

MINUTES
NORTH CATASAUQUA BOROUGH COUNCIL MEETING
January 3, 2023

PEOPLE PRESENT

CALL TO ORDER – 7pm

PLEDGE OF ALLEGIANCE

PRESENT: President Peter Paone, Councilpersons: Mark Gioielli, Dan Snyder, Michele Hazzard, Mike Macsisak. Mayor Wm. Molchany. Solicitor Steven Goudsouzian, Treasurer Annette Englert, Secretary Tasha Jandrisovits

Also present were Police Chief Christopher Wolfer and Fire Chief Roger Scheirer

ABSENT: John Yanek, Jessica Cope

APPROVAL OF MINUTES

MOTION: By Mark Gioielli to approve the minutes from 12/5/2023. 2nd by Mike Macsisak. No additional discussion, all in favor.

PEOPLE PRESENT

Dave Kutzor - Pete confirmed that Dave has reviewed the plan for 1021 5th Street from New Image Enterprises. Dave read his letter dated January 3rd, 2023 which reviews the request before council in detail. Letter is attached to the minutes for the record.

Dave confirmed yes, the applicant was there tonight to receive approval from the Borough Council for his plan. Dave discussed the zoning hearing board approval, the planning commission approval, with two outstanding issues per his review. One is the placement of the sanitary laterals on the plan and the other is the payment of the \$600 for open space, which the developer agreed to pay. The plans show the trees and shrubs as requested by the planning commission to meet the SALDO requirements. Dave stated the shrubs will provide an excellent buffer with their growth and hardiness.

Dave confirmed that concrete pavers were added. Trees and shrubs will provide a buffer, grow area, require minimal maintenance and can achieve a hedge with these bushes, keep leaves all year long.

Pete discussed the sanitary laterals; they still need to be shown on the plan. This is important because there are two separate laterals for two separate properties. Brian stated he will have the location of sanitary laterals added to the plan. Brian also noted the plans were incorrect in

the header, they list 2-bedroom units, the plan should read 4 – 1-bedroom units. He will revise and send corrected copies tomorrow.

Mike asked about off street parking. Dave confirmed there are 6 parking spaces off street, which complies with the zoning and that was not one of the variances that zoning needed to approve. Dave discussed most of the 11 variances were not self-imposed, they were due to the use of the existing structures.

Steve told council they have the option of approving conditionally now, approving the waivers and the plan subject to final edits and approval by the engineer and review by the solicitor along with payment of applicable fees.

MOTION: By Mark Gioielli to grant final approval of the Minor Subdivision Plan, dated 2/4/22, revised 12/28/22. This includes granting of the waivers below set forth in the engineer’s letter dated January 3rd, 2023, specifically listed below. Approval is subject to the items noted on the engineer’s letter dated January 3rd, 2023, which include placement of the sewer laterals on the plan along with updates to reflect units as one bedroom. After final review by the engineer and the solicitor. Developer shall also pay all applicable fees. 2nd by Michele Hazzard. No additional discussion, all in favor.

1. **S.A.L.D.O. Section IV Design Standards, Section 420 Block and Lot Design Standards, 425 General Lot Design Standards, 425.4 ... depth of residential lots shall be not less than one nor more than three times their width.**
 - More than 50% of the lots in this neighborhood do not meet this criteria.

2. **S.A.L.D.O. Section IV Design Standards, Section 420 Block and Lot Design Standards, 427 Lot Access, 427.6 The centerline of an access road shall not be closer to an intersection of street centerlines depth. 427.62 multi-family residential developments, 427.623 Fifty feet if both streets are local.**
 - The driveway across the street is approximately the same distance from the intersection. Additionally, in the neighborhood there are several small street intersections with garages on the ROW line putting the driveways at the intersections.

TREASURER REPORT – Annette Englert

TREASURER’S REPORT
JANUARY 2023 #1

Our general fund ended with a tentative balance of \$64,838.62 and sewer fund with a tentative balance of \$293,883.39

1. We received the reimbursements on the following grants-
 - Grow NORCO – Carport & Fence Project \$50,000
 - Grow NORCO – Fire Dept Air Packs \$50,000
 - Northampton Livable Landscapes – D&L #58,363.63

2. We were notified that we will were approved for the following Northampton County Hotel Tax grants in 2023-
 - NCPA Community Days - \$2100
 - Summer Concert Series - \$2000

OFFICE REPORT – Tasha Jandrisovits

- Bid for Heavy Equipment for 2023
 - Lorah excavating was the only bid submission. Pete read the rates for 2023, Mike agreed these prices were reasonable.

MOTION: By Mike Macsisak to approve the bid from Lorah Excavating for 2023 pending approval from Solicitor. 2nd my Michele Hazzard. No additional discussion, all in favor.

- Ordinance for Moyer Way

MOTION: By Mike Macsisak to approve Ordinance #438 for Moyer Way. 2nd by Mark Gioielli. No additional discussion, all in favor.

- Millage Ordinance

MOTION: By Michele Hazzard to approve Ordinance #439 the 2023 millage rate of 13.7%. 2nd by Mark Gioielli. No additional discussion, all in favor.

- Printer - amend agenda to discuss

MOTION: By Mark Gioielli to amend the agenda to discuss the ordering of a new printer for the police department – Chief and Detective’s office. 2nd by Mike Macsisak. No additional discussion, all in favor.

- Printer – cost is \$641.33 if we want to purchase outright or \$12.76/month for 5 years. Printer comes with toner for 1k black and white and 1k color copies. Council agreed to purchase outright rather than lease. 4-week lead time.

MOTION: By Dan Snyder to approve the purchase of the above printer for \$641.33. 2nd by Mark Gioielli. No additional discussion, all in favor.

PUBLIC WORKS SUPERVISOR REPORT – Travis Brett

No report.

CIVIL SERVICE – Roger Scheirer
No report.

EMERGENCY MANAGEMENT REPORT – Roger Scheirer

Effective 1/2023 – Emergency evacuation plan revised and in affect. Copies handed out to those who needed.

FIRE DEPARTMENT REPORT – Roger Scheirer



2023 Officer Contact Listing

Fire Chief 1801 Roger Scheirer northcatasauquaema@yahoo.com

Cell # 484-239-0551 Borough Cell # 610-663-4232

Assistant Chief 1802 Dan Dougherty Neverwins006@verizon.net

Cell # 484-866-7559

Lieutenant 1807 Brad Panto bpantz62@gmail.com

Cell # 610-428-9211

Fire Marshal FM 18 Fran Hadik fhads18@aol.com

Cell # 610-751-7082

Police Fire Marshal 77 Detective Stephen O'Donnell sodonnell@ncatapd.org

Cell # 484-221-0886

Chief Scheirer also handed out a comprehensive report on call volume, call types, and training in the department. The full report will be attached to the final minutes recorded in the office. CPR training, Stop the Bleed, AED and Hazmat refresher training completed combined with Catty Fire Department. Pete thanked Roger for the level of detail and transparency in his monthly and year end reports.



**North Catasauqua Borough Police Department
January 2023 1st Monthly report**

Moving Forward

- RTK SOP, Bias-Based Policing, and Record Retention and Destruction SOP
- We began our audit of the disabled parking spots throughout the Borough and will give monthly status updates. So far, we completed Front Street and all the number streets. On these streets there were a total of 38 signed disabled spots. Of the 38, 14 were verified with valid placards, 2 are for the Masonic Temple, and letters were sent out to 22 residences for either not having the appropriate request form and/or not having a valid placard attached to our records. It should be noted that all spots that had expired or no placards also did not have the proper request form. Every council member was given a sample of the letter sent. The residents had 30 days from date of postmark to respond.
- On December 14th, we were audited by the PA State Police juvenile unit. Overall, went very well. There were some minor changes that needed to be made to our protocols and these changes have since been completed and enacted.
- Ofc. Hazim began phase II of Field Training on 12/26/2022. Doing well so far.
- We were awarded the Medical Marijuana Grant that we applied for early in 2022. This is a no match grant in the amount of \$49,900 to train officers, acquire supplies, and create a Medical Marijuana community outreach program in the Borough of North Catasauqua for the 2023 & 2024 calendar year

TRAINING COMPLETED

- **Ofc. Santiago and I** completed DUI case law training through the Institute for Law Enforcement Education
- I attended open records training through the PA Association of Boroughs
- **Ofc. Douglas** completed Surveillance Awareness training through the US Dept. of Homeland Security

- **Ofc. Santiago** completed Personal Fitness Trainer Certification through the International Sports Medicine Association
- **Ofc. Hazim** completed Police Cyclist training through the International Police Mountain Bike Association. He is now fully trained and certified as a bicycle cop

MOTION: By Mike Macsisak to add discussion of 2022 police vacation time to the agenda. 2nd by Michele Hazzard. No additional discussion, all in favor.

MOTION: By Pete Paone to approve carryover of police vacation through June of 2023. 2nd by Mike Macsisak. No additional discussion, all in favor.

OFFICE INSURANCE & PERSONNEL REPORT - Mark Gioielli

No report.

PUBLIC WORKS REPORT - John Yanek

Absent.

RECREATION COMMITTEE REPORT – Michele Hazzard

Meeting January 9th.

LAW COMMITTEE REPORT - Michele Hazzard

No report.

PUBLIC PROPERTY & PARKS REPORT - Jessica Cope

Absent.

PUBLIC SAFETY-POLICE – Michael Macsisak

No report.

PUBLIC SAFETY-FIRE REPORT – Daniel Snyder

No report.

MAYOR REPORT – William J. Molchany, Jr.

No report.

SOLICITOR REPORT – Atty. Steven Goudsouzian

No report.

COUNCIL PRESIDENT REPORT - Peter Paone

Pete wished Happy New Year to all. He let council know that we received applicants for the part time office assistant and the Treasurer. Per past practice, the office staff will meet with candidates first. For the full-time position, candidates will then be passed to the Office Committee, if available, for 2nd interviews.

NEW BUSINESS
No new business.

APPROVAL OF BILLS

MOTION: By Mike Macsisak to approve payment of all invoices. 2nd by Mark Gioielli. No additional discussion, all in favor.

ADJOURNMENT

MOTION: By Michele Hazzard to approve adjourning the meeting at 7:38pm. 2nd by Mike Macsisak. No additional discussion, all in favor.

ATTEST:



Tasha Jandrisovits
Borough Secretary