

BOROUGH OF TATAMY COUNCIL MEETING

Monday, 7th August 2023
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)

None

CALL TO ORDER

Council President Robert Hayes calls the meeting to order at 7:01PM.

Roll Call

The following Council Members were present at the meeting: Council President Robert Hayes, Council Vice-President Pamela Pearson, Council Pro-Tempore Daniel Dewey, Councilman Robert Wagner, Councilman Timothy Frey. The following Borough Administration was present at the meeting: Borough Manager Mark Saginario, Borough Administrator Kellie Nolder, Borough Solicitor Peter Layman, Police Chief Keith Snyder, Public Works Supervisor Ryan McGinley, Borough Engineer Brien Kocher, and Zoning Officer Suzanne Borzak. Mayor James Pallante and Councilwoman Kristine Porter were excused from the meeting. Councilman Frank Young was absent. The following residents were present at the meeting: Ken Strawn, Mike Lester, Deb Frace, Sarah Scalzadonna, and Aleks Danilov.

READING, AMENDING & APPROVAL OF AGENDA

Councilman Frey makes a motion to approve and amend the agenda. Council Pro-Tempore Dewey seconds the motion. Motion passed unanimously.

COURTESY OF THE FLOOR

Resident Ken Strawn brings his concerns about a house on Broad St. to Council. Mr. Strawn said the house is an eyesore in the town and wants to know if there is anything the Council can do to get it cleaned up. Chief Snyder spoke about his concerns with this house and discussed with him the Zoning Officer and The Police Department is working on this house. Deb Frace spoke with her concerns on other properties in the Borough with other houses that are not keeping on their house and what can be done.

APPROVAL OF COUNCIL MEETING MINUTES

Vice-president Pearson makes a motion to approve 3rd July 2023 Regular Council Meeting minutes. Council Pro-Tempore Dewey seconds this motion. Motion passes unanimously.

APPOINTED COUNCIL MEMBER COMMITTEE REPORTS & REPORT OF ELECTED OFFICIALS

- a) Chairwoman Pearson gave the Personnel, Finance & Admin. Committee report. The following topics were discussed: Chrin Commerce Centre Close-out request, Tax Collector Certification Rate increase, 2022 Financial Audit, 2024 Draft Budget, and the health insurance of the PT1 Officer.
- b) Parks & Recreation Committee was canceled this month.
- c) Chairman Dewey gave the Public Safety Committee Report. The following topics were discussed: The speed detection device was sent out for the software update, the Fire Police

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reviewed the 100th year Anniversary parade, EMC DeReamus reviewed the data collected from the recent flooding event at Braden Park, the Knox Box, a meeting with PennDot to review lowering the speed limit on Main St. and no parking on Main St.

- d) Ryan McGinley gave the report for Public Works & Facilities Committee. The following topics were discussed: The drainage at Braden Park, Skid steer had maintenance done to it, road repairs & patches, Brick repointing, and sinkhole emergency contacts list.
- e) Community & Economic Development Committee was cancelled due to lack of members availability.
- f) Environmental Steering Committee was cancelled due to lack of business.
- g) Workplace Safety Committee cancelled for this month.
- h) Borough Manager Saginario gave the Nazareth Council of Governments report. He is going to bring back to the COG that Tatamy Borough Concerns were all covered.
- i) Elected Official Open Floor
 - Tatamy Borough Newsletter (Councilwomen Porter) – No updates.

MAYOR'S COMMENTS & REPORT

- a) President Hayes gave Mayor James Pallante email message.

PUBLIC SAFETY REPORTS

- a) PD Chief Snyder gave the Police Report. The police department had 150 incidents. Officer Smith is on probation till the end of August. The Speed detector was sent out for the software updates.
- b) Fire Company Report – we received the Fire Company report after the meeting in an email. The Fire company responded to 6 incidents. 2 members starting FF1 classes, 1 member taking EMT Course, August 30th is the Joint task group training, and HAZMAT opps refresher scheduled for Sept. 2nd.
- c) Don Dereamus was not present at this meeting to give the EMC report.
- d) Suzanne Borzak the Zoning Officer gave the Zoning Officer Report at the meeting. There is a Zoning Hearing Board on August 15th for a Fence in Tatamy Farms.

	Fees	
200 Main St	300	Application submitted to Keycodes for new pizza place
165 Barrall St		Issued fence permit
550 Prospect	900	Prepared documents for ZHB hearing for fence on property line and within easement
47 Mill Brook Ct	50	Application submitted to Keycodes for EV charging station
100 Commerce		New PC submission
100 Barrall		Issued permit for solar panels
218 Trisha		Issued CO for completed project (solar)
47 Mill Brook Ct	195	Issued permit for EV charging station
460 Chief Tatamy	100	Deny fence permit; on property line and within an easement
200 Main St		Issued permit for new pizza shop
218 Trisha	115	Issued permit for a 8x14 shed in rear yard
575 Chief Tatamy	150	Issued permit for concrete patio (404 sq.ft.)

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BOROUGH ADMINISTRATION REPORTS

- a) Brien Kocher Borough Engineer gave the Engineer Report.
 - Tatamy Farms Close-Out- No updates.
 - i. Final Wearing Course
 - ii. Storm Sewer
 - Tatamy Trail – Two Rivers Phase I- still in progress
 - i. DEP Permit
- b) Michael Lester gave the Sewer Authority Report. 10 residents received shut off letters and only 2 residents were shut off. There will be a rate increase in the future. A new shut off policy is being worked on for 2024.
- c) Peter Layman gave the Borough Solicitor Report. He is in the process of writing a contract for the Sewer Authority Load for the LSA Grant Funding.
- d) Public Works Supervisor Ryan McGinley gave the Borough Public Works Report. He spoke with the engineers at Braden Park about the drainage to figure out something that can be a temperature fix till a permanent fix.
- e) Borough Manager Saginario gave the Borough Manager Report.
- f) Borough Manager Saginario gave the Treasury & Financial Reports.

TREASURER'S REPORT		
Balance of General Fund as of:	29-Jun-23	\$ 537,855.24
Deposits:	29 June - 31 July 2023	\$ 31,562.62
Disbursements:	29 June - 31 July 2023	\$ 100,409.67
Ending Balance w/ Transactions, as of	31-Jul-23	\$ 469,008.19
	Bank Balances: (Available)	
<u>Fidelity Bank</u>	<u>As of 28 June</u>	
Broad Street Paving Fund	\$ 88,905.85	
Building Fund	\$ 6,324.00	
General Fund Checking	\$ 469,008.19	
General Fund Savings	\$ 38,075.27	
Highway Aid	\$ 30,915.28	
Operating Reserve	\$ 32,713.76	
Police Vehicle / Equipment Fund	\$ 7,954.39	
Recreation Fund	\$ 185,010.93	
Refuse	\$ 112,929.44	
Relief Fund - Borough Residents	\$ 8,559.40	
Street Paving Fund	\$ 33,242.96	
Tatamy Grant Funds	\$ 8.34	
Truck / Equipment Fund	\$ 3,085.17	
Escrow Disbursement Account	\$ 1,457.19	
Escrow Master Account	\$ 5,000.11	
Escrow Account, Non-Developers	\$ 4,000.13	
The total balance of all funds for the Borough	\$ 1,027,190.41	

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Refuse Delinquents 2018 - 2022	\$	12,634.30
Refuse Delinquents 2023	\$	39,058.17
Refuse Total Delinquents	\$	51,692.47

Council Pro-Tempore Dewey makes a motion to ratify paid monthly bills & to pay bills as funds are available through 5 September 2023. Councilman Wagner seconds this motion. Motion passes unanimously.

TATAMY PLANNING COMMISSION

- a) Planning Commission Report
 - a. The July meeting was cancelled due to lack of business.

PRESIDENT'S CORRESPONDENCE

None

NEW BUSINESS

- a) Chrin Commerce Centre Close-Out- representatives from Chrin and the Borough Engineer were present at the meeting to answer any questions or concerns for the Chrin Commerce Centre Close out.
 - Maintenance Period – Agreement- tabled this topic to keep discussing.
 - Council Pro-Tempore makes a motion for Solicitor to Draft a Deed of Dedication Request of Commerce Lane / As Built Plans. Councilman Frey seconds this motion. Motion passes unanimously.
 - Councilman Wagner makes a motion to accept the NPDES Permit – Indemnification Agreement. Vice-President seconds this motion. Motion passes unanimously.
 - Councilman Frey makes a motion to Reduce LOC to \$99, 010.00 & Extend 18 months for Maintenance Period. Council Pro-Tempore Dewey seconds this motion. Motion passes unanimously.
- b) Braden Park Annexation- Have a public hearing with Forks Township on August 24th, 2023, at 7PM.
- c) Vice-President Pearson makes a motion to approve the NAZCOG Multi-Municipal Comprehensive Plan Implementation Agreement. Council Pro-tempore Dewey seconds this motion. Motion passes unanimously.
- d) Borough Manager Saginario reviews the Informational.
 - Whitetail Call Log – June & July
 - Reality Transfer Tax Distribution – June Detail
 - MCT2 Holdings SALDO Improvements Maintenance & Security Agreement
 - MCT2 Holdings Declaration of Covenant Agreement

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RESOLUTIONS

Vice-President makes a motion for Resolution 2023-009 A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA, TO IN SUPPORT OF SENATE BILL 1340 AND HOUSE BILL 1272, ENABLING ALL MUNICIPAL POLICE TO USE THE SAME MOTOR VEHICLE SPEED TIMING EQUIPMENT AS THE PENNSYLVANIA STATE POLICE. Councilman Frey seconds this motion. Motion passes unanimously.

ORDINANCES

Council Pro-Tempore Dewey makes a motion to adopt Ordinance Amendment, Title XV: Land Usage, Chapter 155 – Zoning ARTICLE IV, Section 403.5(c) – Fences AN ORDINANCE OF THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA, AMENDING ZONING ORDINANCE, ARTICLE IV, SECTION 403.5(c): FENCES PROVIDING FOR REGULATIONS AND PROCEDURES. Vice-President Pearson seconds this motion.

Aye- President Hayes, Vice-President Pearson, Council Pro-Tempore Dewey, and Councilman Frey.

Nay- Councilman Wagner.

Motion carries by 4-1

Vice-President Pearson makes a motion to adopt ORDINANCE NO. 300-2023. AN ORDINANCE OF THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA, AMENDING ORDINANCE 236-2008, PROVIDING FOR REGULATIONS AND LICENSING TRANSIENT RETAIL BUSINESS AND PRESCRIBING PENALTIES FOR VIOLATION. Councilman Frey seconds this motion.

Ays-President Hayes, Vice-President Pearson, Councilman Wagner, and Councilman Frey.

Nay- Council Pro-Tempore Dewey

Motion carries by 4-1

Council Vice-President Pearson makes a motion to advertise ORDINANCE NO. 301.2023. AN ORDINANCE GIVING THE AUTHORIZATION TO CHARGE FEES; FEES SET, PERTAINING TO THE ELECTED TAX COLLECTOR OF THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, COMMONWEALTH OF PENNSYLVANIA. Councilman Wagner seconds this motion. Motion passes unanimously.

CORRESPONDENCE FORWARDED TO COUNCIL BY EMAIL

Draft 2022 Financial Audit Finding

CURRENT SUBDIVISION / LAND DEVELOPMENT TIME LIMIT EXTENSIONS

None

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

The next Council Meeting will be held on Tuesday, 5 September 2023, 7:00 PM

ADJOURNMENT

Council President Hayes adjourns the meeting at 9:06PM.

Respectfully submitted,

Mark Saginario, Borough Manager