

**TATAMY BOROUGH COUNCIL MEETING MINUTES  
MONDAY MARCH 2, 2020 AT 7:30 P.M.**

The regular meeting of the Tatamy Borough Council was held on Monday, March 2, 2020 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: Daniel Dewey, Robert Hayes, Pamela Pearson, Joseph Rago, Robert Wagner, and Frank Young. Also present were, David Jordan, Solicitor, Christopher Moren, Mayor, Amanda Pearson, Jr. Council member, and Deanne Werkheiser, Secretary/ Treasurer. Kristine Porter was absent.

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

**APPROVAL OF MINUTES**

Approval of the February 3, 2020 Meeting Minutes.

A motion was made by Pamela Pearson, seconded by Frank Young to approve the February 3, 2020 minutes. Motion approved unanimously.

**TREASURER'S REPORT**

Balance of General Fund as of 2/1/20	\$45,114.65
Deposits: 2/1/20-2/26/20	\$69,428.38
Disbursements: 2/1/20-2/26/20	\$51,590.91
TOTAL	\$43,148.59

Bank Balances: Merchants Bank as of 2/26/2020

Checking	\$48,478.18
Savings	\$37,758.54
Refuse	\$48,429.28
Highway Aid	\$20,678.70
Operating Reserve	\$84,988.61
Recreation Fund	\$49,411.95
All other Accounts	\$41,176.89
Building, Grant, Paving, Police Vehicle, Relief, Truck/ Equipment	
The total balance of all funds for the Borough	\$330,922.15

Escrow	\$18,658.70
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A motion was made by Frank Young, seconded by Robert Wagner to approve the Treasurer's Report. Motion approved unanimously.

**DISBURSEMENTS AND RECEIPTS**

Checks paid out between meetings General Fund- February	\$51,590.91
Unpaid Bills Details	\$33,242.60
Escrow- \$8,253.39	General Fund- \$24,989.21

A motion was made by Daniel Dewey, seconded by Pamela Pearson 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. Council had copies of the February 28, 2020 meeting minutes.

1. Discussed having an accountant of record for “how do I do this” type of issues. We shouldn’t be using our auditor for this. Pamela stated that the animal shelter she is involved with has one on retainer. She stated she would like Council to discuss this need and questioned whether an RFP is required. David Jordan responded that an RFP is not need for professional one-time service. You can hire someone on an as needed basis. A brief discussion ensued. Pamela will talk to John Nadolski to see if he is interested or can refer someone.
2. The threshold for selling of municipal property without need for advertisement was raised to \$6,000.00.
3. The most current tax assessment from Northampton County puts Tatamy’s assessed value at \$31,066,100.00.
4. The Borough’s ACH limit was lowered to \$15,000.00 from \$25,000.00 per Merchant Banks suggestion for safety and security.
5. Pamela stated that she has started a “needs” and “watch out for” list of items for the 2021 budget. Several items that are being proposed for the State Budget, if adopted, will need to be added to our budget. State Police fees for all municipalities is being proposed. Would be \$23,432.00 a year for Tatamy. Increases to the minimum wage are being discussed. One bill suggests \$8.00 an hour this July. Another suggests \$12.00 an hour increasing to \$15.00 an hour by 2026. These may or may not happen. We have two Police officers retiring at the end of the year. Both have paid time off payouts that need to be included in the budget. Police contract discussions have started. All these items need to be thought of for budgeting.

## **CAPITAL IMPROVEMENTS PLAN**

Pamela Pearson stated that the Capital Improvements Plan committee met February 20, 2020.

Pamela stated they reviewed projects that are in the progress.

Electric work in the Municipal Building, door opener, and stairwell.

Need computer upgrades and server to make office run effectively. Northampton County gaming grant to be decided this month. Asked for \$20,000.00 for computer upgrades for Office and Police Department.

Our phone system needs to be upgraded. Looked at this several years ago. Needs to be looked at again.

A sand blaster is being rented to repair the undercarriage of Public Works vehicles. Ryan McGinley stated that road salt has caused the problem. If not done the truck will only last another couple of years.

## **PUBLIC SAFETY COMMITTEE**

The Public Safety Chairman Daniel Dewey gave the report. Council had copies of the February 20, 2020 meeting minutes.

The committee discussed complaints of speeding on Chief Tatamy Street. The Police Department found that is not happening. The speed detail is complete. Police will continue training, RMS transition, taser training and acquiring speakers for Community Watch Program. The updated EMO Plan was discussed. Public Works Department discussed mounting of the AED unit. Discussed additional crosswalks on Main Street. Penn DOT has denied previous requests.

## **WORKPLACE SAFETY COMMITTEE**

The Workplace Safety Chairman Deanne Werkheiser gave the report. Council had copies of the February 27, 2020 meeting minutes. Nothing to report at this time.

### **PUBLIC WORKS REPORT**

Public Works Supervisor Ryan McGinley gave the report.

Ryan reviewed projects the department has completed or is working on.

1. Flashing blew off the Municipal Building roof. Meeting with Michael Fleck to have it repaired.
2. CDBG grant remaining funds to be used on ADA improvements to the bathroom. Have approximately \$4,500.00. He is reviewing the LVCIL report from 2017 for guidance prior to meeting with a contractor. Robert Hayes offered his help to Ryan for the ADA requirements.
3. Ryan asked to be given advanced notice of events that that Public Works employees will be needed. Frank Young stated that it has always been volunteered time for events like the Egg Hunt.

### **FIRE COMPANY REPORT**

Fire Company President Kim Albert gave chief's report for February 2020.

206.68 -man hours for the month with no calls and 9 activities.

### **MAYOR'S REPORT**

Mayor Christopher Moren read the Police Incident report for February.

There were 219 incidents for the month of February. Coverage was at 68% due to officer training. Christopher stated he did an analysis of the Police Department 2019 versus 2018. There was a 42% increase in incidents overall. This unfortunately, will only get worse.

Christopher Moren gave the following report for February

- 1 Held Mayors Hours and the Tatamy Historical Society Archives were opened to the public as well.
- 2 Thank you to the Public Works Department on fixing the electric to the outside of the Municipal Building and on painting the lobby.

### **PLANNING COMMISSION**

Planning Commission- Chairman, Napoleon Clark was not present. Council received copies of the February 11, 2020 meeting minutes. Deanne Werkheiser gave the report.

Planning Commission and Recreation Board are reviewing the Park, Recreation, and Open Space Plan.

Suggested updates will be brought to Council.

### **ZONING OFFICER REPORT**

Zoning Officer- John Soloe gave the report.

John stated that Recreation Fee monies must be used in accordance with the MPC. The Park, Recreation, and Open Space Plan is your comprehensive plan that gives you direction for a year, five years, ten years, etc. This is why it should be reviewed and updated. You can bank money as long as it is earmarked per the plan. Certain costs for equipment can be covered but you must be careful. The equipment can only be used for parks and recreation.

### **ZONING HEARING BOARD**

Zoning Hearing Board – Chairperson, Larry Kish stated he had nothing to report.

### **SOLICITOR'S REPORT**

David Jordan, Solicitor stated he had several items to bring before Council at this time.

1. Ordinance 282-2020 for trimming of trees and other vegetation. David stated that the definition for tree should be removed. Not needed. A brief discussion ensued. A motion was made by Daniel Dewey, seconded by Robert Wagner to advertise Ordinance 282-2020 with changes. Motion approved unanimously.
2. Carson Companies is requesting the release of security for lots 4,5,and 6. Council has copies of Hanover's February 28, 2020 letter recommending the release of \$251,010.75, leaving the remaining

security balance of \$10,000.00 for outstanding work. A maintenance bond for 18 months is usually what is required. A brief discussion ensued. A motion was made by Frank Young, seconded by Joseph Rago to release the majority of the Carson Company security, retaining \$10,000.00. Motion approved unanimously.

3. David stated he sent a letter to the USPS. He has not heard back from them yet.

### **SEWER AUTHORITY**

The Sewer Authority Chairperson Stephen Riegel gave the report.

1. Resurfacing of Trisha Street will be done in the spring.
2. They will be reviewing other sections of the sewer line.
3. Repairs that have been done cost over \$300,000.00.
4. A member has missed nine out of the last ten meetings. He suggests a final letter being sent that states he will be removed in April. A brief discussion ensued. Robert Fisher was removed from the Sewer Authority. David Jordan will send him a letter. Stephen stated they have a prospective member, Michael Lester, who has been attending the last several meetings. A motion was made by Daniel Dewey, seconded by Frank Young to remove Robert Fisher from the Sewer Authority and appoint Michael Lester to the Sewer Authority. Motion approved unanimously.
5. Two upcoming meeting dates are being changed. Sewer Authority will meet on Wednesday March 11 and Wednesday May 13. This will be posted.

### **OLD BUSINESS**

- 1 Robert Hayes gave an update on the Trail. The route that Council decided on was sent to Northampton County showing Chief Tatamy Street as the route. There was discussion of the trail going over the UGI gas line going into Tuskes development. The Northampton County Conservation District was not aware of the gas line going in and the gas line is not on Tuskes NPDES permit. Discussing going back to original path and not over the gas line since Tuskes won't be doing the work and helping with the trail. The DCNR grant is for the park and the trail. At this point we go back to what the original plan was and go as far as we can with the trail with the grant money. Brien Kocher will work with NCCD to show we are not in violation. The trail is less than one acre of disturbance so no permit will be necessary. Brien will put together a plan and cost analysis. Frank Young stated that if we go over, we have recreation fees. John Soloe stated the fence is going to be an issue, Equipto will become an attractive nuisance. We need to watch where our property and Equipto's merge and safety. A chain link fence will cost \$40,000.00. Christopher Moren asked if we could just put up a split rail fence? Frank responded that split rail requires a lot of maintenance and needs to be replaced. Pamela Pearson suggested put up a fence as far as needed for safety. Robert Hayes responded that Brien would come up with a plan and costs for the April Council meeting. A brief discussion ensued. More information will be available in April.

### **NEW BUSINESS**

- 1 The Census department has asked if Borough Office would be available on several weekends in April and May for training. A brief discussion ensued over availability. The Office isn't available for the requested dates. Deanne will let them know.
- 2 Tuskes extension request for Phase 2 and the minor subdivision until March 31, 2020. The previous extension was granted in December 2019. David Jordan stated that only asking for a month extension seems like an awfully short time. John Soloe stated that Mike Tuskes needs to come to Planning Commission meeting and discuss the extension requests. David Jordan will call Mike Tuskes. John Soloe suggested Council schedule a special meeting for March 30, 2020 to consider the extensions. Should suggest 90-day extensions. A brief discussion ensued. A motion was made by Daniel Dewey, seconded by Frank Young to hold a special meeting if necessary, to discuss extension if necessary. Motion approved unanimously.
- 3 Deanne Werkheiser is requesting funds for \$250.00 for the Annual Easter Egg Hunt. A motion was made by Daniel Dewey, seconded by Frank Young to use \$250.00 for the Annual Easter Egg Hunt. Motion approved unanimously.

**FROM THE FLOOR**

Robert Hayes asked for comments from the floor. Nothing at this time.

**CORRESPONDENCE**

Correspondence was read by Robert Hayes. Several items were received- LV Economic Development meeting information, RCN franchise fee information, NIMS incident training schedule, 2020 liquid fuels has been deposited, NC Annual forum information, LVPC housing trends, USDA loan information, and information regarding RCN updating the Boroughs band width.

**GOOD OF THE ORDER**

- 1 Council meeting April 6, 2020
- 2 Easter Egg Hunt April 4, 2020 at 1 pm
- 3 Street sweeping April 23 and 24
- 4 Electronic Recycling Event April 25, 2020 9 am to 12 at Easton High School.

**ADJOURNMENT**

A motion was made by Frank Young, seconded by Daniel Dewey to adjourn the meeting at 9:10 pm. Motion approved unanimously.

Respectfully submitted,

Deanne Werkheiser, Secretary/ Treasurer