

**BOROUGH OF KUTZTOWN
TELECOMMUNICATIONS AND INFORMATION
TECHNOLOGIES COMMITTEE MEETING
MINUTES OF July 1st, 2025**

A regular meeting of the Telecommunications and Information Technologies Committee was held on July 1, 2025.

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

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

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

Public attendance: None.

APPROVAL OF MINUTES

The June 3, 2025, 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. Horvath provided a flow chart to all committee members that displays the script for incoming calls for Telecom Crew during and after hours. It was agreed by all committee members that some of the wording must be changed. The changes will be presented at the next committee meeting and then will be communicated to the public.
- 2) Mr. Horvath provided an update on the Wi-Fi in Kutztown Park, specifically the Legion Field. There have been no reported problems since the changes have been made at Kutztown Park. Mr. Horvath also stated he did contact Brian Bailey about the changes and informed Brian to contact him if any problems were to occur.
- 3) Mr. 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. Date and time will be communicated when selected.

- 4) Mr. Horvath updated the committee on the Calix equipment upgrade. Two new E7 shelves arrived and have been installed and configured. The batteries for the rectifier were replaced successfully in the NOC. The next part is to have the Calix engineer begin the process of exporting the configurations of the ONTs from the C7 system and importing them into the SMX system. This will occur in the month of August.
- 5) Mr. Horvath explained that we will be migrating to the new Blue Host web hosting plan to allow for static IP addresses for the Kutztown Borough and Kutztown PD websites and eventually look for a new web hosting service.
- 6) Mr. Horvath provided an update on the Windows system updates. Most workstations have been updated to Windows 11 and there are a few left that need to be replaced due to hardware incompatibilities.

ADJOURNMENT

There being no further business to discuss, a motion was made by Mr. Kusterer and seconded by Mr. Engelhardt to adjourn the meeting. The motion passed and the meeting was adjourned at 6:11 pm.