

BOROUGH OF TATAMY COUNCIL MEETING

Monday, 5 February 2024
6:30 PM Exe. Session, 7:00 PM Regular Mtg.
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)

An executive session was held for Personnel discussion.

CALL TO ORDER

Council President Robert Hayes calls the meeting to order at 7:00PM.

ROLLCALL

The following Council Members were present at the meeting: Mayor James Pallante, Council President Robert Hayes, Council Vice-President Pamela Pearson, Council Pro-Tem Kristine Porter, Councilman Robert Wagner, Councilman Tim Frey, Councilman Michael Lester, Councilwoman Deborah Frace, and Jr. Councilman Sam Maczko. The following Borough Administration were present at the meeting: Borough Manager Mark Saginario, Borough Solicitor Peter Layman, Public Works Supervisor Ryan McGinley, Borough Engineer Brien Kocher, and Zoning Officer Suzanne Borzak. The following Borough Administration were excused from the meeting: Borough Administrator Kellie Nolder and Police Chief Keith Snyder. The following resident were present at the meeting: Joe Torrissi (30 S. 5th St.), Rudy Miller (432 Main St.), Nicole Glennon (352 Broad St.), Charles Bartholomew (405 High St.), Pat Maczko (604 Broad St.), and Julie Grinner (363 Broad St.).

READING, AMENDING & APPROVAL OF AGENDA

Councilman Lester makes a motion to approve/amend the agenda. Council Pro-Tem Porter seconds this motion. Motion passes unanimously.

COURTESY OF THE FLOOR

Resident Joe Torrissi spoke of his concerns with the Ordinance 305-2024 Green Street No Parking. Mr. Torrissi presented a Petition to Council, requesting them to vote “No” on Ordinance #305-2024, restricting parking on Green Street. He portrayed to Council on why he is against the Street expanding no parking.

Rudy Miller spoke on the No Parking Ordinance, His wife and himself do agree with the no parking. They have a driveway on Green Street, and it sometimes is hard to see when trying to get out of their driveway on Green Street. They both are for the 305-2024 No-Parking Ordinance. Mr. Miller provided council will a letter of support.

Resident Ryan McGinley discussed to Council that he is agreement with the Ordinance 304-2024 One-Way on Green Street, but he rather only see the One-Way going to Green Street not to Broad Street.

Resident Nicole Glennon spoke about her feelings about the One-Way Ordinance. She supports the One-Way Ordinance and would really like to see this go through. She does think it should stop at Green Street and not extend to Broad Street.

Resident Joe Torrissi spoke on the Ordinance One-Way that he is for this Ordinance he does want it to go to Broad Street. He thinks it should go to Broad Street and not to Green Street.

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Resident Julie Griner spoke about her feelings with the One-Way Ordinance. Where she lives, she would like the one way to go to Green Street and not to Broad Street. Her driveway is on 4th street and would be aggravating to drive around the block to enter the driveway.

Resident Charles Bartholomew spoke on the One-Way Ordinance, he thinks it should only go to Green Street.

APPROVAL OF COUNCIL MEETING MINUTES

Council Pro-Tem Porter makes a motion to approve/amend 2nd January 2024 Regular Council Meeting. Council Vice-President Pearson 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: Copies of the January Treasurers & Financial reports, all the tax reports, Portnoff updates, PW seasonal salary, the grants, the PSAB Annual conference, Payroll Company change, and the employee handout.

- b) Parks & Recreation Committee was cancelled in January.
- c) Public Safety Committee was cancelled in January.
- d) Public Works & Facilities Committee was cancelled in January.
- e) Community & Economic Development Committee was cancelled this month.
- f) Environmental Steering Committee was cancelled in January.

Manager Saginario, Chairman gave the Workplace Safety Committee report. There were no injuries or incidents with any of the departments.

Nazareth Council of Governments it was a re-organization meeting. Only one item on the agenda was a Bushkill Township Ordinance.

- g) Elected Official Open Floor- None
 - Tatamy Borough Newsletter (Councilwomen Porter)- getting information altogether, still working on it.

MAYOR'S COMMENTS & REPORT

- a) Jim Pallante, Mayor stated that he met with Joe Emrick on HB29 and has a meeting with State Rep. Freeman.

PUBLIC SAFETY REPORTS

- a) PD Chief Snyder was not present at the meeting to give the Police Report. Borough Manager Saginario went over the report. The Cody report was given to all Council Members and the new Speed Detector is getting the glass fixed so that will be back out on the street soon.
- b) FD Chief McDonald was not present at the meeting. The Fire Company Report was given to all Council Members. 22 Daily Activities and 619.75 Man hours.
- c) Don Dereamus was not present to give the EMC Report.

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d) Suzanne Borzak, Zoning Officer went over the Zoning Officer Report.

	Fees	
		Attend Council meeting
70 8 th St	100	Review plans for Belvedere Bagel. Sent plans to Keycodes
Commerce & Trolley Line		Grading plans sent to Jim for review
203 Broad St		Condemned house due to malfunctioning heating system. Was on-site; gave owner (this is a rental/tenant occupied single family semi-detached dwelling) list of code violations that had to be corrected immediately and within a month. There was only one smoke/CO detector laying in the basement. Immediate items cleared; owner stated that all items have been addressed; however awaiting certification report from HVAC company that heating system is operating correctly.
224 Shelly St		Sent a letter that their fence was placed within the right-of-way. Lawyer email letter requesting a time extension due to the weather. Sent a 45-day time extension.
115 Barrall		Did a final inspection on patio and fence. Issued Certificate of Completion
470 Chief Tatamy		Permit for pool etc was received from Keycodes. Work was already started a few weeks ago. Issued permit. Fee increased \$200 per Fee Schedule.
239 Broad		Issued permit for reconstruction after fire from Keycodes
248 2 nd St		Issued citation for non-compliance of Notice of Violation (NOV) for vehicles
224 Shelly		Received a phone call from the owner's attorney requesting a 45-day extension. Indicated that I had no problem with the extension. They must have the fence moved by March 1, 2024.
115 Messinger	50	Sent permit to finish basement to Keycodes
205 Hobson St	50	Sent electric upgrade permit to Keycodes
371 main St		Sent framing revisions to Keycodes
788 Main St		Talked to owner. Wants to add a used car lot (two display vehicles). Gave him application.
224 Shelly		Talked to owner regarding the placement of his fence in the correct position. He has until March 1 st but I told hi if the weather does not cooperate, he can get an extension.
70 8 th Street		Sent Belvedere Bagels to keycodes for review
788 Main St	100	Issued a denial letter due to deficiencies in the application for permit (see above)

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415 Chief Tatamy	115	Issued permit for fence placement. NOTE: trees were installed without their knowledge that there is a 30’ side sewer easement on their property. The trees will be removed in March, 2024.
Myers Plan		Reviewed Prelim./Final land development plan

BOROUGH ADMINISTRATION REPORTS

- a) Brien Kocher, Engineer gave the Borough Engineer Report
 - Open Items
 - Tatamy Farms Close-Out
 - i. Final Wearing Course – did not finish because of the weather, hopefully will do it as soon as possible when the weather gets warmer.
 - ii. Storm Sewer- the punch list still has 34 items on it, and it does not mean this is the only subjects left to do yet, it could change.
 - Tatamy Trail – Two Rivers Phase I- No updates.
 - i. DEP Permit
 - Main St. Widening Project- still in process as to who does the wearing course failure or not, that is going back and forth with PennDOT and the contractors.
 - i. Wearing Course Failure
- b) Michael Lester, Chairman gave the Sewer Authority Report. The Sewer Authority passed their 2024 Budget. Proposed Budget with a rate increase. Tatamy Farms uses 5 times the average water intake in Tatamy.
- c) Borough Solicitor Report Peter Layman, Esquire
 - Open Items
 - Braden Park Annexation Recording

Peter stated that he is still in contact with Northampton County, pressing them to record the annexation and Borough boundary changes.

- d) Ryan McGinley gave the Borough Public Works Report. Public Works has been doing upgrades to the Borough Office and Police Station. Going to start working in the Parks to get ready for Spring & Summer.
- e) Mark A. Saginario gave the Borough Manager Report.

The Council was given the report in their packet. There were no questions. Manager Saginario gave a brief review of the in process business.

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f) Treasurer & Financial Reports

Mark A. Saginario

**Borough of Tatamy
TREASURER'S REPORT**

Balance of General Fund as of:	<u>26-Dec-24</u>	\$	285,776.84
Deposits:	26 Dec. 2023 - 31 Jan. 2024	\$	21,512.13
Disbursements:	26 Dec. 2023 - 31 Jan. 2024	\$	96,348.52
Ending Balance w/ Transactions, as of	<u>31-Jan-24</u>	\$	210,940.45

Bank Balances: (Available)

<u>Fidelity Bank - Borough Funds</u>	<u>As of 31 Jan.</u>
Broad Street Paving Fund	\$ 89,025.79
Building Fund	\$ 6,335.78
General Fund Checking	\$ 210,940.45
General Fund Savings	\$ 38,193.56
Highway Aid	\$ 17,354.98
Operating Reserve	\$ 32,849.32
Police Vehicle / Equipment Fund	\$ 461.25
Recreation Fund	\$ 168,506.25
Refuse	\$ 74,046.85
Relief Fund - Borough Residents	\$ 8,575.34
Street Paving Fund	\$ 33,311.78
Tatamy Grant Funds	\$ 64,896.48
Truck / Equipment Fund	\$ 3,091.43
Total Balance of Borough Operating Funds	\$ 747,589.26

<u>Fidelity Bank - Escrow Accounts</u>	
Escrow Master Account - Tatamy Borough	\$ 0.14
Escrow Disbursement Account	\$ -
Escrow Account, Non-Developers	\$ 4,309.99
Sub - Chrin of Delaware xxx4218	\$ 3,500.11
Sub - North St. Real-Estate xxx4221	\$ 118.47
Sub - TMC Management Corp xxx4224	\$ 9,822.60
Sub - Carson Commerce Lane xxx6687	\$ 1,751.75
Sub - Newport Hill LLC xxx0230	\$ 4,231.03
Total Balance of Borough Escrow Funds	\$ 23,734.09

Fidelity Bank CD Acct.	\$	25,000.00
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Total Balance of Borough Funds	\$	796,323.35
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<u>Tatamy Borough Delinquent Accounts</u>	
Refuse Delinquents 2018 - 2023	\$ 20,934.30
Refuse Delinquents 20234	\$ -
Total Delinquent Refuse	\$ 20,934.30

Real-Estate Tax Delinquents 2023	\$ 5,439.15
Interim Real-Estate Tax Delinquents 2023	\$ 4,703.95

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Real-Estate Tax Total Delinquents	\$	10,143.10
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Total Borough Delinquent Accounts	\$	31,077.40

Vice-President Pearson makes a motion to ratify paid monthly bills & to pay bills & operating expenses as funds are available through 4 March 2024. Council Member seconds this motion. Motion passes unanimously.

TATAMY PLANNING COMMISSION

- a) Planning Commission Report this meeting was cancelled this month.
 - a. Myers Power Preliminary Plan
 - b. Waiver request (No Action)

PRESIDENT’S CORRESPONDENCE

Nothing currently.

CURRENT BUSINESS

- a) Council Member makes a motion to Board Appointments, Zoning Hearing Board, 5-year term. Vice-President Pearson seconds this motion. Motion passes unanimously.
- b) Council Committee Appointments by Council President.
- c) Council Pro-Tem Porter makes a motion to move forward with the Palmer Township Joint Bushkill Stormwater Mitigation, Draft. Council Member Wagner seconds this motion. Motion passes unanimously.
- d) NorCo Outstanding Senior Award Nomination- Borough Manager explained the Senior Award Nomination and the Council wants it to be put out on Facebook to the Public.
- e) Informational – Borough Manager Saginario Discussed the information given to the Council.
 - Whitetail Call Log – December
 - Reality Transfer Detail Report – December 2023 (No report)
 - Portnoff Real-Estate Report (No report)
 - TB Sewer Authority 2024 Budget
 - PSAB Legislative Priorities

ORDINANCES

ORDINANCE 304-2024

AN ORDINANCE OF THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA, AMENDING TITLE VII , CHAPTER 71 OF THE TATAMY BOROUGH, PENNSYLVANIA, CODE OF ORDINANCES, TRAFFIC CODE, TRAFFIC REGULATIONS, CREATING SECTION 71.23, ONE WAY ROADWAY.

Vice-President Pearson makes a motion to amend Ordinance 304-2024 to end at Green Street. Councilman Lester seconds this motion.

Roll Call Vote: Aye’s Hayes, Pearson, Frey, Wagner, Lester.
 Nay’s Porter, Frace.

Motion Carries: 5-2

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ORDINANCE 305-2024

AN ORDINANCE OF THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA, AMENDING TITLE VII , CHAPTER 76 OF THE TATAMY BOROUGH, PENNSYLVANIA, CODE OF ORDINANCES, TRAFFIC CODE, PARKING SCHEDULES, SCHEDULE I, PARKING PROHIBITED.

AMENDING CERTAIN ORDINANCES OF THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA, 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” AND ORDINANCE 234-2008 AS ENTITLED “AN ORDINANCE PRESCRIBING TRAFFIC AND PARKING REGULATIONS AND PROVIDING PENALTIES FOR THEIR VIOLATION” SECTION 3. “PARKING PROHIBITED AT CERTAIN LOCATIONS”.

Vice-President Pearson makes a motion to accept the 305-2024 Ordinance to extend from 4th Street to the PW Salt Bin. Councilman Lester seconds this motion.

Roll Call Vote: Aye’s Pearson, Lester, Hayes
 Nay’s Porter, Frace, Wagner, Frey.

Motion Fails: 3-4

RESOLUTIONS

None

CORRESPONDENCE FORWARDED TO COUNCIL BY EMAIL

None

CURRENT SUBDIVISION / LAND DEVELOPMENT TIME LIMIT EXTENSIONS

New Point Hills / Myers Power expires 10 April 2024

FOR THE GOOD OF THE ORDER / COURTESY of the FLOOR

- Items to be placed on future Council agendas.
- The next Council Meeting will be held on Monday, 4th March 2024 commencing at 7:00 PM.

ADJOURNMENT

Councilman Frey makes a motion to adjourn the meeting. Councilman Wagner seconds this motion. Motion passes unanimously.

Council President Hayes adjourns the meeting at 9:08PM

Respectfully submitted,

Mark Saginario, Borough Manager