

BOROUGH OF TATAMY COUNCIL MEETING

Monday, 7 July 2025

7:00 PM Regular Mtg.

Llantrisant Retreat & Wellness Center 336

Bushkill Street

Tatamy, PA 18085



Regular Monthly Council Meeting Minutes

CALL TO ORDER

The meeting was called to order by Council Vice-President Pam Pearson at 7:00PM.

ROLL CALL

The following members were present at the meeting: Mayor James Pallante, Council Vice-President Pam Pearson, Council Pro-Temp Kristine Porter, Councilman Rob Wagner, Councilman Tim Frey, Councilman Mike Lester and Councilwoman Deb Frace. The following Borough Administration were present at the meeting: Borough Manager Mark Saginario, Borough Administrator Kellie Nolder, Borough Solicitor Peter Layman, Borough Engineer Jim Milot, and Zoning/Code Enforcement Officer Jim Macort. The following were excused at the meeting: Council President Bob Hayes, Jr. Councilman Sam Maczko, Police Chief Keith Snyder, and Public Works Supervisor Ryan McGinley.

READING, AMENDING & APPROVAL OF AGENDA

Councilman Frey makes a motion to approve/amend 7th July 3, 2025, Agenda. Council Pro-Temp Porter seconds this motion. Motion passes unanimously.

COURTESY OF THE FLOOR

None

APPROVAL OF COUNCIL MEETING MINUTES

Councilman Lester makes a motion to approve/amend 2nd June 2025 Regular Council Meeting. Councilman Frey 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: June finances reports, Braden Park Trailhead, General Liquid Fuel Audit, Suburban EMS discussion, 2026 budget request, retaining wall & fence replacement, Batting cage update, Borough Clerk position, PD officer probationary period, and PW employee probation. The next meeting is on July 30th, 2025.
- b) Michael Lester, Chairman gave the Parks & Recreation Committee report. The following topics were discussed: reconsideration of basketball/pickleball court layout, batting cages, Braden Park Trail extension, shade structures and phase 3 equipment. The next meeting is on July 14th, 2025.
- 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) Manager Saginario, Chairman gave the Workplace Safety Committee. There were no accidents with any of the employees or the FD. PW employees had to leave early for the day because of heat exhaustion.
- h) Representative Saginario gave the Nazareth Council of Governments. East Township would like to be in Nazareth COG and went over the Tatamy Resolutions.
- i) Elected Official Open Floor- None

MAYOR'S COMMENTS & REPORT

- a) Jim Pallante, Mayor, gave his report. Mayor wanted to say about the car crashes on Main Street and that he

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is going to have the police department put the speed limit sign more to make cars slow down.

PUBLIC SAFETY REPORTS

- a) PD Chief Snyder was not present at the meeting to give the Police Report. Borough Manager Saginario gave the Police report. The department had a total of 62 calls and conducted 41 traffic stops for the month. The Police Department is training with Officer Shimer and the new PT officer for less lethal in July. The Police Department had a Bicycle Helmet Rodeo event and Police Chief Snyder wants to have one every year, it had such a good turnout.
- b) FD Chief McDonald was not present at the meeting to give the Fire Company Report. The Fire Company report that was given to the Borough Office was the wrong date.
- c) Don Dereamus was not present at the meeting to give the EMC.
- d) Jim Macort, Zoning Officer, gave the Zoning & Code Officer Report. Jim Macort is making good progress with the old permits and getting them all closed out. Jim Macort thanked the Borough Office and the Police Department.

BOROUGH ADMINISTRATION REPORTS

- a) Jim Milot, Engineer gave the Borough Engineer Report.
 - Open Items
 - Chrin Commerce Center Roadway Dedication, Updates- Chrin is working through the punch list from May. No other updates as of now.
 - Myers Power (New Point Hills)- No updates, the company is working on building the building.
 - i. Land Development Updates
 - Tatamy Farms II- Working on the list. Borough Manager Saginario and Jim Milot had a walk through at nighttime to look at the Street Lights to see where they are and where they are going to be put.
 - i. Dedication / Maintenance of Roadways Checklist, Updates
 - ii. Storm & Sewer Report, Updates
 - iii. Detention Pond Sinkhole Evaluation, Updates
 - Tatamy Trail – Two Rivers Phase I- No updates.
 - i. Bid Specs & Advertising
 - Village @ Hobson Square- Tuskes ran into some issues having difficulties by some residents with Sidewalks and Street Lights. Working with residents on different options instead of putting the Sidewalks in.
 - i. Time Limit Extension, 4 August 2025
- b) Michael Lester, Chairman gave the Sewer Authority Report. Sewer bills are due on July 21st, after that there will be a warning for shut off residents. The oil grease in the sewer pipes issue is back and worse than it was last time. Paperwork to every resident is going to be sent out. The pipe needs to be cleaned out again.
- c) Peter Layman, Esquire gave the Borough Solicitor Report. He commented on the Chrin Commerce Center Roadway Dedication.

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- d) Borough Manager Saginario gave the Borough Public Works & Facilities Report. Borough Manager Saginario discussed the updates as what is going on this month with Public Works.
- e) Mark A. Saginario gave the Borough Manager Report. Borough Manager Saginario went over his updates.
- f) Mark A. Saginario gave the Treasury & Financial Report.

TREASURERS REPORT - JUNE 2025

Beginning Balance of General Fund as of:	<u>30-May-25</u>	\$	726,019.48
Deposits:	30 MAY 2025 - 30 JUNE 2025	\$	56,291.39
Disbursements:	30 MAY 2025 - 30 JUNE 2025	\$	66,678.49
Ending Balance w/ Transactions, as of	<u>30-Jun-25</u>	\$	715,632.38

Bank Balances: (Available)

<u>Fidelity Bank - Borough Funds</u>	<u>As of 30 June.</u>
Broad Street Paving Fund	\$ 89,372.12
General Fund Checking	\$ 715,236.73
Operating Reserve	\$ 26,614.10
Building Fund	\$ 6,889.57
Police Vehicle / Equipment Fund	\$ 2,976.84
Street Paving Fund	\$ 33,563.21
Truck / Equipment Fund	\$ 3,108.62
Highway Aid	\$ 35,233.16
Refuse	\$ 95,590.81
Recreation Fund	\$ 190,012.40
Tatamy Grant Funds	\$ 16,524.70
Relief Fund - Borough Residents	\$ 7,773.46
General Fund Savings	\$ 38,626.73
Total Balance of Borough Operating Funds	\$ 1,261,522.45

<u>Fidelity Bank - Escrow Accounts</u>	
Escrow Master Account - Tatamy Borough	\$ 0.14
Escrow Disbursement Account	\$ 8,747.96
Escrow Account, Non-Developers	\$ 5,306.21
Sub - Chrin of Delaware xxx4218	\$ 1,932.63
Sub - North St. Real-Estate xxx4221	\$ 118.47
Sub - TMC Management Corp xxx4224	\$ 8,737.65
Sub - Carson Commerce Lane xxx6687	\$ 500.06
Sub - Newport Hill LLC xxx0230	\$ 8,131.79
Sub - Charles Chrin Real Estate Trus xxx0388	\$ 3,767.81
Sub - Tatamy Farms LLC xxx1093	\$ 247.09
Total Balance of Borough Escrow Funds	\$ 37,489.81
Fidelity Bank CD Acct. 2023	\$ 26,085.47
Fidelity Bank CD Acct. 2025	\$ 25,000.00
Total Balance of Borough CD Funds	\$ 51,085.47
Total Balance of Borough Funds	\$ 1,350,097.73

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Tatamy Borough Delinquent Accounts

Refuse Delinquents 2018 - 2024	\$	17,224.88
Refuse Delinquents 2025	\$	7,345.97
Total Delinquent Refuse	\$	24,570.85
Interim & Real-Estate Tax Delinquents 2023	\$	-
Interim & Real-Estate Tax Delinquents - 2024	\$	40.50
Real-Estate Tax Delinquents 2025	\$	-
Interim Real-Estate Tax Delinquents 2025	\$	-
Real-Estate Tax Total Delinquents	\$	40.50
Total Borough Delinquent Accounts	\$	24,611.35

*All Accounts Interest Bearing

Councilwoman Frace makes a motion to ratify paid monthly bills & to pay bills & operating expenses as funds are available through 4 August 2025. Councilman Wagner seconds this motion. Motion passes unanimously.

TATAMY PLANNING COMMISSION

Planning Commission was canceled this month.

PRESIDENT'S CORRESPONDENCE

President Hayes had no comment.

CURRENT BUSINESS

- a) Village @ Hobson Square, Sidewalk & Curbing were discussed with the Engineering report.
- b) Trailhead Extension Bids Award Recommendation was discussed with the Engineering report.
- c) 2026 Budget Requests – Borough Manager Saginario wanted to see if Council has any requests for the 2026 budget.
- d) Fire / EMS Tax Public Meeting- Still waiting to set up a meeting with Suburban EMS.
- e) Informational (No Action Required) Council Vice-President Pearson and Borough Manager Saginario discussed the information to the Council.
 - Whitetail Call Log, June
 - Realty Transfer Detail Report, May 2025 (No Report)
 - Portnoff Delinquent, June 2025
 - 2023 & 2024 Liquid fuels Audit Memos
 - DCED Financial Audit Engagement Letters, 2024

ORDINANCES

None

RESOLUTIONS

Council Pro-Temp Porter makes a motion to approve Resolution 2025-008 A RESOLUTION OF THE BOROUGH OF TATAMY, NORTHAMPTON COUNTY, PENNSYLVANIA, AUTHORIZING THE REALLOCATION OF FUNDS WITHIN THE RECREATION FUND AND GENERAL OPERATING FUND, AWARDING A CONTRACT FOR THE BRADEN PARK TRAILHEAD ADA PARKING AND ACCESS CONNECTION PROJECT, AND AUTHORIZING THE EXPENDITURE OF SAID FUNDS.

Councilwoman Frace seconds this motion. Motion passes unanimously.

CORRESPONDENCE FORWARDED TO COUNCIL BY EMAIL

None

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CURRENT SUBDIVISION / LAND DEVELOPMENT TIME LIMIT EXTENSIONS

- The Village at Hobson Square, Tatamy Farms, LLC

4 August 2025

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, 4th August 2025 commencing at 7:00 PM.

ADJOURNMENT

Councilwoman Frace makes a motion to adjourn the meeting. Councilman Lester seconds this motion. Motion passes unanimously.

Council President Hayes adjourns the meeting at 8:30PM.

Respectfully submitted,

Mark Saginario, Borough Manager / Secretary