

BOROUGH OF TATAMY COUNCIL MEETING

Monday, 1 August 2022
7:00 PM
Llantrissant Retreat & Wellness Center
336 Bushkill Street
Tatamy, PA 18085



Regular Monthly Council Meeting Minutes

CALL TO ORDER

Council President Robert Hayes calls the meeting to order at 7:01 pm.

Roll Call

The following Council members were present at this meeting: Mayor James Pallante, Council President Robert Hayes, Council Vice-President Pamela Pearson, Council Pro-Tempore Daniel Dewey, Councilman Robert Wagner, and Councilman Timothy Frey. The following Borough Administration were present at this meeting: Borough Manager Mark Saginario, Borough Administrator Brianne Schomaker, Borough Solicitor Peter Layman, Police Chief Keith Snyder, Public Works Supervisor Ryan McGinley, and Borough Engineer Brien Kocher. Councilwoman Kristine Porter, Junior Councilwoman Abigail Miller, and Zoning Officer John Soloe were excused from this meeting. Councilman Frank Young was absent from this meeting. The following residents were also present at this meeting: Matt Assad, Joe Torrisi, Shanea Burry, Mike Lester, Dr. Richard Kasky, Bonnie Haber, and Kim Albert.

READING, AMENDING & APPROVAL OF AGENDA

Pamela Pearson makes a motion to approve the agenda. Tim Frey seconds this motion. The motion passes unanimously.

COURTESY OF THE FLOOR

Peter Layman discusses the Nazareth COG Multi-Municipal Comprehensive Plan. This plan has been distributed to all members of Council. Matt Assad is sworn in by stenographer Bonnie Haber. Matt Assad from the Lehigh Valley Planning Commission gives an overview of the Comprehensive Plan to Council. He takes any questions from Council. Joe Torrisi asks about how the cost of this is allocated. A discussion ensues. Robert Wagner makes a motion to adopt Resolution 2022-008 adopting the Nazareth Area Multi-Municipal Comprehensive Plan. Daniel Dewey seconds this motion. The motion passes unanimously. At 7:35 pm, the public hearing is complete. Bonnie Haber, Brien Kocher, and Matt Assad were excused from the meeting at 7:35 pm.

Shanea Burry requests that Council adopts an Ordinance allowing residents of Tatamy to own chickens. She presents her reasons to Council. She also takes any questions or comments from Council. A discussion ensues. Pamela Pearson suggests that this is reviewed at the committee level so it can be further investigated. Mark Saginario suggests taking the conversations to the Community & Economic Development committee.

Kathy Altmann from the Bushkill Stream Conservancy gives a presentation on planting where the knot weeds were pulled along the Bushkill Creek at Braden Park. A discussion ensues about location, land ownership, etc. Kathy also reports that some of their plantings at Braden Park are being pulled out. Pamela Pearson makes a motion to proceed with the Conservancy's plan as presented. Daniel Dewey seconds this motion. The motion passes unanimously.

Shanea Burry left the meeting at 8:09 pm.

APPROVAL OF COUNCIL MEETING MINUTES

Pamela Pearson makes a motion to approve 5 July 2022 Regular Council Meeting minutes. Tim Frey seconds this motion. The motion passes unanimously.

APPOINTED COUNCIL MEMBER COMMITTEE REPORTS & REPORT OF ELECTED OFFICIALS

- a) Pamela Pearson gives the Personnel, Finance & Admin. Committee report. The following topics were discussed: the committee reviewed the first draft of 2023 budget and focused on calculating a real estate tax revenue number, received a draft of the 2021 Audit and Riley & Co will be at the next meeting to present and answer any questions, side stair replacement plans are being reviewed by Keycodes and should be complete by the end of August, PortNoff got their first round of delinquent accounts, information was shared regarding our workman's compensation insurance audit and was reviewed by the committee.
- b) Kristine Porter was not present at this meeting to give Community & Economic Develop. Committee report. Mayor James Pallante reports that they looked at the water retention pond in Tatamy Farms, which appeared to be dry despite complaints that they were retaining water. Mark reports that Tuskes is aware of the issue and the office will ensure that it is addressed before dedication of that area. Also discussed were funds for the tank to be removed.
- c) James Pallante gives the Parks & Recreation Committee report. There will be a motion regarding the Braden Park softball field later in the meeting.
- d) Daniel Dewey gives the Public Safety Committee report. The following topics were discussed: the 5k run, trainings for Police Department, line painting that was being done by Public Works, the spotlight outside of the Municipal building needs to be reduced.
- e) Ryan McGinley gives the Public Works Committee report. He discussed the staircase on the west side of the Municipal Building and the plans for replacing them. He also discussed old paper roads in Tatamy and the new split rail fence to be done along the trail. A quote from Advantage Fence was distributed to Council. Joe Torrisi urges Council to reconsider spending money on the fence. Ryan McGinley gives his opinion on the state of the fence. Daniel Dewey makes a motion to table this issue for a month so that they all have a chance to go look at the fence. Robert Wagner seconds this motion. The motion passes unanimously.
- f) There was nothing to report for the Elected Official Open Floor.

MAYOR'S COMMENTS & REPORT

- a) Mayor James Pallante gives the Mayor's Report. He received a letter from DHL informing us that the Mondelez building will be shutting down operations in September and will be taken over by Mondelez.

PUBLIC SAFETY REPORTS

- a) Chief Keith Snyder gives the Police report. He gives an update on the statistics.
- b) Kim Albert gave the Fire Company Report. There were 14 daily activities and 127.91 total man hours. Station 22 responded to 3 incidents in the month of July. A full report including a summary of events will be filed in the Tatamy Borough Office.
- c) Don DeReamus was not present at this meeting to give the EMC report.
- d) John Soloe was not present at this meeting to give the Zoning Officer Report. Council received the building permit reports.

BOROUGH ADMINISTRATION REPORTS

- a) Brien Kocher was not in attendance to give the Borough Engineer Report.

- b) Mike Lester gave the Sewer Authority Report. Repairs started last Monday for 15 manholes along the creek. It is supposed to be completed by the end of the week. In September, residents will receive a notice about raising rates. This will be effective in December.
- c) The Borough Solicitor Report was given by Peter Layman. He discussed the following topics:
- Open Items
 - Pedestrian Easement – no new updates
 - PMRS PT Officer Conformation – Peter said he will review
 - Electronic Device Policy – Peter said he will review
- d) Ryan McGinley gave the Borough Public Works Report. They are working on repairing storm basins, and they installed “Entering Tatamy Borough” signs this month.
- e) There are no questions for Mark during the Borough Manager Report.
- f) Mark Saginario gave the Treasury Report:

<u>TREASURER’S REPORT</u>	
Balance of General Fund as of 7/1/22	\$ 317,850.38
Deposits: 7/1/22-7/26/22	\$ 51,873.35
Disbursements: 7/1/22-7/26/22	\$ 96,201.11
TOTAL	\$ 275,185.33
Bank Balances:	Fidelity Bank as of 7/26/2022
Checking	\$ 275,185.33
Savings	\$ 37,873.46
Refuse	\$ 122,505.97
Highway Aid	\$ 35,790.00
Operating Reserve	\$ 66,399.60
Recreation Fund	\$ 203,986.72
Broad Street Paving Fund	\$ 88,821.90
Building Fund	\$ 1,193.79
Escrow Disbursement Account	\$ 0.15
Police Vehicle Fund	\$ 7,504.28
Relief Fund - Borough Residents	\$ 8,612.34
Street Paving Fund	\$ 12,679.14
Tatamy Grant Funds	\$ 8.34
Truck Fund	\$ 0.19
The total balance of all funds for the Borough	\$ 860,561.21
Escrow	\$ 8,628.25

Pamela Pearson makes a motion to ratify paid monthly bills & to pay bills as funds are available through 6 September 2022. Robert Wagner seconds this motion. The motion passes unanimously.

TATAMY PLANNING COMMISSION

- a) Mark Cloeren was not present at this meeting to give the Planning Commission Report.

- a. Council was given copies of the Draft minutes from 11 July Meeting
- b. Recommendation to Council to adopt Nazareth Area Multi-municipal Comprehensive Plan
 - **Motion** to approve Resolution 2022-008 – This motion was already made previously during the meeting
- c. Recommendation to Council to Conditionally approve Phase 3 Lot 1 Subdivision – Tabled per Manager Saginario and Hanover Engineering

PRESIDENT'S CORRESPONDENCE

President Robert Hayes had nothing to report

NEW BUSINESS

- a) Kathy Altmann gave her presentation on Bushkill Stream Conservancy, Plantings behind FD during Courtesy of the Floor.
- b) Electronics Recycling Day will be held on Wednesday 21 September 3:30 – 5:30 at Braden Park.
- c) Dan Dewey invites all of Council to Robert Dewey's Eagle Scout Court of Honor. Mayor James Pallante reports that he will be in attendance.
- d) Jared Dewey has been working with Ryan McGinley and Keith Snyder to build a Dog Kennel for Jared's Eagle Scout Project. They are looking for Council's blessing to move forward with the project. Pamela Pearson makes a motion to allow Jared to move forward with this project. Timothy Frey seconds this motion. Dan Dewey abstains from this vote. The motion passes 4-0.
- e) Council received information on Veg Stock which will be held on October 8th 2022.
- f) A discussion ensues about defining the Braden Park Field Rental seasons to two seasons, and how far in advance Council would like the office to accept payment and reservation for rentals for the following year. Daniel Dewey makes a motion to have two seasons for Braden Park Field Rentals, one from April to August and another from August to November. Pamela Pearson seconds this motion. The motion passes unanimously.
- g) Shanea Burry gave her chicken ordinance proposal during courtesy of the floor

IN PROGRESS BUSINESS

- a) Whitetail did not supply The Borough with a call log this month.
- b) Pedestrian Easement – no new updates
- c) Jay from Riley will be presenting the Annual Audit on August 31st.
- d) Councilwoman Porter was not present at this meeting to give the Newsletter update
- e) Open Grant Applications
 - a. 2021 Monroe LSA & 2021 NorCo LSA (Awarded)
 - b. 2022 Statewide LSA, PW's Truck (Awarded)
 - c. DCNR 2022, Tatamy Trail North (In Progress)
 - d. Livable Landscapes Grant Application (Awarded)
 - e. 2022 GROW NorCo (PD Cruiser)
 - f. 2022 GROW NorCo (IT Upgrades)
- f) The next step in the Borough Administration / Police Department Office Relocation is the side stairs on the Municipal Building which has already been discussed during this meeting.
- g) The First Net Phones for Borough (Desk) were ordered
- h) The Borough Office received a check for Main St. Widening.
- i) Currently Tabled Topics
 - a. Disposition of Records – no updates
 - b. IT Service (.gov domain) – no updates

CAPITAL IMPROVEMENT PROJECTS

- a) Roads – No updates
- b) MS4 – No updates
- c) Facilities / Parks – No updates

RESOLUTIONS

Resolution # 2022 – 008 was already discussed and motion was made previously during the meeting.

ORDINANCES

None

ADDITIONAL MOTIONS / ACTION ITEMS

- The removal and replacement of the Split Rail Fencing along Tatamy Trail, using Recreation Funds in the amount of \$14,400 was already discussed previously during the meeting.

CORRESPONDENCE FORWARDED TO COUNCIL BY EMAIL

- Eagle Scout Court of Honor Ceremony was already discussed previously during the meeting.
- Nazareth Area Compressive Plan was already discussed previously during the meeting.

CURRENT SUBDIVISION / LAND DEVELOPMENT TIME LIMIT EXTENSIONS

NONE

FOR THE GOOD OF THE ORDER / ITEMS TO BE PLACED ON THE NEXT AGENDA

- The next Council Meeting will be held on Monday, 6 September 2022, 7:00 PM

ADJOURNMENT

Pamela Pearson makes a motion to adjourn. Robert Wagner seconds this motion. The motion passes unanimously. Having no further business, Council President Robert Hayes adjourns the meeting at 9:52 pm.

Respectfully submitted,

Mark Saginario, Borough Manager