

BOROUGH OF TATAMY COUNCIL MEETING

Monday, 7 February 2022
7:30 PM
Llantrisant Retreat & Wellness Center
336 Bushkill Street
Tatamy, PA 18085



TATAMY BOROUGH COUNCIL MEETING MINUTES MONDAY FEBRUARY 7, 2022 AT 7:32 P.M.

The regular meeting of the Tatamy Borough Council was held Monday, February 8th, 2022 at Llantrisant Retreat and Wellness Center 336 Bushkill Street Tatamy, PA. The meeting was called to order at 7:32 p.m. by Council President Robert Hayes.

ROLL CALL

The following Council members were present at the meeting: Robert Hayes, Pamela Pearson, Daniel Dewey, Kristine Porter, Robert Wagner, Frank Young, and Timothy Frey. Also present were Mayor James Pallante, Abigail Miller, Jr. Council member, Peter Layman, Solicitor, Mark Saginario, Borough Manager, Brianne Knapp, Borough Administrator, Keith Snyder, Chief of Police, and Ryan McGinley, Public Works Supervisor. Brien Kocher, Borough Engineer, and John Soloe, Zoning Officer, were excused. Citizens Melissa Davis, Rudy Miller, and Stephen Riegel were present.

READING, AMENDING & APPROVAL OF AGENDA

Pam Pearson made a conditional motion to approve the agenda with an addition under in progress business to discuss Kristine Porter's newsletter update. Daniel Dewey seconded the conditional motion. Motion approved unanimously.

COURTESY OF THE FLOOR

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

APPROVAL OF COUNCIL MEETING MINUTES

Kristine Porter makes a motion to approve the January 3rd 2022 and January 10th 2022 meeting minutes. Pam Pearson seconds this motion. Motion is approved unanimously.

APPOINTED COUNCIL MEMBER COMMITTEE REPORTS & REPORT OF ELECTED OFFICIALS (8/23)

a) Finance Committee

Pamela Pearson gave the Finance Committee report. The Finance Committee met last Wednesday, February 2nd. The following topics were discussed:

- January reports
- Updates on grants
- 2021 Audit engagement letter
- Liquid fuels audit
- .gov domain, application was submitted
- Additional trash containers from Whitetail
- Treasurer's audit
- Portnoff

- b) Capital Improvement Committee
Pamela Pearson gave the report. The Capital Improvement Committee met on January 20th. The following topics were discussed:
- Open grants
 - LSA 2020 reimbursable grant submitted, and payment was received
 - Another reimbursable LSA grant is in progress in the office
- c) HR Committee
Robert Hayes gave the report. The following topics were discussed:
- New hires
 - Ryan still looking for Public Works employee
 - Reorganization of committees.
- A discussion ensues about the reorganization of committees.
- d) Public Works Committee
Ryan McGinley gave the Public Works report. There was nothing to report at this time.
- e) Public Safety Committee
Daniel Dewey gave the report. Discussed the need for planning the fireworks display. Terry Cressman was invited to February's meeting.
- f) Workplace Safety Committee
Mark Saginario gave the report. Walkthroughs were scheduled throughout the Spring. Online training will be scheduled for April.

MAYOR'S COMMENTS & REPORT

- a) Jim Pallante, Mayor
- Mayor's report:
 - Attended the Nazareth COG meeting. There was a LVPC meeting on coordinated zoning.
 - Sat in on the Liquid Fuels training in the office
 - Police Report:
 - Chief Keith Snyder gave the police report
 - In 2021 there were:
 - 738 traffic stops
 - 49 drug arrests
 - 17 DUI's
 - The seizure of 5 firearms
 - 1 pair of brass knuckles
 - 1 spring loaded switchblade
 - The seizure of \$6,557.00
 - The arrest of 26 fugitives that had outstanding warrants
 - On 1/28/2022 we emptied the NCDTB container which had 44 lbs of prescription drugs in it which is weighed by the NC Sheriff's Department. Since the inception of the program in November of 2016 we have discarded 177 lbs
 - We have mandatory training this month through MPOETC
 - Officer Castelletti has completed his F.T.O. training and is out on his own. He is doing very well.

PUBLIC SAFETY REPORTS

- a) Fire Company Report
 - 15 daily activities and 193.31 total man hours
 - For January: Station 22 responded to 2 incidents
 - The full Fire Company report is filed in the Borough Office

BOROUGH ADMINISTRATION REPORTS

Sewer Authority Report

Stephen Riegel gave the report as Michael Lester was not able to make the meeting. The following topics were discussed at the Easton Sewer Authority meeting:

- Ongoing repairs on sewage systems
- Stockertown hooked up to our sewer system
- Flushable rags continue to be an issue

The following topics were discussed at the Tatamy Sewer Authority meeting:

- Melissa Davis was approved as a board member 4-0 vote
- Pam Pearson made a motion to appoint Melissa Davis to the Tatamy Borough Sewer Authority. Daniel Dewey seconded this motion. Motion approved unanimously.
- Reorganization
- Repairs on manhole covers
- Making progress on delinquent accounts
- A discussion ensues about if the Sewer Authority is able to give a loan out to the Tatamy Fire Company.
- Robert Hayes asks a question about the repairs on manhole covers

Borough Solicitor Report

Peter Layman gave the report.

He didn't receive any board of view requests from Equipto for the condemnation of land

Borough Manager Report

Mark Saginario gave the report

- Refuse billing has been mailed out
 - The office had some issues with rental bills
- Copier lease with Stratix
- The office would like to get rid of Norton and go with what our IT service provides
- Portnoff
- 2021 taxes were submitted

Treasury Report

Mark Saginario gave the treasurer's report:

Balance of General Fund as of 1/1/22	\$79,788.00
Deposits: 1/1/22-1/31/22	\$83,292.22
Disbursements: 1/1/22-1/31/22	\$74,377.79
TOTAL	\$88,906.24

Bank Balances: Fidelity Bank as of 1/31/2022

Checking	\$88,906.24
Savings	\$33,191.70
Refuse	\$60,096.13
Highway Aid	\$20,351.90
Operating Reserve	\$505.43
Recreation Fund	\$202,395.09
All other Accounts	\$115,897.26

Building, Grant, Paving, Police Vehicle, Relief, Truck/ Equipment

The total balance of all funds for the Borough \$521,343.70

Escrow \$12,201.44

TATAMY PLANNING COMMISSION

Planning Commission Report

- a. January's meeting was cancelled due to lack of business.
- b. Mark Saginario suggested while there is no upcoming business for the Planning Commission, we could utilize this time for Ordinance review

NEW BUSINESS

- Frank Young made a motion ratifying paid monthly bills & to pay the bills as funds are available through 7 March 2022. Robert Wagner seconded this motion. Motion approved unanimously.
- Email from Mayor Pallante notifying Council his intention to perform Marriage Ceremonies.
- Resident request to cancel Refuse Service – turned down by Council
- Daniel Dewey made a motion to void late charges for Delinquent Property Tax for a resident. Timothy Frey seconded the motion. Motion passed unanimously.
- Informational Letter from Keystone Collections, renewal of TCC contract.
- Informational Letter from PSAB, nomination of Officers.
- Informational Letters, Consolidated Storage DEP Violations
- Informational report for MS-695 (Liquid Fuels)
- Borough Easter Egg Hunt. This is typically held the Saturday before Palm Sunday. Ryan McGinley inquires if Council would like a public works employee to work this event.

- New Grants being researched.
 - a. Statewide LSA
 - b. DCNR 2022
 - c. Environmental, American Water
 - d. PCCD

IN PROGRESS BUSINESS

A discussion ensues about fees for extra trash cans. Daniel Dewey makes a motion to implement an \$85 one-time fee for the price of the can and a \$20 administrative fee per billing cycle. Frank Young seconds this motion. Motion approved unanimously.

CAPITAL IMPROVEMENT PROJECTS

There will be a meeting with the office, Ryan McGinley, and Jason Smith from Hanover Engineering on February 16th for MS4. Jason will attend the March Council Meeting.

MOTIONS / ACTION ITEMS

A discussion about Ryan McGinley and Tyler Corter attending the Public Works Expo from 24-27 of April 2022. Council decided that there is no need to make a motion to approve this as it should be under \$500 and is budgeted for.

CORRESPONDENCE FORWARDED TO COUNCIL BY EMAIL

Curt Scott sent an email to the office staff to make them aware of FIN7 Cybercrime information.

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

The next Council Meeting is 7 March 2022.

Timothy Frey suggests looking into new providers for insurance so that it could be condensed into one provider. He has a suggestion for who we could go with and will forward the information to Manager Saginario

ADJOURNMENT

A motion was made by Frank Young, seconded by Daniel Dewey to adjourn the meeting at 9:13 pm. Robert Hayes adjourned the meeting.

Respectfully submitted,

Mark Saginario, Borough Manager