

Pen Argyl Borough Council held their Meeting for March on Tuesday, March 5, 2024 at 7:00 P. M. in the Borough Social Hall.

Pledge of Allegiance:

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

Roll Call:

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

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

Executive Session:

Council President LeDonne announced there was an executive session held on Tuesday, February 20, 2024 to discuss potential litigation.

Visitors:

Lisa Amy, representative from Representative Ann Flood's office, Megan Beste, representative from Congresswoman Susan Wild's office and Lamont McClure, Northampton County Executive, all presented Manager Zmoda with proclamations/citations for 20 years of service as Borough Manager.

Becky Bradley, Lehigh Valley Planning Commission, delivered an informative presentation on the advantages of the proposed updated Multi-Municipal Comprehensive Plan.

Ethan Habrial, 100 A Street, complained about the permitting requirements for solar panels and any projects for his house. Solicitor Layman reminded him he has the right to appeal the decision with the State Belt Council of Governments.

Public Works Report:

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

All Council Members received a copy of proposed Ordinance No. 731, amended section 103-13 of the Code to add the following streets to the list of streets where trucks are excluded; N. Lobb Avenue from Applegate Avenue to W. Pennsylvania Avenue and Bell Avenue from N. Robinson Avenue to Heller Avenue. Councilwoman Josephine Hildabrant made the motion to advertise proposed Ordinance No. 731, seconded by Councilman John Apgar. Unanimous by roll call.

Zoning Report:

All Council Members were given a copy of Zoning/Codes Office's February report and property maintenance log to review.

President LeDonne informed all Council Members the Zoning Board met on February 27, 2024 and denied the application for apartments at 21 N. Lobb Avenue. Solicitor Layman stated part of the issue is adequate parking. The decision will be available within 45 days of the hearing.

All Council Members were provided with a copy of correspondence from Paul Mastrogiovanni, Zoning Officer, to Casey Kopko, denying his application for a single-family dwelling at 920 E. Main Street.

Police Report:

All Council Members received a copy of the Slate Belt Regional Police Department's agendas from February 6, 2024 and February 15, 2024, and minutes from January 18, 2024 and February 6, 2024. President LeDonne stated the monthly reports have changed to report call volume from the 911 center, however the calculations for budget purposes will continue to be based off the incident reports.

Fire Chief's Report:

Fire Chief Dean Parsons reported in January the fire company responded to 9 calls, spent 223 hours on drills and 246 hours on calls.

Minutes:

Councilwoman Joann Anderson made a motion to approve the Minutes for the Regular Council Meeting of Tuesday, February 6, 2024, seconded by Councilwoman Tammy Kemp. Unanimous by roll call.

All Council Members received a copy of the Park Board's February 14, 2024 agenda and January 10, 2023 minutes.

All Council Members received three (3) letters of interest for the Park Board vacancy. Councilwoman Joann Anderson made the motion to fill the Park Board member vacancy with Jessica Handelong, as recommended by the Park Board, seconded by Councilman John Apgar. Council Members voting in favor of the motion were Joseph LeDonne, Scott Brumbaugh, Steven Goffredo, Joann Anderson, Josephine Hildabrant and John Apgar. Councilwoman Tammy Kemp voted no. There being six (6) yes votes and one (1) no vote, the motion passed. Mayor Male commented there was a lot of great applicants, this was a hard decision, and it is nice to see people coming out and want to be a part of the park decisions.

Correspondence:

Fran Rowley, Immaculate Conception School, requested a street closure for their annual Mayfair to be held on May 16, 2024. They are requesting to close N. Heller Avenue from W. Bell Avenue to W. Babbitt Avenue from 8:15 A.M. to 2:00 P.M. Councilman Scott Brumbaugh made a motion to grant permission as requested for the road closure, seconded by Councilwoman Tammy Kemp. Unanimous by roll call.

Mayor's Report:

Mayor Male reported that the Slate Belt Council of Governments discussed utilizing grant applications for light stands and a generator/air compressor for road projects. He will discuss with David Mondello, Waste Water Treatment Plant Operator, best practices to sanitize the storm jetty camera after use. He also stated the camera cost \$125/day for use and \$500/week, comparatively the cost elsewhere is \$375/day.

Planning Commission:

All Council Members received a copy of the Planning Commission agenda from February 15, 2024 and minutes from April 20, 2023.

All Council Members received a copy of a review of the draft Intermunicipal Comprehensive Plan Cooperative Implementation Agreement memorandum from Solicitor Layman.

Solicitor's Report:

Nothing to report.

Sanitation, Solid Waste & Recycling:

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

All Council members received three (3) letters of interest for the Sewer Authority member vacancy. Councilwoman Joann Anderson made the motion to appoint Matthew Kolb to fill the vacancy, seconded by Councilwoman Josephine Hildabrant. Voting in favor of the motion were Council members Tammy Kemp, Scott Brumbaugh, Steven Goffredo, Joann Anderson, Josephine Hildabrant and John Apgar. Voting no was Council President Joseph LeDonne. There being six (6) yes votes and one (1) no vote, the motion passed. President LeDonne commented all applicants were good choices and very qualified for the position.

All Council Members received a copy of the Municipal Authority's February 5, 2024 agenda and December 4, 2023 minutes.

Sanitation, Solid Waste & Recycling con't:

All Council Members received a copy of correspondence from the US Army Corps of Engineers acknowledging the Borough's letter of intent to participate in a cost shared project that allows the Corps to assist in the planning, design, and construction of water-related environmental infrastructure projects.

All Council Members received a copy of correspondence from Ron Madison, Colliers Engineering & Design, update on the West Main Street Sanitary Force Main replacement project.

All Council Members received a copy of correspondence with six (6) price quotes for the flow meter analysis for the Inflow and Infiltration study provided by Colliers Engineering & Design. Councilwoman Tammy Kemp made a motion to award the contract to Utility Services Group, Inc. for the rental of five (5) meters for \$14,100, ten (10) meters for \$24,500 and sixteen (16) Meters for \$36,300 including installation /removal and monthly data collection services for 3 months, seconded by Councilman Steven Goffredo. Unanimous by roll call.

All Council Members received a copy of two (2) price quotes for GIS services to map the sanitary sewer and stormwater lines in the Borough. Councilwoman Tammy Kemp made a motion to approve the estimate from Pennsylvania Rural Water Association for \$7,050, seconded by Councilman Scott Brumbaugh. Unanimous by roll call.

Finance, Tax Exoneration, Insurance & Personnel:

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

All Council Members received a copy of the Finance, Tax Exoneration, Insurance & Personnel Committee Meeting February 22, 2024 agenda.

Councilwoman Joann Anderson made a motion to hire Christine Cassidy as Borough Clerk for 20 hours a week, seconded by Councilman John Apgar. Unanimous by roll call.

Councilwoman Josephine Hildabrant made a motion to approve the 2-week trial for the Connecteam timeclock, seconded by Councilwoman Tammy Kemp. Unanimous by roll call.

Property & Utilities:

Nothing to Report.

Community Outreach:

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

All Council Members received a copy of the FURR Fix contract for neutering feral cats. Secretary Lemak commented that No Nonsense Neutering (NNN) recommended FURR Fix, a new clinic for feral cats. FURR Fix is located in Bangor as opposed to the NNN clinic in Allentown. NNN stated they will release Pen Argyl from their contract. Secretary Lemak commented that the FURR Fix contract is the same as NNN. Councilwoman Tammy Kemp made the motion to approve the contract with FURR Fix, for the spaying/neutering of ten (10) feral cats. The contract includes a comprehensive package to include rabies vaccination, distemper vaccination, ear mite treatment if necessary, deworming and flea medication, \$40 per cat, seconded by Councilwoman Josephine Hildabrant. Unanimous by roll call.

Borough Manager's Report:

Borough Manager Zmoda provided Council with her January monthly report.

Manager Zmoda provided all Council Members with a bill for a new product called Meeting Owl, to be used for Zoom meetings, the Meeting Owl automatically turns and focuses on the person that is speaking. The discussion was tabled.

Payment of Bills:

The following bills were presented for payment: General Fund, \$16,790.05; Sewer, \$75,194.11; State Fund \$14,155.47, and Reserve Money Market Fund, \$113,967.36. Councilwoman Josephine Hildabrant made a motion to pay the bills as presented, seconded by Councilman Scott Brumbaugh. Unanimous vote by voice vote.

Executive Session:

Councilwoman Tammy Kemp made a motion to go into Executive Session to discuss potential litigation, seconded by Councilman John Apgar. The motion passed unanimous by voice vote.

Council went into Executive Session at 8:36 P.M. and reconvened at 9:19 P.M.

Special Note: Borough Secretary Juli Lemak left the meeting at 8:36 P.M. and the rest of the minutes were taken by Borough Manager Zmoda.

New Business:

Councilwoman Tammy Kemp made a motion to pay American Arbitration Association \$7,500.00 for mediator's compensation mediator time, seconded by Councilwoman Josephine Hildabrant. Unanimous by voice vote.

Adjournment:

Councilwoman Tammy Kemp made a motion to adjourn, seconded by Councilman Scott Brumbaugh. Unanimous by voice vote. Council meeting adjourned at 9:20 P.M.

Respectfully Submitted,

Juli Lemak  
Borough Secretary

Workshop – Tuesday, March 26<sup>th</sup> - 7:00 P. M.

Regular Council Meeting – Tuesday, April 2<sup>nd</sup> - 7:00 P. M.