

Pen Argyl Borough Council held their Meeting for September on Tuesday, September 3, 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, Stephanie Cooper, John Apgar, Joann Anderson, Josephine Hildabrant, and Steven Goffredo. Councilman Scott Brumbaugh was absent.

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

Executive Session:

President LeDonne announced an executive session was held on August 27, 2024 for a personnel matter.

Visitors:

None.

Public Works Report:

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

All Council Members received two (2) price quotes to paint crosswalks, stop lines, arrows, and to have traffic control services on Pennsylvania Avenue (Route 512) and East Main Street. Councilman Steven Goffredo made the motion to accept the proposal from Guidemark, Inc. to for \$5,554.80, seconded by Councilman John Apgar. Unanimous by roll call.

Manager Zmoda informed all council members that Charles Weidlich, 521 Pen Argyl Street, rescinded his request for an additional streetlight on Pen Argyl Street. She also informed them she is waiting to hear from the insurance company about the damages Weona Park incurred from the last rainstorm. The damage included a broken fence, cameras, and a basketball backboard.

Councilwoman Joann Anderson made a motion to re-advertise the bathhouse exterior stabilization project, because the only bid that was received last month came after the deadline, seconded by Councilwoman Stephanie Cooper. Unanimous by roll call.

Manager Zmoda informed all council members of a pre-construction meeting for the South Robinson turnback was held, and the project will begin the end of September, to be completed by October 31st.

Zoning Report:

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

All Council Members received a letter of interest from Mandy Cicero, 101 W. Plainfield Avenue, to fill the Zoning Hearing Board's vacancy. Councilwoman Tammy Kemp made a motion to appoint Mandy Cicero to the Zoning Hearing Board, seconded by Councilman John Apgar.

All Council Members received a copy of the Zoning Committee's August 28, 2024 agenda.

All Council Members received a handicapped parking application for Elizabeth Dicker, 519 Broad Street. Councilwoman Tammy Kemp made the motion to deny the handicapped parking application based on the lack of evidence that her mother, Isabel Santiago, for whom the handicapped spot is for, resides in that house, seconded by Councilman John Apgar. Unanimous by roll call.

Police Report:

President LeDonne reviewed some of the highlights from the Slate Belt Regional Police Commission's meeting from earlier in the night and noted they have begun preliminary budget discussions that includes an increase.

Fire Chief's Report:

Fire Chief Dean Parsons reported in August the fire company responded to 7 calls, spent 226 hours on drills and 185 hours on calls.

All council Members received a copy of Benchmark Civil Engineering Service, Inc.'s (Benchmark) proposal to prepare modifications for emergency vehicle preemption to the SR 512 (E. Main Street) SR 1020, (East Main Street)/SR0512 (Blue Valley Drive) traffic signals. Councilwoman Tammy Kemp made a motion to approve the proposal from Benchmark for \$5,200.00, seconded by Councilwoman Josephine Hildabrant. Unanimous by roll call.

Minutes:

Councilwoman Stephanie Cooper made a motion to approve the Minutes for the Regular Council Meeting of Tuesday, August 6, 2024, seconded by Councilwoman Josephine Hildabrant. Unanimous by roll call.

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

Correspondence:

Nothing to report.

Mayor's Report:

Mayor Male reported he attended the Lookout Company's Labor Day Parade and is working with the police and fire company on a Human Trafficking Program to be held on September 12, 2024.

Planning Commission:

All Council Members received a copy of the Slate Belt Multi-Municipal Comprehensive Plan Steering Committee Meeting's August 1, 2024 agenda and the July 3, 2024 minutes.

All Council Members received a copy of correspondence from the Lehigh Valley Planning Commission regarding a review of a proposed subdivision at 905 Pennsylvania Avenue to Plainfield Township & Wind Gap Borough.

All Council Members received a copy of correspondence from Plainfield Township inviting Pen Argyl Borough and Wind Gap Borough to join them in creating a regional comprehensive plan. No action was taken on this matter.

All Council Members received a copy of an easement agreement between Besfort Kaja, owner of 21 N. Lobb Avenue and Leonard J. Policelli, owner of Parcel No. E8NE2D-5-6-0625 drafted by Leonard J. Policelli's attorney, to allow parking for 21 N. Lobb Avenue at Leonard J. Policelli's property, and Peter Layman's comments to both parties.

Solicitor's Report:

Councilwoman Stephanie Cooper made the motion to authorize Solicitor Layman to draft an amendment to §79 -6 of the Pen Argyl Borough Code to delete the prohibition of carrying firearms in the Borough of Pen Argyl's Weona Park. Unanimous by roll call.

Sanitation, Solid Waste & Recycling:

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

All Council Members received two (2) proposals for the emergency repair of the sewer line on E. Main Street. Councilman John Apgar made the motion to approve the proposal from A. Scott Enterprises Inc., for \$44,475.00, seconded by councilwoman Tammy Kemp. Unanimous by roll call.

Sanitation, Solid Waste & Recycling con't:

All Council Members received an email notification from David Mondello, Wastewater Treatment Plant Operator, about a damaged sewer main located on Nottle Avenue. Councilwoman Tammy Kemp made the motion to declare the repairs an emergency repair, seconded by Councilwoman Steven Goffredo. Unanimous by voice vote.

All Council Members received a copy of the Municipal Sewer Authority's August 5, 2024 agenda and May 6, 2024 minutes.

All Council Members received a copy of draft correspondence from Manager Zmoda to Charles Snyder, 306 East Babbitt Avenue, requiring him to connect to the sewer system. Councilwoman Tammy Kemp made the motion to send the draft letter to Charles Snyder, seconded by Councilman John Apgar. Unanimous by roll call

All Council Members received a copy of August 29, 2024 meeting minutes between Earthres, Waste Management (WM), Pennsylvania Department of Environmental Protection (DEP), Pen Argyl Borough, Pen Argyl Municipal Authority and Plainfield Township. A discussion was held to discuss the proposed Grand Central Sanitation Material Recycling facility at Grand Central Sanitary Landfill.

Finance, Tax Exoneration, Insurance & Personnel:

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

All Council Members were given information on the Minimum Obligation (MMO) for non-uniformed members for the plan year of 2025; total amount of the estimated obligation is \$42,971.00

All Council Members received a copy of a proposed telephone, voice mail, e-mail, and internet communications personnel policy, as provided by Manager Zmoda. Councilwoman Tammy Kemp made a motion to approve the new policies, seconded by Councilman Steven Goffredo. Unanimous by roll call.

All Council Members received a copy of a proposed time clock personnel policy, as provided by Manager Zmoda, Councilman John Apgar made the motion to approve the policy, seconded by Councilwoman Tammy Kemp. Unanimous by roll call.

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

Councilwoman Joann Anderson made a motion to set the date of the Budget Workshop to Monday, November 11, 2024, Special Meeting for Tentative Budget Adoption and Workshop on Tuesday, November 26, 2024, Final Budget Adoption and December Council Meeting on Tuesday, December 10, 2024, seconded by Councilman Steven Goffredo. Unanimous by roll call.

All Council Members received a copy of the Northampton Tax Collection Committee August 8, 2024 minutes.

Property & Utilities:

Nothing to report.

Community Outreach:

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

Councilwoman Joann Anderson made the motion to have Trick-or-Treat on October 31, 2024 from 6:00 P.M. to 8:00 P.M., rain or shine, seconded by Councilwoman Josephine Hildabrant. Unanimous by roll call.

Councilwoman Tammy Kemp made the motion to have the Cookies, Carols and Claus tree lighting ceremony on December 6, 2024 from 6:00 P.M. to 8:00 P. M., seconded by Councilwoman Josephine Hildabrant. Unanimous by roll call.

Borough Manager's Report:

Borough Manager Zmoda provided Council with her August monthly report.

Manager Zmoda reminded all Council Members of a Special Council Meeting for personnel on September 4, 2024.

Councilwoman Tammy Kemp made the motion to advertise a Special Meeting and Workshop on September 24, 2024 at 7:00 P.M. to award the bathhouse stabilization bid, seconded by Councilwoman Stephanie Cooper. Unanimous by roll call.

Councilwoman Josephine Hildabrant made a motion to change the date of the November Council Meeting to November 6, 2024, due to the election falling on the original meeting date of November 5, 2024, seconded by Councilwoman Stephanie Cooper. Unanimous by roll call.

Payment of Bills:

The following bills were presented for payment: General Fund, \$23,562.36; Sewer, \$43,537.04, and Reserve Money Market Fund, \$22,262.58. Councilman Steven Goffredo made the motion to pay the bills as presented, seconded by Councilwoman Tammy Kemp. Unanimous by roll call.

Executive Session:

Councilman John Apgar made a motion to go into Executive Session to discuss potential litigation, seconded by Councilwoman Josephine Hildabrant. Unanimous by voice vote.

Council went into Executive Session at 8:11 P.M. and reconvened at 9:04 P.M.

Special Note: Borough Secretary Juli Lemak left the meeting at 8:11 P.M. and the rest of the minutes were taken by Borough Manager Zmoda.

Lobb Avenue:

Councilman Tammy Kemp made a motion to retain Gary Neil Asteak, Esquire and Asteak Law offices as Special Counsel in the Lobb Avenue matter, seconded by Councilman John Apgar. Unanimous by voice vote.

Adjournment

Councilwoman Tammy Kemp made the motion to adjourn, seconded by Councilwoman Joann Anderson. Unanimous by voice vote. The council meeting adjourned at 9:24 P.M.

Respectfully Submitted,

Juli Lemak
Borough Secretary

Workshop – Tuesday, September 24th- 7:00 P. M.

Regular Council Meeting – Tuesday, October 1st - 7:00 P. M.