

BOROUGH OF TATAMY COUNCIL MEETING MINUTES

Monday, 4 May 2026

7:00 PM Regular Mtg.

Llantrisant 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)

None

CALL TO ORDER

Council President 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 Vice-President Pamela Pearson, Council Pro-Tempore Rob Wagner, Councilman Michael Lester, Councilwoman Deb Frace, Councilman Nick Fisher, and Councilwoman Holly Pierfy. 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 Borough Engineer Brien Kocher. Public Works Representative and Zoning/Code Enforcement Officer Jim Macort were excused from the meeting.

READING, AMENDING & APPROVAL OF AGENDA

Councilwoman Pierfy makes a motion to approve/amend the 4th of May 2026 Agenda. Council Vice-President seconds this motion. Motion passes unanimously.

COURTESY OF THE FLOOR

Earl Wagner asked Council about the new development whether they have to put a park in the new development or not.

Deanne Werkheiser wanted to thank the Borough and Council on the Resolution 2026-012. The Historical Society wanted to put a flyer in the Sewer Bill or Refuse Bill for the Memorial Day Service.

Charles Bartholomew commented on the Borough with his concerns .

REGULAR MONTHLY COUNCIL MEETING MINUTES

APPROVAL OF COUNCIL MEETING MINUTES

Council Vice-President Pearson makes a motion to approve and amend the April 2026 Regular Council Meeting. Councilman Fisher seconds this motion. Motion passes unanimously.

APPOINTED COUNCIL MEMBER COMMITTEE REPORTS & REPORT OF ELECTED OFFICIALS

- a) Council Pro-Temp Wagner gave the Personnel, Finance & Admin. Committee report. The following topics were discussed: April finances and treasurer reports, Historical Society funding request, Police academy proposal, tax bill installment findings, GROW IT completion, Grant updates, Chrin and Tuskes updates. The next meeting is on May 27TH, 2026.
- b) Michael Lester, Chairman gave the Parks & Recreation Committee report. The following topics were discussed: The shade structures for Werkheiser Park, Metz Park and High St. Park, LSA Grant, updates on all the Parks, Trailhead threshing machine, and Park flower bed. The next meeting is on May 11th, 2026.
- c) Public Safety Committee meeting was canceled this month. The next meeting is on May 21st, 2026.
- d) Public Works & Facilities Committee meeting was canceled this month. The next meeting is on May 13th, 2026.
- e) Deborah Frace, Chairwoman gave the Community & Economic Development Committee report. The following topics were discussed: Easter Egg Hunt overview, 2026 calendar of events, lights on the gazebo, Americans 250th Anniversary celebration, and banner on utility poles. The next meeting is on June 17th, 2026.
- f) Environmental Steering Committee meeting was canceled this month. The next meeting is on May 14th, 2026.
- g) Manager Saginario, Chairman gave the Workplace Safety Committee meeting report. The committee had the yearly walk-through of the Admin Office, Municipal Basement, Police Department office, and the Police Department Garages. The next meeting is on May 28th, 2026.
- h) Manager Saginario, Representative, gave the Nazareth Council of Governments. The following topics were discussed at the meeting: Lower Nazareth Township Data Center Ordinance and Upper Nazareth Township SALDO Update. The next meeting is on May 21st, 2026.
- i) Elected Official Open Floor- None.

MAYOR'S COMMENTS & REPORT

- a) Jim Pallante, Mayor gave his comments to Council. He is very thankful for everyone in the Committee meetings and is very proud of everything the committees do at the meetings.

PUBLIC SAFETY REPORTS

- a) PD Chief Snyder gave the Police Report. This month had a total of 77 calls for service which included dispatch and self-initiated call. We conducted 49 traffic stops that resulted in 19 citations, 30 verbal and written warnings. WE assisted with 1 BLS/ALS ambulance calls and 5 agency assists. The department had 2 different training courses this past month.
 - 04/05/2026 – 04/11/2026 showed an average speed of 33.05mph and a maximum speed of 72mph between 0400-0500hrs. The week had a total of 31,515 vehicles with an average of 4502.1.
 - 04/12/2026 – 04/18/2026 showed an average speed of 32.86mph and a maximum speed of 78mph between 0500-0600hrs. The week had a total of 32,458 vehicles with an average of 4636.9.
 - 04/19/2026 – 04/25/2026 showed an average speed of 33.06mph and a maximum speed of 64mph between 2200-2300hrs. The week had a total of 31,244 vehicles with an average of 4463.4.
- b) FD Chief McDonald was not present at the meeting to give the Fire Company Report. Council President Hayes gave the report. The FD was dispatched to 5 incidents, had 89 daily activities, 396.95 Man hours, had a 6 different training for the department.
- c) Don Dereamus was not present at the meeting, no EMC report given.

REGULAR MONTHLY COUNCIL MEETING MINUTES

- d) Jim Macort, Zoning Officer, was excused from the meeting. The Zoning & Code Officer Report:

April 3rd (3hr)

- 1) Activity Report emailed over to Manager.
- 2) Reviewed all open permits
- 3) z2026-14 Barrall St-solar-approved-sent to Base Eng

April 16th (5hrs)

- 1) Site visit to HiJinx Brewery at 186 Bushkill St-Spoke with Kurt about the proposal of another vendor in the commercial space. Additional requirements are needed to process the application. Called Health Inspector for additional requirements that will need to be met.
- 2) Site visit to Green St at the end. Major grading is being done. Stop Work Order was issued and posted for entire site. Spoke with one of the Owners and they were very uncooperative in resolving the issue. More NOV's to follow.
- 3) Re-entered all open permits into new permit log. Combined Admin and Zoning list.
- 4) Discussed permit flow with zoning administrative help.

April 24th (2.75 hr)

- 1) 218 Shelley-finalized permit and called Applicant.
- 2) 506 Main-finalized permit and called Applicant.
- 3) 210 Mill Race-reviewed zoning-Sent to Base Engineering.
- 4) PPL Utility pole replacement permit research.
- 5) Updated open permit log.

BOROUGH ADMINISTRATION REPORTS

- a) Brien Kocher, Engineer gave the Borough Engineer Report.
- Open Items
 - Myers Power (New Point Hills)- no updates.
 - i. Land Development, Updates
 - Tatamy Farms II- Still working on the punch list.
 - i. Dedication / Maintenance & Improvements Periods, Updates
 - ii. Storm & Sewer Report, Updates
 - iii. Detention Pond Sinkhole Evaluation, Updates
 - Tatamy Trail – Two Rivers Phase I- waiting on the county to come and approve the work done.
 - Village Hobson Square – no updates
 - i. Developer's / Maintenance Agreement, Updates
 - Chrin Commerce Centre SALDO, SE Lot 2- have not heard anything from Chrin since last meeting., no update.
 - i. Time Limit Extension, 8 May 2026
- b) Michael Lester, Chairman gave the Sewer Authority Report. The Sewer is waiting on a date as to when the paving company is going to finish Prospect St. that must be done by the end of May but have not heard back from the paving company yet.
- c) Peter Layman, Esquire gave the Borough Solicitor Report.
- Open Items
 - Village at Hobson Square Developers / Maintenance Agreements

Council Vice-President makes a motion to approve the Village at Hobson Square Developers / Maintenance Agreements.
Councilman Lester seconds this motion. Motion passes unanimously.

- Post Office Lease review
- d) Mark A. Saginario gave the Borough Public Works & Facilities Report. The EOP is still being worked on. PW put a lot of work into the mowers this month. The Pavilion at Braden Park is being worked on. PW employees went to the PW Sunposimete this past month. The Post Office steps were fixed with concrete and the railing was fixed.
- e) Mark A. Saginario gave the Borough Manager Report. The net income is up this month. The tax money is coming in quickly with going with Keystone Collection. The report follows the Council agenda with the other updates.

REGULAR MONTHLY COUNCIL MEETING MINUTES

f) Mark A. Saginario gave the Treasury & Financial Reports.

TREASURER'S REPORT - APRIL 2026

Beginning Balance of General Fund as of:	<u>1-Apr-26</u>	\$	385,849.23
Deposits:	1 APR 2026 - 29 APR 2026	\$	408,185.27
Disbursements:	1 APR 2026 - 29 APR 2026	\$	111,197.44
Ending Balance w/ Transactions, as of	<u>29-Apr-26</u>	\$	682,837.06

Bank Balances: (Available)

<u>Fidelity Bank - Borough Funds</u>	<u>As of 29 APR.</u>
Broad Street Paving Fund	\$ 89,501.39
General Fund Checking	\$ 682,837.06
Operating Reserve	\$ 22,288.90
Building Fund	\$ 5,833.82
Police Vehicle / Equipment Fund	\$ 2,986.91
Street Paving Fund	\$ 33,689.39
Truck / Equipment Fund	\$ 33,657.61
Highway Aid	\$ 43,028.11
Refuse	\$ 108,249.19
Recreation Fund	\$ 71,886.83
Tatamy Grant Funds	\$ 10,974.08
Relief Fund - Borough Residents	\$ 7,799.76
General Fund Savings	\$ 38,848.53
Fire/EMS Tax	\$ 7,502.42
Total Balance of Borough Operating Funds	\$ 1,151,581.58
<u>Fidelity Bank - Escrow Accounts</u>	
Escrow Master Account - Tatamy Borough	\$ 0.14
Escrow Disbursement Account	\$ -
Escrow Account, Non-Developers	\$ 4,910.13
Sub - Chrin of Delaware xxx4218	\$ 2,500.42
Sub - North St. Real-Estate xxx4221	\$ 118.47
Sub - TMC Management Corp xxx4224	\$ 1,501.42
Sub - Carson Commerce Lane xxx6687	\$ 433.15
Sub - Newport Hill LLC xxx0230	\$ 7,006.60
Sub - Charles Chrin Real Estate Trus xxx0388	\$ 1,948.60
Sub - Tatamy Farms LLC xxx1093	\$ 2,235.23
Total Balance of Borough Escrow Funds	\$ 20,654.16
Fidelity Bank CD Acct. x6334 (6 Month)	\$ 27,154.97
Fidelity Bank CD Acct. 2025 (12 Month)	\$ 25,000.00
Total Balance of Borough CD Funds	\$ 52,154.97
Total Balance of Borough Funds	\$ 1,224,390.71
<u>Tatamy Borough Delinquent Accounts</u>	
Refuse Delinquents 2018 - 2025	\$ 16,568.01
Refuse Delinquents 2026	\$ 10,284.42
Total Delinquent Refuse	\$ 26,852.43
Interim & Real-Estate Tax Delinquents 2023	\$ -
Interim & Real-Estate Tax Delinquents - 2024	\$ 64.78
Real-Estate Tax Delinquents 2025	\$ 5,688.90
Interim Real-Estate Tax Delinquents 2025	\$ 70.09
Real-Estate Tax Total Delinquents	\$ 5,823.77
Total Borough Delinquent Accounts	\$ 32,676.20

*All Accounts Interest Bearing

Council Pro-Temp Wagner makes a motion to ratify paid monthly bills & to pay bills & operating expenses as funds are available through 8th June 2026. Councilwoman Pierfy seconds this motion. Motion passes unanimously.

REGULAR MONTHLY COUNCIL MEETING MINUTES

TATAMY PLANNING COMMISSION

- a) Planning Commission Report
 - No New Business

Tim Frey, Chairman

PRESIDENT'S CORRESPONDENCE

None.

CURRENT BUSINESS

- a) Council Pro-Temp Wagner makes a motion to Acknowledge Chrin Commerce Centre SE Quad Lot 2 Time Limit Extension. Councilwoman Frace seconds this motion. Motion passes unanimously.
- b) Borough Manager Saginario and Police Chief Snyder explain the Police Academy Sponsorship Proposal to Council. Councilman Lester makes a motion to approve Resolution 2026-011. Councilwoman Frace seconds this motion. Motion passes unanimously.
- c) Borough Manager Saginario and Councilwoman Frace explained to the Council on the Tatamy Historical Funding Request. Councilwoman Frace makes a motion to approve Resolution 2026-012. Councilman Lester seconds this motion. Motion passes unanimously.
- d) Borough Manager Saginario discussed the Fire Company Service / Maintenance MOU with the Council. Council Vice-President Pearson makes a motion to approve Resolution 2026-013. Councilman Fisher seconds this motion. Motion passes unanimously.
- e) Borough Manager Saginario explains the 9/11 Memorial Signage with Council. Council Vice-President Pearson makes a motion to approve Resolution 2026-014. Councilwoman Pierfy seconds this motion. Motion passes unanimously.
- f) The Council had an open discussion on the Village at Hobson Square Declarations.
- g) Informational (No Action Required)- Borough Manager Saginario discussed the information with Council.
 - Whitetail Call Log, April (No Report)
 - Realty Transfer Detail Report, January 2025 (no report)
 - Portnoff Delinquent, February 2026 (no Report)
 - Tax Bill Installments Findings
 - LVPC Correspondence
 - DEP Approval for Recycling Event
 - GLVCC Memo
 - NazCC Meeting Minutes

ORDINANCES

Councilman Fisher makes a motion to adopt Ordinance 313-2026; AN ORDINANCE OF THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA PROVIDING FOR THE REMOVAL OF SNOW AND ICE FROM SIDEWALKS AND FIRE HYDRANTS; FIXING RESPONSIBILITY FOR SUCH REMOVAL; DECLARING CERTAIN TRAFFIC REGULATIONS DURING SNOW EMERGENCIES; DESIGNATING SNOW EMERGENCY ROUTES; AND PRESCRIBING PENALTIES FOR VIOLATIONS AND CONSOLIDATING PREVIOUS ORDINANCES, AMENDING SAID ORDINANCES HERE WITHIN. Councilwoman Pierfy seconds this motion. Motion passes unanimously.

REGULAR MONTHLY COUNCIL MEETING MINUTES

RESOLUTIONS

Councilman Lester makes a motion to approve Resolution 2026-011; A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA, AUTHORIZING THE REALLOCATION OF 2026 BUDGETARY FUNDS FOR THE PURPOSE OF POLICE ACADEMY SPONSORSHIP, TUITION, AND WAGES FOR A NON-CERTIFIED CANDIDATE.

Councilwoman Frace seconds this motion. Motion passes unanimously.

Councilwoman Frace makes a motion to approve Resolution 2026-012; A RESOLUTION OF THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA, AUTHORIZING A COLLABORATIVE MUNICIPAL BANNER PROJECT WITH THE TATAMY BOROUGH HISTORICAL SOCIETY FOR THE "AMERICA 250" CELEBRATION, ALLOCATING MATCHING FUNDS, AND AUTHORIZING BUDGET REALLOCATION.

Councilman Lester seconds this motion. Motion passes unanimously.

Council Vice-President Pearson makes a motion to approve Resolution 2026-013; A RESOLUTION OF THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA, APPROVING MEMORANDUMS OF UNDERSTANDING (MOU) BETWEEN THE BOROUGH AND THE TATAMY FIRE COMPANY, INC. REGARDING FIRE PROTECTION SERVICES, FINANCIAL FUNDING, AND PROPERTY MAINTENANCE, AND AUTHORIZING THE COUNCIL PRESIDENT TO EXECUTE SAID AGREEMENTS.

Councilman Fisher seconds this motion. Motion passes unanimously.

Council Vice-President Pearson makes a motion to approve Resolution 2026-014; A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA, APPROVING THE INSTALLATION OF SIGNAGE FOR THE 9/11 NATIONAL MEMORIAL TRAIL WITHIN THE BOROUGH LIMITS.

Councilwoman Pierfy seconds this motion. Motion passes unanimously.

CORRESPONDENCE FORWARDED TO COUNCIL BY EMAIL

- Chrin SE Quad Lot 2 Correspondence

CURRENT SUBDIVISION / LAND DEVELOPMENT TIME LIMIT EXTENSIONS

- Chrin Commerce Centre, SE Quad Lot 2 8 May 2026

FOR THE GOOD OF THE ORDER / COURTESY of the FLOOR

- Courtesy of the Floor *Non-agenda items
- Items to be placed on future Council agendas.
- The next Council Meeting will be held on Monday, 8th June 2026

ADJOURNMENT

Council President Hayes adjourns the meeting at 9:18PM.

Council Vice-President Pearson makes a motion to adjourn the meeting.

Respectfully submitted,

Mark Saginario, Borough Manager / Secretary