

# **BOROUGH OF TATAMY COUNCIL MEETING**

Monday, 3 April 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 7:01PM.

### **Roll Call**

The following Council Members were present at the meeting: Mayor James Pallante, Council Vice-President Pamela Pearson, Council Pro-Tempore Daniel Dewey, Councilwoman Kristine Porter, Councilman Robert Wagner, Councilman Timothy Frey, and Junior Councilwoman Abigail Miller. 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, and Public Works Supervisor Ryan McGinley. Council President Robert Hayes, Borough Engineer Brien Kocher, and Borough Zoning Officer were excused from the meeting. Councilman Frank Young was absent. The following residents were present at the meeting: Deanne Werkheiser, Rudy Miller, Joe Torrisi, Kim Albert, and Charlie Bartholomew.

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

Councilman Wagner makes a motion to approve and amend the agenda. Councilman Frey seconds this motion. The motion passes unanimously.

### **COURTESY OF THE FLOOR**

Deanne Werkheiser spoke on behalf of the Historical Society on different questions on the Borough events coming up this year. She asked about the Fire Department 100<sup>th</sup> Anniversary Parade and Block Party and the Fall Fest. Deanne informed the Council the Memorial Day Celebration will be held on May 29<sup>th</sup>, 2023 at 1:00PM and Nancy Werkheiser day is April 7<sup>th</sup>. She also wants to do the Annual Car Show the same day at the Fall Fest.

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

Councilwoman Porter makes a motion to approve 6 March 2023 Regular Council Meeting minutes. Councilman Wagner seconds this motion. The motion passes unanimously.

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

- a) Pamela Pearson gave the Personnel, Finance & Admin. Committee report. The following topics were discussed: The speed Detection Device Purchase, the Municipal Lobby Hours and the Keyless entry, Insurance Renewals, and Tax, EIT, LST & TCC Collection reports, and bank reconciliations.

- b) Mayor James Pallante gave the Parks & Recreation Committee report. The following topics were discussed: The EMC Insurance Evaluation, the purchase of Bases for Braden Park, the Easter Egg Hunt, and the update on the Two River Trail.
- c) Daniel Dewey gave the Public Safety Committee report. The following topics were discussed: closing hours of the Municipal Building and the Keyless Entry, sinkhole updates, the sidewalks on Main Street, and the recommendations on where to put Stop Signs on Prospect in Tatamy Farms.
- d) Ryan McGinley gave the Public Works & Facilities Committee report. The following topics were discussed: the Creation of Sinkhole Emergency Management Plan, the grant for the Brick repointing, and the Final wearing course installation at Tatamy Farms.
- e) Kristine Porter gave the Community & Economic Development Committee report. The following topics were discussed: The community Garden, the Easter Egg Hunt, Tatamy Craft Fair, and the Tatamy Swag Fundraiser.
- f) Environmental Steering Committee was cancelled this month.
- g) Mark Saginario gave the Workplace Safety Committee report. Watch the WSC Renewal Video.
- h) Mark Saginario gave the Nazareth Council of Governments reports. Each Municipality gave their concerns about the Nazareth Multimunicipal plan. There is a new committee to go over it and make changes to the plan.
- i) Elected Official Open Floor- None

**MAYOR'S COMMENTS & REPORT**

- a) Mayor Jim Pallante thanked everyone for helping with the Easter Egg Hunt and The Easter Egg Hunt went very well.

**PUBLIC SAFETY REPORTS**

- a) Chief Snyder gave the Police Report. CODY is about to be up and running in the next couple of weeks.
- b) Kim Albert gave the Fire Company Report. There were 0 incidents this month, 15 Man hours 281.25. April 19<sup>th</sup> training with County, April 23<sup>rd</sup> Fire dynamics with live burns, May 8<sup>th</sup> Surviving Survival, and Hazmat Opps Refresher being scheduled.
- c) Don Dereamus was not present at this meeting to give the EMC report.
- d) Suzanne Borzak was not present at this meeting to give the Zoning Officer Report. Borough Manager Mark Saginario provided the Council with the Zoning Officer Report.

	Zoning Fee	
170 Messenger		Issued building permit for basement remodel
300 Bushkill St	35	Issued permit for paving parking lot
425 Chief Tatamy	65	Deck permit submitted to Keycodes
652 Main St	65	Requested additional information on location of fence
120 Commerce	65	Issued permit for new alarm
485 Chief Tatamy		Pool permit sent to Keycodes
455 Chief Tatamy		Site visit for CO. Only temp will be issued
415 Chief Tatamy		Site visit for CO. Not ready
208 N 7 <sup>th</sup>		Site visit. Installed more fence than permitted. NOV to be sent.
115 Barrell		Reviewed site plan for landscaping. Does not meeting engineering or zoning.

565 Chief Tatamy		Issued CO for basement beam installation
130 Messinger		Sent solar permit to Keycodes (awaiting fee)
425 Chief Tatamy		Issued building permit
490 Chief Tatamy		Issued building permit for basement
252 Broad St		Issued electrical permit
225 Barrell St		Sent denial letter for fence and boulders for their landscaping plan. Engineering also requested additional information. Plan not complete for final review and permitting
120 Commerce		Mail permit to applicant
521 Main St	115	Review application for deck; sent to keycodes
		Sent a copy of the new road opening ordinance to four utilities with procedures to obtain permits

### BOROUGH ADMINISTRATION REPORTS

#### a) Borough Engineer Report

Brien Kocher, Engineer

- Tatamy Farms Final Wearing Course Installation- no updates, still going over some issues.
  - Pedestrian Crossing / Tatamy Trail – Two Rivers- talked about in the grant section.
  - Chrin Commerce Centre Close-out- still no changes.
    - i. Closeout Request
    - ii. NPDES Permit Request
  - Chrin Lots 10 & 11- still waiting for some trees to be planted there.
  - Tatamy Farms 2, Phase 2,3,& 4 Security Release Requests-
- Council Pro-Temp Dewey makes a motion to as per Engineering review letter, dated 31 March 2023, recommend the Developer a reduction in the required security in the amount of \$158,452.55, with the conditions of escrow replenishment and verification of the of security in the amount of \$108,369.09 for Tatamy Farms 2, Phase 2. Councilwoman Porter seconds this motion. The motion passes unanimously.
- Councilwoman Porter makes a motion to as per Engineering review letter, dated 31 March 2023, recommend the Developer a reduction in the required security in the amount of \$130,222.73 with the conditions of escrow replenishment and verification of the of security in the amount of \$149,424.33 for Tatamy Farms 2, Phase 3. Council Pro-Temp Dewey seconds this motion. The motion passes unanimously.
- Councilman Frey makes a motion to as per Engineering review letter, dated 31 March 2023, recommend the Developer a reduction in the required security in the amount of \$36,094.40 with the conditions of escrow replenishment and verification of the of security in the amount of \$19,862.39 for Tatamy Farms 2, Phase 4. Councilman Wagner seconds this motion. The motion passes unanimously.
- b) Michael Lester gave the Sewer Authority Report. The shut off letters went out to 7 people that have not paid. The rates are going up again so the rates will be going up in Tatamy.
- c) Peter Layman gave the Borough Solicitor Report.
- Mammina, LLC Commendation (Pedestrian Easement)-

- d) Ryan McGinley gave the Borough Public Works Report. Trying to find people that need to do community service to help out with summer. Looking for seasonal summer help.
- e) Mark A. Saginario gave the Borough Manager Report.
- f) Borough Manager mark Saginario gave the Treasury & Financial Reports.

<b>TREASURER'S REPORT</b>	
Balance of General Fund as of 3/1/2023	\$ 200,070.27
Deposits: 3/1/23-3/30/23	\$ 307,063.49
Disbursements: 3/1/23-3/30/23	\$ 67,379.61
Ending Balance w/ TRANSACTIONS	\$ 439,754.15
<b>Bank Balances: (Available)</b>	
<u>Fidelity Bank as of 3/30/2023</u>	
Broad Street Paving Fund	\$ 88,868.58
Building Fund	\$ 1,195.05
Escrow Disbursement Account	\$ 2,000.15
Escrow Master Account	\$ 11,157.66
General Fund Checking	\$ 439,754.15
General Fund Savings	\$ 37,959.93
Highway Aid	\$ 47,596.62
Operating Reserve	\$ 32,594.15
Police Vehicle Fund	\$ 7,941.08
Recreation Fund	\$ 192,375.55
Refuse	\$ 94,133.87
Relief Fund - Borough Residents	\$ 8,545.08
Street Paving Fund	\$ 12,695.92
Tatamy Grant Funds	\$ 8.34
Truck Fund	\$ 0.19
The total balance of all funds for the Borough	\$ 976,826.32

Council Pro-Temp Dewey makes a motion to ratify paid monthly bills & to pay bills as funds are available through 1 May 2023. Councilman Wagner seconds this motion. Motion passes unanimously.

**TATAMY PLANNING COMMISSION**

The Planning Commission meeting did not have a quorum.

**PRESIDENT'S CORRESPONDENCE**

No comments

**NEW BUSINESS**

- a) Mobile Speed Detection Device
  - MOTION: To purchase a Mobile Speed Detection Device, manufactured by All Traffic Solutions , COSTARS contract 012-E22-305 as per quote Q-74950 at a total cost of \$3683.68.

- b) FD 100<sup>th</sup> Anniversary Parade- no updates on the parade, waiting to hear back from Penn-Dot for closing Main Street
- c) Transportation Needs Assessment, LVPC- Looking into no parking on Main Street.
- d) Borough Sinkhole
  - Commerce Lane & Trolley Line Drive- Borough Engineer Kocher wants Chrin to do a Geologic testing done as to why it keeps happening.
  - Shelley Street- American Water did not do the final patch on it, waiting a few months to see if everything is okay and did not sink at all again.
- e) Informational
  - Highway Aid Allocation- Borough office received the letter.
  - COSTARS Road Salt Contract- we were awarded.
  - PURTA Report Submittal- still processing.
  - AG-385 Report Processing- still processing.

### IN PROGRESS BUSINESS

- a) Whitetail Disposal Call Log- did not receive one for this month.
- b) Newsletter Update (Councilwoman Porter)- will have it done in the next few weeks.
- c) NAZCOG Comprehension Plan Implementation Draft Agreement- Still working on within the committee.
- d) IT Service- CODY is almost up and running.
- e) Tatamy Farms Final Wearing Course Installation – No updates.
- f) Annexation of Territory – Braden Park through Act 41 of 2022- still waiting on Forks to discuss with their Council.
- g) Labor & Industry Zoning Audit- Did not get the report back yet.
- h) Tatamy Easter Egg Hunt, 1 April- went very well!
- i) Tatamy Craft Fair, 6 May- no update, just waiting on applications back.
- j) Currently Tabled Topics
  - a. Disposition of Records

### CAPITAL IMPROVEMENT PROJECTS

- a) Roads-No updates
- b) MS4- No updates
- c) Facilities / Parks- No updates
- d) Grants
  - Updates
    - a. Livable Landscapes – 2022
      - i. Tatamy Trail Awarded, \$75k.
        - a. Engineering
    - b. LSA Statewide – 2022
      - i. PW's Utility Truck Awarded, \$138.5k
    - c. LSA 2021 Monroe / Northampton
      - i. Monroe Brick- Repointing Awarded, \$30k
        - a. In Committee
      - ii. Northampton -Milling Machine Awarded, \$32.5k
        - a. Purchased
          - i. Reimbursement Submission Pending

- d. NorCo 2022 Public Safety
  - i. Bullet Resistant Vests, Awarded, \$3.1k
    - a. In Committee
- e. DCNR Community Partnership Grant
  - i. Pedestrian Crossing/Tatamy Trail, Grant Open
    - a. Submission Pending
- f. Community Project Funding Grant FY24 ( Congresswomen Susan Wild)
  - i. Project 25 (P25-PD Radio Conversion-NorCo)
    - a. Submission Pending

#### **RESOLUTIONS**

Councilman Frey makes a motion for Resolution 2023-002 - RESOLUTION SUPPORTING THE APPLICATION TO, NORTHAMPTON COUNTY, PENNSYLVANIA, AND PENNSYLVANIA DCNR, THE DCNR TRAILWAYS GRANT UNDER THE COMMONWEALTH FINANCING AUTHORITY, DCNR , BY THE BOROUGH OF TATAMY. Councilwomen Porter seconds this motion. Motion passes unanimously.

Councilman Wagner makes a motion for Resolution 2023-003 - RESOLUTION SUPPORTING THE APPLICATION TO, FY24 COMMUNITY PROJECT FUNDING, BY THE U.S. APPROPRIATIONS PROCESS, THROUGH CONGRESSWOMAN SUSAN WILD, 7TH DISTRICT ,THE UNITES STATES REPRESENTATIVE, APPROPRIATIONS REQUEST, BY THE BOROUGH OF TATAMY. Councilman Frey seconds this motion. Motion passes unanimously.

#### **ORDINANCES**

None

#### **ADDITIONAL MOTIONS / ACTION ITEMS**

Councilwomen Porter makes a motion to transfer \$5,119.67 from General Fund to Building Fund, for future Capital improvements. Councilman Frey seconds this motion. The motion passes unanimously.

#### **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, 1 May 2023, 7:00 PM

#### **ADJOURNMENT**

Council Vice-President Pearson adjourns the meeting at 9:13pm.

Respectfully submitted,

Mark Saginario, Borough Manager