

Pen Argyl Borough Council held their Meeting for January on Tuesday, January 2, 2024 at 7:00 P. M. in the Borough Social Hall.

Pledge of Allegiance:

Mayor Stephen Male opened the Council Meeting with the Pledge of Allegiance.

Oath of Office:

Mayor Male administered the oath of office for four (4) year terms to Council Members: Tammy Kemp first ward, Steven Goffredo second ward, John Apgar third ward and Joann Anderson fourth ward.

Roll Call:

Council Members present and responding to roll call: Joseph LeDonne, Scott Brumbaugh, Stephanie Cooper, Tammy Kemp, Steven Goffredo, John Apgar, Joann Anderson and Josephine Hildabrant.

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

Special Note: Borough Solicitor Peter Layman arrived at 7:40 P.M.

Re-Organization of Council:

Mayor Male conducted re-organization of Council. Mayor Male asked for nominations for the office of Council President. Councilwoman Josephine Hildabrant nominated Councilman Joseph LeDonne. There being no further nominations, Mayor Male called for the vote to appoint Councilman Joseph LeDonne as Council President. Council Members voting in favor of the nomination were Scott Brumbaugh, Stephanie Cooper, Tammy Kemp, Steven Goffredo, John Apgar, Joann Anderson and Josephine Hildabrant. Councilman Joseph LeDonne abstained to vote. There being seven (7) yes votes and one (1) abstain vote the nomination passed.

Councilman Joseph LeDonne was declared Council President.

Mayor Male asked for nominations for the office of Council Vice President. Councilman John Apgar nominated Councilwoman Josephine Hildabrant and Council President Joseph LeDonne nominated Tammy Kemp. There being no further nominations, Mayor Male called for the vote to appoint Councilwoman Josephine Hildabrant as Council Vice President. Council Members voting in favor of the nomination were: Scott Brumbaugh, Stephanie Cooper, Steven Goffredo, John Apgar, Joann Anderson and Josephine Hildabrant. Council Members Joseph LeDonne and Tammy Kemp voted no. There being six (6) yes votes and two (2) no votes the nomination passed.

Re-Organization of Council con't:

Mayor Male asked for nominations for the office of President Pro-Tem. President Pro-Tem presides over Council Meetings when both the President and Vice President are absent but there is still a quorum. Councilman Scott Brumbaugh nominated Councilwoman Tammy Kemp and Councilwoman Josephine Hildabrant nominated Councilman John Apgar. There being no further nominations, Mayor Male called for the vote for the nomination of Councilwoman Tammy Kemp. Council Members voting in favor were Scott Brumbaugh, Stephanie Cooper, Tammy Kemp, Steven Goffredo, John Apgar, Joann Anderson and Joseph LeDonne. Councilwoman Josephine Hildabrant voted no. There being seven (7) yes votes and one (1) no vote, the nomination passed.

Mayor Male handed the gavel to Council President Joseph LeDonne to take over the leadership of the re-organization meeting.

Re-Appointments and Appointments:

Councilwoman Tammy Kemp made a motion to nominate Eric Mesko to the Planning Commission, five (5) year term, expires 12/31/28, seconded by Councilman Steven Goffredo. The nomination passed unanimous by roll call.

Councilman Scott Brumbaugh made a motion to nominate Rose Rinker to the Sewer Authority, five (5) year term, expires 12/31/2028, seconded by Councilwoman Josephine Hildabrant. The nomination passed unanimous by roll call.

Councilman Josephine Hildabrant made a motion to nominate Judith Piper to the Zoning Board, five (5) year term, expires 12/31/28, seconded by Councilwoman Tammy Kemp. The nomination passed unanimous by roll call.

Councilman Scott Brumbaugh made a motion to nominate Dean Parsons, Carl Meixsell Jr., Shawn Campanaro, Matthew Vanage and Bill Harmon to the Bureau of Fire Prevention, yearly appointment of top officers of the Fire Company, seconded by Councilman Steven Goffredo. The nomination passed unanimous by roll call.

Councilwoman Tammy Kemp made a motion to nominate Dawn Plummer to the Disruptive Conduct Board of Appeals, seconded by Councilwoman Josephine Hildabrant. The nomination passed unanimous by roll call.

Councilwoman Tammy Kemp made a motion to nominate John Cuono and all Council Members to the Pen Argyl Vacancy Board, seconded by Councilwoman Stephanie Cooper. The nomination passed unanimous by roll call.

President LeDonne announced the Park Board reorganizes in February and he will choose three representatives.

Appointment of Borough Representatives:

Councilwoman Stephanie Cooper made a motion to nominate Stephen Male as delegate and Joann Anderson as alternate representative to the Lehigh Valley Planning Commission General Assembly, seconded by Councilwoman Tammy Kemp. The nomination passed unanimous by roll call.

Councilwoman Tammy Kemp made a motion to nominate Borough Manager Zmoda as delegate and Stephanie Cooper as the alternate representative to the Northampton County Tax Collection Committee, seconded by Councilman Scott Brumbaugh. The nomination passed unanimous by roll call.

Councilwoman Tammy Kemp made a motion to nominate Mayor Male as the delegate and Scott Brumbaugh as the alternate representative to the Slate Belt Council of Governments, seconded by Councilwoman Josephine Hildabrant. The nomination passed unanimous by roll call.

Councilwoman Stephanie Cooper made a motion to nominate Joseph LeDonne, Robin Zmoda and Tyler Kemp as representatives to the Multi-Municipal Comp Plan Steering Committee, seconded by Councilwoman Josephine Hildabrant. The nomination passed unanimous by roll call.

Councilwoman Tammy Kemp nominated Scott Brumbaugh and Robin Zmoda as representative to Slate Belt Rising, seconded by Councilman Stephen Goffredo. Unanimous by roll call.

Council President Joseph LeDonne stated the sewer authority liaison is the Sewer Committee Chair and the committees are reorganizing, the sewer authority liaison was tabled.

Open Records Officer:

Councilwoman Tammy Kemp made a motion to appoint Borough Manager Robin Zmoda as Open Records Officer and Borough Secretary Juli Lemak as Alternate, seconded by Councilwoman Josephine Hildabrant. The nomination passed unanimous by roll call.

Advertise for vacancies on Borough Boards:

Councilwoman Tammy Kemp made a motion to advertise for the vacancies on the Civil Service Commission and the Disruptive Conduct Board, seconded by Councilwoman Josephine Hildabrant. Unanimous by roll call.

Slate Belt Regional Police Commission:

Councilwoman Tammy Kemp nominated President LeDonne as delegate and Mayor Male as the alternate to the Slate Belt Regional Police Commission, seconded by Councilwoman Stephanie Cooper. Unanimous by roll call.

Setting of Council Meetings and Workshops for year 2024:

Councilwoman Tammy Kemp made a motion to hold Council Meetings the first Tuesday of the month and to hold Workshops on the last Tuesday of every month at 7:00 P.M., both Council Meetings and Workshops to be held in the Borough Social Hall, seconded by Councilwoman Josepine Hildabrant. Unanimous by roll call.

Resolution No. 2024 - 01:

Borough Manager Zmoda presented Resolution NO. 2024 – 01 to appoint Steve Dadio, Value Engineering as the primary Sewage Enforcement Officer, and Jamie Sundermier as alternate, and fixing fees for applications and permits for the establishment, repair, alteration or abandonment of on-lot septic systems, pursuant to the provisions of Section 103.5 of the PA Sewage Facilities Act. Councilwoman Tammy Kemp made a motion to accept and approve Resolution No. 2024- 01 as presented, seconded by Councilwoman Stephanie Cooper. The nomination passed unanimous vote by roll call.

Visitors:

Jessica Handelong, 495 Broad Street, stated a streetlight is out at 489 Broad Street.

Ethan Habrial, 100 A Street, expressed his frustration with the permitting requirement for his solar panel permit application. President LeDonne reminded him it has been discussed what he needs to do to bring his project to completion.

Public Works Report:

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

Zoning Report:

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

Police Report:

All Council Members received a copy of the Slate Belt Regional Police Departments (SBRPD) November calls for service.

Police Report con't:

President LeDonne stated the police posted on Nixle and Facebook regarding the incidents of burglaries in December and asked people to check their security cameras for any unusual activity and report suspicious activity. He suggested the Borough create a similar post on all Borough social media. Councilwoman Tammy Kemp made the motion to remind residents of the burglaries, to report any suspicious activity and to remain vigilant, seconded by Councilman Stephen Goffredo. Unanimous by roll call.

All Council members discussed having a neighborhood watch group, the discussion was tabled.

President LeDonne informed all council members the SBRPD hired a motor carrier safety assistance officer to investigate possible overweight and unsafe vehicles, and vehicles without certifications.

Fire Chief's Report:

Fire Chief Dean Parsons reported in December the fire company responded to 7 calls, spent 223 hours on drills and 146 hours on calls. He also reported that the fire station has been awarded a Northampton County grant of \$7,000 for the Labor Day celebration and all surge protectors have been installed in the fire station.

All Council Members were provided with a copy of the elected officers and position roster for 2024.

Minutes:

Councilwoman Josephine Hildabrant made a motion to approve the Minutes for Regular Council Meeting of Tuesday, December 12, 2023, seconded by Councilwoman Stephanie Cooper. Unanimous by roll call.

Correspondence:

All Council Members received notification from Pennsylvania American Water, they applied for a rate increase from the Public Utility Commission.

All Council Members received a thank you note from Councilwoman Tammy Kemp for the donation to St. Jude's in memory of her mother-in-law, Shirley Smith.

All Council Members received correspondence thanking them for their yearly contribution to the Blue Mountain Community Library and The Slate Belt Heritage Center.

Mayor's Report:

All Council Members received a copy of the December minutes from the Slate Belt Council of Governments. Mayor Male stated they discussed ambulance services, financing a fire truck and their plans to apply for more grants.

Mayor Male thanked everyone for their help at the holiday party.

Planning Commission:

Nothing to report.

Solicitor's Report:

Nothing to report.

Sanitation, Solid Waste & Recycling:

Council Members were given a copy of the Wastewater Treatment Plant December report.

Manager Zmoda reported in 2007 the Borough was awarded a grant of \$5.2 million to fund the expansion of the Wastewater Treatment Plant. Congress postponed the funding for several years. She received notification that this is now being considered for funding again. While the expansion of the plant is completed, the money is available only for a Wastewater Treatment Plant project and can be used incrementally. Zmoda stated that this year's funds were budgeted to have flow meters in areas that are suspected to have the largest inflow and infiltration issues. After the study is completed and a plan of action is determined, the grant money could be used to repair, clean out, and/or replace sewer lines. The project is to be funded 25% by the Borough and the federal cost share is 75%. The money will not be ready until 2025 and this provides time to get the study and plan completed.

Councilwoman Tammy Kemp made a motion to proceed with a letter of intent to Representative Susan Wild to utilize the grant money for improving the inflow and infiltration, seconded by Councilwoman Stephanie Cooper. Unanimous by roll call.

All Council Members received notification from Suburban Testing Labs of a rate increase.

Finance, Tax Exoneration, Insurance & Personnel :

All Council Members were given a copy of the Treasury Report as prepared and submitted by Borough Manager/Treasurer Zmoda. Councilwoman Josephine Hildebrandt made a motion to accept the Treasury Report, seconded by Councilwoman Tammy Kemp. Unanimous by roll call.

Finance, Tax Exoneration, Insurance & Personnel con't:

Councilwoman Joann Anderson made a motion to accept Melissa Shook's resignation, seconded by Councilwoman Stephanie Cooper. Unanimous by voice vote.

Councilwoman Josephine Hildabrant made a motion to advertise for a part-time office clerk, seconded by Councilwoman Stephanie Cooper. Unanimous by voice vote.

Property & Utilities:

Nothing to report.

Community Outreach:

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

Borough Manager's Report:

Borough Manager Zmoda provided Council with her December monthly report.

All Council Members received an executive summary update from Wallover Architects, with recommendations to update the current bathhouse for the Weona Park Aquatic facilities. This is to be presented by Wallover Architects to the Park Board and Council at a future meeting.

Payment of Bills:

The following bills were presented for payment: General Fund, \$195,060.00; Sewer, \$56,805.77; and Reserve Money Market Fund, \$19,837.71. Councilwoman Tammy Kemp made a motion to pay the bills as presented, seconded by Councilwoman Josephine Hildabrant. Unanimous vote by voice vote.

Executive Session:

Councilwoman Josephine Hildabrant made a motion to go into Executive Session to discuss potential litigation and personnel, seconded by Councilwoman Tammy Kemp. The motion passed unanimous by voice vote.

Council went into Executive Session at 8:15 P.M. and reconvened at 9:02 P.M.

Special Note: Borough Administrative Assistant Juli Lemak left the meeting at 8:15 P.M. and the rest of the minutes were taken by Borough Manager Zmoda.

Huratiak Homes:

All Council Members received copies of a letter Solicitor Layman composed regarding the Conditional Approval of the Huratiak Subdivision and Pen Argyl's position that the review of the outstanding conditions as well as any other inspections, which may occur as the project moves forward, will be performed by the current Borough Engineer, Van Cleef. Councilwoman Tammy Kemp made a motion for the letter to be sent to Huratiak Homes LLC, seconded by Councilwoman Stephanie Cooper. Unanimous by voice vote. Solicitor Layman hand delivered the letter to Mr. Huratiak who was in attendance.

Lobb Avenue:

All Council Members received copies of Contractor Doli Construction's consent to mediation of the Arbitration Claim in the matter of Lobb Avenue. Solicitor Layman advised that he saw no disadvantage to the mediation. Councilwoman Tammy Kemp made a motion to consent to the arbitration, seconded by Councilwoman Stephanie Cooper. Unanimous by voice vote.

Adjournment

Councilwoman Joann Anderson made a motion to adjourn, seconded by Councilwoman Stephanie Cooper. Unanimous by voice vote. Council meeting adjourned at 9:34 P.M.

Respectfully Submitted,

Juli Lemak
Borough Secretary

Workshop – Tuesday, January 30th - 7:00 P. M.

Regular Council Meeting – Tuesday, February 6th - 7:00 P. M.