

BOROUGH OF TATAMY COUNCIL MEETING MINUTES

Monday, 3rd August 2026

7:00 PM Regular Mtg.

Llantrisant Retreat & Wellness Center 336

Bushkill Street

Tatamy, PA 18085



Regular Monthly Council Meeting Minutes

CALL TO ORDER

Council Vice-President Pearson calls the meeting to order at 7:01PM.

Roll Call

The following Council Member were present at the meeting: Mayor James Pallante, Council Vice-President Pamela Pearson, Council Pro-Tempore Rob Wagner, Councilman Michael Lester, Councilwoman Deb Frace (arrived at 7:08pm), Councilman Nicholas Fisher, and Councilwoman Holly Pierfy. The following Borough Administration were present at the meeting: Borough Manager Mark Saginario, Borough Administrator Kellie Nolder, Borough Solicitor Peter Layman, and Police Chief Keith Snyder. The following were excused from the meeting: Council President Bob Hayes, PW Crew Leader Greg Dilliard, Borough Engineer Brien Kocher, and Zoning/Code Enforcement Officer Jim Macort. Representatives were present from Suburban EMS at the meeting.

READING, AMENDING & APPROVAL OF AGENDA

Council Pro-Temp Wagner makes a motion to approve/amend 3rd August 2026 Agenda. Councilman Fisher seconds this motion. Motion passes unanimously.

COURTESY OF THE FLOOR

None.

APPROVAL OF COUNCIL MEETING MINUTES

Councilman Lester makes a motion to approve 6th July 2026 Regular Council Meeting. Councilwoman Pierfy seconds this motion. Motion passes unanimously.

APPOINTED COUNCIL MEMBER COMMITTEE REPORTS & REPORT OF ELECTED OFFICIALS

- a) Pamela Pearson, Chairwoman gave the Personnel, Finance & Admin. Committee report. The following topics were discussed at the meeting: July financial reports, EIT revenue, 2025 financial audit updates, PMRS actuary report, Grant updates, Mulch remediation funding, and ordinance updates. The next meeting is on Wednesday September 2nd, 2026.
- b) Michael Lester, Chairman gave the Parks & Recreation Committee report. The next meeting is on August 10th, 2026.
- c) Borough Manager Saginario gave the Public Safety Committee report. The following topics were discussed: Police Department reported, Parking on Green Street, Fire Department easement/property, and door for PD and keyless entry. The next meeting is on Thursday August 20th, 2026.
- d) Public Works & Facilities were canceled this month. The next meeting is on August 12th, 2026.
- e) Community & Economic Development Committee was canceled this month. The next meeting is on August 19th, 2026.
- f) Environmental Steering Committee was canceled this month. The next meeting is on August 13th, 2026.
- g) Manager Saginario, Chairman gave the Workplace Safety Committee report. The following topics were discussed: Police Department had no incidents, PW did have an accident, Borough Office did not have any incidents. The next meeting is on August 27th, 2026.
- h) Nazareth Council of Governments Manager Saginario, Representative
- i) Elected Official Open Floor – Councilwoman Pierfy read a statement from a resident that regarding the increase of the drag racing activity in Palmer right outside the Borough.

REGULAR MONTHLY COUNCIL MEETING MINUTES

MAYOR'S COMMENTS & REPORT

- a) Jim Pallante, Mayor – None

PUBLIC SAFETY REPORTS

- a) PD Chief Snyder gave the Police Report. Chief Snyder gave the report for the Police Department. The Department conducted 34 traffic stops that resulted in 12 citations, 20 verbal and 2 written warnings and assisted with 10 BLS/ALS ambulance calls. National Night Out is on August 4th from 6-8PM outside the Municipal Building.
 - Monthly PD Activity Report
 - PD PT-1 Officer hire Update
- b) FD Chief McDonald was not present at the meeting to give the Fire Company Report. Council Vice-President Pearson gave the report.
- c) Don Dereamus was not present at the meeting to give the EMC.
- d) Jim Macort, Zoning Officer, was not present at the meeting to give the Zoning & Code Officer Report. Borough Manager Saginario gave the report.

7-7-2026 (1.5 hr)

620 Prospect Street-roof approved

570 Empire-New SFD review-need further information. 526 Broad St-roof approved-Sent to Base

7-10-26 (3.0 hr)

570 Empire-rereviewed submission with additional information. approved. 200 Main St-USE-approved

Drove through Borough with Manager to discuss concerns and any potential and ongoing iss

7-17-26 (2.5 hr)

Reviewed 164 Bushkill St-ok to issue

500 Chief Tatamy-shed permit-need more information. 768 Main St-Sent to Base Eng.

150 Burrell St-stopped and spoke with homeowner, he will get rid of the grass mats in 30 day still using them in the back yard to reseed and fertilize yard that was replaced.

7-21-26 (1.5 hr)

146 Bushkill St-issued permit/C/O 500 Chief Tatamy-shed-approved

530 Broad St-roof-approved.

7-31-26 (2.0 hrs)

309 Mill Race-permitted-invoiced

206 High St-permitted-invoiced-At Base Eng. 406 Broad St-Approved

ADA parking spot

768 Main St-processed permit-back from Base-ready for pick up 526 Broad-Finalized permit.

REGULAR MONTHLY COUNCIL MEETING MINUTES

BOROUGH ADMINISTRATION REPORTS

- a) Brien Kocher, Engineer was not present at the meeting. Borough Manager Saginario gave the Borough Engineer Report.
 - Open Items
 - 1) Myers Power (New Point Hills) – working on the last few things to get the CO with Keycodes.
 - i. Land Development, Updates
 - 2) Tatamy Farms II- no updates.
 - i. Dedication / Maintenance & Improvements Periods, Updates
 - 3) Tatamy Trail – Two Rivers Phase I, Updates- waiting on Northampton County to inspect.
 - i. Braden Park Trailhead Connectivity Final Release
 - 4) Village Hobson Square, Updates- Tuskes turned in a few permits.
 - i. Developer's / Maintenance Agreement, Updates
 - ii. HOA Declarations, Updates
 - 5) Chrin Commerce Centre SALDO, SE Lot 2 – no updates.
 - i. Draft Preliminary Approval Conditions, Updates
- b) Michael Lester, Chairman gave the Sewer Authority Report. Sewer Authority sent out 16 Shut offs for this quarter, 3 residents did not pay.
- c) Peter Layman, Esquire gave the Borough Solicitor Report. Village at Hobson Square HOA Declarations said his comments on the topic.
- d) Mark A. Saginario gave the Borough Public Works & Facilities Report. PW is cutting grass two to three days a week. The department finished the Metz Park shade structure. Will start the next two parks in the next couple of weeks.
- e) Mark A. Saginario gave the Borough Manager Report. Council had no questions on the report.

REGULAR MONTHLY COUNCIL MEETING MINUTES

f) Mark A. Saginario gave the Treasury & Financial Reports.

TREASURER'S REPORT - JULY 2026

Beginning Balance of General Fund as of:	<u>30-Jun-26</u>	\$	635,295.99
Deposits:	30 JUNE 2026 - 29 JULY 2026	\$	36,411.90
Disbursements:	30 JUNE 2026 - 29 JULY 2026	\$	100,066.32
Ending Balance w/ Transactions, as of	<u>29-Jul-26</u>	\$	571,641.57

Bank Balances: (Available)

<u>Fidelity Bank - Borough Funds</u>	<u>As of 29 JULY</u>
Broad Street Paving Fund	\$ 89,546.02
General Fund Checking	\$ 571,641.57
Operating Reserve	\$ 22,370.19
Building Fund	\$ 5,840.37
Police Vehicle / Equipment Fund	\$ 2,990.26
Street Paving Fund	\$ 33,731.40
Truck / Equipment Fund	\$ 33,716.22
Highway Aid	\$ 36,260.50
Refuse	\$ 102,204.76
Recreation Fund	\$ 54,083.39
Tatamy Grant Funds	\$ 8,733.27
Relief Fund - Borough Residents	\$ 7,808.51
General Fund Savings	\$ 38,921.22
Fire/EMS Tax	\$ 4,530.78
Total Balance of Borough Operating Funds	\$ 1,007,847.68

Fidelity Bank - Escrow Accounts

Escrow Master Account - Tatamy Borough	\$ 0.14
Escrow Disbursement Account	\$ 35.00
Escrow Account, Non-Developers	\$ 3,502.00
Sub - Chrin of Delaware xxx4218	\$ 2,500.61
Sub - North St. Real-Estate xxx4221	\$ 118.47
Sub - TMC Management Corp xxx4224	\$ 4,164.77
Sub - Carson Commerce Lane xxx6687	\$ 364.16
Sub - Newport Hill LLC xxx0230	\$ 7,007.16
Sub - Charles Chrin Real Estate Trus xxx0388	\$ 3,601.03
Sub - Tatamy Farms LLC xxx1093	\$ 17,422.28
Total Balance of Borough Escrow Funds	\$ 38,715.62

Fidelity Bank CD Acct. 2026 (12 Month)	\$ 53,716.30
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Total Balance of Borough CD Funds	\$ 53,716.30
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Total Balance of Borough Funds	\$ 1,100,279.60
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Tatamy Borough Delinquent Accounts

Refuse Delinquents 2018 - 2025	\$ 15,180.42
Refuse Delinquents 2026	\$ 4,665.42
Total Delinquent Refuse	\$ 19,845.84

Interim & Real-Estate Tax Delinquents 2023	\$ -
Interim & Real-Estate Tax Delinquents - 2024	\$ 64.78
Real-Estate Tax Delinquents 2025	\$ 5,688.90
Interim Real-Estate Tax Delinquents 2025	\$ 70.09
Real-Estate Tax Total Delinquents	\$ 5,823.77
Total Borough Delinquent Accounts	\$ 25,669.61

*All Accounts Interest Bearing

Councilwoman Frace makes a motion to ratify paid monthly bills & to pay bills & operating expenses as funds are available through 8th September 2026. Councilman Fisher seconds this motion. Motion passes unanimously.

REGULAR MONTHLY COUNCIL MEETING MINUTES

TATAMY PLANNING COMMISSION

- a) Planning Commission Report
- No Meeting Held

Tim Frey, Chairman

PRESIDENT'S CORRESPONDENCE

None

CURRENT BUSINESS

- a) Suburban EMS Presentation / Funding Request –

Employees from Suburban EMS came to the meeting to give a presentation with Council. Council asked a couple of questions and asked for the company to come back to the Personnel, Finance & Admin Meeting in September to go over it more in depth. The Council also asked to have a meet and greet with the residents for them to come and ask questions and understand the updates.

- b) Security Reduction Request, Village at Hobson Square

Borough Manager Saginario discussed the security reduction request for Village at Hobson Square with the Council.

- c) 2025 Financial Audit Draft-

The auditor will be at the next Personnel, Finance & Admin meeting to discuss the audit draft in depth.

- d) PMRS Actuary Report & Recommendation – Civil Service-

The Council discussed the PMRS Actuary – civil service and recommended that the office revisits this in the future due to the cost.

- e) Grant Application Updates-

The Council had an open discussion on the grant application, all the resolutions were motioned.

- f) Metz Park Mulch Remediation Funding Request

Borough Manager Saginario discussed the Metz Park Mulch remediation funding request. Borough Manager Saginario discussed with the Council the plan to fix the mulch problem and what is needed throughout the process.

- g) Informational (No Action Required) – Council Vice-President Pearson discussed the information with Council.

- 1) Whitetail Call Log, July (No Report)
- 2) Realty Transfer Detail Report, April & May 2026
- 3) Portnoff Delinquent, July 2026 (No Report)
- 4) EIT Revenue Update
- 5) Whitetail Disposal Bid Acceptance Letter
- 6) HB 308 Update Manager Memo
- 7) Manager's Compliant Response
- 8) Bank of America LOC Rejection Memo

ORDINANCES

None

RESOLUTIONS

Councilwoman Frace makes a motion to approve Resolution 2026-018; A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA, FORMALLY CEMENTING AND RECORDING PRIOR BOROUGH COUNCIL APPROVAL PURSUANT TO ORDINANCE NO. 284-2021, SECTION 5, SUBSECTIONS B(2) AND B(11) REGARDING BOROUGH MANAGER AUTHORITY FOR PERSONNEL MATTERS AND CONTRACTUAL AGREEMENTS.

Councilwoman Pierfy seconds this motion. Motion passes unanimously.

Councilwoman Pierfy makes a motion to approve Resolution 2026-019; A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA, AUTHORIZING AN UNBUDGETED EXPENDITURE AND REMEDIATION PLAN FOR PLAYGROUND SAFETY SURFACING AND WEED MITIGATION AT MARK A. METZ MEMORIAL PARK.

Councilman Fisher seconds this motion. Motion passes unanimously.

Councilwoman Pierfy makes a motion to approve Resolution 2026-020; A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA, AUTHORIZING THE BOROUGH MANAGER TO APPLY FOR, EXECUTE, AND ADMINISTER A GRANT APPLICATION UNDER THE NORTHAMPTON COUNTY PUBLIC SAFETY GRANT PROGRAM FOR MAIN STREET TRAFFIC CALMING INFRASTRUCTURE; AUTHORIZING THE COMMITMENT OF MUNICIPAL MATCHING FUNDS; AND DESIGNATING ADMINISTRATIVE AND EXECUTION AUTHORITY.

Councilwoman Frace seconds this motion. Motion passes unanimously.

Councilman Lester makes a motion to approve Resolution 2026-021; A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH

REGULAR MONTHLY COUNCIL MEETING MINUTES

OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA, FORMALLY REQUESTING A NORTHAMPTON/LEHIGH COUNTY LOCAL SHARE ACCOUNT (LSA) GRANT FROM THE COMMONWEALTH FINANCING AUTHORITY IN THE AMOUNT OF \$31,068.00 TO FUND AUTOMATIC LICENSE PLATE READER (ALPR) TECHNOLOGY FOR PUBLIC SAFETY MOBILITY AND TRAFFIC MANAGEMENT ALONG THE MAIN STREET CORRIDOR; DESIGNATING AUTHORIZED MUNICIPAL OFFICIALS TO EXECUTE ALL GRANT DOCUMENTS; AND COMMITTING LOCAL MATCHING FUNDS.

Councilwoman Pierfy seconds this motion. Motion passes unanimously.

Councilwoman Frace makes a motion to approve Resolution 2026-022; A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA, FORMALLY REQUESTING A MONROE COUNTY LOCAL SHARE ACCOUNT (LSA) GRANT FROM THE COMMONWEALTH FINANCING AUTHORITY TO FUND THE PROCUREMENT OF COMMERCIAL LAWN CARE MAINTENANCE EQUIPMENT FOR THE DEPARTMENT OF PUBLIC WORKS; DESIGNATING AUTHORIZED MUNICIPAL OFFICIALS TO EXECUTE ALL GRANT DOCUMENTS; AND COMMITTING MUNICIPAL SUPPORT.

Council Pro-Temp Wagner seconds this motion. Motion passes unanimously.

Councilman Fisher makes a motion to approve Resolution 2026-023; A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA, FORMALLY REQUESTING A NORTHAMPTON-LEHIGH COUNTY LOCAL SHARE ACCOUNT (LSA) GRANT FROM THE COMMONWEALTH FINANCING AUTHORITY FOR THE PROCUREMENT OF A COMMERCIAL SKID STEER SNOW BLOWER ATTACHMENT FOR WINTER MUNICIPAL OPERATIONS; DESIGNATING AUTHORIZED MUNICIPAL OFFICIALS TO EXECUTE ALL GRANT DOCUMENTS; AND COMMITTING MUNICIPAL SUPPORT.

Councilwoman Pierfy seconds this motion. Motion passes unanimously.

Executive session was called to order at 8:48PM.

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

Councilman Lester makes a motion to start executive session. Councilman Fisher seconds this motion. Motion passes unanimously.

Executive session ended at 9:10PM.

CORRESPONDENCE FORWARDED TO COUNCIL BY EMAIL

- Personnel Correspondence

CURRENT SUBDIVISION / LAND DEVELOPMENT TIME LIMIT EXTENSIONS

- Chrin Commerce Centre, SE Quad Lot 2

8 August 2026

FOR THE GOOD OF THE ORDER / COURTESY of the FLOOR

- Courtesy of the Floor *Non-agenda items
- Items to be placed on future Council agendas.
- The next Council Meeting will be held on Tuesday, 8th September 2026

ADJOURNMENT

Councilwoman Pierfy makes a motion to adjourn the meeting.

Council Vice-President Pearson adjourns the meeting at 9:11PM.

Respectfully submitted,

Mark Saginario, Borough Manager / Secretary