) Mr. David Horvath updated the Committee on the SCADA migration project, explained that the alarm system for the SCADA workstations will be configured by Anthony from Keystone Engineering and will be working with Troy Smith (Water Department Superintendent) and Michael Miller (Wastewater Superintendent) to verify they both have access to the Win911 Alarm system.
- 5) Mr. David Horvath provided an update on the Kaseya RMM (Remote Monitoring and Management) system. This system includes scheduling operating systems and hardware patches, SPAM monitoring, Microsoft 365 monitoring, Remote control and EDR (endpoint detection and response).

NEW BUSINESS FOR IT DEPARTMENT

- 1) Mr. David Horvath reviewed the Graphus Email protection report with the Committee members. The report shows the total number of emails received and the email messages that were detected as malicious and stopped.
- 2) Mr. David Horvath discussed the UniPower LLC agreement to maintain the UPS (universal power supply) systems at various locations in Kutztown.

ADJOURNMENT

There being no further business to discuss, a motion was made by Ms. Lisa Ladd-Kidder and seconded by Mr. George Kusterer to adjourn the meeting. The motion passed and the meeting was adjourned at 6:17 pm EST.