

BOROUGH OF TATAMY COUNCIL MEETING

Monday, 3 Feb. 2025 6:30 PM Executive
7:00 PM Regular Mtg.
Llantrissant Retreat & Wellness Center
336 Bushkill Street
Tatamy, PA 18085



Regular Monthly Council Meeting Minutes

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

CALL TO ORDER

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

ROLL CALL

The following Members were present at the meeting: Mayor James Pallante, Council President Bob Hayes, Council Pro-Tempore Kristine Porter, Councilman Rob Wagner, Councilman Tim Frey, Councilman Mike Lester, and Councilwoman Deb Frace. Council Vice-President Pam Pearson and Jr. Councilman Sam Maczko were excused from the meeting. The following Borough Administration were present at this meeting: Borough Manager Mark Saginario, Borough Administrator Kellie Nolder, Borough Solicitor Peter Layman, Police Chief Keith Snyder, Public Works Supervisor Ryan McGinley, and Borough Engineer Brien Kocher. Zoning Officer Kathy Vossough was excused from the meeting. The following residents were present at the meeting: Deanne Werkheiser (650 Prospect St.) and Ryan Vance (347 Broad St.).

READING, AMENDING & APPROVAL OF AGENDA

Council Pro-Temp Porter makes a motion to approve/amend agenda. Councilman Frey seconds this motion. Motion passes unanimously.

COURTESY OF THE FLOOR

Resident and President of the Tatamy Borough Historical Society Deanne Werkheiser attended the meeting to ask for Council permission to close Broad Street for the 30th Annual Car Show on September 21st 2025 with a rain date of September 28th, 2025. Deanne Werkheiser also wanted to talk about the 250 Anniversary of America, and if we have any ideas what the Borough is going to do to celebrate. The events will be discussed at the Community & Economic Development Meeting. Councilwoman Frace spoke on making sure there is a police officer at the Car Show and have the Municipal Building clean.

Resident Ryan Vance spoke on his property, his house has a drainage issue in his front yard. Mr. Vance explained what he wanted to do to fix the problem and make a better solution.

APPROVAL OF COUNCIL MEETING MINUTES

Councilman Frey makes a motion to approve/amend 6th January 2025 Regular Council Meeting. Councilman Wagner seconds this motion. Motion passes unanimously.

APPOINTED COUNCIL MEMBER COMMITTEE REPORTS & REPORT OF ELECTED OFFICIALS

- a) Borough Manager Saginario gave the Personnel, Finance & Admin. Committee report. The following topics were discussed at the meeting: Treasurer and financial reports, grant updates, Zoning hearing board updates, Tatamy farms and Myers powers updates, and Police PT & FT hires.
- b) Parks & Recreation Committee meeting was canceled this month. The next meeting is on February 10th, 2025.
- c) Public Safety Committee meeting was canceled this month. The next meeting is on February 20th, 2025.
- d) Ryan McGinley PW Supervisor gave the Public Works & Facilities Committee meeting report. The following topics were discussed: the meets & bounds of Borough roads, final wearing course at Tatamy Farms, creation of sinkhole emergency, and grant for brick repointing. The next meeting is on February 12th, 2025.
- e) Community & Economic Development Committee meeting was canceled this month.
- f) Environmental Steering Committee meeting was canceled this month.

REGULAR MONTHLY COUNCIL MEETING MINUTES

- g) Manager Saginario, Chairman gave the Workplace Safety Committee report. The following topics were discussed: no reported incidents or accidents by any department, a walkthrough of the PD, and the next two month will be a walkthrough of the admin office and Fire department. The next meeting is on Thursday February 27th, 2025.
- h) Representative Mark Saginario gave the Nazareth Council of Governments report. The following topics were discussed at the meeting: COG re-organized, annual dues were discussed, and the animal control officer. The next meeting is on March 20th, 2025.
- i) Elected Official Open Floor- None

MAYOR'S COMMENTS & REPORT

- a) Jim Pallante, Mayor, gave his report. The Mayor attended the Nazareth School Board meeting. The board informed everyone that there is going to be another school in Lower Nazareth. Mayor received a lot of compliments on the NYE event, everyone liked it. Mayor, Police Chief Snyder, and Borough Manager Saginario had a meeting with residents that live on Main Street, they were stating their concerns and complaints on Main Street.

PUBLIC SAFETY REPORTS

- a) PD Chief Snyder gave the Police Report. Officer Assise will be going to second shift in the next two weeks. He is working out very well. Police Chief Snyder has a couple other PT officers interested in the position. The Officers have training coming up in the next month. Project LifeSaver is on hold right now.
- b) FD Chief McDonald was not present at the meeting, Council President Hayes gave the Fire Company Report. This month there was 3 incidents, 783.05-man hours, and 29 daily activities.
- c) Don Dereamus was not present at the meeting to give the EMC report.
- d) Kathy Vossough, Zoning Officer, was not present at the meeting to give the Zoning Officer Report.
- e) Rob Epinger, Code Enforcement Officer, was not present at the meeting to give the Code Enforcement Report.

REGULAR MONTHLY COUNCIL MEETING MINUTES

BOROUGH ADMINISTRATION REPORTS

- a) Brien Kocher, Engineer gave the Borough Engineer Report.
 - Myers Power (New Point Hills)- Getting ready to record the plan.
 - i. Developers Agreement
 - ii. Public Improvements Estimate & Letter of Credit
 - Tatamy Farms, LLC- No update
 - i. Dedication / Maintenance of Roadways Checklist - Update
 - ii. Storm Sewer Report- Update
 - iii. Detention Pond Sinkhole Evaluation - Update
 - Tatamy Trail – Two Rivers Phase I- waiting on bid specs from different companies. The plans are to put a concrete pad with a pavilion, bike rack, and picnic table.
 - i. Bid Specs
- b) Michael Lester, Chairman gave the Sewer Authority Report. The issue with Palmer Township and Myers is sill on going. The Sewer Authority received a quote for a new laptop and it was a lot, Chairman Lester bought a laptop himself and is going to install all the software himself to save money.
- c) Peter Layman, Esquire gave the Borough Solicitor Report.
 - Developers & Improvements Agreement, Myers Power- Wants to get the plan approved, are working with Myers solicitor.
 - Indemnification Agreement- no updates.
- d) Ryan McGinley gave the Borough Public Works & Facilities Report. PW worked in the Borough building this winter, gave the walls new paint. Did a lot of winter weather maintenance. Supervisor McGinley needs to order more salt that is being delivered this week. All PW employees are going to training. PW also deep cleans and weekly cleans the Borough building especially in winter months.
- e) Mark A. Saginario gave the Borough Manager Report. Borough Manager Saginario went over a few key points, no comments or concerns with his report.
- f) Mark A. Saginario gave the Treasury & Financial Reports.

Borough of Tatamy		
<u>TREASURER’S REPORT - JAN 2025</u>		
Beginning Balance of General Fund as of:	<u>31-Dec-24</u>	\$ 391,696.51
Deposits:	30 DEC 2024 - 29 JAN 2025	\$ 26,561.65
Disbursements:	30 DEC 2024 - 29 JAN 2025	\$ 83,760.27
Ending Balance w/ Transactions, as of	<u>29-Jan-25</u>	\$ 334,497.89
	Bank Balances: (Available)	
<u>Fidelity Bank - Borough Funds</u>	<u>As of 29 JAN.</u>	
Broad Street Paving Fund	\$ 89,283.53	
General Fund Checking	\$ 334,497.89	
Operating Reserve	\$ 29,660.42	
Building Fund	\$ 8,871.44	
Police Vehicle / Equipment Fund	\$ 2,970.19	
Street Paving Fund	\$ 33,480.10	
Truck / Equipment Fund	\$ 3,104.00	
Highway Aid	\$ 12,021.37	
Refuse	\$ 79,657.01	
Recreation Fund	\$ 218,549.80	
Tatamy Grant Funds	\$ 16,487.96	
Relief Fund - Borough Residents	\$ 7,756.14	

REGULAR MONTHLY COUNCIL MEETING MINUTES

General Fund Savings	\$ 38,483.38	
Total Balance of Borough Operating Funds	\$ 874,823.23	
<u>Fidelity Bank - Escrow Accounts</u>		
Escrow Master Account - Tatamy Borough	\$ 0.14	
Escrow Disbursement Account	\$ -	
Escrow Account, Non-Developers	\$ 5,223.33	
Sub - Chrin of Delaware xxx4218	\$ 2,027.33	
Sub - North St. Real-Estate xxx4221	\$ 118.47	
Sub - TMC Management Corp xxx4224	\$ 10,571.89	
Sub - Carson Commerce Lane xxx6687	\$ 185.68	
Sub - Newport Hill LLC xxx0230	\$ 11,182.21	
Sub - Charles Chrin Real Estate Trus xxx0388	\$ -	
Sub - Tatamy Farms LLC xxx1093	\$ 3,452.24	
Total Balance of Borough Escrow Funds	\$ 29,309.05	
Fidelity Bank CD Acct.	\$ 26,085.47	
Total Balance of Borough Funds	\$ 930,217.75	
<u>Tatamy Borough Delinquent Accounts</u>		
Refuse Delinquents 2018 - 2024	\$ 22,634.29	
Refuse Delinquents 2025	\$ -	
Total Delinquent Refuse	\$ 22,634.29	
Interim & Real-Estate Tax Delinquents 2023	\$ -	
Interim & Real-Estate Tax Delinquents - 2024	\$ 228.49	
Real-Estate Tax Delinquents 2025	\$ -	
Interim Real-Estate Tax Delinquents 2025	\$ -	
Real-Estate Tax Total Delinquents	\$ 228.49	
Total Borough Delinquent Accounts	\$ 22,862.78	

Councilman Wagner makes a motion to ratify paid monthly bills & to pay bills & operating expenses as funds are available through 3 March 2025. Councilwoman Frace seconds this motion. Motion passes unanimously.

TATAMY PLANNING COMMISSION

- a) Tim Frey, Chairman gave the Planning Commission Report. The next Planning Commission meeting is on February 11th, 2025.
 - a. Village at Hobson Square- The commission and Tuskes went over the Waivers for the development. The Planning Commission voted to keep the plan in the planning commission yet.
 - b. Chrin Commerce Centre - SE Quad., Lot 2 – Chrin representatives explained the sketch plan to the Planning Commission. The Zoning issues have been in front of the Zoning Board in Tatamy and Palmer Township. The sketch plan is proposed for six buildings. The committee had an open discussion on their thoughts and concerns with the plan.

REGULAR MONTHLY COUNCIL MEETING AGENDA

PRESIDENT'S CORRESPONDENCE

President Hayes had no comments.

CURRENT BUSINESS

- a) Councilman Lester makes a motion to approve the Tatamy Car Show Road Closure, 21 September 2025 (28 September Rain Date). Councilman Frey seconds this motion. Motion passes unanimously.
- b) Councilman Lester makes a motion to have Borough Manager Saginario, Borough Solicitor Layman, and Borough Engineering Rep Milot attend the Zoning Hearing Board, Chrin Commerce Centre. Councilman Frey seconds this motion. Motion passes unanimously.
- c) Councilwoman Frace makes a motion to have a Joint Fall Fest & Veg Stock Festival. Council Pro-Temp Porter seconds this motion. Motion passes unanimously.
- d) Roof Drainage Resident Request – Resident Ryan Vance lives on Board Street and would like to fix his drainage on his property. Councilman Lester makes a motion to approve the fix of the roof drainage in his front yard. Councilwoman Frace seconds this motion. Motion passes unanimously.
- e) Borough Manager Saginario wants to bring other companies in for Zoning & Code Enforcement. Keycodes is not fitting well with the Borough anymore and would like to interview other companies or bring it in-house to do. The council had an open discussion and is on board with Borough Manager Saginario interviewing other companies.
- f) Outstanding Senior Award nomination – Borough Manager Saginario told Council about the outstanding senior award nomination and asked if anyone would like to nominate someone and if they would to let him know.
- g) Informational- Borough Manager Saginario went over the information.
 - Whitetail Call Log – December, (No Report)
 - Realty Transfer Detail Report, December 2024 (No Report)
 - Portnoff Delinquent, January 2025
 - DCED Annual Reports
 - 2025 Approved Rea-State Tax Bills & Roster
 - PURTA Report
 - 2024 Real Estate Tax Returns
 - Approved Livable Landscapes Grant Extension
 - Buzzi Unicem USA Memo
 - Salt Contract 2025-2026

ORDINANCES

None

RESOLUTIONS

None

CORRESPONDENCE FORWARDED TO COUNCIL BY EMAIL

- Village at Hobson Square Updated Plans

CURRENT SUBDIVISION / LAND DEVELOPMENT TIME LIMIT EXTENSIONS

- The Village at Hobson Square, Tatamy Farms, LLC 3 Mar. 2025

FOR THE GOOD OF THE ORDER / COURTESY of the FLOOR

- Courtesy of the Floor- None
- Items to be placed on future Council agendas.

REGULAR MONTHLY COUNCIL MEETING AGENDA

- The next Council Meeting will be held on Monday, 3rd Mar. 2025 commencing at 7:00 PM.

ADJOURNMENT

Councilman Lester makes a motion to adjourn the meeting. Councilman Wagner seconds this motion. Motion passes unanimously.

Council President Hayes adjourns the meeting at 9:14PM.

REGULAR MONTHLY COUNCIL MEETING AGENDA