

# **BOROUGH OF TATAMY COUNCIL MEETING**

Monday, 6 February 2023  
7:00 PM  
Llantrissant Retreat & Wellness Center  
336 Bushkill Street  
Tatamy, PA 18085



## Regular Monthly Council Meeting

**EXECUTIVE SESSION – (Pursuant to Title 65 Pa. C.S.A § 701 – The Sunshine Act)**

➤ None

### **CALL TO ORDER**

Council President Robert Hayes calls the meeting to order at 7:02.

### **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 who arrived at 7:10PM, Councilwomen Kristine Porter, Councilman Robert Wagner who arrived at 7:45PM and Councilman Timothy Frey. The following Borough Administration were present at this meeting: Borough Manager Mark Saginario, Borough Administrator Kellie Nolder, Borough Solicitor Peter Layman, police Chief Keith Snyder, Public Works Supervisor Ryan McGinley, and Borough Engineer Brien Kocher and Engineer Michael Gula. Councilman Frank Young and Junior Councilwomen were absent. Zoning officer Suzanne Borzak was excused from the meeting. The following residents were present at this meeting: Mike Lester and Joe Torrisi.

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

Vice-President Pearson makes a motion to approve the agenda. Councilwomen Porter seconds this motion. The motion passes unanimously.

### **COURTESY OF THE FLOOR**

Nothing at this time.

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

Councilwomen Porter makes a motion to approve 9 January 2023 Regular Council Meeting minutes. Vice-President Pearson seconds the motion. The motion passes unanimously.

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

- a) Pamela Pearson gave the Personnel, Finance & Admin. Committee report. The following topics were discussed: The police department hired a part-time hire and will be hiring another part-time hire in August, Tax, EIT, LST & TCC Collection reports, bank reconciliations, the PW's grant, and the TPD Draft 2024 Budget.
- b) Parks & Recreation Committee was cancelled for this month.
- c) Dan Dewey gave the Public Safety Committee report. The following topics were discussed: Fire company Block party, Parade and spaghetti dinner and the speeding on Main St.
- d) Public Works & Facilities meeting was cancelled for this month.
- e) Kristine Porter gave the Community & Economic Development Committee report. The following was discussed: Tatamy Easter Egg Hunt, Spring Craft Fair, Tatamy Swag Fundraiser and the Block Party and Parade for the Fire Company.

- f) Environmental Steering Committee was cancelled this month.
- g) Borough Manager Mark Saginario gave the Workplace Safety Committee report. There was no incidences or injuries this month.
- h) Nazareth Council of Governments Manager Saginario, Representative
- i) Elected Official Open Floor- none

**MAYOR'S COMMENTS & REPORT**

- a) Jim Pallante, Mayor- none

**PUBLIC SAFETY REPORTS**

- a) Chief Snyder gave the police report. The following topics were discussed: CODY Pathfinder starting in March and hired one Part-time police officer and hiring another Part-time officer around August.
- b) Kim Albert was not present at this meeting to give the Fire Company report.
- c) Don Dereamus was not present at this meeting to give the EMC report.
- d) Suzanne Borzak was not present at this meeting. Borough Manager Mark Saginario provided the council with the Zoning Officer Report.

	Zoning Fee	
768-788 Main St		Spoke with the Chief regarding a potential sinkhole on this property. Stopped and talked to the manager; handed her my card and asked the owner to call me. She indicated he was in meetings and would call later that day. Two days later, I contact PA DEP regarding the possible sinkhole and the gas tanks. DEP called back and will handle the situation. (This was addressed through email from DEP)
425 Chief Tatamy		Issued permit for a revision to the single-family plan
455 Chief Tatamy		Issued permit for a revision
560 Prospect St	\$65	Issued permit for a deck
605 Tatamy		Road opening permit (UGI)
645 Chief Tatamy	30	Temporary CO for single family dwelling
150 Messinger		Issued permit for basement alterations
190 Messinger	65	Issued permit for a deck
510 Prospect St		Issued permit for inground pool, fence and deck
70 S. 8 <sup>th</sup> St		Inquiry regarding placing tables (up to 10) in the rear yard for dining. Will contact business owner next week.

**BOROUGH ADMINISTRATION REPORTS**

- a) Brien Kocher gave the Borough Engineer Report.
  - Tatamy Farms Final Wearing Course Installation- Barrall, Prospect and Messinger are all approved the final wearing course.
  - Pedestrian Crossing- no updates

- Chrin Commerce Centre has everything for the dedication for the roads but have no finished everything yet.
  - i. Closeout Request
  - ii. NPDES Permit Request
- Tatamy Farms Lot 1 Minor Subdivision- President Hayes had some questions about the easement and Brien Kocher questioned all questions.

b) Sewer Authority Report

Michael Lester, Chairman

c) Peter Layman gave the Borough Solicitor Report.

- Steckel Heir Agreement - this is closed, the Borough sent the check to Heir attorney Jeremy Clark amount of 15,000 dollars.
- Mammina, LLC Commendation (Pedestrian Easement)- he still needs to file the paperwork at the courthouse.
- Annexation of Territory – Braden Park through Act 41 of 2022. That report is a termination of PSAB meets and bounds of the territory as to need to be completed as an annexed. The borough Manager will reach out to Forks Township to see if there is any interest or complications.

d) Public Works Supervisor Ryan McGinley gave the Borough Public Works Report. The following topic were discussed: White Truck transmission went and have that for sale, are looking for another truck but did not find one for the right price yet. The split-fence on the trial is done and looks amazing.

e) Mark Saginario gave the Borough Manager Report. The following information was given and showed to the council was the plans of the road on Main Street and 8<sup>th</sup> Street intersection.

f) Borough Manager Mark Saginario provided the council with the Treasury Report:

<b>TREASURER'S REPORT</b>	
Balance of General Fund as of 12/31/2022	\$ 237,764.64
Deposits: 1/1/23-1/31/23	\$ 24,744.40
Disbursements: 1/1/23-1/31/23	\$ 96,853.90
<b>TOTAL w/ TRANSACTIONS</b>	<b>\$ 165,655.14</b>
Bank Balances: (Available)	Fidelity Bank as of 1/31/2023
Broad Street Paving Fund	\$ 88,861.76
Building Fund	\$ 1,194.87
Escrow Disbursement Account	\$ 15,977.65
Escrow Master Account	\$ 11,326.82
General Fund Checking	\$ 165,655.14
General Fund Savings	\$ 37,945.40
Highway Aid	\$ 18,898.39
Operating Reserve	\$ 65,078.48

Police Vehicle Fund	\$ 7,509.92	
Recreation Fund	\$	198,179.34
Refuse	\$	43,709.11
Relief Fund - Borough Residents	\$ 8,543.77	
Street Paving Fund	\$ 12,693.00	
Tatamy Grant Funds	\$ 8.34	
Truck Fund	\$ 0.19	
The total balance of all funds for the Borough	\$	675,582.18

Pro-Tempore Daniel Dewey makes a motion to ratify paid monthly bills & to pay bills as funds are available through 6 March 2023. Councilman Timothy Frey seconds this motion. The motion passes unanimously.

#### TATAMY PLANNING COMMISSION

- a) Planning Commission Report Heidi Benson, Chairman  
a. The January meeting was cancelled.

#### PRESIDENT'S CORRESPONDENCE

President Hayes had nothing to report.

#### NEW BUSINESS

- a) Vice-President Pearson makes a motion to conditionally approved based on Engineers Review letter. Councilwomen Porter seconds the motion. The motion passes unanimously.
- b) Pro-tempore Dewey makes a motion to approve Public Works Milling Machine through LSA Northampton County Reimbursable Grant Program in the amount of \$27,500 paid from the Operating Reserve Fund. Councilman Frey seconds this motion. The motion passes unanimously.
- c) Went over with council on the Resident Request for the Refuse Collection to not send her.
- d) Borough Manager Saginario told council about the Labor & Industry Zoning Audit in the process to help get all the information for the Keystone Audit.
- e) Councilman Wagner makes a motion to adopt the amended 2023 Tatamy Borough Schedule of Fees. Councilwomen seconds this motion. The motion passes unanimously.
- f) Informed council on the progress of the Tatamy Craft Fair that will be held on May 6<sup>th</sup>, 2023.
- g) Tatamy Easter Egg hunt is being held on April 1<sup>st</sup>, 2023 at Braden Park.

#### IN PROGRESS BUSINESS

- a) Whitetail Disposal Call Log- went over bulk orders and what they do and don't take on the truck.
- b) Newsletter Update (Councilwoman Porter)- First quarterly newsletter is almost done and is going very well.
- c) Open Grant Applications
  - a. 2021 Monroe LSA & 2021 NorCo LSA

- Agreement Executed – the Milling machine and the municipal building.
- b. 2022 Statewide LSA, PW's Truck - submitted, in process.
- c. Livable Landscapes Grant Application- agreement Signed, still working on.
- d. NorCo Public Safety Grant- Grant Awarded- will receive in September or October time frame.
- d) IT Services are working getting all of Council members and Borough Manager and Borough Administrator to .gov.
- e) Refinishing of Municipal Building lobby Floors are done.
- f) Tatamy Farms Final Wearing Course Installation – Updated
- g) Steckel Heirs Agreement- Peter Layman went over in his report.
- h) Annexation of Territory – Braden Park through Act 41 of 2022- Peter Layman went over in his report.
- i) Currently Tabled Topics
  - a. Disposition of Records

#### **CAPITAL IMPROVEMENT PROJECTS**

- a) Roads- no update
- b) MS4- no update
- c) Facilities / Parks- no update

#### **RESOLUTIONS MOTIONS NEEDED**

None

#### **ORDINANCES**

Councilman Wagner makes a motion for ORDINANCE NO. 296-2023 – **Motion to Advertise AN ORDINANCE OF THE BOROUGH OF TATAMY ESTABLISHING AN ORDINANCE SETTING FORTH STANDARDS FOR OPENING OR OCCUPYING A PUBLIC STREET AND RIGHT OF WAY, ESTABLISHING PERMIT, RESTORATION, SECURITY REQUIREMENTS, AND PROVISIONS FOR VIOLATIONS AND PENALTIES.**

Councilman Frey seconds this motion. Motion passes unanimously.

Vice-President Pearson makes a motion for ORDINANCE NO. 295-2023 – **Motion to Adopt 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”.** Pro-Tempore Dewey seconds this motions. The motion passes unanimously.

#### **ADDITIONAL MOTIONS / ACTION ITEMS**

Councilman Frey makes a motion for approval to purchase Public Works Paving Roller in the amount of \$5,100.00. Vice-President Pearson seconds this motion. Motion passes unanimously.

#### **CORRESPONDENCE FORWARDED TO COUNCIL BY EMAIL**

- DEP Violation Information

#### **CURRENT SUBDIVISION / LAND DEVELOPMENT TIME LIMIT EXTENSIONS**

- MCT2 Holding, LLC – 28 February 2023 – Tatamy Farms 2, Phase 3, Lot 1 Major Subdivision

**FOR THE GOOD OF THE ORDER / ITEMS TO BE PLACED ON THE NEXT AGENDA**

- a) The next Council Meeting will be held on Monday, 6 March 2023, 7:00 PM

**ADJOURNMENT**

Council President adjourns the meeting at 8:29PM.

Respectfully submitted,

Mark Saginario, Borough Manager