

# BOROUGH OF TATAMY COUNCIL MEETING

Tuesday, July 5, 2022  
7:00 PM  
Llantrisant Retreat & Wellness Center  
336 Bushkill Street  
Tatamy, PA 18085



## Regular Monthly Council Meeting Minutes

### **CALL TO ORDER**

The regular meeting of the Tatamy Borough Council was held Monday, July 5<sup>th</sup>, 2022, at Llantrisant Retreat and Wellness Center 336 Bushkill Street Tatamy, PA. The meeting was called to order at 7:04 p.m. by Council President Robert Hayes.

### **Roll Call**

The following Council members were present at the meeting: Mayor James Pallante, Robert Hayes, Pamela Pearson, Kristine Porter, and Timothy Frey. The following Borough Administration was present: Borough Manager Mark Saginario, Borough Administrator Brianne Schomaker, Borough Solicitor Peter Layman, and Public Works Supervisor Ryan McGinley. Daniel Dewey, Robert Wagner, Abigail Miller, and Keith Snyder were excused. Frank Young was absent. Citizens Bob & Melody Bastian, Mike Lester, Brian Lanser, Joe Torrissi, and Tony Genao were also in attendance.

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

Robert Hayes notes that we received a letter from Hanover Engineering that must be added to the agenda under In-Progress Business. Also, he would like to move the Solicitor's report to the beginning of the meeting, before Courtesy of the Floor, since this meeting was held on a Tuesday and conflicts with another meeting for the Solicitor. Kristine Porter makes a motion to approve the revision to the agenda. Tim Frey seconds this motion. The motion passes unanimously.

Peter Layman gave the Borough Solicitor's Report. The following topics are discussed:

- Both parties have signed the Braden Park Ordinance. Tim Frey makes a motion to approve the intermunicipal agreement with Forks for Police powers at Braden Park. Kristine Porter seconds this motion. The motion passes unanimously.
- Peter recommends to Council that they deny dedication of the road until Chrin meets our conditions. Pamela Pearson makes a motion to deny the request from Chrin to turnover Commerce Lane based on the list of conditional items from Hanover Engineering. Kristine Porter seconds this motion. The motion passes unanimously.
- There are no updates from Equipto
- Peter gives an update on the widening of Main Street and the settlement for the Steckel Estate. It is the consensus of Council that Lisa should write the settlement for Peter's approval.

Peter is excused from the meeting at 7:26 pm.

### **COURTESY OF THE FLOOR**

Robert Hayes asked if there were any comments from the floor. Joe Torrissi wanted to discuss Broad Street Park and talk of it being removed to expand the Public Works garage. A discussion arises. Robert Bastian points out that taking away Broad St Park would be losing a part of Tatamy history. Joe Torrissi asks about plans to purchase land from St. Peter's church. Pamela Pearson and Robert Hayes give background information on this topic. A discussion ensues about plans to expand the Municipal Building.

Melody Bastian asks about the ordinance of weeds and high grass because there are multiple homes in Tatamy with high grass.

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

Pamela Pearson makes a motion to approve the June 6, 2022 meeting minutes. Kristine Porter seconds this motion. The motion passes unanimously.

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

- a) Pamela Pearson gave the Personnel, Finance & Administration Committee report. They met last Wednesday night June 29, 2022. The following topics were discussed: Financial Reports, EIT and Tax Reports, first draft of the 2023 budget will be available at next month's meeting, refuse billing, Whitetail Disposal pickup issues, roof repair work, the next PF&A meeting is July 27<sup>th</sup>.
- b) Kristine Porter gave the Community & Economic Develop. Committee report. They met on June 15<sup>th</sup>, 2022. The following topics were discussed: VegStock, National Night Out, e-recycling event, open house, July 20<sup>th</sup> at 5 pm is the next meeting.
- c) James Pallante gave the Parks & Recreation Committee report. They met on June 13<sup>th</sup>, 2022. The following topics were discussed: repairing split rail fence along the trail, Braden Park deposits, 5k fun run will be held Saturday October 22<sup>nd</sup>. The next meeting will be held on July 11<sup>th</sup>, 2022. Upon discussing Braden Park Deposits, Kristine Porter makes a motion to charge a \$150 deposit to residents and non-residents which is refundable upon inspection of the pavilion by Public Works. Tim Frey seconds this motion. The motion passes unanimously. It was also discussed that there has been an issue regarding the seasons for the softball fields at Braden Park. Kristine would like more information on this at a committee level. A discussion ensues. This will go back to the committee to discuss.
- d) Daniel Dewey was not in attendance for this meeting. It was reported that Chief Keith Snyder received a \$500 donation from the Stockertown Youth Field Day. The Charger is also back with the Borough.
- e) Mark Saginario gave the Workplace Safety Committee report. They met on June 23<sup>rd</sup>, 2022. The committee did a walkthrough of the Police Department and Administration offices. A couple of issues came up that will be addressed. The next meeting is on July 28<sup>th</sup>, 2022.
- f) Elected Official Open Floor – nothing at this time.

#### **MAYOR'S COMMENTS & REPORT**

- a) Mayor James Pallante gives the Mayor's Report. He discusses the following topics: two noise complaints, there is a resident in the Borough who would like chickens, and there is a sinkhole that opened up in the easement behind the houses on Shelley St.

#### **PUBLIC SAFETY REPORTS**

- a) Police Chief Keith Snyder was not present at this meeting.
- b) Derek Adams gave the report. Station 22 responded to 3 incidents in the month of June. There were 270.52 total man hours and 17 daily activities. The entire Fire Company report for June is filed in the Borough Office including a summary of events. Derek also asks if anyone present at the meeting knows of anyone who would like to join the Tatamy Volunteer Fire Company.
- c) Don Dereamus was not present to give the EMC Report.

- d) John Soloe was not present to give the Zoning Officer Report. Mark Saginario points out that the ZHB Decision to grant variance was approved.

#### **BOROUGH ADMINISTRATION REPORTS**

- a) Brien Kocher was not present at this meeting to give the Borough Engineer Report.  
 b) Michael Lester gave the Sewer Authority Report. The Sewer Authority will be finalizing a rate increase at their next meeting. At the next Council meeting, Michael will inform us of what the increase is and bring a copy of the letter that resident's will be receiving.  
 c) Peter Layman gave the Borough Solicitor Report at the beginning of this meeting.  
 d) Ryan McGinley gave the Borough Public Works Report. The fencing around the HVAC condensers is finished. Fleck Roofing will be putting a new rood on the Municipal Building on Thursday, July 7<sup>th</sup>.  
 e) Mark Saginario gave the Borough Manager Report. He informs Council that his Borough Manager Report follows the agenda. He takes any questions that Council may have.  
 f) Mark Saginario gave the treasurer's report:

#### **TREASURER'S REPORT**

Balance of General Fund as of 6/1/22	\$	358,427.18
Deposits: 6/1/22-6/29/22	\$	43,322.73
Disbursements: 6/1/22-6/29/22	\$	90,174.04
TOTAL	\$	311,342.81

Bank Balances:	Fidelity Bank as of 6/29/2022	
Checking	\$	311,342.81
Savings	\$	37,870.35
Refuse	\$	68,225.96
Highway Aid	\$	36,424.69
Operating Reserve	\$	87,885.15
Recreation Fund	\$	206,578.70
	\$	
All other Accounts	125,597.43	

The total balance of all funds for the Borough

	\$	873,925.09
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Escrow	\$	14,290.98
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- Disbursements & Receipts - all financial reports are provided to Council.
  - Bank Account Balances - all financial reports are provided to Council.
  - Tax Collection Report / EIT Collection Report - all financial reports are provided to Council.
  - The refuse collection report is provided to Council.
- Pamela Pearson makes a motion to ratify paid monthly bills & to pay bills as funds are available through 1 August 2022. Tim Frey seconds this motion. The motion passes unanimously.

### **TATAMY PLANNING COMMISSION**

- a) The June Planning Commission meeting minutes were provided to Council. Mark Saginario discusses the submission from Tuskes that is currently under review by the Planning Commission.

### **PRESIDENT'S CORRESPONDENCE**

Nothing at this time.

### **NEW BUSINESS**

- a) Pamela Pearson makes a motion to accept the request of Hanover Township Northampton County to join the Nazareth Area Council of Governments. Kristine Porter seconds this motion. The motion passes unanimously.
- b) Peter discussed the Main St. Widening Update during his Solicitor's Report
- c) The office sent a letter to C. Scott opting out of the automatic renewal of our contract and requested a meeting with him to go over our IT needs.
- d) The Workers Compensation Audit is ongoing.

### **IN PROGRESS BUSINESS**

- a) The Whitetail Disposal Call Log should be condensed. A discussion arises about Whitetail Disposal
- b) There are no updates on the Pedestrian Easement
- c) The Annual Audit is ongoing, and the in-person portion will take place on July 6th
- d) Councilwoman Kristine Porter reports that the Newsletters will go out once monthly.
- e) Open Grant Applications
  - a. 2021 Monroe LSA & 2021 NorCo LSA (Awarded)
  - b. 2022 Statewide LSA, PW's Truck (Awarded)
  - c. DCNR 2022, Tatamy Trail North (In Progress)
  - d. Livable Landscapes Grant Application (Awarded)
  - e. 2022 GROW NorCo (PD Cruiser)
  - f. 2022 GROW NorCo (IT Upgrades)
- f) The next step in the Borough Administration / Police Department Office Relocation is signage in the lobby of the Municipal Building. This will be done on July 6<sup>th</sup>. Also, Public Works will work on the stairs.
- g) The project to Install Barriers around new HVAC Condensers has been completed.
- h) Municipal Building Roof Replacement was already discussed during this meeting.
- i) Dan Dewey is not at this meeting to give an update on the Lost Dog Shelter
- j) The Borough has migrated to the mobile First Net Phone Service. Currently working on finalizing contracts for the Borough desk phone system which will reduce our costs.
- k) Currently Tabled Topics
  - a. Disposition of Records – no updates
  - b. IT Service (.gov domain) – no updates

### **CAPITAL IMPROVEMENT PROJECTS**

- a) Roads – No updates.
- b) MS4 – No updates.
- c) Facilities / Parks – No updates.

**RESOLUTIONS**

None

**ORDINANCES**

- a. Pamela Pearson makes a motion to approve Ordinance 291-2022 which reads as follows:

AN ORDINANCE OF THE BOROUGH OF TATAMY , COUNTY OF NORTHAMPTON, COMMONWEALTH OF PENNSYLVANIA, ESTABLISHING REGULATIONS FOR THE PERMITTING OF DISPLAY FIREWORKS AND THE USE OF THE CONSUMER FIREWORKS WITHIN THE BOROUGH, APPLICATION PROCEDURES, DATES FOR CONSUMER FIREWORKS USE, EXEMPTIONS, ENFORCEMENT AND PENALTIES

Tim Frey seconds this motion. The motion passes unanimously.

- b. Ordinance 295-2022 was already approved previously during this meeting.

**ADDITIONAL MOTIONS / ACTION ITEMS**

None

**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 August 2022, 7:00 PM

**ADJOURNMENT**

A motion was made by Kristine Porter to adjourn the meeting at 9:01 pm. The motion was passed unanimously. Having no further business, Robert Hayes adjourned the meeting.

Respectfully submitted,

Mark Saginario, Borough Manager