

**TATAMY BOROUGH COUNCIL MEETING MINUTES
MONDAY MARCH 5, 2018 AT 7:30 P.M.**

The Monthly Meeting of the Tatamy Borough Council was held on Monday, March 5, 2018 at the Municipal Building, 423 Broad Street, Tatamy, PA. The meeting was called to order at 7:30 p.m. by Council President Robert Hayes.

ROLL CALL

The following Council members were present at the meeting: Charles Bartholomew, William Belkey, Daniel Dewey, Robert Hayes, Pamela Pearson, Kristine Porter, and Joseph Rago. Also present were, David J. Jordan, Jr., Solicitor, Brien Kocher, Engineer, and Deanne Werkheiser, Secretary/ Treasurer. Christopher Moren, Mayor, was absent.

Robert Hayes announced that an executive session was held prior to the Council meeting to discuss personnel issues.

APPROVAL OF MINUTES

Approval of the February 5, 2018 Meeting Minutes.

A motion was made by Pamela Pearson, seconded by Kristine Porter to approve the February 5, 2018 minutes. Motion approved unanimously.

TREASURER'S REPORT

Balance as of 1/31/18	\$80,616.34
Deposits: 2/1/2018-2/28/2018	\$72,600.38
Disbursements : 2/1/2018-2/28/2018	\$47,455.49
 Total in account as of 2/28/2018	 \$105,761.23

Bank Balances: Merchants Bank as of 2/28/2018

Checking	\$127,845.46
Savings	\$62,508.96
Refuse	\$31,409.83
Highway Aid	\$15,491.95
All other Accounts	\$131,640.74
Building, Grant, Operating Reserve, Paving, Police Vehicle, Recreation, Relief, Truck	
The total balance of all funds for the Borough	\$368,896.94

Escrow	\$7,559.44
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A motion was made by William Belkey, seconded by Danial Dewey to approve the Treasurer's Report. Motion approved unanimously.

DISBURSEMENTS AND RECEIPTS

Checks paid out between meetings-	\$47,455.49
Unpaid Bills Detail-	\$9,847.21

A motion was made by Daniel Dewey, seconded by Charles Bartholomew to approve the Disbursements and Receipts. Motion approved unanimously.

COMMENTS FROM THE FLOOR REGARDING AGENDA ITEMS

Robert Hayes asked if there were any comments from the floor regarding items on the agenda. None at this time.

FINANCE COMMITTEE REPORT

The Finance Committee Chairwoman Pamela Pearson gave the report. Finance Committee met on February 28, 2018. Council had copies of the meeting minutes. Pamela gave a brief overview of the meeting.

1. Reviewed financial reports
2. Reviewed bank statements
3. Discussed the employee pension plan. This will be discussed under old business in more detail.
4. 2018 Liquid Fuels payment was received
5. Northampton County assessed tax
6. Correspondence was reviewed
7. The Finance Committee and Public Safety Committee recommend that the first quarter \$7,000.00 payment be made to the Tatamy Fire Company. The solicitor suggests that the Borough receive a list of what was paid for with the money. Kim Albert, Fire Company President stated that the payment will be used to pay electric, heating oil, truck payment and insurance. After a brief discussion a motion was made by Charles Bartholomew, seconded by Daniel Dewey to approve the first quarter payment of \$7,000.00 to the Tatamy Fire Company. William Belkey abstained. Motion Approved.

FIRE COMPANY REPORT

Chief's report January 1, 2018- February 19, 2018- 303 man hours for that time period.

2017 Balance sheet submitted for income and expenses.

Fire Company President Kim Albert questioned where the Fire Company stands? Robert Hayes responded that we are here to help you. We are doing our due diligence for the Borough residents. Kim Albert stated we have bills to pay. Robert Hayes answered that you, The Fire Company, has agreed to the assessment but we must still look at our options. David Jordan introduced Rick Weaver instructor at the NC Fire School for over forty years. David has asked him to do the assessment. He will review the company, equipment, members, etc. Robert Hayes was thankful for his help. This will help us know what we should be looking for. Stuart Albert stated the Fire Company didn't ask for more money. Kim Albert stated we asked for a mill of tax. Pamela Pearson responded the Borough cannot do that because we are separate entities. We are not receiving items we have requested. No roster since 2015. Shawn McDonald stated he needed answers as to where we are going before we put money out to train guys, etc. We need a time frame. Robert Hayes responded we cannot do this overnight, it takes time. Kristine Porter asked who the representatives from the Fire Company were. Shawn McDonald, Chief, Derek Adams, Assistant Chief, Zach Albert, Captain and past Chief, and Fred McDonald, Fire Marshall introduced themselves. Shawn McDonald stated he would have a roster to the Borough by the end of the week. Daniel Dewey asked about response times. Shawn answered that on Friday afternoon and evening the Company responded to calls with the Police. William Belkey stated the Fire Company, for many years, has serviced the Borough. Fred McDonald stated that every fire company has problems with getting volunteers. That is why we have mutual aid. That is how we get things done when it is needed. We have been operating for 95 years. All departments have less people. Shawn stated that if we respond with three guys Nazareth is automatically called out. Daniel Dewey asked why Nazareth and not Palmer. Shawn responded Nazareth is actually closer than Palmer. They can get to Tatamy in the shortest amount of time. Robert Hayes asked what credentials are required for volunteer firefighters. Rick Weaver responded there is no state required training. Federal requirements are for hazardous materials. The Northampton County Fire School does essential fire training. This is an overall training that covers everything needed. National level 1 training is different than local level 1 which is interior firefighter. There are many different levels of training. Essentials of fire fighting is one that most in Northampton County have. There are four levels in that training. Shawn McDonald stated that the former assistant chief did not give you correct information. Daniel Dewey responded that was the only information we were getting. David Jordan stated that we, Tatamy, cannot be negligent now that it has been brought before us. Shawn McDonald stated we have an SOP that requires Fire 1700, 1800, CPR/ First Aid and Hazardous materials to stay on our department. Rick Weaver stated that certifications help with grants. Pro Board is a test of the essentials that also helps with grants. ISO rating is what is used to figure what individual property owners pay for insurance. Shawn stated that it is currently 4.6. Kristine Porter asked what will be needed for future growth in Tatamy. The response was that there is no fire code in the state. Robert Hayes

expressed his appreciation to Rick Weaver for all his help. Can we expect the report by the April Council meeting? Rick Weaver responded that he can have it done by then. He will meet with the Chief to get started. Robert Hayes stated this is a good sign. we will move forward from here. Kim Albert Fire Company President will be the spokes person for the Fire Company. Robert Hayes, Council President will represent the Borough. Dan Giacoletto, Fire Company Vice President, stated that he wants to remind the Council that as the Borough grows we will need additional equipment and additional funds. Shawn McDonald stated we do the best with what we have. We due our due diligence. We support the residents. Daniel Dewey stated there are certain things that we asked for, that we need to justify use of tax payer's money. See last months minutes. Pamela Pearson stated we haven't received reports, monthly and financial, for years. We asked for them. Last year it finally came to a head. The questions arose from that point. Judy Walters stated to the Fire Company you have every opportunity to show up at the Council meetings to know what is happening. That is drill night. Kristine Porter stated that the Fire Company expressed concern for the residents if we should go to another Fire Company. We feel the same way about protecting the residents. We must do what is in their best interest. Lynn Keck stated what he is hearing is a lack of communication. Deanne Werkheiser responded that the Borough has always supported the Fire Company, has always communicated with them, has helped them in any way especially with communication to the residents.

The Fire Company thanked the Council for their time.

PUBLIC SAFETY COMMITTEE

The Public Safety Chairman Daniel Dewey gave the report. Council had copies of the February 15, 2018 meeting minutes. Daniel gave a brief overview of the meeting.

Police-

1. Moving forward with the Green Light Go Grant. Units have been ordered for the Police and Fire Company vehicles.
2. Taser training has been completed.
3. Officers now carrying two units of Narcan.

Fire Co.-

1. Bill Ruch has resigned as chief.
2. Fire Company has agreed to having the assessment done.
3. Two hazard mitigation forms need to be submitted by the end of March.

EM-

1. Don is updating the EMO plan for adoption.

William Belkey asked Chief Snyder about the generator for the Police Department. What needs to be done? Do we need to hire an electrician? Chief Snyder responded that it has not been at the top of his list to do. He will work on it and what will be required for installation. He feels it can be done with just borough employees. Pamela Pearson asked about the lack of hot water in the bathroom. Frank will look into it. Robert Hayes stated the bathroom is a deplorable space. It will be looked into.

MAYOR'S REPORT

President Robert Hayes read the Police Incident report for February
There were 143 incidents for the month of February.

Christopher Moren was not present. No report at this time.

PLANNING COMMISSION

Planning Commission- Chairman, Sam Herald was not present. Judy Walters gave the report. Council had copies of the February 13, 2018 meeting minutes.

- 1 Tatamy Farms II current extension ends March 15, 2018. An extension will be needed. This will be discussed under old business.

ZONING OFFICER REPORT

Zoning Officer- John Soloe was not present. No report at this time.

ZONING HEARING BOARD

Zoning Hearing Board – Chairperson, Larry Kish was not present. No report at this time.

SOLICITOR'S REPORT

David Jordan, Solicitor stated that he had nothing to bring before Council.

SEWER AUTHORITY

The Sewer Authority Chairperson Stephen Riegel was not present. No report at this time.

OLD BUSINESS

- 1 Robert Hayes stated that approval is needed for ordinances 275-2018 and 276-2018, establishing a Municipal and Police pension plan. A motion was made by Charles Bartholomew, seconded by William Belkey to approve Ordinances 275-2018 and 276-2018. Motion approve unanimously. Pamela Pearson stated that in the plan agreements the retirement age needs to be updated to reflect 65 as the retirement age and 62 as the early retirement age. Steve Vaughn from PMRS will bring in materials for the employees after their meeting next Thursday. Council needs to decide on the start date for the plan, January 1, 2018 or April 1, 2018. The state takes over after three full years, beginning January 1. If we go with the April start date it would be an additional year before the state takes over financing it. The Borough has the option of paying the employee 2% for the first quarter. A brief discussion ensued. A motion was made by Charles Bartholomew, seconded by Daniel Dewey to have the effective start date for the pension plans as January 1, 2018. Motion approved unanimously. A motion was made by Charles Bartholomew, seconded by Pamela Pearson for the Borough to pay the 2% employee share for the first quarter of 2018. Motion approved unanimously.
- 2 The Codification agreements with American Legal Publishing has been signed. The Ordinance Committee will over see this project moving forward.
- 3 Information was received from Jeff Morgan regarding the proposed plans and route of Stockertown's connection to the EAJSA line. Could be the base for the Tatamy Trail North. Frank Young stated we have a time line with the grants. We can't wait for them and possibly lose our grants. A brief discussion ensued about the meeting Frank had with Bryan Cope from Northampton County and Claire Sadler from the Delaware & Lehigh National Heritage Corridor. Kristine Porter asked to be part of further discussions and meetings regarding the Trail.
- 4 Tatamy requested an extension of time to grant approval or denial of the pending Tatamy Farms II subdivision plan. A motion was made by Daniel Dewey, seconded by Joseph Rago for an extension to Farms II until September 15, 2018. Motion approved unanimously.
- 5 The KAB recycling grant application was submitted.
- 6 Census 2020 information packets will arrive shortly. Deanne will be doing the webinar on March 16, 2018 that will give information on what will be required from the municipality. Anthony Jaskowiec was the alternate. Christopher Moren will be made alternate in his place.
- 7 Pamela Pearson gave an update on the clerk position. Two applications were received. A brief discussion ensued about the qualifications of the applicants and pay rate. A motion was made by Pamela Pearson, seconded by Daniel Dewey to hire Nancy Nadolski as permanent Borough Clerk at an hourly rate of \$10.50. Motion approved unanimously.

NEW BUSINESS

- 1 Robert Hayes stated that another request to use Braden Park for baseball practices was received. Forks Thunder has requested use of the small field. A brief discussion ensued about availability, scheduled

- times, donations, and maintenance of the fields. Council approved used if it is available. Nazareth Baseball will get first choice of days.
- 2 PEMA course for elected officials is being held on March 28, 2018.
 - 3 Penn DOT Connects meeting was attended by Frank Young III. It was about their new website.
 - 4 Deanne requested \$200.00 to be used for funding of the annual Easter Egg Hunt. A motion was made by Daniel Dewey, seconded by Pamela Pearson to give \$200.00 towards the Easter Egg Hunt. Motion approved unanimously.
 - 5 Pamela Pearson stated that employee health insurance update was received. The current plans will still be in effect. We are not sure what the increase in cost will be. More information will be received closer to the June renewal date.
 - 6 FRCA has brought a dumpster for borough residents to use to properly remove the tree debris caused by the last several storms. They will not charge the Borough for the first dumpster. If a second one is needed the cost will be \$250.00 It will be at Braden Park. The front gate will be locked at night to deter any illegal dumping. After a brief discussion it was tentatively set to be open dusk till dawn.
 - 7 Due to the impending storm, garbage will be delayed by a day until Thursday.

FROM THE FLOOR

Robert Hayes asked for comments from the floor.

Pamela Pearson stated that the glass in the front door to the municipal building broke during the storm. Duct tape should be put over the edges, so no one gets cut. The door needs to be fixed.

CORRESPONDENCE

Correspondence was read by Robert Hayes. Several items were received- a weather update- 12-20 inches of snow possible starting Tuesday night through Wednesday, Annual Easter Egg Hunt Flyer, PA legal update, LVED meeting information, and Crime Victims Council information.

Correspondences were given to Deanne Werkheiser to be distributed to the proper people.

GOOD OF THE ORDER

- 1 The Council meeting will be held on Monday April 2, 2018.
- 2 125th planning meeting March 19, 2018 at 6:30 pm
- 3 Easter Egg Hunt March 24, 2018 1:00 pm at Braden Park.
- 4 Office closed March 30, 2018.
- 5 Street Sweeping April 19 and 20, 2018
- 6 State Ethics forms due May 1, 2018

ADJOURNMENT

The meeting was adjourned by Robert Hayes at 9:30 pm.

Respectfully submitted,

Deanne Werkheiser, Secretary/ Treasurer