

BOROUGH OF TATAMY COUNCIL MEETING

Monday, 1 May 2023
7:00 PM
Llantrissant Retreat & Wellness Center
336 Bushkill Street
Tatamy, PA 18085



Regular Monthly Council Meeting

EXECUTIVE SESSION – (Pursuant to Title 65 Pa. C.S.A § 701 – The Sunshine Act)
None

CALL TO ORDER

Council Vice-President Pamela Pearson calls the meeting to order at 7:00PM.

Roll Call

The following council members were present at this meeting: Mayor James Pallante, Council Vice-President Pamela Pearson, Council Pro-Tempore Daniel Dewey, Councilman Robert Wagner, Councilman Timothy Frey, and Councilwomen Kristine Porter. The following Borough Administration was present this meeting: Borough Manager Mark Saginario, Borough Administrator Kellie Nolder, Borough Solicitor Peter Layman, Police Chief Keith Snyder, Public Works Supervisor Ryan McGinley, and Zoning Officer Suzanne Borzak. Council President Robert Hayes, Junior Councilwomen Abigail Miller, and Borough Engineer Brien Kocher. Councilman Frank Young was absent from this meeting. The following residents were present at this meeting: Julie Griner, Mike Lester, and Joe Torrissi.

READING, AMENDING & APPROVAL OF AGENDA

Councilwomen Porter make a motion to approve / amend the agenda. Councilman Frey seconds the motion. The motion passes unanimously.

COURTESY OF THE FLOOR

None

APPROVAL OF COUNCIL MEETING MINUTES

Councilman Wagner makes a motion to approve 3 April 2023 Regular Council Meeting minutes. Pro-Tempore Dewey seconds this motion. Motion passes unanimously.

APPOINTED COUNCIL MEMBER COMMITTEE REPORTS & REPORT OF ELECTED OFFICIALS

- a) Council Vice-President gave the Personnel, Finance & Admin. Committee report. The following topics were discussed: all the financials, updating the Fence Ordinance, revising the peddlers permit, refuse accounts, the Braden Park Baseball Fence, 5% discount on W/C was approved, and the Grants. The 3 phases of the trail. Phase 1: over the bridge into Braden Park to the stop light to lead to Forks. Phase 2: the crosswalk and lights. Phase 3: Bring the trail to connect to Tatamy Farms behind Equipto.

Resolution 2023-005

Councilwoman Porter makes a motion to approve the Resolution 2023-005. Councilman Wagner seconds this motion. Motion passes unanimously.

- b) Parks & Recreation Committee was canceled this month.

- c) Council Pro-Temp gave the Public Safety Committee report. The following topics were discussed: Braden Park Tree Trimming over the Pavilion, Braden Park Backstop fences to be replaced, the FD grounds for Clean-up, and the Sidewalks along Main Street.
- d) Public Works & Facilities Committee was canceled this month.
- e) Councilwoman Porter gave the Community & Economic Development Committee report. The following topics were discussed: Easter Egg Hunt and the Tatamy Spring Craft Fair.
- f) Environmental Steering Committee was canceled this month.
- g) Workplace Safety Committee was canceled this month.
- h) Nazareth Council of Governments was canceled this month.
- i) Elected Official Open Floor reimbursement.
- j) Councilwomen Porter spoke about the Tatamy Borough Newsletter that it will be done soon.

MAYOR'S COMMENTS & REPORT

Mayor Pallante told the Council he has a Breakfast for the 2023 State of Northampton County in May, and he will be doing the Mayor speech at the Memorial Day Celebration.

PUBLIC SAFETY REPORTS

- a) Police Chief Snyder gave the Police Report. We received the Speed Limit Detector and will be on the roads very shortly. We started with the company called Lexipol which will go over our SOP.
- b) Fire President Kim Albert gave the Fire Company Report. There were 22 daily activities and 588 hours of Man Hours. The parade/ block party is still in planning and going well. They have bands and DJ already booked and food and drink vendors. Still waiting on PennDOT for the parade route.
- c) Don Dereamus was not present at the meeting to give the EMC report.
- d) Zoning Officer Suzanne Borzak gave the Zoning Officer Report.

	Fees	
140 Messinger	65	Issued permit for fence, 1' from property lines
570 Prospect	65	Issued permit for concrete patio
470 Chief Tatamy	150	Reviewing permit for concrete sidewalks within the property. However, they have an "existing fence" with no permit and the fence encroaches onto the 5' rear easement. Called owner and awaiting response.
185 Barrall St	150	Sent enclose patio application to Keycodes
751 Broad St	150	Requesting additional information for review to enclose patio/electric
Broad St		Sidewalk review
510 Prospect		Awaiting engineer approval of plan
475 Chief Tatamy		Engineer revision to Jim Milot for review
252 Broad St		Issued CO for service from Keycodes
560 Chief Tatamy		Received application for inground pool. However, they submitted the wrong grading plan and didn't submit the permit application fee. They were emailed to re-submit.
53 Mill Brook Ct		Permit was issued in 2022 for the shed being built
31 5 th St	150	Issued permit for chicken coop and run
100 Barrall	100	Roof top solar application sent to keycodes
Tatamy Takeout		Met with owner's son and restaurant's representative. They can have 10 tables but will need a M and a F ADA bathroom installed. As far as the exterior

		dining, they would need to re-configure their driveways/parking area to keep their patrons safe.
450 Chief Tatamy	100	Fence permit application denied. Must be out of 5' easement and must be 1' from the property line. Email owner with his site plan of the property to re-submit.
540 Prospect	115	Issued permit for a shed (10 x 12)
490 Chief Tatamy	100	Sent in-ground pool to engineer and keycodes for review
115 Barrall		Issued permit for grading and patio
115 Barrall St		Set up for ZHB on May 11 th . Fence setback to property line and within the 5' rear drainage easement.
216 Trisha	50	Solar panels application sent to Keycodes

BOROUGH ADMINISTRATION REPORTS

- a) Brien Kocher was not present at the meeting. Borough Manager Saginario gave the Borough Engineer Report.
 - Open Items
 - PW McGinley, Borough Manager Saginario, Jim Milot and Tuskes Phil Malitsch had a meeting to discuss Tatamy Farms Final Wearing Course Installation, listed out spot that need to be worked on.
 - Pedestrian Crossing / Tatamy Trail – Two River- No update
 - Chrin Commerce Centre Close-out- No updates
 - i. Closeout Request
 - ii. NPDES Permit Request
 - Chrin Lots 10 & 11- final steps of going into their maintenance period.
- b) Michael Lester gave the Sewer Authority Report- last month sent out 6 shut-off letters, but they all paid. Sewer Authority is having a GPS to have digitize copies of the manholes and pipes.
- c) Peter Layman gave the Borough Solicitor Report.
 - Mammina, LLC Commendation (Pedestrian Easement)-
- d) PW supervisor Ryan McGinley gave the Borough Public Works Report.
 - a. Public Works Utility Truck – Grant Expenditure- no updates, getting quotes on different trucks.
 - b. Public Works Light-Duty Truck Expenditure- PW is looking into purchasing a truck.
- e) Borough Manager Saginario gave the Borough Manager Report.
 - a. In-Process business - Informational Memo
- f) Treasury & Financial Reports

TREASURER'S REPORT		
Balance of General Fund as of 3/30/2023	\$	439,754.15
Deposits: 3/30/23-4/25/23	\$	239,990.66
Disbursements: 3/30/23-4/25/23	\$	80,654.86
Ending Balance w/ TRANSACTIONS	\$	599,089.95
Bank Balances: (Available)	Fidelity Bank as of 4/25/2023	
Broad Street Paving Fund	\$	88,876.13

Building Fund	\$	6,314.98
Escrow Disbursement Account	\$	3,000.15
Escrow Master Account	\$	7,419.17
General Fund Checking	\$	599,089.95
General Fund Savings	\$	37,978.50
Highway Aid	\$	45,601.91
Operating Reserve	\$	32,610.09
Police Vehicle / Equipment Fund	\$	7,942.78
Recreation Fund	\$	192,100.18
Refuse	\$	82,485.88
Relief Fund - Borough Residents	\$	8,546.90
Street Paving Fund	\$	12,699.85
Tatamy Grant Funds	\$	8.34
Truck / Equipment Fund	\$	3,081.19
The total balance of all funds for the Borough	\$	1,127,756.00

Council Pro-Temp Dewey makes a motion to ratify paid monthly bills & to pay bills as funds are available through 5 June 2023. Councilman Frey seconds this motion. Motion passes unanimously.

Councilman Wagner makes a motion to transfer \$20,600 from General Fund to Street Paving Fund, as budgeted. Council Pro-Temp Dewey seconds this motion. Motion passes unanimously.

TATAMY PLANNING COMMISSION

Borough Manager Saginario gave the Planning Commission Report. The April meeting was held for re-organization.

PRESIDENT'S CORRESPONDENCE

President Hayes was not present for this meeting.

NEW BUSINESS

- a) Annexation of Territory – Braden Park through Act 41 of 2022. – it is in Forks Committee.
- b) Livable Landscapes – 2022

Councilwomen Porter makes a motion for Manager Saginario to complete final drawings and execute the Livable Landscapes Grant, expending the Two Rivers Trail through Braden Park. Council Pro-Temp Dewey seconds the motion. Motion passes unanimously.

- c) Zoning Hearing Board - Scheduled Meeting 11 May @ 6PM for a Fence ordinance.
- d) Borough Manager Saginario discussed the informational.
 - Whitetail Call Log – April
 - DEP Correspondence
 - Congresswomen Wild's Office Memo
 - Traffic Signal Permit – SR 1002 & SR2017

RESOLUTIONS

Councilwomen Porter makes a motion for Resolution 2023-004 RESOLUTION SUPPORTING THE APPLICATION TO, NORTHAMPTON COUNTY, PENNSYLVANIA, THE 2023 GROW NORCO GRANT UNDER

THE NORTHAMPTON FINANCING AUTHORITY, NORTHAMPTON COUNTY FOR TATAMY BOROUGH IT UPGRADES, BY THE BOROUGH OF TATAMY. Councilman Frey seconds this motion. Motion passes unanimously.

ORDINANCES

None

CORRESPONDENCE FORWARDED TO COUNCIL BY EMAIL

None

CURRENT SUBDIVISION / LAND DEVELOPMENT TIME LIMIT EXTENSIONS

None

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

- a) The next Council Meeting will be held on Monday, 5 June 2023, 7:00 PM

ADJOURNMENT

Councilman Frey makes a motion to adjourn the meeting. Council Pro-Temp Dewey seconds the motion. Motion passes unanimously.

Vice-President Pearson adjourns the meeting at 8:38PM.

Respectfully submitted,

Mark Saginario, Borough Manager