BOROUGH OF TATAMY
COUNCIL
MEETING MINUTES

Monday, 5th October 2026
7:00 PM Regular Mtg.
Llantrisant 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)
None

CALL TO ORDER
Council President Hayes calls the meeting to order at 7:05PM.

ROLL CALL
The following members were present at the meeting: Mayor James Pallante, Council President Bob Hayes, Council Vice-President Pam Pearson, Council Pro-Tempore Rob Wagner, Councilman Michael Lester, Councilwoman Deb Frace, and Councilman Nick Fisher. The following Borough Administration were present at the meeting: Borough Manager Mark Saginairo, Borough Administrator Kellie Nolder, Borough Solicitor Peter Layman, and Borough Engineer Jim Milot. Councilwoman Holly Pierfy, Police Chief Keith Snyder, Public Works Crew Leader Greg Dilliard, and Zoning/Code Enforcement Officer Jim Macort were excused from the meeting. Resident Don Dereamus (765 Prospect St.) was present at the meeting.

READING, AMENDING & APPROVAL OF AGENDA
Council Pro-Temp Wagner makes a motion to approve/amend 5th October 2026 Agenda. Council Vice-President Pearson seconds this motion with a correction on the date of Chrin Time Limit. Motion passes unanimously.

COURTESY OF THE FLOOR
None

APPROVAL OF COUNCIL MEETING MINUTES
Council Vice-President Pearson makes a motion to approve/amend 8th September 2026 Regular Council Meeting Minutes. Council Pro-Temp Wagner 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: September treasurer and financial reports, Park Maintenance updates, PD PTO Payouts, Village at Hobson Square security reduction request, health insurance, 2027 municipal budget draft, Ordinances review, and LVPC review letter. The next meeting is on October 28th, 2026.
b) Michael Lester, Chairman gave the Parks & Recreation Committee report, that was just an email update. The next meeting is on October 12th, 2026.
c) Public Safety Committee meeting was canceled this month. The next meeting is on October 15th, 2026.
d) Public Works & Facilities Committee meeting was canceled. The next meeting is on October 14th, 2026.
e) Deborah Frace, Chairwoman gave the Community & Economic Development Committee report. The following topics were discussed: Movie Night overview, Fall Fest and Banner on utilities poles. The next meeting is on October 21st, 2026.
f) Nicholas Fisher, Chairman gave the Environmental Steering Committee report. Resident inquiry, UGI Gas Line was discussed at the meeting. The next meeting is on October 22nd, 2026.
g) Manager Saginario, Chairman gave the Workplace Safety Committee. There were no incidents or accidents with the Borough Office, Public Works Department, Police Department, or the Fire Department. The next meeting is on October 22nd, 2026.
h) Borough Manager Saginario did not attend the Nazareth Council of Governments meeting.
i) Elected Official Open Floor- Council Vice-President Pearson and Borough Manager Saginario went to a meeting this month on sinkholes.
Councilwoman Frace told the Council that the Car Show was canceled, now the Historical Society will be having a Tricky Tray event in November.

MAYOR'S COMMENTS & REPORT

a) Jim Pallante, Mayor had no comments this month.

PUBLIC SAFETY REPORTS

a) PD Chief Snyder was not present at the meeting to give the Police Report. Council Present Hayes gave the report. The department had 53 calls for service, 31 traffic stops resulted in 10 citations, 19 verbal, and 2 written warnings. Assisted with 2 BLS/ALS ambulance calls and 1 agency assistance. The annual firearms training is this upcoming month. The speed trailer is set up on N. 8th Street.
b) FD Chief McDonald was not present at the meeting. The Council did not receive a Fire Company Report.
c) Don Dereamus did not have a report for EMC.

d) Zoning & Code Officer Report Jim Macort, Zoning Officer

9-3-2026 (1hr)

Stopped in at Borough, met with resident on 7th st about plantings in a private drive.

9-4-2026 (4hr)

532 Broad St-met with Mr. Arnold-discussed the ongoing issues with property maintenance. Final NOV was issued property is in compliance with the exception of the van in the rear of the property. Waiting on title from PennDot.

267 North 7th, processed permit, approved 550 Empire Ct-issued permit and invoiced Activity report for August.

9-8-2026 (2hr)

BOS Meeting

9-11-2026 (1.5hr)

Checked easement off prospect, planters are in the utility easement Left door hanger at 120 Burrell for high grass

532 Broad St-Roof permit approved-called applicant

206 High St-electrical and HVAC permit approved-sent to Base

9-18-2026 (2.0hr)

530 Empire-NSFD-approved-sent to Base 610 Hobson-NSFD-approved-sent to Base

Called Ken Strawn about plot plan needed for fence installation.

9-21-2026 (2.0hr)

Went through all open permits for Hobson Square-updated permits to reflect "zoning permit is approved as long as the grading permit is valid"

Separated municipal and applicant copies.

9-22-2026 (1hr)

Hobson Square Discussion (escrow account)

9-25-2026 (1hr)

525 Chief Tatamy-BSMT fit out-approved-to Base Eng Permit reviews with Meranda

Stopped at District Magistrates for a Tatamy Auto update.

BOROUGH ADMINISTRATION REPORTS

a) Jim Milot, Engineer gave the Borough Engineer Report.
   - Open Items
     1) Myers Power (New Point Hills)
        i. Land Development, Updates
     2) Tatamy Farms II – Tuskes is asking for the second reduction request.
        i. Maintenance & Improvements Period, Updates
     3) Tatamy Trail – Two Rivers Phase I, Updates
        i. Braden Park Trailhead Connectivity Final Release
     4) Village Hobson Square, Updates
        i. Land Development, Updates
        ii. HOA Declarations, Updates
     5) Chrin Commerce Centre SALDO, SE Lot 2
        i. Draft Preliminary Approval Conditions, Updates
        ii. Time Limit Extension Acknowledgement

b) Michael Lester, Chairman gave the Sewer Authority Report. The shut-off letter goes out later this month. The bills went out to residents already.

c) Peter Layman, Esquire gave the Borough Solicitor Report, he spoke on throughout the agenda.
   1) Village at Hobson Square HOA Declarations

d) Mark A. Saginario gave the Borough Public Works & Facilities Report. Public Works are taking it day by day and doing the everyday activities that need to be done. Applications and interviews are taking place to find a public works employee.

e) Mark A. Saginario gave the Borough Manager Report. The update on his report is all spoken throughout the agenda.

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

a. Treasurer's Report, September 2026

TREASURER'S REPORT - SEPTEMBER 2026

Beginning Balance of General Fund as of:	31-Aug-26	$	557,941
Deposits:	29 JULY 2026 - 31 AUG 2026	$	59,916
Disbursements:	29 JULY 2026 - 31 AUG 2026	$	112,590
Ending Balance w/ Transactions, as of	29-Sep-26	$	505,267

		Bank Balances: (Available)
Fidelity Bank - Borough Funds		As of 29 SEPT.
Broad Street Paving Fund	$	89,576.44
General Fund Checking	$	505,267.10
Operating Reserve	$	22,408.21
Building Fund	$	5,844.83
Police Vehicle / Equipment Fund	$	2,992.54
Street Paving Fund	$	33,760.05
Truck / Equipment Fund	$	33,756.21
Highway Aid	$	22,536.22
Refuse	$	120,109.19
Recreation Fund	$	245,040.81
Tatamy Grant Funds	$	1,487.45
Relief Fund - Borough Residents	$	7,814.48
General Fund Savings	$	38,970.82
Fire/EMS Tax	$	4,649.08
Total Balance of Borough Operating Funds	$	1,129,564.35
Fidelity Bank - Escrow Accounts		
Escrow Master Account - Tatamy Borough	$	0.14
Escrow Disbursement Account	$	35.00
Escrow Account, Non-Developers	$	3,502.06
Sub - Chrin of Delaware xxx4218	$	2,500.73
Sub - North St. Real-Estate xxx4221	$	118.47
Sub - TMC Management Corp xxx4224	$	2,350.47
Sub - Carson Commerce Lane xxx6687	$	364.20
Sub - Newport Hill LLC xxx0230	$	702.68
Sub - Charles Chrin Real Estate Trus xxx0388	$	4,931.01
Sub - Tatamy Farms LLC xxx1093	$	6,433.93
Total Balance of Borough Escrow Funds	$	20,938.69
Fidelity Bank CD Acct. 2026 (12 Month)	$	53,716.30
Total Balance of Borough CD Funds	$	53,716.30
Total Balance of Borough Funds	$	1,204,219.34
Tatamy Borough Delinquent Accounts		
Refuse Delinquents 2018 - 2025	$	13,979.52
Refuse Delinquents 2026	$	15,830.63
Total Delinquent Refuse	$	29,810.15
Interim & Real-Estate Tax Delinquents - 2024	$	64.78
Interim & Real-Estate Tax Delinquents - 2025	$	2,734.99
Fire / EMS Tax Delinquents 2026	$	799.08
Real-Estate & Interim Tax Delinquents 2026	$	15,796.54
Real-Estate Tax Total Delinquents	$	19,395.39
Total Borough Delinquent Accounts	$	49,205.54

*All Accounts Interest Bearing

Councilman Fisher makes a motion to ratify paid monthly bills & to pay bills & operating expenses as funds are available through 2nd November 2026. Councilwoman Frace seconds this motion. Motion passes unanimously.

TATAMY PLANNING COMMISSION

a) Tim Frey, Chairman was not present at the meeting to give the Planning Commission Report. There was no Planning Commission Report this month.

PRESIDENT'S CORRESPONDENCE

President of Council has no correspondence.

CURRENT BUSINESS

a) Council Pro-Temp Wagner makes a motion to approve Village at Hobson Square Security Reduction Request #2. Councilman Lester seconds this motion. Motion passes unanimously.
b) The Council had an open discussion on Ordinance 315-2026. Councilman Lester makes a motion to advertise Ordinance 315-2026. Councilwoman Frace seconds this motion. Motion passes unanimously.
c) Council had an open discussion on the Grant Application Updates, Contract.
d) The Council had an open discussion on the Time Limit Extension Acknowledgement. The Council members were not interested in an open ending time extension. The Council would like Chrin to come to come to the next Council meeting. Council Vice-President Pearson makes a motion to have the Borough Solicitor contact Chrin to have them come to the next Council Meeting. Councilman Wagner seconds this motion. Motion passes unanimously.
e) Council President Hayes did the 2027 General Fund Budget 1st Reading at the meeting.
f) Informational (No Action Required) – Council President Hayes discussed with the Council.
    1) Whitetail Call Log, August
    2) Realty Transfer Detail Report, July 2026 (No Report)
    3) Portnoff Delinquent, August 2026
    4) GLCCC Meeting Minutes
    5) Misc. Finance Information

ORDINANCES

Councilman Lester makes a motion to advertise Ordinance 315-2026; AN ORDINANCE AMENDMENT TO THE BOROUGH OF TATAMY CODE OF ORDINANCES CHAPTER 150, BUILDING AND CONSTRUCTION ESTABLISHING PREREQUISITE SITE PLAN AND INDIVIDUAL LOT GRADING APPROVAL, WATER & SANITARY SEWER REQUIREMENTS PRIOR TO APPLICATION ACCEPTANCE FOR ZONING AND BUILDING PERMITS FOR ONE- AND TWO-FAMILY DWELLINGS OR ANY BUILDING OR CONSTRUCTION REQUIRING A GRADING PERMIT PURSUANT TO THE BOROUGH OF TATAMY'S CODE OF ORDINANCES & SALDO ORDINANCES.
Councilwoman Frace seconds this motion. Motion passes unanimously.

RESOLUTIONS

Council Vice-President Pearson makes a motion to approve Resolution 2026-027; A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA, AUTHORIZING THE COUNCIL PRESIDENT, ROBERT HAYES, JR., AND THE BOROUGH MANAGER, MARK A. SAGINARIO, TO EXECUTE THE MUNICIPAL BUILDING MASONRY RESTORATION CONTRACT WITH K.B. MASONRY LLC, AND DELEGATING FULL ADMINISTRATIVE AND DECISION-MAKING AUTHORITY TO THE BOROUGH MANAGER FOR PROJECT IMPLEMENTATION.
Councilman Lester seconds this motion. Motion passes unanimously.

CORRESPONDENCE FORWARDED TO COUNCIL BY EMAIL

- SR 33 SB Memo
- Palmer Township Land Devolvement

CURRENT SUBDIVISION / LAND DEVELOPMENT TIME LIMIT EXTENSIONS

- Chrin Commerce Centre, SE Quad Lot 2 - 8 December 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 Monday, 2 November 2026

ADJOURNMENT

Council Vice-President Pearson makes a motion to adjourn the meeting.

Council President adjourns the meeting at 8:34PM.

Respectfully submitted,

Mark Saginario, Borough Manager / Secretary