

BOROUGH OF TATAMY COUNCIL MEETING MINUTES

Monday, 5 January 2026
7:00 PM Regular Mtg.
Llantrisant Retreat & Wellness Center
336 Bushkill Street
Tatamy, PA 18085



Reorganization & Regular Monthly Council Meeting Minutes

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

None

CALL TO ORDER

Borough Manager Saginario called the meeting to order at 7:01PM.

SWEARING IN OF NEWLY ELECTED MEMBERS OF COUNCIL

Borough Manager swore in the newly elected members of Council members.

Affidavits of Residency

Robert Hayes, Oath of Office
Nicholas Fisher, Oath of Office
Holly Pierfy, Oath of Office

ROLL CALL

The following members were present at the meeting: Councilman Robert Hayes, Councilwoman Pamela Pearson, Councilman Robert Wagner, Councilman Michael Lester, Councilwoman Deborah Frace, 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 (arrived at 8:10PM), Borough Engineer Brien Kocher, and Zoning/Code Enforcement Officer Jim Macort. The following members were excused from the meeting: Mayor James Pallante, Police Chief Keith Snyder, and Public Works Supervisor Ryan McGinley. Nicole Thomas, Kim Albert, Earl Wagner (227 Hobson St.), Brandon Best (718 Prospect St.), Robert Pierfy (575 Chief Tatamy St.), Rachel Gibbons (485 Chief Tatamy St.), Louise Schomp & Kevin Smith (355 Bushkill St.), and Zach Albert (333 S. 2nd St.) were all present at the meeting.

NOMINATION AND ELECTION OF OFFICERS

- a) Councilwoman Pamela Pearson nominated Councilman Robert Hayes for Council President. Councilman Wagner seconds this nomination. Nomination passes unanimously.
- b) Councilman Lester nominated Councilwoman Pamela Pearson for Council Vice-President. Councilwoman Frace seconds this nomination. Nomination passes unanimously.
- c) Councilwoman Frace nominated Councilman Robert Wagner for Council Pro Tem. Council Vice-President Pearson seconds this nomination. Nomination passes unanimously.

REGULAR MONTHLY COUNCIL MEETING MINUTES

PROFESSIONAL SERVICES APPOINTMENTS BY MOTION OF COUNCIL

- a) LEGAL Reappointing Peter Laymen, as Borough Solicitor
Council Vice-President Pearson makes a motion to reappoint Peter Layman, as Borough Solicitor. Councilman Lester seconds this motion. Motion passes unanimously.
- b) ENGINEERING Reappointing Hanover Engineering, & Brien Kocher as Borough Engineer
Council Pro-Tem Wagner makes a motion to reappoint Hanover Engineering & Brien Kocher as Borough Engineer. Councilwoman Frace seconds this motion. Motion passes unanimously.
- c) ZONING OFFICER Reappointing Jim Macort, as Zoning & Code Enforcement Officer
Councilwoman Frace makes a motion to reappoint Jim Macort, as Zoning & Code Enforcement Officer. Councilman Lester seconds this motion. Motion passes unanimously.
- d) INSPECTION SERVICES Reappointing Base Engineering as UCC/BCO Plan Review Office and Inspection Services as Primary Residential and Keycodes as Commercial Primary and each as alternate to one another.
Council Vice-President Pearson makes a motion to reappoint Base Engineering as UCC/BCO Plan Review and Inspection, services as Primary Residential and Keycodes as Commercial, and primary and each as alternate to one another. Councilwoman Pierfy seconds this motion. Motion passes unanimously.

BOARD APPOINTMENTS BY MOTION OF COUNCIL

- a) Planning Commission Reappointing Michael Lester, 4-year term
Reappointing Heidi Benson, 4-year term
Reappointing Kellie Nolder as Secretary, 4-year term
Councilwoman Frace makes a motion to reappoint Michael Lester, 4-Year term on Planning Commission. Council Pro-Tem Wagner seconds this motion. Motion passes unanimously.
- Council Pro-Tem Wagner makes a motion to reappoint Heidi Benson, 4-year term for Planning Commission. Council Vice-President Pearson seconds this motion. Motion passes unanimously.
- Councilman Lester makes a motion to reappoint Kellie Nolder, 4-year term for Planning Commission as Secretary. Councilwoman Frace seconds this motion. Motion passes unanimously.

- b) Sewer Authority Appointing either George Georghiou or Nicholas Fisher, 5-year term
Council Vice-President makes a motion to appoint Nicolas Fisher, 5-year term for Sewer Authority. Councilwoman Pierfy seconds this motion. Motion passes unanimously.

OTHER APPOINTMENTS BY MOTION OF COUNCIL

- a) Vacancy Board Chairperson Appointing Chris Moren (Resolution)
Councilman Lester makes a motion to appoint Chris Moren as Vacancy Board Chairperson. Council Pro-Tem Wagner seconds this motion. Motion passes unanimously.
- b) Animal Control Officers Keith Snyder, Alt. 1- Mark Saginario, Alt. 2- Kellie Nolder
Council Vice-President Pearson makes a motion to reappoint Keith Snyder, Alt. 1 – Mark Saginario, Alt. 2 – Kellie Nolder to Animal Control Officers. Councilman Fisher seconds this motion. Motion passes unanimously.
- c) AORO / RTK Officer Reappointing Manager Saginario
Councilwoman Frace makes a motion to reappoint Manager Saginario as AORO/RTK Officer. Councilman Lester seconds this motion. Motion passes unanimously.
- d) Assistant Zoning & Code Appointing Manager Saginario as Assistant Zoning & Code Enforcement
Councilwoman Pierfy makes a motion to appoint Manager Saginario as Assistant Zoning & Code Enforcement. Council Vice-President Pearson seconds this motion. Motion passes unanimously.

REGULAR MONTHLY COUNCIL MEETING MINUTES

READING, AMENDING & APPROVAL OF AGENDA

Council Pro-Tem Wagner makes a motion to approve/amend 5th January 2026 Agenda. Council Vice-President Pearson seconds this motion. Motion passes unanimously.

COURTESY OF THE FLOOR

None

APPROVAL OF COUNCIL MEETING MINUTES

Council Vice-President Pearson makes a motion to approve/amend 1st December 2025 Regular Council Meeting Minutes. Councilman Fisher seconds this motion. Motion passes unanimously.

REGULAR MONTHLY COUNCIL MEETING MINUTES

CURRENT BUSINESS

a) Village at Tatamy Square Subdivision Final Presentation w/ Draft Conditions – Tuskes representatives discussed their plan with the Council. Tuskes reviewed the waivers with Council. Council Vice-President Pearson makes a motion to approve all 12 waivers in section 2 in resolution 2026-002. Councilwoman Pierfy seconds this motion. Motion passes unanimously.

b) Chrin Commerce Centre SE Quad Lot 2 Presentation- Representatives from Langan and Chrin were present at the Council meeting to discuss their presentations on Chrin Commerce Centre SE Quad Lot 2 to the Council Members. The Langan representatives explained to Council the plan for the area and would like the Council Members feedback, there was a discussion pertaining to the wavier request to defer curbing. There was a consensus among Council and was in agreement that they all would like curbing along Main Street.

c) 2026 Borough Committee Appointments Discussion – Council President Hayes explained to the new Council members that the Borough has committees and would like to see if they are interested in anything and to let the Council President know if they are.

d) Post Office Lease Renewal (1 Jan.2028)- Borough Manager Saginario discussed to the Council that he would like to clean up the lease before we have the renewal. Borough Manager Saginario wants to have the Solicitor to look over the lease renewal before giving it to the Post Office. The Council had an open discussion.

e) Informational (No Action Required) – Borough Manager Saginario went over the information.

- Whitetail Call Log, December
- Realty Transfer Detail Report, November 2025 (no report)
- Portnoff Delinquent, December 2025
- Act 18 Public Report
- Grant Updates
- Insurance Correspondence
- CD Account Maturity
- PFA Correspondence

ORDINANCES

None

RESOLUTIONS

Council Vice-President Pearson makes a motion to approve Resolution 2026-001; A RESOLUTION RESOLVED BY THE BOROUGH COUNCIL OF THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA, RESOLUTION TO APPOINT THE CHAIR OF THE BOROUGH'S VACANCY BOARD.

Councilman Fisher seconds this motion. Motion passes unanimously.

Councilwoman Frace makes a motion to approve Resolution 2026-002; A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA, GRANTING CONDITIONAL PRELIMINARY/FINAL SUBDIVISION AND LAND DEVELOPMENT APPROVAL FOR THE PROJECT KNOWN AS "THE VILLAGE AT HOBSON SQUARE."

Councilman Fisher seconds this motion. Motion passes unanimously.

REGULAR MONTHLY COUNCIL MEETING MINUTES

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: December treasurer report and financial reports, Axon Body camera contract, Post office lease agreement, grant updates, Public Works training updates, and Borough Manager employee contract renewal.
- b) Parks & Recreation Committee was canceled this month.
- c) Public Safety Committee was canceled this month.
- d) Public Works & Facilities Committee was canceled this month.
- e) Community & Economic Development Committee was canceled this month.
- f) Environmental Steering Committee was canceled this month.
- g) Workplace Safety Committee was canceled this month.
- h) Representative Saginario gave the Nazareth Council of Governments. All officers stayed the same. Discussed the 250 Anniversary party together with Northampton County and the COG.
- i) Elected Official Open Floor- None

MAYOR'S COMMENTS & REPORT

- a) Jim Pallante, Mayor had no comment.

PUBLIC SAFETY REPORTS

- a) PD Chief Snyder was not present at the meeting. Council President Hayes gave the Police Report. This past month there was 78 calls. 61 traffic stops that resulted in 39 citations, 3 written warning and 19 verbal warnings.
- b) FD Chief McDonald was not present at the meeting. Council President Hayes gave the Fire Company Report. The report was given to each Council Member.
- c) Don Dereamus was not present at the meeting to give the EMC report.
- d) Jim Macort, Zoning Officer gave the Zoning & Code Officer Report. This month we did not have any permits. Usually, this time of the year is slow.

REGULAR MONTHLY COUNCIL MEETING MINUTES

BOROUGH ADMINISTRATION REPORTS

- a) Brien Kocher, Engineer gave the Borough Engineer Report.
 - Open Items
 - Myers Power (New Point Hills) – No updates
 - i. Land Development Updates
 - Tatamy Farms II – No updates
 - i. Dedication / Maintenance of Roadways, Checklist, Updates
 - ii. Storm & Sewer Report, Updates
 - iii. Detention Pond Sinkhole Evaluation, Updates
 - Tatamy Trail – Two Rivers Phase I, - Mostly done, have a few loose ends.
 - Village Hobson Square- are on the agenda.
 - i. Time Limit Extension, 12 January 2026
 - Chrin Commerce Centre SALDO, SE Lot 2- are on the agenda.
 - i. Planning Commission Recommendation, Updates
 - ii. Time Limit Extension, 2 February 2026
- b) Michael Lester, Chairman gave the Sewer Authority Report. Sewer bills are all out. No shut offs this month. The sewer line on Prospect Street was fixed and done in two days; the company just needs to come back in the spring to pave the road.
- c) Peter Layman, Esquire gave the Borough Solicitor Report.
 - Open Items
 - MSW Bid Contract Review- Still reviewing.
 - Village @ Tatamy Square Developers / Improvements Agreements
 - Post Office Lease review- will review, needs more time.
- d) Borough Manager Saginario gave the Borough Public Works & Facilities Report. PW has been having weekly meetings to better the department to be efficient. All winter equipment is already and put on all trucks. Leaf clean-up is all done for the year and the equipment is all cleaned and put away.
- e) Mark A. Saginario gave the Borough Manager Report. All his updates are on the agenda for tonight.

REGULAR MONTHLY COUNCIL MEETING MINUTES

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

TREASURER'S REPORT - DECEMBER 2025		
Beginning Balance of General Fund as of:	<u>26-Nov-25</u>	\$ 474,459.34
Deposits:	26 NOV 2025 - 30 DEC 2025	\$ 119,811.63
Disbursements:	26 NOV 2025 - 30 DEC 2025	\$ 136,320.79
Ending Balance w/ Transactions, as of	<u>30-Dec-25</u>	\$ 457,950.18
Bank Balances: (Available)		
<u>Fidelity Bank - Borough Funds</u>		
<u>As of 30 DEC.</u>		
Broad Street Paving Fund	\$ 89,446.09	
General Fund Checking	\$ 457,950.18	
Operating Reserve	\$ 22,211.10	
Building Fund	\$ 5,824.58	
Police Vehicle / Equipment Fund	\$ 2,982.39	
Street Paving Fund	\$ 33,632.69	
Truck / Equipment Fund	\$ 3,112.48	
Highway Aid	\$ 20,920.56	
Refuse	\$ 80,631.00	
Recreation Fund	\$ 96,812.77	
Tatamy Grant Funds	\$ 10,955.42	
Relief Fund - Borough Residents	\$ 7,787.94	
General Fund Savings	\$ 38,750.50	
Total Balance of Borough Operating Funds	\$ 871,017.70	
<u>Fidelity Bank - Escrow Accounts</u>		
Escrow Master Account - Tatamy Borough	\$ 0.14	
Escrow Disbursement Account	\$ -	
Escrow Account, Non-Developers	\$ 5,350.81	
Sub - Chrin of Delaware xxx4218	\$ 2,500.16	
Sub - North St. Real-Estate xxx4221	\$ 118.47	
Sub - TMC Management Corp xxx4224	\$ 10,313.21	
Sub - Carson Commerce Lane xxx6687	\$ 433.11	
Sub - Newport Hill LLC xxx0230	\$ 9,212.27	
Sub - Charles Chrin Real Estate Trus xxx0388	\$ 5,000.62	
Sub - Tatamy Farms LLC xxx1093	\$ 5,000.33	
Total Balance of Borough Escrow Funds	\$ 37,929.12	
Fidelity Bank CD Acct. x6334 (6 Month)	\$ 27,154.97	
Fidelity Bank CD Acct. 2025 (12 Month)	\$ 25,000.00	
Total Balance of Borough CD Funds	\$ 52,154.97	
Total Balance of Borough Funds	\$ 961,101.79	
<u>Tatamy Borough Delinquent Accounts</u>		
Refuse Delinquents 2018 - 2024	\$ 11,358.18	
Refuse Delinquents 2025	\$ 11,561.97	
Total Delinquent Refuse	\$ 22,920.15	
Interim & Real-Estate Tax Delinquents 2023	\$ -	
Interim & Real-Estate Tax Delinquents - 2024	\$ 64.78	
Real-Estate Tax Delinquents 2025	\$ 8,009.55	
Interim Real-Estate Tax Delinquents 2025	\$ 1,141.78	
Real-Estate Tax Total Delinquents	\$ 9,216.11	
Total Borough Delinquent Accounts	\$ 32,136.26	
*All Accounts Interest Bearing		

Councilwoman Pierfy makes a motion to ratify paid monthly bills & to pay bills & operating expenses as funds are available through 2nd February 2026. Council Vice-President Pearson seconds this motion. Motion passes unanimously.

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TATAMY PLANNING COMMISSION

a) Planning Commission Report

Tim Frey, Chairman

- Chrin Commerce Center / SE Quad Lot 2

PRESIDENT'S CORRESPONDENCE

President of Council had no comments.

CORRESPONDENCE FORWARDED TO COUNCIL BY EMAIL

- Village at Hobson Square Correspondence
- Chrin SE Quad Lot 2 Subdivision Plan Set

CURRENT SUBDIVISION / LAND DEVELOPMENT TIME LIMIT EXTENSIONS

- The Village at Hobson Square, Tatamy Farms, LLC 12 January 2026
- Charles Chrin Commerce Centre Trust, LLC 2 February 2026

FOR THE GOOD OF THE ORDER / COURTESY of the FLOOR *Non-agenda items

Resident Earl Wagner has questions for Tuskes on the development.

Zach Albert has some concerns about the development going in with his property for his septic, driveway and water well and would like to talk to Tuskes about an agreement.

- Courtesy of the Floor *Non-agenda items

Borough Manager Saginario informed Council that Public Works Supervisor resigned from his position.

- Items to be placed on future Council agendas.
- The next Council Meeting will be held on Monday, 2nd February 2026

ADJOURNMENT

Council Vice-President Pearson makes a motion to adjourn the meeting. Councilman Lester seconds this motion. Motion passes unanimously.

Council President Hayes adjourns the meeting at 9:45PM.

Respectfully submitted,

Mark Saginario, Borough Manager / Secretary

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