

BOROUGH OF TATAMY COUNCIL MEETING

Monday, 5 June 2023
6:30 PM (Executive Session) 7:00 PM
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

CALL TO ORDER

Council President Robert Hayes called the meeting to order at 7:08PM.

Roll Call

The following Council Members were present at this meeting: Mayor James Pallante, Council President Robert Hayes, 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. The following Borough Administrators were excused from the meeting: Borough Engineer Brien Kocher and Borough Zoning Officer Suzanne Borzak. Councilman Frank Young was absent for the meeting. The following residents were present at the meeting: Mike Lester, Deb Frace, Rudy Miller, and Julie Griner.

READING, AMENDING & APPROVAL OF AGENDA

Councilman Frey makes a motion to approve/amend the agenda. Vice-President Pearson seconds this motion. Motion passes unanimously.

COURTESY OF THE FLOOR

None

APPROVAL OF COUNCIL MEETING MINUTES

Vice-President Pearson makes a motion to approve 1 May 2023 Regular Council Meeting minutes. Councilman Wagner seconds this motion. Motion passes unanimously.

APPOINTED COUNCIL MEMBER COMMITTEE REPORTS & REPORT OF ELECTED OFFICIALS

- a) Chairwomen Pearson gave the Personnel, Finance & Admin. Committee report. The following topics were reviewed: May Financial, treasury and Tax reports, real-Estate Tax, EIT, LST & TCC Collection Reports, Refuse accounts, Ordinances, and resolutions.
- b) Parks & Recreation Committee was cancelled.
- c) Chairman Dewey gave the Public Safety Committee report. The following topics were discussed: Police Training, the Fire Department Boot Drive, PW painting new lines at the Fire Department parking lot, PW Garage is getting a Lock Box, and Main Street Sidewalks.
- d) Public Works & Facilities Committee was cancelled.
- e) Community & Economic Development Committee was cancelled.
- f) Environmental Steering Committee was cancelled.

- g) Workplace Safety Committee was cancelled.
- h) Nazareth Council of Governments was cancelled.
- i) Elected Official Open Floor

Councilman Dewey discussed the two accidents that happened on Main Street. He brought up looking into no parking on Main Street, or to move the middle lines over more to the middle of the road or lower the speed limit.

- Tatamy Borough Newsletter (Councilwomen Porter)- no updates

MAYOR'S COMMENTS & REPORT

- a) Mayor Pallante discussed his idea of having a Borough Softball Game with Council persons, borough employees, police offices and Tatamy Residents.

PUBLIC SAFETY REPORTS

- a) Chief Snyder gave the Police Report. There were 117 incidents. The county emailed all counties on the P25 Conversion Correspondence, they are pushing it back and we will get more information on that. The Police Department received 500.00 dollars from Stockertown Borough for Youth Day. The speed Limit detector is working out well and have been seeing a difference with vehicles going slower.
- b) Fire Company was not present at the meeting.
- c) EMC was not present at the meeting.
- d) Zoning Officer Report was not present at the meeting. The report was given to the Council Members.

BOROUGH ADMINISTRATION REPORTS

- a) Borough Engineer Report was not present at the meeting.
 - Tatamy Farms Final Wearing Course Installation- still have a list that needs to be done.
 - Tatamy Trail – Two Rivers Phase I- no updates
 - Chrin Commerce Centre Close-out- no updates
 - i. Closeout Request
 - ii. NPDES Permit Request
 - Chrin Lots 10 & 11- no updates
- b) Chairman Michael Lester gave the Sewer Authority Report. The sewer bills are being sent out next week. Around 30 shut off letters are being sent out. Sewer Authority are working very hard on the easements change to 30ft to 25ft to work better with homeowners.
- c) Peter Layman gave the Borough Solicitor Report. Peter Layman is researching the correct documents for the Drainage Easement for Chrin Lots 1,9. Peter Layman submitted all documents for the Indemnification Clause for Chrin Lots 1,9.
- d) Ryan McGinley gave the Borough Public Works Report. PW Supervisor McGinley spoke about the Chevy 6500 is around 135,000 including the plow, spreader, and a hitch. The PW Garage is getting a Knox Box.
- e) Mark A. Saginario gave the Borough Manager Report. Council members received a copy of the manager's report.

- f) Borough Manager Saginario gave the Treasury & Financial Reports

<u>TREASURER'S REPORT</u>		
Balance of General Fund as of:	28-Jun-23	\$ 529,252.57
Deposits:	31 May - 28 June 2023	\$ 67,873.71
Disbursements:	31 May - 28 June 2023	\$ 59,271.04
Ending Balance w/ Transactions, as of	28-Jun-23	\$ 537,855.24
	Bank Balances: (Available)	
<u>Fidelity Bank</u>	<u>As of 28 June</u>	
Broad Street Paving Fund	\$ 88,890.99	
Building Fund	\$ 6,319.24	
Escrow Disbursement Account	\$ 4,123.58	
Escrow Master Account	\$ 3,300.52	
Escrow Account, Non-Developers	\$ 4,000.00	
General Fund Checking	\$ 537,855.24	
General Fund Savings	\$ 38,027.59	
Highway Aid	\$ 30,899.33	
Operating Reserve	\$ 32,659.16	
Police Vehicle / Equipment Fund	\$ 7,948.41	
Recreation Fund	\$ 186,211.63	
Refuse	\$ 60,020.61	
Relief Fund - Borough Residents	\$ 8,552.97	
Street Paving Fund	\$ 33,215.20	
Tatamy Grant Funds	\$ 8.34	
Truck / Equipment Fund	\$ 3,083.11	
The total balance of all funds for the Borough	\$ 1,045,115.92	

Vice-President Pearson made a motion to ratify paid monthly bills & to pay bills as funds are available through 3 July 2023. Councilwomen Porter seconds this motion. Motion passes unanimously.

TATAMY PLANNING COMMISSION

Planning Commission Report. The May meeting was cancelled due to lack of business.

PRESIDENT'S CORRESPONDENCE

None

NEW BUSINESS

- a) Braden Park Tree-Trimming was discussed on where and what trees need to be cut back. Snowscapes invoice is 3000.00 dollars. Vice-President Pearson made a motion to go ahead with the Tree-Trimming. Councilwomen Porter seconds this motion. Motion passes unanimously.
- b) Zoning Hearing Board - 11 May 2023, Decision to approve the Fence on the property line.
- c) Borough Manager discussed the Informational
 - Whitetail Call Log – May

- Reality Transfer Tax Distribution – April Detail
- MS-965 Audit Report, 2021
- Highbridge Consulting Materials
- Bushkill Creek- a discussion was started from Mayor Pallante about having a advisory committee to discuss more on what we can do when the Creek dries up and a plan on what to do. Pro-Tempore Dewey makes a motion to get more information on a advisory committee. Vice-President Pearson seconds this motion. Motion passes unanimously.

RESOLUTIONS

Councilman Wagner makes a motion for the Resolution 2023-006. Pro-Tempore Dewey seconds the motion. Motion passes unanimously.

- RESOLUTION A RESOLUTION OF BOROUGH COUNCIL, OF THE BOROUGH HOF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA, DECLARING ITS INTENT TO FOLLOW THE SCHEDULES AND PROCEDURES FOR DISPOSITION OF RECORDS AS SET FORTH IN THE MUNICIPAL RECORDS MANUAL APPROVED ON DECEMBER 16,2008.

Vice-President Pearson makes a motion for the Resolution 2023-007. Councilman Frey seconds the motion. Motion passes unanimously.

- A RESOLUTION RESOLVED BY THE BOROUGH COUNCIL OF BOROUGH OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA, TO DISPOSE OF MUNICIPAL RECORDS.

ORDINANCES

Vice-President makes a motion to advertise Ordinance No. 297-2023. Councilman Wagner seconds the motion. Motion passes unanimously.

- AN ORDINANCE OF THE BOROUGH OF TATAMY, COUNTY OF NORTHAMPTON, COMMONWEALTH OF PENNSYLVANIA, AMENDING THE UNIFORM CONSTRUCTION CODE – INTERNATIONAL RESIDENTIAL CODE, CHAPTER 5, BUILDINGS, PART 1

Councilman Wagner makes a motion for Ordinance No. 298-2023. Councilman Frey seconds this motion. Motion passes unanimously.

- AN ORDINANCE OF THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA, AMENDING ordinance no. 26-1962 as amended and entitled, “an ordinance prescribing traffic and parking regulations and providing penalties for their violation” and ordinance no. 60-1969 as amended and entitled, “an ordinance prescribing

traffic and parking regulations and providing penalties for their violations”.

Councilwoman Porter makes a motion for Ordinance No. 299-2023. Pro-Tempore Dewey seconds this motion. Motion passes unanimously.

- AN ORDINANCE OF THE BOROUGH OF TATAMY PROHIBITING THE PLANTING, CULTIVATION, AND/OR GROWING, SALE, AND DISTRIBUTION OF BAMBOO AND OTHER INVASIVE PLANT SPECIES

CORRESPONDENCE FORWARDED TO COUNCIL BY EMAIL

Vice-President Pearson received an email from Deanne Werkheiser about the Historical Society Car Show event. The date of the event is Sunday October 1, 2023

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, 3 July 2023, 7:00 PM

ADJOURNMENT

Pro-Tempore Dewey makes a motion to adjourn the meeting at 9:17PM. Vice-President seconds this motion. Having no further business, President Hayes adjourns the meeting.

Respectfully submitted,

Mark A. Saginario, Borough Manager