

**TATAMY BOROUGH COUNCIL MEETING MINUTES
TUESDAY JULY 6, 2021 AT 7:30 P.M.**

The regular meeting of the Tatamy Borough Council was held Tuesday, July 6, 2021 at Llantrisant Retreat and Wellness Center 336 Bushkill Street Tatamy, PA. The meeting was called to order at 7:30 p.m. by Council President Robert Hayes.

ROLL CALL

The following Council members were present at the meeting: Robert Hayes, Pamela Pearson, Kristine Porter, Robert Wagner, and Frank Young . Also present were Mayor Christopher Moren, Deanne Werkheiser, Secretary/Treasurer, Officer Collin Keiser, and Ryan McGinley, Public Works Supervisor. Daniel Dewey and Joseph Rago were absent. Citizens James Pallante, Cindy Dewey, and Robert Dewey were present.

COMMENTS FROM THE FLOOR

Robert Hayes asked if there were any comments from the floor. None at this time.

POLICE OFFICER

1. Christopher Moren stated that the Tatamy Police Department Standard Operating Procedures (SOP) Policy has been updated and approved for adoption by Solicitor Peter Layman. A motion was made by Robert Wagner, seconded by Pamela Pearson to approve the Police SOP. Motion approved unanimously.
2. Christopher Moren introduced Steven Violett. Steven recently graduated from the Police Academy. Officer Derek Brands is resigning. Steven will replace him as a part-time probationary officer. A motion was made by Pamela Pearson, seconded by Frank Young to approve Steven Violett as part-time probationary Police Officer. Motion approved unanimously. Christopher Moren proceeded to give Steven the oath of office. Council welcomed Steven.

APPROVAL OF MINUTES

Approval of the June 7, 2021 meeting minutes.

A motion was made by Frank Young, seconded by Pamela Pearson to approve the June 7, 2021 minutes. Motion approved unanimously.

TREASURER'S REPORT

Deanne Werkheiser gave the June Treasurer's report.

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|--------------------------------------|--------------|
| Balance of General Fund as of 6/1/21 | \$370,392.93 |
| Deposits: 6/1/21-6/30/21 | \$132,800.78 |
| Disbursements: 6/1/21-6/30/21 | \$179,148.69 |
| TOTAL | \$336,123.05 |

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| Bank Balances: Fidelity Bank as of 6/30/2021 | |
| Checking | \$350,668.92 |
| Savings | \$37,833.56 |
| Refuse | \$33,581.77 |
| Highway Aid | \$22,972.58 |
| Operating Reserve | \$85,266.94 |
| Recreation Fund | \$272,250.59 |

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| All other Accounts | \$187,122.72 |
| Building, Grant, Paving, Police Vehicle, Relief, Truck/ Equipment, Broad St. paving- UGI | |
| The total balance of all funds for the Borough | \$989,697.08 |

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|--------|-------------|
| Escrow | \$18,668.86 |
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A motion was made by Pamela Pearson, seconded by Robert Wagner to approve the Treasurer's Report. Motion approved unanimously.

DISBURSEMENTS AND RECEIPTS

| | |
|---|--------------|
| Checks paid out between meetings General Fund- June | \$117,707.86 |
| Unpaid Bills Details | \$19,039.76 |
| General Fund- | \$15,702.10 |
| Escrow- | \$3,337.66 |

A motion was made by Robert Wagner, seconded by Frank Young to approve the Disbursements and Receipts. Motion approved unanimously.

FINANCE COMMITTEE REPORT

The Finance Committee Chairwoman Pamela Pearson gave the report. Council had copies of the June 30, 2021 meeting minutes.

1. The Insurance Committee is reviewing disability insurance quotes received and will make recommendations.
2. Quotes for Public Works building alarms and security cameras were received. Total will be \$4,122.00. Funding would be from the Building Fund. A motion was made by Robert Wagner, seconded by Kristine Porter to approve \$4,122.00 for alarm system and cameras for the Public Works building. Motion approved unanimously.
3. The first installment of American Rescue Plan funds has been received. HVAC upgrades to the Municipal Building will be done with the funds.
4. 2022 budget work has begun. Currently working on submissions.
5. The cell phone plan for Frank Young is being turned over to him and he will receive reimbursement consistent with other employees who receive it.

CAPITAL IMPROVEMENTS PLAN

The Capital Improvements Chair Pamela Pearson stated that the June Capital Improvements Plan committee meeting was cancelled. Next meeting will be July 15, 2021.

PUBLIC SAFETY COMMITTEE

The Public Safety Chair Daniel Dewey was not present. The Public Safety Committee did not meet in June. Next meeting will be July 15, 2021.

WORKPLACE SAFETY COMMITTEE

The Workplace Safety Chairman Deanne Werkheiser stated that the June Workplace Safety Committee meeting was cancelled.

PUBLIC WORKS REPORT

Public Works Supervisor Ryan McGinley gave the report.

1. Michael Fleck was out to repair the Municipal Building roof. The approximate cost will be \$2,000.00.
2. Currently working on the roads.

3. Looking to purchase a used concrete saw with a new motor for \$1,250.00 from Lieser's. Includes a water tank. This item is needed and will work with new attachment coming for street sweeping. A motion was made by Pamela Pearson, seconded by Robert Wagner to approve purchase of a walk behind concrete saw and water tank for \$1,250.00 from the street paving fund. Motion approved unanimously.
4. Robert Hayes asked about the road repairs at 8th and Chief Tatamy due to water line installation. Ryan responded that PA American Water is waiting for the gas line work to be done and will then do the final paving. Robert stated it is dangerous, lots of loose stones, etc.

FIRE COMPANY REPORT

Fire Company President Kim Albert was not present. Kim Albert submitted the Chief's report for June 2021 indicating 334.01 man-hours with 22 activities and 7 incidents.

RECREATION BOARD REPORT

Chairman Christopher Moren gave the report. Council had copies of the June 16, 2021 minutes. Christopher stated that the Board is recommending changes to the fees for use of Braden Park. Would start in 2022 and would be set in the fee schedule. Would include for residents, non-residents, and leagues using the ball fields. We looked at what surrounding municipalities were charging for their parks. Fees would be \$50.00 for residents, \$100.00 for non-residents, and \$200.00 per season for leagues. Times have changed, needs have changed. A motion was made by Frank Young, seconded by Kristine Porter to approve rental fees for 2022. Motion approved unanimously. Christopher stated that they discussed pickle ball courts for Mark Metz Park, replacing the grills at Braden Park, and inspected playground equipment at Braden Park.

MAYOR'S REPORT

Mayor Christopher Moren gave the Police Incident report for June, 150 incidents.
Mayor Christopher Moren gave the Mayor's report for June.

1. Great turnout for the Fireworks display, estimate approximately 1,000 people. We will need to staff up for 2022.
2. Met with HVAC people. More to come on that soon.

PLANNING COMMISSION

Planning Commission- Chairman, Mark Cloeren was not present. Deanne gave the report. Council had copies of the June 8, 2021 meeting minutes. Deanne stated that Geoff Reese from LVPC will be at the July 13, 2021 meeting to review the maps for the Multi-municipal Comprehensive Plan. Robert Hayes stated that Stockertown Sewer connection preparation work has started.

ZONING OFFICER REPORT

Zoning Officer- John Soloe was not present.

ZONING HEARING BOARD

Zoning Hearing Board – Chairman, Larry Kish was not present.

SEWER AUTHORITY

The Sewer Authority Chairperson Stephen Riegel was not present. Christopher Moren stated that they have received approval to start doing water shutoffs for nonpayment.

OLD BUSINESS

- 1 Robert Hayes stated that Brien Kocher is in contact with UGI on getting the needed trench repairs on Broad Street. This needs to be fixed before starting the new phase.
- 2 The Tatamy Historical Society is requesting use of Broad Street on September 12, 2021 for the Annual Car Show. Request approved.
- 3 Robert Dewey will be starting his Eagle Scout project in the near future. He will be installing benches and dog stations along Tatamy Trail. He would like to put a donation jar at the municipal office. He would also like to use any scrap materials the Public Works department may have available as well as help with transporting materials and use of the cement mixer. Approximate cost is \$2,000.00. A brief discussion ensued. Council approved the requests for this project.

NEW BUSINESS

- 1 The Northampton County CDBG agreement was received and needs to be signed. This is for inclusion in grants.
- 2 Abigail Miller has submitted her information for Junior Council Person. A motion was made by Pamela Pearson, seconded by Frank Young to approve Abigail Miller as Junior Council Person. Motion approved unanimously. She will be sworn in at the September Council meeting.
- 3 The employee manual was updated to include all federal holidays, they were not listed individually. A motion was made by Kristine Porter, seconded by Robert Wagner to approve the amended employee manual. Frank Young abstained. Motion approved.
- 4 Resolution 2021-03 was reviewed. This is for fees for storing vehicles from the Police Department. A motion was made by Pamela Pearson, seconded by Robert Wagner to approve Resolution 2021-03. Motion approved unanimously.
- 5 The fee schedule has been updated to include the storage fee per resolution 2021-03. A motion was made by Kristine Porter, seconded by Frank Young to approve amended fee schedule. Motion approved unanimously.
- 6 A non-resident has requested to rent Braden Park on July 20, 2021. A brief discussion ensued. Request approved.

CORRESPONDENCE

Robert Hayes stated that the second Annual Northampton County Awards Ceremony will be held in October.

GOOD OF THE ORDER

- 1 Council meeting Monday August 2, 2021 at Llantrisant.
- 2 Community Yard Sale August 14, 2021.
- 3 Tatamy Historical Society Car Show September 12, 2021.
- 4 Phil Cohen sends his thanks to everyone for the well wishes on his retirement.

ADJOURNMENT

A motion was made by Robert Wagner, seconded by Kristine Porter to adjourn the meeting at 8:35 pm. Robert Hayes adjourned the meeting.

Respectfully submitted,

Deanne Werkheiser, Secretary / Treasurer

**AGENDA TATAMY BOROUGH COUNCIL MEETING
JULY 6, 2021 7:30 PM**

CALL TO ORDER: ROBERT HAYES, PRESIDENT

PLEDGE OF ALLEGIANCE: ROBERT HAYES, PRESIDENT

ROLL CALL: DEANNE WERKHEISER, SECRETARY/ TREASURER

COMMENTS FROM THE FLOOR: ROBERT HAYES, PRESIDENT

APPROVAL OF MINUTES: ROBERT HAYES, PRESIDENT

1. APPROVAL OF JUNE, 2021 MEETING MINUTES

POLICE OFFICER:

- 1 POLICE SOP AMENDMENTS
- 2 APPROVAL OF POLICE OFFICER (OATH OF OFFICE ONCE APPROVED)

TREASURER'S REPORT: DEANNE WERKHEISER, SECRETARY/ TREASURER

APPROVAL OF DISBURSEMENTS AND RECEIPTS: ROBERT HAYES, PRESIDENT

FINANCE COMMITTEE REPORT: PAMELA PEARSON, CHAIRWOMAN

- 1 DISABILITY INSURANCE
- 2 PUBLIC WORKS BUILDING ALARM SYSTEM AND CAMERAS \$4,122.00
- 3 AMERICAN RESCUE PLAN FUNDS RECEIVED \$61, 440.83
- 4 2022 BUDGET – WORK HAS STARTED
- 5 CELL PHONE PLAN FOR FY

CAPITAL IMPROVEMENT PLAN COMMITTEE: PAMELA PEARSON, CHAIRWOMAN
MEETING CANCELLED

PUBLIC SAFETY COMMITTEE: DANIEL DEWEY, CHAIRMAN
MEETING CANCELLED

WORKPLACE SAFETY COMMITTEE: DEANNE WERKHEISER, CHAIRWOMAN
MEETING CANCELLED

PUBLIC WORKS REPORT: RYAN MCGINLEY, SUPERVISOR

FIRE COMPANY REPORT: KIM ALBERT, PRESIDENT

- 1 MONTHLY ACTIVITIES REPORT MAY

RECREATION BOARD REPORT: CHRISTOPHER MOREN, CHAIRMAN

MAYOR'S REPORT: CHRISTOPHER MOREN, MAYOR

- 1 POLICE INCIDENT REPORT FOR JUNE
- 2 MAYOR'S REPORT FOR JUNE

PLANNING COMMISSION: MARK CLOEREN, CHAIRMAN

ZONING OFFICER REPORT: JOHN SOLOE, ZONING OFFICER

ZONING HEARING BOARD: LARRY KISH, CHAIRMAN

SEWER AUTHORITY: STEPHEN RIEGEL, CHAIRMAN

OLD BUSINESS: ROBERT HAYES, PRESIDENT

- 1 UPDATED AGREEMENT FOR UGI GAS LINES, NORTH TATAMY CURRENTLY WITH UGI
- 2 REQUEST USE OF BROAD STREET FOR THS 27TH CAR SHOW
- 3 EAGLE SCOUT PROJECT- DONATION CANISTER REQUEST

NEW BUSINESS: ROBERT HAYES, PRESIDENT

- 3 CDBG AGREEMENT (NEEDS TO BE SIGNED)
- 4 JUNIOR COUNCIL PERSON- ABIGAIL MILLER
- 5 EMPLOYEE MANUAL AMENDMENT- FEDERAL HOLIDAYS
- 6 RESOLUTION 2021-03- FEES FOR STORAGE OF VEHICLES
- 7 FEE SCHEDULE ADDITION PER RESOLUTION 2021-03
- 8 NON-RESIDENT REQUEST TO RESERVE BRADEN PARK JULY 20, 2021

CORRESPONDENCE: ROBERT HAYES, PRESIDENT

FOR THE GOOD OF THE ORDER: ROBERT HAYES, PRESIDENT

- 1 COUNCIL MEETING MONDAY AUGUST 2, 2021
- 2 COMMUNITY YARD SALE AUGUST 14, 2021
- 3 THS CAR SHOW SEPTEMBER 12, 2021

ADJOURNMENT: ROBERT HAYES, PRESIDENT