

# BOROUGH OF TATAMY COUNCIL MEETING

Monday, 5 May 2025

7:00 PM Regular Mtg.

Llantrisant Retreat & Wellness Center 336

Bushkill Street

Tatamy, PA 18085



---

## Regular Monthly Council Meeting Minutes

### CALL TO ORDER

Council Pro-Tempore Porter calls the meeting to order at 7:00PM.

### ROLL CALL

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

### READING, AMENDING & APPROVAL OF AGENDA

motion to approve/amend agenda

### COURTESY OF THE FLOOR

None

### APPROVAL OF COUNCIL MEETING MINUTES

Councilman Lester makes a motion to approve/amend 7<sup>th</sup> April 2025 Regular Council Meeting. Councilman Wagner seconds this motion. Motion passes unanimously.

### APPOINTED COUNCIL MEMBER COMMITTEE REPORTS & REPORT OF ELECTED OFFICIALS

- a) Borough Manager Saginario gave the Personnel, Finance & Admin. Committee report. The following topics were discussed at the meeting: April treasurer reports & financial reports, the retaining wall update, watchtower memo, office furniture donation, and the Police officer probationary period.
- b) Michael Lester, Chairman gave the Parks & Recreation Committee report. The following topics were discussed: Werkheiser park updates, 2026 grants, and recreation fund update.
- c) Public Safety Committee meeting 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 report. The committee would like to go into other workplaces in Tatamy.
- h) Representative Mark Saginario gave the Nazareth Council of Governments report. The meeting had different vendors there, more for townships and bigger municipalities.
- i) Elected Official Open Floor- Councilwoman Frace went to the LVPC assembly, she informed the other Council members on the meeting.

### MAYOR'S COMMENTS & REPORT

Mayor Jim Pallante gave his report and wanted to say thank you to everyone who helped with the Easter Egg Hunt and the Mayor thanked Borough Administrator Nolder on going to the Hotel Bethlehem Breakfast with him.

## REGULAR MONTHLY COUNCIL MEETING MINUTES

### PUBLIC SAFETY REPORTS

- a) PD Chief Snyder was not present at the meeting to give the Police Report. Council Pro-Tempore Porter gave the PD report. The PD had 65 calls, conducted 37 traffic stops, had 2 BLS/ALS ambulance calls, and had 2 agency assists.
- b) FD Chief McDonald was not present at the meeting to give the Fire Company Report. Council Pro-Tempore Porter gave the report. The FD was dispatched to 3 incidents, 31 daily activities, and 662.53-man hours this month.
- c) Don Dereamus was not present at the meeting to give the EMC. No report was received.
- d) Jim Macort, Zoning Officer was not present at the meeting to give the Zoning & Code Officer Report. Borough Manager Saginario gave the report. The zoning officer is cleaning up in process permits and has been doing the inspections. The zoning officer is working out very well.

### BOROUGH ADMINISTRATION REPORTS

- a) Brien Kocher, Engineer, was not present at the meeting to give the Borough Engineer Report. Borough Manager Saginario gave the report.
  - Myers Power (New Point Hills)- Myers Powers started construction on the land.
    - i. Land Development Updates
  - Tatamy Farms II- No updates
    - i. Dedication / Maintenance of Roadways Checklist - Update
    - ii. Storm & Sewer Report- Update
    - iii. Detention Pond Sinkhole Evaluation - Update
  - Tatamy Trail – Two Rivers Phase I – the bidding is in process, once received we will review them.
    - i. Bid Specs & Advertising
- b) Michael Lester, Chairman gave the Sewer Authority Report. They did the Shut Off letters to 55 residents, 24 did not pay a letter went on their door and then after that 5 residents did not pay which then the Sewer Authority called. 4 of the residents paid, 1 did not till the water was shut off then they paid.
- c) Peter Layman, Esquire did not have Borough Solicitor Report to give.
- d) Ryan McGinley was not present at the meeting to give the Borough Public Works & Facilities Report. Borough Manager Saginario gave the PW report. The retaining wall was the number priority this month but also kept up with the daily/weekly tasks that needed to be done.
- e) Mark A. Saginario gave the Borough Manager Report. The IT service is going well, getting quotes for the desktops for PW, and Werkheiser Park is the main priority for the summer and Braden Park batting cages.

## REGULAR MONTHLY COUNCIL MEETING MINUTES

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

Borough of Tatamy

### TREASURER'S REPORT - APR 2025

Beginning Balance of General Fund as of:	<u>31-Mar-25</u>	\$	514,162.48
Deposits:	1 APR 2025 - 30 APR 2025	\$	307,303.32
Disbursements:	1 APR 2025 - 30 APR 2025	\$	155,993.94
Ending Balance w/ Transactions, as of	<u>29-Apr-25</u>	\$	665,471.86

#### Bank Balances: (Available)

<u>Fidelity Bank - Borough Funds</u>	<u>As of 29 APR.</u>
Broad Street Paving Fund	\$ 89,327.57
General Fund Checking	\$ 665,471.86
Operating Reserve	\$ 28,432.62
Building Fund	\$ 6,881.28
Police Vehicle / Equipment Fund	\$ 2,973.50
Street Paving Fund	\$ 33,521.40
Truck / Equipment Fund	\$ 3,106.29
Highway Aid	\$ 39,428.56
Refuse	\$ 122,659.57
Recreation Fund	\$ 206,022.07
Tatamy Grant Funds	\$ 16,506.22
Relief Fund - Borough Residents	\$ 7,764.75
General Fund Savings	\$ 38,554.59
<b>Total Balance of Borough Operating Funds</b>	<b>\$ 1,260,650.28</b>
<u>Fidelity Bank - Escrow Accounts</u>	
Escrow Master Account - Tatamy Borough	\$ 0.14
Escrow Disbursement Account	\$ -
Escrow Account, Non-Developers	\$ 5,306.00
Sub - Chrin of Delaware xxx4218	\$ 1,932.48
Sub - North St. Real-Estate xxx4221	\$ 118.47
Sub - TMC Management Corp xxx4224	\$ 9,315.18
Sub - Carson Commerce Lane xxx6687	\$ 500.03
Sub - Newport Hill LLC xxx0230	\$ 11,012.94
Sub - Charles Chrin Real Estate Trus xxx0388	\$ 4,302.00
Sub - Tatamy Farms LLC xxx1093	\$ 5,000.26
<b>Total Balance of Borough Escrow Funds</b>	<b>\$ 28,185.24</b>
<b>Fidelity Bank CD Acct.</b>	<b>\$ 26,085.47</b>
<b>Total Balance of Borough Funds</b>	<b>\$ 1,314,920.99</b>
<u>Tatamy Borough Delinquent Accounts</u>	
Refuse Delinquents 2018 - 2024	\$ 19,100.85
Refuse Delinquents 2025	\$ 9,910.97
<b>Total Delinquent Refuse</b>	<b>\$ 29,011.82</b>
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	\$ -
<b>Real-Estate Tax Total Delinquents</b>	<b>\$ 40.50</b>
<b>Total Borough Delinquent Accounts</b>	<b>\$ 29,052.32</b>

Councilwoman Frace makes a motion to ratify paid monthly bills & to pay bills & operating expenses as funds are available through 2 June 2025. Councilman Wagner seconds this motion. Motion passes unanimously.

## REGULAR MONTHLY COUNCIL MEETING MINUTES

### TATAMY PLANNING COMMISSION

#### a) Planning Commission Report

Tim Frey, Chairman

➤ None

### PRESIDENT'S CORRESPONDENCE

President Hayes had no comments.

### CURRENT BUSINESS

#### a) Eagle Scout Project

Eagle Scout member Aaron Wolford and his father Dennis Wolford came to the meeting to speak to the Council on his Eagle Scout Project that he would like to do at Braden Park. Aaron would like to build a low-maintenance kiosk to display an information board regarding the Bushkill Creek improvement project by the Forks of the Delaware division of Trout Unlimited, The Wild Land Conservancy, and Bushkill Stream Conservancy.

Councilwoman Frace makes a motion to approve the Eagle Scout Project at Braden Park. Councilman Frey seconds this motion. Motion passes unanimously.

#### b) Traffic Pole Replacement Update-

The traffic pole replacement will be 19377.20 dollars. Councilwoman Frace makes a motion to ratify the money of 19377.20 dollars for the Traffic Pole replacement. Councilman Frey seconds this motion. Motion passes unanimously.

#### c) Insurance Renewal Update

Borough Manager Saginario gave an update on the insurance renewal of a 5% increase in price for the year. Borough Manager Saginario would like to look into Cyber insurance for the Borough.

#### d) Councilman Lester makes a motion for the Certificate of Deposit, resolution 2025-005. Councilman Frey seconds this motion. Motion passes unanimously.

#### e) Borough Property Insurance Claim

The insurance claim pertaining to property damage that was caused by our PW department has been satisfied through government immunity statute of the Commonwealth of Pennsylvania.

#### f) Officer Probationary Period

Police Chief Snyder is recommending that Officer Assise probationary period is over at 6 months instead of 12 months. Officer Assise was a police officer before and is working out very well with the Borough.

Councilman Lester makes a motion to reduce the probationary period from 12 months to 6 months. Councilwoman Frace seconds this motion. Motion passes unanimously.

#### g) Fire / EMS Tax Public Meeting

The Council wants to have a public meeting for residents to come and meet with Suburban EMS, to see why the Borough is thinking about having a Fire/EMS tax. The Council wants to have it in June during the week in the late afternoon/ nighttime. Councilman Wagner makes a motion to pick a date for the meeting and advertise. Councilman Frey seconds this motion. Motion passes unanimously.

#### h) Informational (No Action Required) – Borough Manager Saginario went over the information with the Council.

- Whitetail Call Log, April
- Realty Transfer Detail Report, April 2025
- Portnoff Delinquent, April 2025
- Tatamy Farms II Documentation
- Village @ Hobson Square Documentation (NPDES)
- Watchtower Memo

### ORDINANCES

None

## REGULAR MONTHLY COUNCIL MEETING MINUTES

### RESOLUTIONS

Councilman Lester makes a motion to approve Resolution 2025-005. A RESOLUTION OF THE BOROUGH COUNCIL, OF BOROUGH OF TATAMY, NORTHAMPTON COUNTY, COMMONWEALTH OF PENNSYLVANIA, TO TRANSFER MUNICIPAL FUNDS TO A CERTIFICATE OF DEPOSIT (CD) ACCOUNT IN ACCORDANCE WITH PENNSYLVANIA'S ACT 72 IN THE AMOUNT OF \$25,000.00.

Councilman Frey seconds this motion. Motion passes unanimously.

Councilman Frey makes a motion to approve Resolution 2025-006. A RESOLUTION SUPPORTING THE APPLICATION TO, NORTHAMPTON COUNTY, PENNSYLVANIA, THE 2025 GROW NORCO GRANT UNDER THE NORTHAMPTON FINANCING AUTHORITY, NORTHAMPTON COUNTY FOR TATAMY BOROUGH JUSTIFYING THE IMPLEMENTATION OF A DIGITAL COMMUNITY DISPLAY BOARD, BY THE BOROUGH OF TATAMY.

Councilman Lester seconds this motion. Motion passes unanimously.

### CORRESPONDENCE FORWARDED TO COUNCIL BY EMAIL

- None

### CURRENT SUBDIVISION / LAND DEVELOPMENT TIME LIMIT EXTENSIONS

- The Village at Hobson Square, Tatamy Farms, LLC 2 June 2025

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

- 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<sup>nd</sup> June 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 Pro-Tempore adjourns the meeting at 8:27PM.

Respectfully submitted,

Mark Saginario, Borough Manager / Secretary

## REGULAR MONTHLY COUNCIL MEETING MINUTES