

# **BOROUGH OF TATAMY COUNCIL MEETING MINUTES**

Monday, 2 February 2026

7:00 PM Regular Mtg.

Llantrisant Retreat & Wellness Center 336

Bushkill Street

Tatamy, PA 18085



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## Regular Monthly Council Meeting Minutes

EXECUTIVE SESSION – (Pursuant to Title 65 Pa. C.S.A § 701 – The Sunshine Act)

None

### **CALL TO ORDER**

Council President Hayes calls the meeting to order at 7:00PM.

### **ROLL CALL**

The following Council Members were present at the meeting: Mayor James Pallante, Council President Bob Hayes, Council Pro-Tempore Rob Wagner, Councilman Michael Lester, Councilwoman Deborah Frace, Councilman Nicholas Fisher, and Councilwoman Holly Pierfy. The following Borough Administration Borough Manager Mark Saginairo, Borough Administrator Kellie Nolder, Borough Solicitor Peter Layman, Police Chief Keith Snyder, Borough Engineer Brien Kocher, and Zoning/Coding Enforcement officer Jim Macrot. Council Vice-President Pearson was excused from the meeting. Tuskes and Chrin representatives were also present at the meeting. Charles Bartholew (405 High St.) was present at the meeting.

### **READING, AMENDING & APPROVAL OF AGENDA**

Council President Hayes amends the agenda to have Tuskes and Chrin to be first on the agenda. Councilwoman Frace makes a motion to approve/amend 2<sup>nd</sup> February 2026 Agenda. Councilman Fisher seconds this motion. Motion passes unanimously.

### **COURTESY OF THE FLOOR**

Charlie Bartholomew spoke to Council on his thoughts on how to better the Borough.

### **APPROVAL OF COUNCIL MEETING MINUTES**

Councilman Lester makes a motion to approve/amend the 5<sup>th</sup> January 2026 Regular Council Meeting Minutes. Councilwoman Pierfy seconds this motion. Motion passes unanimously.

### **APPOINTED COUNCIL MEMBER COMMITTEE REPORTS & REPORT OF ELECTED OFFICIALS**

- a) Pamela Pearson, Chairwoman was not present the meeting to give the Personnel, Finance & Admin. Committee report, Council Pro-Temp Wagner gave the report. The following topics were discussed at the meeting: January finances and treasurer reports, PW dump truck sold, Tatamy Trail payment #2, Grant updates, and PW Crew leader job description. The next meeting is on February 25<sup>th</sup>, 2026.
- b) Parks & Recreation Committee was canceled this month. The next meeting is on February 9<sup>th</sup>, 2026.
- c) Public Safety Committee was canceled this month. The next meeting is on February 19<sup>th</sup>, 2026.
- d) Public Works & Facilities Committee was canceled this month. The next meeting is on February 11<sup>th</sup>, 2026.
- e) Community & Economic Development Committee was canceled this month. The next meeting is on February 18<sup>th</sup>, 2026.
- f) Environmental Steering Committee was canceled this month. The next meeting is on February 12<sup>th</sup>, 2026.
- g) Borough Manager Saginario gave the Workplace Safety Committee report. There was no incidents or accidents with any of the PD, Admin, or Public Works. The next meeting is on February 26<sup>th</sup>, 2026.
- h) Manager Saginario, Representative, gave the Nazareth Council of Governments. Ideas were made for the 250<sup>th</sup> Anniversary Celebrations in Nazareth Borough right after the Kazoo parade on July 4<sup>th</sup>.
- i) Elected Official Open Floor – None

### **MAYOR'S COMMENTS & REPORT**

Mayor Pallante wanted to thank everyone for NYE event. It was very cold but a very well turnout.

## REGULAR MONTHLY COUNCIL MEETING MINUTES

### PUBLIC SAFETY REPORTS

- a) PD Chief Snyder gave the Police Report. The Police Department had a total of 27 traffic stops in 7 citations, 5 written warnings, and 15 verbal warnings. The department has M.I.S.T. training in February.
- b) FD Chief McDonald was not present at the meeting. Fire Company Report was given by Council President Hayes.
- c) Don Dereamus was not present at the meeting to give the EMC report.
- d) Jim Macort, Zoning Officer gave the Zoning & Code Officer Report. Received 3 new permits this month and had 1 code enforcement on Bushkill Street.

### BOROUGH ADMINISTRATION REPORTS

- a) Brien Kocher, Engineer gave the Borough Engineer Report.
  - Open Items
    - Myers Power (New Point Hills) – No updates.
      - i. Land Development Updates
    - Tatamy Farms II- Still have the checklist to be completed.
      - i. Dedication / Maintenance of Roadways, Checklist, Updates
      - ii. Storm & Sewer Report, Updates
      - iii. Detention Pond Sinkhole Evaluation, Updates
    - Tatamy Trail – Two Rivers Phase I – No updates, the second payment was sent out.
    - Village Hobson Square- Tuskes updated the Council.
      - i. Developer's / Maintenance Agreement, Updates
    - Chrin Commerce Centre SALDO, SE Lot 2- Time Limit extension to March 4<sup>th</sup>, 2026.
      - i. Time Limit Extension, 2 February 2026
- b) Michael Lester, Chairman gave the Sewer Authority Report. Winter is slow but the Authority is finishing up a draft document for Palmer and Tatamy inter-municipal agreement.
- c) Peter Layman, Esquire gave the Borough Solicitor Report, he is still looking over the agreement for MSW Bid Contract and will get his comments back to Borough Manager Saginario soon. The Post Office Lease review he is also reviewing.
  - Open Items
    - MSW Bid Contract Review
    - Village @ Tatamy Square Developers / Maintenance Agreements
    - Post Office Lease review
- d) Mark A. Saginario gave the Borough Public Works & Facilities Report. PW has a lot of paperwork to go through in the office and a lot to go over with the PW employees. The office is working very closely with PW crew members to keep the department running efficiently and smoothly while looking for a PW crew leader.
- e) Mark A. Saginario gave the Borough Manager Report. All the updates in the report were discussed in the agenda.

**REGULAR MONTHLY COUNCIL MEETING MINUTES**

f) Mark A. Saginario gave the Treasury & Financial Reports.

TREASURER'S REPORT - JANUARY 2026

Beginning Balance of General Fund as of:	<u>30-Dec-25</u>	\$	457,950.18
Deposits:	30 DEC 2025 - 28 JAN 2026	\$	16,428.17
Disbursements:	30 DEC 2025 - 28 JAN 2026	\$	168,958.08
Ending Balance w/ Transactions, as of	<u>28-Jan-26</u>	\$	305,420.27

Bank Balances: (Available)

<u>Fidelity Bank - Borough Funds</u>	<u>As of 28 JAN.</u>
Broad Street Paving Fund	\$ 89,457.26
General Fund Checking	\$ 305,420.27
Operating Reserve	\$ 22,234.04
Building Fund	\$ 5,827.35
Police Vehicle / Equipment Fund	\$ 2,983.60
Street Paving Fund	\$ 33,647.89
Truck / Equipment Fund	\$ 33,613.32
Highway Aid	\$ 19,596.53
Refuse	\$ 100,182.89
Recreation Fund	\$ 95,030.07
Tatamy Grant Funds	\$ 10,961.93
Relief Fund - Borough Residents	\$ 7,791.11
General Fund Savings	\$ 38,776.78
Total Balance of Borough Operating Funds	\$ 765,523.04
<u>Fidelity Bank - Escrow Accounts</u>	
Escrow Master Account - Tatamy Borough	\$ 0.14
Escrow Disbursement Account	\$ -
Escrow Account, Non-Developers	\$ 5,350.94
Sub - Chrin of Delaware xxx4218	\$ 2,500.23
Sub - North St. Real-Estate xxx4221	\$ 118.47
Sub - TMC Management Corp xxx4224	\$ 10,313.49
Sub - Carson Commerce Lane xxx6687	\$ 433.12
Sub - Newport Hill LLC xxx0230	\$ 9,212.52
Sub - Charles Chrin Real Estate Trus xxx0388	\$ 5,000.76
Sub - Tatamy Farms LLC xxx1093	\$ 5,000.47
Total Balance of Borough Escrow Funds	\$ 37,930.14
Fidelity Bank CD Acct. x6334 (6 Month )	\$ 27,154.97
Fidelity Bank CD Acct. 2025 (12 Month)	\$ 25,000.00
Total Balance of Borough CD Funds	\$ 52,154.97
Total Balance of Borough Funds	\$ 855,608.15
<u>Tatamy Borough Delinquent Accounts</u>	
Refuse Delinquents 2018 - 2025	\$ 19,001.40
Refuse Delinquents 2025	\$ -
Total Delinquent Refuse	\$ 19,001.40
Interim & Real-Estate Tax Delinquents 2023	\$ -
Interim & Real-Estate Tax Delinquents - 2024	\$ 64.78
Real-Estate Tax Delinquents 2025	\$ 8,009.55
Interim Real-Estate Tax Delinquents 2025	\$ 1,141.78
Real-Estate Tax Total Delinquents	\$ 9,216.11
Total Borough Delinquent Accounts	\$ 28,217.51

\*All Accounts Interest Bearing

Councilman Fisher makes a motion to ratify paid monthly bills & to pay bills & operating expenses as funds are available through 2<sup>nd</sup> March 2026. Councilwoman Pierfy seconds this motion. Motion passes unanimously.

## REGULAR MONTHLY COUNCIL MEETING MINUTES

### TATAMY PLANNING COMMISSION

- a) Planning Commission Report
  - No New Business

Tim Frey, Chairman

### PRESIDENT'S CORRESPONDENCE

President of Council has no correspondence.

### CURRENT BUSINESS

- a) Chrin Commerce Centre SE Quad Lot 2 Preliminary Plan w/ Draft Conditions

Charlie Chrin spoke to Council on how the Chrin company works. Chrin representatives had a discussion with Council on the curbing. If the Council wants to discuss more to think about it Chrin will give a Time Extension or to see if they would like to make their decision tonight. Langan reps also spoke to Council to see if they had any questions on the curbing or the plan. Council decided is for a time extension to have a meeting with PennDOT on the curbing issue, as to see what PennDOT option is on curbing.

Councilman Lester makes a motion for a Time Extension till March 4<sup>th</sup> 2026. Councilman Fisher seconds this motion. Motion passes unanimously.

- b) Tatamy Farms 2, Phase 2 Security Release #5, Maintenance Period Acceptance

Council Pro-Temp Wagner makes a motion to approve Tatamy Farms 2, Phase 2 Security Release #5, Maintenance Period. Councilman Lester seconds this motion. Motion passes unanimously.

- c) Tatamy Farms 2, Phase 3 Security Release #5, Maintenance Period Acceptance

Councilwoman Frace makes a motion to approve Tatamy Farms 2, Phase 3 Security Release #5, Maintenance Period. Councilwoman Pierfy seconds this motion. Motion passes unanimously.

- d) Tatamy Farms 2, Phase 4 Security Release #5, Maintenance Period Acceptance

Council Pro-Temp Wagner makes a motion to approve Tatamy Farms 2, Phase 4 Security Release #5, Maintenance Period. Councilman Lester seconds this motion. Passes unanimously.

- e) Tatamy Farms 2, Phase 4B Security Release #5, Maintenance Period Acceptance

Councilman Lester makes a motion to approve Tatamy Farms 2, Phase 4B Security Release #5, Maintenance Period. Councilwoman Frace seconds this motion. Motion passes unanimously.

- f) Village @ Hobson Square, Tatamy Indemnification Agreement

Borough Solicitor Layman explained the indemnification agreement to the Council.

Councilman Lester makes a motion to approve the Village @ Hobson Square, Tatamy Indemnification Agreement. Councilwoman Frace seconds this motion. Motion passes unanimously.

- g) Post Office Lease Renewal (1 Jan.2028)

Borough Manager Saginario is still working on, will have more updates.

- h) Statement of Financial Interest Forms

Borough Manager gave every Council Member one and needs it filled out and back to the office in March.

- i) Acknowledge Public Works Supervisor Resignation

Councilman Lester makes a motion to acknowledge Public Work Supervisor Resignation. Councilwoman Pierfy seconds this motion. Motion passes unanimously.

- j) Informational (No Action Required) – Borough Manager Saginario and Council President Hayes discussed the information to Council.

- Whitetail Call Log, January
- Realty Transfer Detail Report, December 2025 (no report)
- Portnoff Delinquent, January 2026
- Crew Leader Job Description
- Q4 Payroll Reports
- Signal Service Repairs, Correspondence
- Buzzi Unicem Memo
- Sale of Asset
- Tatamy Trial Payment Request
- America 250 Flyer

## REGULAR MONTHLY COUNCIL MEETING MINUTES

### ORDINANCES

None

### RESOLUTIONS

Councilwoman Pierfy makes a motion to approve Resolution 2026-003; A RESOLUTION RESOLVED BY THE BOROUGH COUNCIL OF THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA, AUTHORIZING THE REINVESTMENT OF PROCEEDS FROM THE SALE OF MUNICIPAL ASSETS FOR THE STRATEGIC ACQUISITION OF PUBLIC WORKS VEHICLES AND MAINTENANCE EQUIPMENT.

Council Pro-Temp Wagner seconds this motion. Motion passes unanimously.

Councilman Lester makes a motion to approve Resolution 2026-004; A RESOLUTION RESOLVED BY THE BOROUGH COUNCIL OF THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA, A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA, APPROVING SECURITY RELEASES AND AUTHORIZING THE COMMENCEMENT OF THE MAINTENANCE PERIOD FOR PHASES 2, 3, 4, AND 4B OF THE TATAMY FARMS 2 SUBDIVISION PROJECT. Council Pro-Temp Wagner seconds this motion. Motion passed unanimously.

After discussion with the developer Resolution 2026-005 has been tabled this month.

A RESOLUTION RESOLVED BY THE BOROUGH COUNCIL OF THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA, A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA, GRANTING CONDITIONAL PRELIMINARY LAND DEVELOPMENT APPROVAL FOR THE PROJECT KNOWN AS "CHRIN SOUTHEAST QUADRANT - LOT 2."

### CORRESPONDENCE FORWARDED TO COUNCIL BY EMAIL

Chrin SE Quad Lot 2 Subdivision Plan Set

### CURRENT SUBDIVISION / LAND DEVELOPMENT TIME LIMIT EXTENSIONS

Charles Chrin Commerce Centre Trust, LLC

2 February 2026

### FOR THE GOOD OF THE ORDER / COURTESY of the FLOOR

- Courtesy of the Floor \*Non-agenda items
- Items to be placed on future Council agendas.
- The next Council Meeting will be held on Monday, 2<sup>nd</sup> March 2026

### ADJOURNMENT

Council President Hayes adjourns the meeting at 9:24PM.

Council Pro-Temp Wagner makes a motion to adjourn the meeting. Councilwoman Pierfy seconds this motion. Motion passes unanimously.

Respectfully submitted,

Mark Saginario, Borough Manager / Secretary