

# **BOROUGH OF TATAMY COUNCIL MEETING**

Monday, 4 March 2024  
7:00 PM Regular Mtg.  
Llantrissant 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**

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 Robert Hayes, Council Vice-President Pamela Pearson, Council Pro-Tempore Kristine Porter, Councilman Robert Wagner, Councilman Michael Lester, Councilwoman Deborah Frace, and Junior Councilman Sam Maczko. The following Borough Administration were present at the meeting: Borough Manager Mark Saginario, Borough Administrator Kellie Nolder, Borough Solicitor Peter Layman, and Public Works Supervisor Ryan McGinley. The following members were excused from the meeting: Councilman Tim Frey, Police Chief Keith Snyder, Borough Engineer Brien Kocher, and Zoning Officer Suzanne Borzak. Charles Bartholomew (405 High St.) and Pat Maczko (604 Broad St.).

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

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

### **COURTESY OF THE FLOOR**

Charles Bartholomew spoke to the Council about the police activity levels and how years ago they were higher than they are now. He wants to know what we are going to do to make more police activity for the Borough.

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

Council Pro-Tem Porter makes a motion to approve / amend 5<sup>th</sup> February 2024 Regular Council Meeting Minutes. Councilwoman Frace seconds this motion. Motion passes unanimously.

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

- a) Pamela Pearson, Chairwoman gave the Personnel, Finance & Admin. Committee report. The following topics were discussed: Copies of February Treasurers & Financial reports, EMC Insurance meeting, Portable bathrooms, Batting cages, grants, and the assessment increased. The next meeting is on Wednesday, March 27<sup>th</sup> 2024.

## REGULAR MONTHLY COUNCIL MEETING AGENDA

- b) Michael Lester, Chairman gave the Parks & Recreation Committee report. The following topics were discussed: Portable bathrooms, batting cages, relocating Braden Park equipment to a non-flood area, Metz's Park sign, grants, 5K Fun Run, Batting Cages, Werkheiser Park Sign, and two pieces park equipment for Metz's Park. The next meeting is on Monday, March 11<sup>th</sup>, 2024.
- c) Councilman Wagner gave the Public Safety Committee report. The following topics were discussed: The Emergency snow routes, Project Lifesaver, and parking at the Bakery on Bushkill Street. The next meeting is on Thursday, March 21<sup>st</sup>, 2024.
- d) Public Works & Facilities Committee was canceled this month. The next meeting is on Wednesday, March 13<sup>th</sup>, 2024.
- e) Kristine Porter, Chairwoman gave the Community & Economic Development Committee report. The following topics were discussed: Rental / Code Enforcement creation, Codification of zoning ordinance, Broad Street beautification, Easter Egg Hunt, Tatamy Farms Sketch Plan, and the 2024 Calendar of Events. The next meeting is on Wednesday, March 20<sup>th</sup>, 2024.
- f) Micheal Lester gave the Environmental Steering Committee report. The following topics were discussed: Quality of Life Ordinance and Whitetail recycling contract. The next meeting is on Thursday, March 14<sup>th</sup>, 2024.
- g) Mgr. Saginario, Chairman gave the Workplace Safety Committee report. No incidents or injuries and training this month for the discount. The next meeting is on Thursday, March 28<sup>th</sup>, 2024.
- h) Nazareth Council of Governments canceled this month.
- i) Elected Official Open Floor- None
  - Tatamy Borough Newsletter (Councilwomen Porter)- the newsletter will be done for the quarter shortly.

### MAYOR'S COMMENTS & REPORT

- a) Mayor Pallante told the Council he had a meeting with Borough Manager Saginario and Robert Freeman about HB29 and the meeting went well.

**REGULAR MONTHLY COUNCIL MEETING AGENDA**

**PUBLIC SAFETY REPORTS**

- a) Borough Manager Saginario gave the Police Report, Police Chief Synder was excused from the meeting. 113 Incidents this month. After the Project Lifesaver is up and running all the officers will go to training.
- b) FD Chief McDonald was not present to give the Fire Company Report. 35 Daily Activities, 886 Man Hours, and 1 incident.
- c) Don Dereamus was not present at the meeting to give the EMC report.
- d) Suzanne Borzak, Zoning Officer, was not present at the meeting. Zoning Officer Report was given to all council.

	Fees	
		Attend Council meeting
Myers Plan		Reviewed plan; two special meetings to discuss buffer yards. They will be submitting to PC for April
115 Messinger		Issued permit to finish basement
155 Messinger	100	Submitted for a pool permit. Grading does not meet our requirements (just as a cursory review of the grading plan for the new home) Emailed to re-submit based on the zoning requirements of the impervious coverage.
515 Chief Tatamy	115	Re-submission to add a pavilion. Sent to keycodes and emailed to submit fee.
521 Main St		Revision to keycodes for the already-built porch and roof
415 chief Tatamy		Revision to add shed; place fence in a different area and to change the location of the stairs on the deck. However, no deck permit was ever submitted. Emailed owner to add deck onto permit application.
Hobson St	300	Sketch plan for PC comments
210 Mill Race	50	Submit plans for basement finish to keycodes
565 Chief Tatamy	150	Submit grading plan for review for inground pool
180 Messinger	150	Submit grading plan for review for inground pool
Myers Plan		Reviewed Prelim. /Final land development plan

**BOROUGH ADMINISTRATION REPORTS**

- a) Borough Manager Saginario gave the Borough Engineer Report, Brien Kocher was excused from the meeting.
  - Open Items
    - Tatamy Farms Close-Out- there is no update, as they have not done any work due to winter.
      - i. Final Wearing Course
      - ii. Storm Sewer
    - Tatamy Trail – Two Rivers Phase I- No update, the permit was resubmitted.
      - i. DEP Permit
    - Main St. Widening Project- No updates, no work has been done yet.
      - i. Wearing Course Failure

## REGULAR MONTHLY COUNCIL MEETING AGENDA

- b) Michael Lester, Chairman gave the Sewer Authority Report. Main Street, 7<sup>th</sup>, and North Side are going to be flushed next. Sewer Authority is having a meeting with their Solicitor, Engineer, and the members to go over the newly found plan that was from the 1990s with Tatamy and Palmer Township.
- c) Peter Layman, Esquire gave the Borough Solicitor Report. Mr. Layman has been trying to get the Official Tax Maps for Northampton County. It is now recorded and is officially in Tatamy Borough.
- d) Ryan McGinley gave the Borough Public Works Report. Mr. McGinley has been in contact with some companies on getting quotes to have the oil tank at the municipal building to be removed. The one-way signs are up on 3<sup>rd</sup> Street.
- e) Mark A. Saginario gave the Borough Manager Report. The L&I Audit was received, we are setting up another on site for Susan Wilds office to the municipal building hours in the spring, MRMS had their Audit, and the list of the names that were sent the letter from the ordinance change.

**REGULAR MONTHLY COUNCIL MEETING AGENDA**

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

<b>Borough of Tatamy</b>		
<b>TREASURER'S REPORT</b>		
Balance of General Fund as of:	<u>1-Feb-24</u>	\$ 210,940.45
Deposits:	1 Feb. 2024 - 28 Feb. 2024	\$ 103,195.34
Disbursements:	1 Feb. 2024 - 28 Feb. 2024	\$ 70,994.64
Ending Balance w/ Transactions, as of	<u>28-Feb-24</u>	\$ 243,141.15
Bank Balances: (Available)		
<u>Fidelity Bank - Borough Funds</u>		
<u>As of Feb 28.</u>		
Broad Street Paving Fund	\$	89,053.88
Building Fund	\$	6,338.36
General Fund Checking	\$	243,141.15
General Fund Savings	\$	38,219.46
Highway Aid	\$	16,034.81
Operating Reserve	\$	32,879.02
Police Vehicle / Equipment Fund	\$	461.44
Recreation Fund	\$	163,419.99
Refuse	\$	117,074.08
Relief Fund - Borough Residents	\$	8,578.83
Street Paving Fund	\$	33,326.84
Tatamy Grant Funds	\$	64,954.86
Truck / Equipment Fund	\$	3,092.82
<b>Total Balance of Borough Operating Funds</b>	<b>\$</b>	<b>816,575.54</b>
<u>Fidelity Bank - Escrow Accounts</u>		
Escrow Master Account - Tatamy Borough	\$	0.14
Escrow Disbursement Account	\$	-
Escrow Account, Non-Developers	\$	4,331.36
Sub - Chrin of Delaware xxx4218	\$	2,894.19
Sub - North St. Real-Estate xxx4221	\$	118.47
Sub - TMC Management Corp xxx4224	\$	5,066.97
Sub - Carson Commerce Lane xxx6687	\$	1,502.80
Sub - Newport Hill LLC xxx0230	\$	6,337.89
<b>Total Balance of Borough Escrow Funds</b>	<b>\$</b>	<b>20,251.82</b>
Fidelity Bank CD Acct.	<b>\$</b>	<b>25,000.00</b>
<b>Total Balance of Borough Funds</b>	<b>\$</b>	<b>861,827.36</b>
<u>Tatamy Borough Delinquent Accounts</u>		
Refuse Delinquents 2018 - 2023	\$	20,934.30
Refuse Delinquents 2024	\$	-
<b>Total Delinquent Refuse</b>	<b>\$</b>	<b>20,934.30</b>
Real-Estate Tax Delinquents 2022- 2023	\$	5,439.15
Interim Real-Estate Tax Delinquents 2022 - 2023	\$	4,703.95
Real-Estate Tax Delinquents 2024	\$	-
Interim Real-Estate Tax Delinquents 2024	\$	-
<b>Real-Estate Tax Total Delinquents</b>	<b>\$</b>	<b>10,143.10</b>
<b>Total Borough Delinquent Accounts</b>	<b>\$</b>	<b>31,077.40</b>

## REGULAR MONTHLY COUNCIL MEETING AGENDA

Vice-President Pearson makes a motion to ratify paid monthly bills & to pay bills & operating expenses as funds are available through 1 April 2024. Councilman Wagner seconds this motion. Motion passes unanimously.

### TATAMY PLANNING COMMISSION

- a) Borough Manager Saginario gave the Planning Commission Report.
  - a. Myers Power Preliminary Plan- Per the Planning Commission there was a meeting without the members to discuss the fire lane with the Fire Company and Myers Powers. Myers Powers plan is to have the Final approvals at the April Planning Commission Meeting.
  - b. Sketch Plan, March Meeting- the council reviewed the sketch plan for the Hobson Street Development.

### PRESIDENT'S CORRESPONDENCE

None

### CURRENT BUSINESS

- a) Council Vice-President Pearson makes a motion to approve to use the Neighbors in Need Fund, Refuse Account Payment. Council Pro-Tem Porter seconds this motion. Motion passes unanimously.
- b) Councilman Lester makes a motion to approve Batting Cage purchase, not to exceed \$3k. Council Vice-President Pearson seconds this motion. Motion passes unanimously.
- c) Council Pro-Tem Porter makes a motion to approve Planning Commission Appointment. Councilman Wagner seconds this motion. Motion passes unanimously.
- d) Informational- Borough Manager Saginario discussed the informational to Council.
  - Whitetail Call Log – February
  - Reality Transfer Detail Report – January 2024 (No report)
  - Portnoff Real-Estate Report (No report)
  - County of Northampton, Assessments
  - Grow-NorCo Grant Budget Update
  - County of Northampton Grant Workshop Memo
  - Traffic Counting on Municipally Owned Roads

### ORDINANCES

None

### RESOLUTIONS

Council Vice-President Pearson makes a motion to approve Resolution 2024-003- A RESOLUTION OF THE BOROUGH COUNCIL, OF THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, COMMONWEALTH OF PENNSYLVANIA, AUTHORIZING THE BOROUGH MANAGER TO SOLICIT QUOTES FOR PLAYGROUND EQUIPMENT FOR METZ PARK. Councilwoman Frace seconds this motion. Motion passes unanimously.

## REGULAR MONTHLY COUNCIL MEETING AGENDA

### CORRESPONDENCE FORWARDED TO COUNCIL BY EMAIL

Council Vice-President said Resident and President of the Historical Society Deanne Werkheiser texted her to let her know that Tatamy Borough Historical Society is having an event at Garhart to show off the old Farm Bureau to Tatamy Borough Residents on March 18<sup>th</sup> at 6:30PM.

- Neighbor in Need
- Hazard Mitigation Plan
- Tatamy Borough Officials Listing
- Executive Session Updates

### CURRENT SUBDIVISION / LAND DEVELOPMENT TIME LIMIT EXTENSIONS

New Point Hills / Myers Power expires 10 April 2024

### FOR THE GOOD OF THE ORDER / COURTESY of the FLOOR \*Non-agenda items

The next Council Meeting will be held on Monday, 1<sup>st</sup> April 2024 commencing at 7:00 PM.

### ADJOURNMENT

Council Pro-Tem makes a motion to adjourn the meeting. Councilman seconds this motion. Motion passes unanimously.

Council President Hayes adjourns the meeting at 8:37PM.

Respectfully submitted,

Mark Saginario, Borough Manager