

Pen Argyl Borough Council held their Meeting for August on Tuesday, August 5, 2025 at 7:00 P.M. in the Borough Social Hall.

Pledge of Allegiance:

Council President Joseph LeDonne opened the Council Meeting with the Pledge of Allegiance.

Roll Call:

Note: Council President LeDonne stated that Council Members John Apgar, Joann Anderson, and Stephanie Cooper were going to be a few minutes late, he wanted a roll call for the record and then we can have the visitors start.

Council Members present and responding to roll call: Joseph LeDonne, Josephine Hildabrant and Steven Goffredo. Councilman Scott Brumbaugh was present via telephone.

Also present were Borough Manager Robin Zmoda, Borough Solicitor Peter Layman, Mayor Stephen Male and Borough Secretary Juli Lemak.

Visitors:

Phillip Cozzubbo, 902 E. Laurel Avenue, inquired about the status of Vine & Laurel, whether there is any planned road construction. Manager Zmoda stated tonight's agenda includes seeking Council's approval for a scope of work that will allow a bid packet to be prepared for milling and paving near the intersections of Nottle and Verona, Plainfield & Vine, E. Laurel & Mountain Avenues. Councilman Steven Goffredo clarified that the intent is to have the areas milled and filled as a temporary measure to extend the life of the roads until full reconstruction can be funded. The engineer is currently working with the Department of Public Works to identify specific problem areas that can be addressed within the remaining road fund budget. Currently other roads are in worse condition and may take precedence for future full reconstruction. Solicitor Layman added this matter will be voted on once a quorum is present, as certain Council Members are attending the National Night Out event.

Special Note: Councilmembers Stephanie Cooper, Tammy Kemp, John Apgar, and Joann Anderson arrived at 7:15 P.M.

Millie Beahn, 6299 Hower Road, Plainfield Township, thanked Manager Zmoda for talking during the Lehigh Valley Planning Commission meeting's discussion about Waste Management's rezoning request and Washington Township's response.

Public Works Report:

All Council Members were given a copy of Public Works Director Steven Bender's June report to review.

Public Works Report con't:

Councilwoman Stephaine Cooper made a motion to approve the change order from Alfero Company, reflecting a reduction of \$16,444.00 due to Borough's purchase of hardware, resulting in a revised total of \$444,505.00, seconded by Councilwoman Josephine Hildabrant. Unanimous by roll call.

Councilwoman Joann Anderson made a motion to proceed with the proposed playground project as presented, to include purchasing playground equipment, with the intent to have the project ready for bid in March, seconded by Councilwoman Stephanie Cooper. Unanimous by roll call.

Councilman Steven Goffredo made a motion to proceed with Engineer Mark Bahnick's recommendation to prepare bid documents and advertise for bid to mill and overlay Laurel, Walters and Heller Avenues in January of 2026, to be ready for construction to begin at the end of the 2025 school year for an estimated 2,094 square yards of areas on E. Plainfield (1,209 sq yds), E. Plainfield and Vine intersection (583 sq. yds) , E. Laurel (.166 sq yds) and the intersection at Vine and E. Mountain (136 sq. yds), with the possibility of adding additional streets within the scope of the budget, to be advertised for bid and completed before end of paving season, seconded by Councilwoman Josephine Hildabrant. Unanimous by roll call.

All Council Members received a copy of a handicapped application for 302 N. Lobb Avenue. The discussion was tabled to determine if the spot should be placed on N. Lobb or W. Applegate Avenue.

Councilwoman Josephine Hildabrant made a motion to advertise Ordinance No. 739, amending Chapter 103, Article III, Section 103-9 of the code, to establish a stop sign on N. Lobb Avenue at the intersection of Babbitt Avenue, seconded by Councilman John Apgar. Unanimous by roll call.

All Council Members received a copy of the pool land survey as presented by Van Cleef Engineering. Councilman John Apgar made a motion to have B & B Custom Pools provide a free estimate for design-to- build plans, seconded by Councilwoman Joann Anderson. Unanimous by roll call.

All Council Members received a copy of the S. Robinson Avenue turnback project completion report from PennDOT.

Zoning Report:

All Council Members were given a copy of Zoning/Codes Office's July report.

Police Report:

All Council Members received a copy of the Slate Belt Regional Police Department's agenda from July 17, 2025, and minutes from June 19, 2025. President LeDonne stated National Night Out is tonight and has a good turnout. An additional officer is being trained to use the scales for weighing trucks and they are considering purchasing a new truck to be used for truck weight enforcement.

Fire Chief's Report:

All Council members received a copy of the June and July Fire Chief's report.

All Council Members received a copy of Lookout Fire Company's proposed Knox Box program along with copy of Quakertown's Ordinance that mandates Knox Boxes at certain commercial and residential buildings. The proposed program box would allow the Fire Company to have a master key stored securely in a Knox Box mounted outside participating buildings. The system is controlled and monitored, with each key access logged and recorded to ensure accountability. The discussion was tabled pending the Fire Company's submission of a cost estimate per building for implementation.

All Council Members received a quote of \$20,955.00 for one (1) traffic signal preemptive system for the traffic light at the corner of S. Main and E. Main Streets. Manager Zmoda will apply for grant funding to cover the cost. If the grant is not awarded to the Borough, the expense will be included in the 2026 budget discussions.

Minutes:

Councilwoman Stephanie Cooper made a motion to approve the Minutes for the Regular Council Meeting of Tuesday, July 1, 2025, seconded by Councilwoman Josephine Hildabrant. Unanimous by roll call.

Correspondence:

Richard N. Martin, 502 Robinson Avenue, submitted a request to close one block of E. Laurel Avenue between N. Schanck and N. Robinson Avenues on August 23, 2025. Councilwoman Josephine Hildabrant made a motion to accept the road closure for the block party on August 23, 2025, seconded by Councilwoman Joann Anderson. Unanimous by roll call.

All Council Members received copies of correspondence regarding the proposed Ordinances and Zoning Map Amendments in Plainfield Township from the Lehigh Valley Planning Commission (LVPC) to Plainfield Township, from Paige Stefanelli, Plainfield Township Manager to Wind Gap and Pen Argyl Boroughs, and Washington Township, and Washington Township's letter to the LVPC.

Correspondence con't:

Councilwoman Josephine Hildabrant made a motion to send a letter written by Solicitor Layman to Plainfield Township that strongly requests that they retain their sanitary landfill regulations as a conditional use without modification, seconded by Councilwoman Stephaine Cooper. Voting yes were Councilmembers Joseph LeDonne, Scott Brumbaugh, Joann Anderson, Stephanie Cooper, Josephine Hildabrant and John Apgar. Councilman Steven Goffredo voted abstained. There being six (6) yes and one (1) abstained, the motion passed.

All Council Members received a copy of an email from Lafayette College's Meyner Center for the Study of State and Local Government, offering their services for local municipalities.

Mayor's Report:

Mayor Male stated he is working with Bob Michler to upgrade the Weona Park ball field.

Planning Commission:

Nothing to report.

Solicitor's Report:

Councilman Steven Goffredo made a motion to adopt Ordinance #738, amending Chapter 53 of the code to delete Section 53-2 declaring the discharge of certain weapons a summary offense, amending Section 53-8 to delete the penalty for discharge of weapons, and amending Chapter 79 of the code to delete the prohibition on discharge of firearms on park property and penalties therefore, as well as renumbering remaining sections, seconded by Councilwoman Josephine Hildabrant. Unanimous by roll call.

Sanitation, Solid Waste & Recycling:

All Council Members received a copy of the Wastewater Treatment Plant's July report.

Councilman Steven Goffredo made a motion to hire, Darren Yeisley as a General Laborer for the Wastewater Treatment Plant, as recommended by the Personnel Committee, seconded by Councilman Scott Brumbaugh. Unanimous by roll call.

Councilman Steven Goffredo made a motion to offer Darren Yeisley paid personal, sick and paid holidays, effective immediately, seconded by Councilwoman Josephine Hildabrant. Unanimous by roll call.

All Council Members received a copy of the sanitary sewer evaluation executive summary, and the 2nd quarter engineers report, as provided by Colliers Engineering & Design.

Sanitation, Solid Waste & Recycling con't:

All Council Members received a copy of the final NPDES permit from the Department of Environmental Protection, which expires on July 31, 2030.

Councilwoman Joann Anderson made a motion to approve a quote from Trojan Technologies to purchase a twenty-five (25) pack of UV lamps for \$9,602.88, seconded by Councilman Scott Brumbaugh. Unanimous by roll call.

All Council Members received a copy of the Authority's July 7, 2025 agenda and February 3, 2025 minutes.

All Council Members received a copy of a sewer connection review for 412 Applegate Avenue from Collier's Engineering & Design. Manager Zmoda reported that the Borough received the revised sewer planning module from Slate Hills, which satisfies the conditions outlined in the review. The planning module has been approved for signature by Collier's Engineering & Design and returned to Slate Hills. The Borough is now awaiting revised plans that address the remaining comments in the review. Once the plans are updated, the next step will be the payment of tap-in fees.

Finance, Tax Exoneration, Insurance & Personnel:

All Council Members were given a copy of the July Treasury Report as prepared and submitted by Borough Manager/Treasurer Zmoda. Councilman John Apgar made a motion to accept the report, seconded by Councilwoman Joann Anderson. Unanimous by roll call.

All Council Members received a copy of the 2nd quarter budget review.

All Council Members received two insurance proposals for the Lookout Fire Company. Councilman Steven Goffredo made a motion to remain with the current provider, Selective Insurance, and to renew the existing plan for \$27,742.00, seconded by Councilwoman Joann Anderson. Unanimous by roll call.

All Council Members received a copy of a ruling from the Northampton County Court of Common Pleas, granting the Masonic Hall, 22 W. Main Street, exemption from real estate taxes, beginning January 1, 2025.

All Council Members received a copy of the potential tax impact for a proposed one-mil fire tax on selected parcels, as prepared by Manager Zmoda.

Property & Utilities:

Nothing to report.

Community Outreach:

Borough Secretary Juli Lemak provided Council with the July feral cat report.

All Council Members received a copy of an advertisement for Wind Gap & Pen Argyl Borough's electronic recycling day on November 1st from 9 A.M. – 12 P.M.

Borough Manager's Report:

Borough Manager Zmoda provided Council with her monthly July report.

Councilwoman Josephine Hildabrant made a motion to adopt Resolution No. 2025-04 to place into immediate effect the updated 2025 Emergency Operation Plan for the Borough of Pen Argyl as per the requirements of Northampton County Emergency Operations Plan, seconded by Councilwoman Joann Anderson. Unanimous by roll call.

Councilwoman Stephanie Cooper made a motion to adopt Resolution No. 2025-05 to apply for a Local Share Account Northampton & Lehigh Counties grant of \$500,000.00 from the Commonwealth Financing Authority for Phase I of the Weona Park Regional Aquatics Project, seconded by Councilwoman Joann Anderson. Unanimous by roll call.

Councilwoman Stephanie Cooper made a motion to adopt Resolution No. 2025-06 to apply for a Local Share Account Northampton & Lehigh Counties grant of \$20,955.00 from the Commonwealth Financing Authority for the purchase and installation of a preemptive system at the intersection of State Route 512, East Main Street, and local roadway South Main Street, seconded by Councilwoman Joann Anderson. Unanimous by roll call.

Councilwoman Joann Anderson made a motion to adopt Resolution No. 2025-07 to apply for a Local Share Account Monroe County grant of \$20,955.00 from the Commonwealth Financing Authority for the purchase and installation of a preemptive system at the intersection of State Route 512, East Main Street, and local roadway South Main Street, seconded by Councilwoman Josephine Hildabrant. Unanimous by roll call.

Councilwoman Joann Anderson made a motion to adopt Resolution No. 2025-08 to apply for a Statewide Local Share Assessment grant of \$20,955.00 from the Commonwealth Financing Authority for the purchase and installation of a preemptive system at the intersection of State Route 512, East Main Street, and local roadway South Main Street, seconded by Councilwoman Josephine Hildabrant. Unanimous by roll call.

Councilwoman Joann Anderson made a motion to adopt Resolution No. 2025-09 to apply for a Statewide Local Share Assessment grant of \$127,641.50 from the Commonwealth Financing Authority for in car radio upgrades for the Slate Belt Regional Police Department, seconded by Councilwoman Stephanie Cooper. Unanimous by roll call.

Borough Manager's Report con't:

Councilwoman Stephanie Cooper made a motion to adopt Resolution No. 2025-10 to complete and submit to the Pennsylvania Department of Community and Economic Development a \$175,000 Monroe County Local Share Application for two (2) police vehicles for the Slate Belt Regional Police Department, seconded by Councilwoman Joann Anderson. Unanimous by roll call.

Payment of Bills:

The following bills were presented for payment: General Fund, \$32,260.24; Sewer, \$60,499.39, and Reserve Money Market Fund \$466,717.90. Councilwoman Stephanie Cooper made a motion to pay the bills from the General Fund and the Sewer Fund as presented, and to conditionally approve the bills in the Reserve Fund upon the approval of the T. Schiefer Contractors, Inc. application for payment number 2 by Mark Bahnik, Van Cleef Engineering, seconded by Councilwoman Joann Anderson. Unanimous vote by roll call.

Executive Session:

Councilwoman Stephanie Cooper made a motion to go into Executive Session to discuss real estate, potential litigation, and personnel, seconded by Councilwoman Joann Anderson. The motion passed unanimously by voice vote.

Council went into Executive Session at 8:41 P.M. and reconvened at 9:10 P.M.

Special Note: Borough Secretary Juli Lemak left the meeting at 8:41 P.M. and the rest of the minutes were taken by Borough Manager Zmoda.

Adjournment:

Councilwoman Joann Anderson made a motion to adjourn, seconded by Councilwoman Josephine Hildabrant. Unanimous by voice vote. The council meeting adjourned at 9:11 P.M.

Respectfully Submitted,

Juli Lemak
Borough Secretary

Workshop – Tuesday, August 26th - 7:00 P. M.

Regular Council Meeting – Tuesday, September 2nd - 7:00 P. M.