

BOROUGH OF TATAMY COUNCIL MEETING MINUTES

Monday, 6 April 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 Vice-President Pearson calls the meeting to order at 7:01PM.

ROLL CALL

The following members were present at the meeting: Mayor James Pallante, Council Vice-President Pam Pearson, Council Pro-Tempore Rob Wagner, Councilman Mike 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, and Police Chief Keith Snyder. The following resident were present at the meeting: Earl & Joanne Wagner (227 Hobson St.) & Charles Bartholomew (405 High St.).

READING, AMENDING & APPROVAL OF AGENDA

Council Pro-Temp Wagner makes a motion to approve 6th April 2026 Agenda. Councilman Lester seconds this motion. Motion passes unanimously.

COURTESY OF THE FLOOR

None

REGULAR MONTHLY COUNCIL MEETING MINUTES

APPROVAL OF COUNCIL MEETING MINUTES

Councilwoman Pierfy makes a motion to approve 2nd March 2026 Regular Council Meeting. 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: March Finances and treasurer reports, health insurance renewal, office copier lease, police academy training cost & reimbursement, astound disruption, ordinance 313-2026 draft, council information submission deadline, and SOP protocol. The next meeting is on April 29th, 2026.
- b) Michael Lester, Chairman gave the Parks & Recreation Committee report. This month meeting was canceled but an email was sent out for updates. The next meeting is on April 13th, 2026.
- c) Public Safety Committee was canceled this month. The next meeting is on April 16th, 2026.
- d) Manager Saginario gave the Public Works & Facilities Committee report. The following topics were discussed at the meeting: PW Snow & Ice removal policy, PW 3-year purchasing Plan, Sinkhole EOP, Dumpster Relocation/Fire Department Lot Clearing, Borough Roads, Meets & bonds, PW building re-organization, Grant for Brick repointing, and work orders. The next meeting is on April 8th, 2026.
- e) Deborah Frace, Chairwoman gave the Community & Economic Development Committee report. This month meeting was canceled but an email was sent out on updates. The next meeting is on April 15, 2026.
- f) Nicholas Fisher, Chairman gave the Environmental Steering Committee report. The committee had a discussion on the MSW/Recycling Contract. The next meeting is on April 9th, 2026.
- g) Manager Saginario, Chairman gave the Workplace Safety Committee report. There were no incidents or accidents with the PD, Admin Office, or PW department. The FD did have an incident with one of their members. This month was the renewal webinar. The next meeting is on April 23rd, 2026.
- h) Manager Saginario, Representative, gave the Nazareth Council of Governments.
- i) Elected Official Open Floor - None

MAYOR'S COMMENTS & REPORT

- a) Jim Pallante, Mayor, wants to thank everyone that helped with the Easter Egg Hunt and to say how well it went. Mayor Pallante and Borough Administrator Nolder met with the Barber on Main Street that is retiring after 58 years working in Tatamy. Mayor Pallante has been with the Forks Historical Society a lot this past month with getting a piece of equipment from Forks Historical Society that is originally made by Messinger Manufacturing.

PUBLIC SAFETY REPORTS

- a) PD Chief Snyder gave the Police Report. For the month of March, the department had a total of 91 calls for service which included dispatch and self-initiated calls. We conducted 58 traffic stops that resulted in 22 citations, 27 verbal and 9 written warnings. We assisted with 6 BLS/ALS ambulance calls and 1 agency assistance. In April the Officers will be attending Terminal Agency Coordinator Training.
- b) FD Chief McDonald was not present at the meeting. Council Vice-President Pearson gives the Fire Company Report.
- c) Don Dereamus was not present at the meeting EMC.

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- d) Jim Macort, Zoning Officer, was not present at the meeting. Borough Manager Saginario gave the Zoning & Code Officer Report.

3-6-2026 (1.5 hrs)

- 1) Processed sign permits for 146 Bushkill-Sign and Use.
- 2) 737 Prospect-called Applicants about outstanding balance.
- 3) Reviewed open NOV's.
- 4) Site visit to Green Alley, 701 Main St, Tatamy Auto.

3-13-2026 (4.5 hr)

- 1) Various site visits with Borough Management.
 - Stopped at Tatamy Auto with Chief Snyder to discuss NOV and non-compliance-spoke with Mike and let him know further enforcement will commence.
 - Stopped on Shelly to discuss property maintenance with resident with camper in driveway that is set up for living in. Residents acknowledged property maintenance issues. Chief Snyder was present.
 - Took photos of campers on Main Street in state of disrepair.
 - Entered permits 1-7 into SDL.

3-19-2026 (1.5 hr)

- 1) SDL training.
- 2) Drafted Civil complaint for Tatamy Auto.

3-20-2026 (3.0 hr)

- 1) Final NOV issued to 634 Broad St-cars
- 2) 532 Broad St-stopped and spoke with resident about property maintenance issues and timeline for clean up. (30 days)
- 3) Comment letter for 520 Prospect St-existing fence in easement
- 4) Stopped at District Magistrates office for a total for check for civil complaint for Tatamy Auto

3-26-2026 (1.5 hr)

Code issues: Site visits to:

Broad St-roof with no permit

Shelley St-deck with no permit-stop work order issued.

3-27-2026 (2.5 hrs) Met with homeowner of 189 Shelley to discuss permit issues and stop work order.

Filed inspection reports from Base Eng.

Processed Z2026-009-Deck-Thomas Parry

Z2026-010-fence-Biederman

Z2026-011-fence-Jacob Farrell

BOROUGH ADMINISTRATION REPORTS

- a) Brien Kocher, Engineer was not present at the meeting to give the Borough Engineer Report. Borough Manager Saginario gave the report.
- Open Items
 - Myers Power (New Point Hills) – Bank of America approved the security.
 - i. Land Development, Updates
 - Tatamy Farms II – Still working on the punch list.
 - Dedication / Maintenance & Improvements Periods, Updates
 - i. Storm & Sewer Report, Updates
 - ii. Detention Pond Sinkhole Evaluation, Updates
 - Tatamy Trail – Two Rivers Phase I, Updates- still waiting on the County to come inspect the project.
 - Village Hobson Square, Updates-
 - i. Developer's / Maintenance Agreement, Updates
 - Chrin Commerce Centre SALDO, SE Lot 2
 - i. Time Limit Extension, 8 May 2026

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- b) Michael Lester, Chairman gave the Sewer Authority Report. Later this month, on Prospect Street will be fixed. No Shut-Offs are going out this time.
- c) Peter Layman, Esquire gave the Borough Solicitor Report. The MSW Bid contract was given back to the Borough Office. Village at Tatamy Square Developers / Maintenance agreements were also given back to the Borough office to be given to Tuskes for review. Post Office Lease review is still be reviewed from Mr. Layman.
- d) Mark A. Saginario gave the Borough Public Works & Facilities Report. PW is coming into the spring season with getting everything ready for grass cutting and the projects coming up. PW is starting the Pavillion repair this month.
- e) Mark A. Saginario gave the Borough Manager Report. Borough Manager Saginario discussed the updates to Council.

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

TREASURER'S REPORT - MARCH 2026

Beginning Balance of General Fund as of:	<u>25-Feb-26</u>	\$	345,799.88
Deposits:	25 FEB 2026 - 31 MAR 2026	\$	134,537.31
Disbursements:	25 FEB 2026 - 31 MAR 2026	\$	94,487.96
Ending Balance w/ Transactions, as of	<u>31-Mar-26</u>	\$	385,849.23

Bank Balances: (Available)

<u>Fidelity Bank - Borough Funds</u>	<u>As of 31 MAR.</u>
Broad Street Paving Fund	\$ 89,501.39
General Fund Checking	\$ 385,849.23
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	\$ 45,256.22
Refuse	\$ 121,223.94
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	\$ 21,815.42
Total Balance of Borough Operating Funds	\$ 869,796.61
<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	\$ 5,630.69
Sub - Carson Commerce Lane xxx6687	\$ 433.15
Sub - Newport Hill LLC xxx0230	\$ 8,798.43
Sub - Charles Chrin Real Estate Trus xxx0388	\$ 1,948.60
Sub - Tatamy Farms LLC xxx1093	\$ 5,000.45
Total Balance of Borough Escrow Funds	\$ 29,340.48
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	\$ 951,292.06
<u>Tatamy Borough Delinquent Accounts</u>	
Refuse Delinquents 2018 - 2025	\$ 16,830.01
Refuse Delinquents 2026	\$ 12,103.42
Total Delinquent Refuse	\$ 28,933.43
Interim & Real-Estate Tax Delinquents 2023	\$ -
Interim & Real-Estate Tax Delinquents - 2024	\$ 64.78
Real-Estate Tax Delinquents 2025	\$ 8,009.55
Interim Real-Estate Tax Delinquents 2025	\$ 1,141.78
Real-Estate Tax Total Delinquents	\$ 9,216.11
Total Borough Delinquent Accounts	\$ 38,149.54

*All Accounts Interest Bearing

Councilman Lester makes a motion to ratify paid monthly bills & to pay bills & operating expenses as funds are available through 4th May 2026. Councilwoman Frace 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) Councilwoman Frace makes a motion to approve acknowledge Chrin Commerce Centre SE Quad Lot 2 Time Limit Extension. Councilman Fisher seconds this motion. Motion passes unanimously.
- b) Councilman Lester makes a motion to approve MSW Bid Approval. Councilwoman Pierfy seconds this motion. Motion passes unanimously.
- c) Councilman Lester makes a motion to approve Forks Historic Society Agreement, Thresher Machine. Councilwoman Frace seconds this motion. Motion passes unanimously.
- d) Council Pro-Temp Wagner makes a motion to approve Resolution 2026-009; DPW 3-Year Purchasing Plan. Councilman Fisher seconds this motion. Motion passes unanimously.
- e) Councilwoman Pierfy makes a motion to approve Resolution 2026-010; Agenda Items Submission Deadline. Council Pro-Temp Wagner seconds this motion. Motion passes unanimously.
- f) Informational (No Action Required)
 - Whitetail Call Log, February
 - Realty Transfer Detail Report, January 2025 (no report)
 - Portnoff Delinquent, February 2026 (no Report)
 - Legislative Updates

ORDINANCES

Councilwoman Frace makes a motion to advertise 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.

Council Pro-Temp Wagner seconds this motion. Motion passes unanimously.

RESOLUTIONS

Council Pro-Temp Wagner makes a motion to approve Resolution 2026-009; A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA, ADOPTING THE DEPARTMENT OF PUBLIC WORKS THREE-YEAR MAJOR EQUIPMENT PURCHASING PLAN (2026–2028).

Councilman Fisher seconds this motion. Motion passes unanimously.

Councilwoman Frace makes a motion to approve Resolution 2026-010; A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA, ESTABLISHING A FORMAL POLICY AND DEADLINE FOR THE SUBMISSION OF AGENDA ITEMS FOR REGULARLY SCHEDULED COUNCIL MEETINGS.

Council Pro-Temp Wagner seconds this motion. Motion passes unanimously.

CORRESPONDENCE FORWARDED TO COUNCIL BY EMAIL

- Tax Receipt Memo's
- Blasting Memo's

REGULAR MONTHLY COUNCIL MEETING MINUTES

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-

Charles Bartholmew spoke to the Council about his concerns on the Police Department and the Police coverage for the Borough.

- Items to be placed on future Council agendas.
- The next Council Meeting will be held on Monday, 4th May 2026

ADJOURNMENT

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

Council Vice-President Pearson adjourn the meeting at 8:34PM.

Respectfully submitted,

Mark Saginario, Borough Manager / Secretary

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