

# **BOROUGH OF TATAMY COUNCIL MEETING**

Tuesday, 2<sup>nd</sup> October 2023  
6:30 PM Exec Session 7:00 PM Regular Mtg.  
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)**

#### **CALL TO ORDER**

The meeting was called to order by Council President Robert Hayes at 7:00PM.

#### **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, Councilwomen Kristine Porter, and Councilman Robert Wagner. The following Borough Administration were present at the 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. Councilman Tim Frey and Borough Engineer Brien Kocher were excused, and Councilman Frank Young was absent from the meeting. The following residents were present at the meeting: Mike Lester, Donald Werkheiser, and Deb Frace.

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

Council Vice-President Pearson makes a motion to approve / amend the agenda. Councilman Wagner seconds this motion. Motion passes unanimously.

#### **COURTESY OF THE FLOOR**

Nothing at this time.

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

Councilwomen Porter makes a motion to approve 5<sup>th</sup> September 2023 Regular Council Meeting Minutes. Councilman Wagner seconds this motion. Motion passes unanimously.

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

- a) Chairwomen Pearson gave the Personnel, Finance & Admin. Committee report. The following topics were discussed: the September 2023 Financial report, bank reconciliations, the police cruiser, 2024 Draft Budget, and grants. The next meeting is on November 1<sup>st</sup>, 2023.
- b) Parks & Recreation Committee meeting was cancelled this month.
- c) Chairman Dewey gave the Public Safety Committee report. The following topics were discussed: the Police tip line, the FD report, the PD report, the EMC report, and PW report. The next meeting is on October 19<sup>th</sup>, 2023.
- d) Chairman McGinley gave the Public Works & Facilities Committee report. The following topics were discussed: the Borough building mortar analysis and the final wearing course in Tatamy Farms. The next meeting is on October 11<sup>th</sup>, 2023.
- e) Chairwomen Porter gave the Community & Economic Development Committee report. The following topics were discussed: Trick or Treat, the ribbon cutting for Leo's Pizza, Fall Fest and

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the 5K Fun Run, and a tour of the Martin Guitar building in Tatamy. The next meeting is on October 18<sup>th</sup>, 2023.

- f) Environmental Steering Committee meeting was cancelled this month.
- g) Chairman Saginario gave the Workplace Safety Committee report. The following topics were discussed: Police Station walkthrough. The next meeting is on October 26<sup>th</sup>, 2023.
- h) Nazareth Council of Governments was canceled.
- i) Elected Official Open Floor
  - Tatamy Borough Newsletter (Councilwomen Porter)- No updates.

### MAYOR'S COMMENTS & REPORT

- a) Jim Pallante, Mayor reported on the how much the Borough Office has been working very hard on Fall Festival and is very proud and thankful on everyone that is helping.

### PUBLIC SAFETY REPORTS

- a) PD Chief Snyder gave the Police Report. Three officers qualified firearms are in the next week. 97 was the UCR report. The speed timing is on Shelley Street. A printout was given to the Council on Bushkill Street Speed Detector.
- b) The Fire Company Report was given to all Council Members. 36 daily activities and 511.95-man hours. 4 incidents were responded too.
- c) Don Dereamus was not present to give the EMC report.
- d) Suzanne Borzak Tatamy Zoning Officer gave the Zoning Officer Report. Suzanne Borzak spoke on the easements in Tatamy Farms and how important they are to not put fences on them. The council asked questions and Suzanne answered all questions.

### BOROUGH ADMINISTRATION REPORTS

- a) Borough Engineer Report was given by Borough Manager Saginario. There are no updates on Tatamy Farms, they are still working on the list that was given to them that needs to be done yet, or fixed.
- b) Michael Lester the Chairman of Tatamy Sewer Authority gave the Sewer Authority Report. The Sewer Authority is reviewing the loan on the PW Truck. The Sewer Authority needs to have a discussion with Tuskes about installing a pipe over a sewer pipe, but Tuskes didn't get approval by the Sewer Authority.
- c) Peter Layman Tatamy Boroughs Esquire gave the Borough Solicitor Report. He has the Sewer Authority letter for the PW truck loan. Pro-Tempore Dewey makes a motion to approve the letter to have Council President Sign to give to the Tatamy Borough Sewer Authority for the PW letter. Council Vice-President Pearson seconds this motion. Motion passes unanimously. Forks Township passed the Annex of Braden Park Ordinance.
- d) Ryan McGinley gave the Borough Public Works Report. The probation men are working out well for PW, Mayor Pallante brought up his concerns about using probation people for the Borough. PW is getting ready for Fall Festival and is working very hard to get everything ready.
- e) Mark A. Saginario gave the Borough Manager Report. The Council was given the report. The IT conversion phase 2 is closing out and starting phase 3 portion soon.

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f) Borough Manager Saginario gave the Treasury & Financial Reports.

<b>TREASURER'S REPORT</b>		
Balance of General Fund as of:	26-Sep-23	\$ 450,123.76
Deposits:	30 August - 26 Sept. 2023	\$ 50,141.26
Disbursements:	30 August - 26 Sept. 2023	\$ 75,440.81
Ending Balance w/ Transactions, as of	26-Sep-23	\$ 424,824.21
	Bank Balances: (Available)	
<u>Fidelity Bank - Borough Funds</u>	<u>As of 26 Sept.,</u>	
Broad Street Paving Fund	\$ 88,923.71	
Building Fund	\$ 6,326.42	
General Fund Checking	\$ 424,824.21	
General Fund Savings	\$ 38,099.52	
Highway Aid	\$ 24,493.21	
Operating Reserve	\$ 32,741.54	
Police Vehicle / Equipment Fund	\$ 7,957.73	
Recreation Fund	\$ 175,004.72	
Refuse	\$ 104,921.92	
Relief Fund - Borough Residents	\$ 8,562.67	
Street Paving Fund	\$ 33,257.08	
Tatamy Grant Funds	\$ 8.34	
Truck / Equipment Fund	\$ 3,086.36	
<b>Total Balance of Borough Operating Funds</b>	<b>\$ 948,207.43</b>	
<u>Fidelity Bank - Escrow Accounts</u>		
Escrow Master Account - Tatamy Borough	0.14	
Escrow Disbursement Account	\$ -	
Escrow Account, Non-Developers	\$ 4,551.52	
Sub - Chrin of Delaware xxx4218	\$ 2,170.09	
Sub - North St. Real-Estate xxx4221	\$ 118.47	
Sub - TMC Management Corp xxx4224	\$ 9,821.75	
Sub - Carson Commerce Lane xxx6687	\$ 1,751.58	
Sub - Newport Hill LLC xxx0230	\$ 4,741.17	
<b>Total Balance of Borough Escrow Funds</b>	<b>\$ 23,154.72</b>	
<b>Total Balance of Borough Funds</b>	<b>\$ 971,362.15</b>	
<u>Tatamy Borough Delinquent Accounts</u>		
Refuse Delinquents 2018 - 2022	\$ 12,434.00	
Refuse Delinquents 2023	\$ 16,410.30	
<b>Total Delinquent Refuse</b>	<b>\$ 28,844.30</b>	
Real-Estate Tax	\$ 11,449.35	
Interim Real-Estate Tax	\$ 3,470.75	
<b>Real-Estate Tax Total Delinquents</b>	<b>\$ 14,920.10</b>	
<b>Total Borough Delinquent Accounts</b>	<b>\$ 43,764.40</b>	

Councilman Wagner makes a motion to ratify paid monthly bills & to pay bills and operating expenses as funds are available through 6 November 2023. Councilwomen Porter seconds this motion. Motion passes unanimously.

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### TATAMY PLANNING COMMISSION

The Planning Commission meeting was cancelled in September.

### PRESIDENT'S CORRESPONDENCE

Nothing at this time.

### CURRENT BUSINESS

- a) Borough Manager Saginario started an open discussion about the 2024 Budget Reading.
- b) Police Chief Snyder spoke on the PD Police Cruiser Discussion. Questions were asked by Council and Borough Manager Saginario and Police Chief Snyder answered all questions.
- c) Promissory Note – LSA Grant- Peter Layman has it and it looking over it to send to the Sewer Authority.
- d) 2024 Holiday & Meeting Schedule
- e) Fall Fest 2023 is this Saturday October 7<sup>th</sup>, 2023. The 5K Fun Run is at 10:00AM starting at the Tatamy Fire Company and Fall Festival is from noon to 5:00PM with vendors, live music, and food.
- f) Borough Manager Saginario went over the Informational.
  - Whitetail Call Log – August
  - Reality Transfer Detail Report – Aug. 2023
  - Highway Aid Allocation, 2024
  - Portnoff Real-Estate Report
  - Bohler / Lafayette College Development

### ORDINANCES

None

### RESOLUTION 2023-011

Council Vice-President Pearson makes a motion to accept Resolution 2023-011 A RESOLUTION LAYING OUT, OPENING AND ACCEPTING THAT PORTION OF COMMERCE LANE, IN THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA. Councilwomen Porter seconds this motion.

Ays- President Hayes, Vice-President Pearson, Councilman Wagner, Councilwoman Porter.

Nay- Pro-Tempore Dewey.

Motion carries by 4-1

### CORRESPONDENCE FORWARDED TO COUNCIL BY EMAIL

Braden Park Erosion Update Proposal

### 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<sup>th</sup> November 2023, 7:00 PM

### ADJOURNMENT

Council President Hayes adjourns the meeting at 8:24PM.