

Pen Argyl Borough Council held their Meeting for October on Tuesday, October 7, 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:

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

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

Visitors:

Tom Carlo, 306 S. Robinson Avenue, requested information about Slate Belt Regional Police expanding police services to Stockertown. President LeDonne explained this is for 24-hour coverage, they would not have to hire additional police officers, and nothing has been signed as of today.

Public Works Report:

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

All Council Members received a copy of an email from Alfero Company with an update on the bathhouse project.

All Council Members received a copy of email correspondence from Department of Environmental Protection, acknowledging the Borough's MS4 report submission is complete and they provided comments.

All Council Members received a copy of email correspondence from Van Cleef Engineering, providing a weekly update on the N. Westbrook and William Street storm sewer construction project.

All Council Members received a copy of email correspondence from Christine Mildner of Barry Isett & Associates, containing the Green & White Youth Organization basin plans and bid specifications.

All Council Members received a copy of email correspondence from Van Cleef Engineering stating that T Schieffer Contractors, Inc. completed their punch list for Lobb Avenue, which they will confirm. Councilman John Apgar commented there are a few items that need attention.

Public Works Report con't:

All Council Members received email correspondence from POM Incorporated, the vendor the Borough used for the most recent purchase of parking meters, they will be selling or closing the business by year end and have a few spare parts and meters remaining in stock. Councilwoman Tammy Kemp made a motion to approve the purchase of twelve (12) parking meters for \$2,900.76, seconded by Councilwoman Josephine Hildabrant. Unanimous by roll call.

All Council Members received a copy of the Notice of Award to Kriger Construction for the 2025 streets project that includes the mill and overlay of portions of East Plainfield Avenue, Vine Street, and East Laurel Avenue.

All Council Members received a copy of an email from a resident asking if the Borough plows C Street. Manager Zmoda stated C Street is not on the liquid fuels map and because it is a dead-end street, it must have a cul-de-sac to meet Penn DOT standards to get liquid fuels money. The Borough has patched and plowed C Street, but there is no proof it was ordained. President LeDonne requested to obtain road width and description to potentially ordain the road.

Zoning Report:

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

Police Report:

All Council Members received a copy of the Slate Belt Regional Police Department's agenda from September 2, 2025, August monthly report, a copy of 2025 Minimum Municipal Obligation Worksheet, and the proposal for contracted police services with Stockertown Borough. President LeDonne commented that at tonight's Police Commission meeting they discussed the draft budget.

Fire Chief's Report:

All Council Members received a copy of the August and September fire chief's report.

All Council Members received a copy of an email from Chief Parsons with pricing for Knox Boxes. Councilman Goffredo recommended to invite Chief Parsons to the next meeting for further discussions.

All Council Members received a copy of a list of fire companies that have jointly applied for a 1.1-million-dollar Federal Assistance to Firefighters Grant for radios.

Minutes:

Councilwoman Josephine Hildabrant made a motion to approve the Minutes for the Regular Council Meeting of Tuesday, September 2, 2025, seconded by Councilwoman Stephanie Cooper. Councilmembers voting in favor of the motion were: Tammy Kemp, Josephine Hildabrant, Steven Goffredo, John Apgar, Joann Anderson, Stephanie Cooper and Scott Brumbaugh. President LeDonne voted to abstain because he was not in attendance for the meeting. There being seven (7) yes votes, and one (1) abstain, the motion passed.

Councilwoman Tammy Kemp made a motion to approve the Minutes for the Special Council Meeting of Tuesday, September 30, 2025, seconded by Councilwoman Joann Anderson. Unanimous by roll call.

All Council Members received a copy of the Park Board's September 10, 2025 agenda and August 13, 2025 minutes.

Councilwoman Joann Anderson made a motion to appoint Kayla Gloth as Student Representative on the Park Board, as recommended by the Park Board, seconded by Councilwoman Stephanie Cooper. Unanimous by roll call.

Correspondence:

All Council Members received a copy of a notification from The Clothes Bin; they received 210 pounds of clothing during the past month.

All Council Members received a copy of correspondence from State Representative Peter G. Schweyer, congratulating Manager Zmoda on her appointment to serve on the Board of Directors for the United Way of the Greater Lehigh Valley. All Council Members also offered their congratulations.

All Council Members received the annual downstream notification from Waste Management.

Councilwoman Tammy Kemp made a motion to approve the temporary bonfire lease for Wednesday, October 22, 2025 through Wednesday, October 29, 2023 with the Pen Argyl School District, seconded by Councilman Steven Goffredo. Unanimous by voice vote.

Mayor's Report:

Mayor Male was not present.

All Council Members received a copy of the Slate Belt Council of Government's September 24, 2025 minutes.

Planning Commission:

All Council Members received a copy of a formal request from Casey Kopko, regarding his minor subdivision plans at 920 E. Main Street, requesting a waiver from the recreation fee or a deferral of the fee until the development plans are submitted.

Councilwoman Tammy Kemp made a motion to defer the recreation fee for the subdivision at 920 E. Main Street until the development plans are submitted, contingent upon notes on the plans that mention the deferment, and a deed covenant drafted and accepted by Solicitor Layman, seconded by Josephine Hildabrat. Unanimous by roll call.

All Council Members received a copy of correspondence from the Department of Environmental Protection, determining that 412 W. Applegate Avenue subdivision plan is exempt from the Act 537 requirements to revise the official plan for new land development.

Solicitor's Report:

Nothing for open session.

Sanitation, Solid Waste & Recycling:

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

All Council Members received a copy of correspondence to Marie Ali, 331 Crestmont Street, from the Authority, notifying her that her home is in violation of the Borough Code because the sump pump is connected to the public sewer system, she has 30 days to disconnect.

All Council Members received a request from Chad Jarrah requesting a credit for his water leak at 207 S. Robinson Avenue; Pennsylvania American Water did not provide a credit because they consider his multi-unit apartment building commercial. Secretary Lemak provided Council with Pennsylvania American Water's credit formula. Councilwoman Tammy Kemp made a motion to approve a credit of \$459.00 to Chad Jarrah for 207 S. Robinson Avenue, seconded by Councilwoman Josephine Hildabrant. Unanimous by roll call.

Finance, Tax Exoneration, Insurance & Personnel:

All Council Members received a copy of the August Treasury Report as prepared and submitted by Borough Manager/Treasurer Zmoda. Councilwoman Stephanie Cooper made the motion to approve the August Treasury report, seconded by Councilwoman Joann Anderson. Unanimous by roll call.

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

All Council Members received a copy of the September Treasury Report as prepared and submitted by Borough Manager/Treasurer Zmoda. Councilwoman Stephanie Cooper made the motion to approve the August Treasury report, seconded by Councilwoman Josephine Hildabrant. Unanimous by roll call.

Councilman John Apgar made a motion to change and advertise the date of the November Regular Council Meeting from Tuesday, November 4, 2025 to Wednesday, November 5, 2025, due to the election on November 4, 2025, seconded by Councilwoman Joann Anderson. Unanimous by voice vote.

Councilwoman Tammy Kemp made a motion to advertise the date of the Budget Workshop on Monday, November 10, 2025, Special Meeting for Tentative Budget Adoption and Workshop on Tuesday, November 25, 2025, Final Budget Adoption and December Council Meeting on Wednesday, December 10, 2025, seconded by Councilman John Apgar. Unanimous by voice vote.

Councilman John Apgar made a motion to advertise the mandatory re-organization meeting for Monday, January 5, 2026, seconded by Councilwoman Josephine Hildabrant. Unanimous by voice vote.

Property & Utilities:

Nothing to report.

Community Outreach:

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

President LeDonne announced the Pool Pal's Spooktacular event is on Saturday, October 25, 2025 from 4 P.M. to 8 P.M., Trick-or-Treat is on October 31, 2025 from 6:00 P.M. to 8:00 P.M., and the Electronics Recycling Day is November 1, 2025 from 9 A.M. to 12 P.M. and Cookies, Carols & Claus is Friday, December 5, 2025 from 6 P.M. to 8 P.M.

All Council Members received a copy of the United Way of the Greater Lehigh Valley September 24, 2025 agenda.

Borough Manager's Report:

Borough Manager Zmoda provided Council with her monthly September report.

All Council Members received a copy of the Joint Meeting of the Northampton County Council of Governments & Municipalities September 3, 2025 agenda.

Borough Manager's Report con't:

All Council Members received a copy of an email notification from the Pennsylvania Department of Community & Economic Development, their kick-off meeting is scheduled on November 20, 2025 to gather information for an EMS study.

Payment of Bills:

The following bills were presented for payment: General Fund, \$182,672.10; Sewer, \$54,580.91, and Reserve Money Market Fund \$20,413.25. Councilwoman Tammy Kemp made a motion to pay the bills from the General Fund, Sewer Fund and Reserve Money Market Fund as presented, seconded by Councilman John Apgar. Unanimous vote by roll call.

Executive Session:

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

Council went into Executive Session at 8:03 P.M. and reconvened at 9:11 P.M.

Special Note: Borough Secretary Juli Lemak left the meeting at 8:03 P.M. and the rest of the minutes were taken by Borough Manager Zmoda.

Adjournment

Councilwoman Tammy Kemp made a motion to adjourn, seconded by Councilwoman Josephine Hildabrant. Unanimous by voice vote. The council meeting adjourned at 9:12 P.M.

Respectfully Submitted,

Juli Lemak  
Borough Secretary

Workshop – Tuesday, October 28<sup>th</sup> - 7:00 P. M.

Regular Council Meeting – Wednesday, November 5<sup>th</sup> - 7:00 P. M.

Budget Workshop – Monday, November 10<sup>th</sup> – 7:00 P.M.

Tentative Adoption & Workshop – Tuesday, November 25<sup>th</sup> – 7:00 P.M.