

# BOROUGH OF TATAMY COUNCIL MEETING

Monday, 9 January 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)**

➤ Personnel

#### **CALL TO ORDER**

Council President Robert Hayes call the meeting to order at 7:03PM.

#### **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, Councilwoman Kristine Porter, Councilman Robert Wagner, Councilman Timothy Frey, and Junior Councilwoman Abigail Miller. The following Borough Administration were present at this meeting: Borough Manager Mark Saginario, Borough Administrator Kellie Nolder, and Borough Solicitor Peter Layman. Councilman Frank Young was absent from this meeting. Police Chief Keith Snyder, Public Works Supervisor Ryan McGinley, Borough Engineer Brien Kocher, Zoning Officer Suzanne Borzak, and Police Officer Brent Castelletti were all present at the meeting. The following residents were present at this meeting: Shanea Burry, Michael Lester, Rudi Miller, and Melissa Davis.

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

Vice-President Pearson makes a motion to approve the amended agenda. Pro-Tempore Dewey seconds this motion. The motion passes unanimously.

#### **COURTESY OF THE FLOOR**

Nothing at this time.

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

Councilman Frey makes a motion to approve the December 5<sup>th</sup>, 2022, meeting minutes. Councilman Wagner seconds this motion. The motion passes unanimously.

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

- a) Chairwomen Pearson gives the Personnel, Finance & Admin. Committee report. The following topics were reviewed the December Financial, treasury and Tax report. Also went over the refuse accounts. Sent out one last letter to residents that still have a refuse balance and the Borough office did receive some payments before going to collections.
- b) Parks & Recreation Committee did not meet in December.
- c) Public Safety Committee did not meet in December.
- d) Public Works & Facilities Committee did not meet in December.
- e) Chairwomen Porter gives the Community & economic Development Committee report. The following topics were discussed were the Spring Craft Fair on May 6<sup>th</sup> with a rain date of May 13<sup>th</sup> in the field on Broad Street. Also discussed a Tatamy Swag Fundraiser, more

information is to come. The committee reviewed the comments from LVPC on the chicken ordinance. The next meeting is January 18<sup>th</sup>, 2023.

- f) Environmental Steering Committee did not have a meeting in December.
- g) Manager Saginario gives the Workplace Safety Committee report. The following was discussed that there were no accidents within the Borough office, Police Station, or the Public Works Employees. The Borough office will have their annual training in March for the Workers Comp discount.
- h) Nazareth Council of Governments did not have a meeting in December.
- i) Didn't have anyone take the floor for Elected Official open floor.

#### **MAYOR'S COMMENTS & REPORT**

- a) The Mayor expressed his concerns to be aware of spam emails.

#### **PUBLIC SAFETY REPORTS**

- a) Chief Snyder gave the Police Report. Chief informed the council more in-depth information about CODY and the is changing to PATHFINDER. The police department is very eager to start with the program.
- 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 Borzek did not have any Report on the Zoning Report since she just started January 1, 2023. Suzanne spoke about how she performs her job and wanted to introduce herself to the Council.

#### **BOROUGH ADMINISTRATION REPORTS**

- a) Brien Kocher gave the Engineering Report. Brien updated Council on Tatamy Farms Final Wearing Course Installation, Tuskes did start paving some of the Streets. As long as it above 40 degrees and rising. There is no updates on Chrin Commerce Centre Close-out. Tatamy Farms Lot 1 Minor Subdivision will be approved soon, will keep the Borough office updated on when.
- b) Michael Lester gave the Sewer Authority Report. The annual report increased 21%. The Committee did not meet since the information was given, will discuss how much the Sewer bill will increase. The Sewer Authority does offer a water usage meter for Tatamy residents when filling a pool or for when using a lot water for a short time.
- c) Peter Layman gave the Borough Solicitor Report. Peter suggested that we open an Escrow account to pay the 15,000 from Carson Development for Steckel Heir agreement. Peter intends to file Mammina, LLC Commendation easement file next week.
- d) Ryan McGinley gave the Public Works report. Ryan informed the Council of the updates going on at the municipal building, with the second-floor bathroom redo, painting of the lobby and post office and updating some plumbing. The hardwood floors are getting refinished the weekend of January 14<sup>th</sup>, 15<sup>th</sup>, and 16<sup>th</sup>.
- e) Mark A. Saginario gave the Borough Manager report. The year ended very well, making 2023 looking very good and promising. The office is holding off on sending out the refuse bills till the end of January or beginning of February so we can look more into saving some money for the residents on the bill. Will give more information when the numbers are run.
- f) Mark A. Saginario gave the treasury Report.

<b><u>TREASURER'S REPORT</u></b>		
Balance of General Fund as of 11/30/2022	\$	284,068.20
Deposits: 12/1/22-12/31/22	\$	32,425.57
Disbursements: 12/1/22-12/31/22	\$	78,729.13
TOTAL w/ TRANSACTIONS	\$	237,764.64
Bank Balances: (Available)	Fidelity Bank as of 12/31/2022	
Broad Street Paving Fund	\$	88,853.97
Building Fund	\$	1,194.66
Escrow Disbursement Account	\$	0.15
Escrow Master Account	\$	10,228.85
General Fund Checking	\$	237,764.64
General Fund Savings	\$	37,928.81
Highway Aid	\$	18,989.23
Operating Reserve	\$	65,047.17
Police Vehicle Fund	\$	7,508.60
Recreation Fund	\$	198,066.82
Refuse	\$	52,386.86
Relief Fund - Borough Residents	\$	8,542.27
Street Paving Fund	\$	12,689.66
Tatamy Grant Funds	\$	8.34
Truck Fund	\$	0.19
The total balance of all funds for the Borough	\$	739,210.22

(Pending Transaction of (\$360.29))

Pam Pearson make a motion to ratify paid monthly bills and to pay bills as funds are available through February 6<sup>th</sup>, 2023. Councilman Frey seconds. The motion passes unanimously.

#### **TATAMY PLANNING COMMISSION**

The December meeting was cancelled.

#### **PRESIDENT'S CORRESPONDENCE**

President Hayes reports Pocono Wildlife rehab and solicitation from engineers and architects for the borough for the correspondences.

#### **NEW BUSINESS**

- a) Pro-tempore Dewey makes a motion to appoint Melissa Davis to the Tatamy Planning Commission for a three-year term. Councilman Frey seconds the motion. The motion passes unanimously.
- b) Vice-President Pearson makes a motion to appoint Melissa Davis to the Tatamy Sewer Authority for a four-year term. Councilwoman Porter second the motion. The motion passes unanimously.
- c) Councilman Wagner makes a motion to acknowledge of Planning Commission Resignation of Mark Cloeren. Councilman Frey second the motion. The motion passes unanimously.

- d) Vice- President Pearson makes a motion to acknowledge Officer Keiser’s resignation as a Full-time Police Officer with Tatamy Police Department. Pro-Tempore Dewey seconds the motion. The motion passes unanimously.
- e) Councilman Frey makes a motion to acknowledge Officer Castelletti as a Full-Time Police Officer with Tatamy Police Department. Councilman Wagner second the motion. The motion passes unanimously.
- f) Vice-President Pearson makes a motion to approve the release of \$15,000 paid from Carson Development for Steckel Heir Agreement. Pro-Tempore Dewey second the motion. The motion passes unanimously.
- g) Peter Layman explains the annexation of territory to Braden Park through Act 41 of 2022.
- h) Chief Snyder updated the Council on the CODY upgrade to PATHFINDER (RMS) Beta Participation. PATHFINDER is more user friendly and it is a discounted price because we are piggybacking onto Bushkill Township. The police department is going to the Cloud by February 1<sup>st</sup>, 2023. Vice-President Pearson makes a motion to upgrade CODY to PATHFINDER. Councilman Wagner second the motion. The motion passes unanimously.
- i) Mark A. Saginario explained the office relocation phase II with council. Painting of the Lobby, Post-Office, and the stairwell. Then Phase III are being looked into getting rugs from Home Depot.

**IN PROGRESS BUSINESS**

- a) Whitetail did not send us an updated Disposal Call Log for this month.
- b) Councilwoman Porter gives the Newsletter update. Councilwoman Porter is going to interview Ryan McGinley from Public Works, Michael Lester from the Sewer Authority and Suzanne Borzak about Zoning. She is also going to put the information on the Chicken Ordinance.
- c) Manager Saginario gives an update on each open grant applications.
  - a. 2021 Monroe LSA & 2021 NorCo LSA Projects are in committee.
  - b. 2022 Statewide LSA, PW’s Truck is in progress.
  - c. Livable Landscapes Grant Application is submitted.
  - d. NorCo Public Safety Grant Awarded for 3100.00 Dollars for bullet proof vests for the Police Department.
- d) Manager Saginario give updates on the IT Service. The police Department is still being worked on, then after the committee is getting passwords changes.
- e) Refinishing of Municipal Building lobby Floors is taking place on January 14<sup>th</sup>, 15<sup>th</sup>, and 16<sup>th</sup>.
- f) Between Public Works, Administration, Engineering and Legal the Tatamy Farms Final Wearing Course Installation is being closely monitored of the inspections and hauling if needed per the weather conditions.
- g) Currently Tabled Topics  
No updates.

**CAPITAL IMPROVEMENT PROJECTS**

No updates on the Roads, MS4, and Facilities and parks.

**RESOLUTIONS**

None

## **ORDINANCES**

- a) Councilman Frey makes a motion for the ORDINANCE NO. 293-2022. Vice-President Pearson seconds the motion. The motion passes unanimously.

➤ AN ORDINANCE OF THE COUNCIL OF THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA, PA PERMITTING THE KEEPING OF BACKYARD CHICKENS IN RESIDENTIAL AREAS IN LIMITED QUANTITIES AND UNDER CERTAIN CONDITIONS BY AMENDING ZONING ORDINANCE ARTICLE IV; SECTION 403-9-D.

- b) Councilwoman Porter makes a motion to advertise ORDINANCE NO. 295-2023. Vice-President Pearson second the motion. The motion passes unanimously.

➤ 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".

## **ADDITIONAL MOTIONS / ACTION ITEMS**

Vice-President Pearson makes a motion to authorize the contract execution for CODY Pathfinder Licensed Software Transition Fee in the amount of \$5,450.00. Councilman Wagner second the motion. The motion passes unanimously.

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

None

## **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 February 2023, 7:00 PM

## **ADJOURNMENT**

Pro-Tempore Dewey makes a motion to adjourn at 8:23PM. Councilman Frey seconds the motion. Having no further business, Robert Hayes adjourns the meeting.

