

Borough of Hellertown  
Council Meeting Minutes  
Monday, April 4, 2016

I. Call to Order – Thomas Rieger, 7:03 p.m.

II. Pledge - All

III. Roll Call – Cathy Hartranft

John Bate-	Present
Earl Hill-	Present
James Hill-	Present
Michael McKenna-	Present
Herbert Payung-	Present
Thomas Rieger-	Present
Philip Weber-	Present
Mayor Fluck-	Present

Also in attendance were Mike Corriere, Chief Shupp, Cathy Hartranft, Tom Henshaw, and Angie Bauer. Bryan Smith and Kris Russo were absent with prior notification.

IV. Adoption of Meeting Agendum

Motion made by Philip Weber, seconded by Herbert Payung, to approve the meeting agendum as written. Motion carried 7-0.

V. Approval of Meeting Minutes

A. Monday, March 21, Meeting Minutes

Motion made by Philip Weber, seconded by Herbert Payung, to approve the March 21, 2016, Meeting Minutes as written. Motion carried 7-0.

## VI. Courtesies of the Floor

### A. Pre-Scheduled Appearances

1. Maria Diaz-Joves- Discussion on Designs for Little Free Library in Authority Park

Ms. Diaz-Joves, 33 Penn Street- About a year ago, I came before Council to discuss the idea of a Little Free Library. At the time, Water Street Park was still under construction. Now that it is complete, that would be the preferred site due to the amount of visitors to the park and availability of seating. Ms. Diaz-Joves presented preliminary photos of the design. The shell would be made of metal and be water tight.

Motion made by John Bate, seconded by Philip Weber, to approve the placement of the Little Free Library at Water Street Park and to coordinate exact placement with Public Works. Motion carried 7-0.

### B. Agenda Items- None

### C. Non-agenda Items- None

## VII. Reports from Elected Officials

### A. President

Mr. Rieger- There was a nice post on Facebook this past Friday thanking one of our police officers for taking the time to interact with some of the youth at Water Street Park.

I will need an Executive Session to discuss the purchase or lease of property and personnel issues.

Mrs. Hartranft and I met with Dave Heintzelman to discuss Second Sunday Music in the Park. Council has allocated money to the program. The schedule is in June, July, and August.

I would also like to hold a special meeting of Council to discuss the upcoming 275<sup>th</sup> anniversary of Hellertown.

B. Mayor

Mayor Fluck had nothing to report.

C. Council

Earl Hill- History Day is April 23, 2016. There will be ribbon cutting for the new grass area and a car show.

Mr. Rieger- The ribbon cutting and dedication of Water Street Park will be held May 1<sup>st</sup> at 9:00 am to coincide with the opening day of the Farmer's Market.

VIII. Reports from Appointed Officials

A. Treasurer- None

B. Engineer

Mr. Smith was not present for the meeting.

C. Solicitor

Mr. Corriere- The Borough received a response from the Lehigh Valley Planning Commission regarding the Bed & Breakfast Ordinance. They have no comments and feel it is a matter of local concern.

D. Manager

Mrs. Hartranft- As part of our CDBG Funding, we need to do an RFP for engineering services. This is only for projects funded with the CDBG funds.

Motion made by Earl Hill, seconded by Herbert Payung, to advertise for a CDBG engineer. Motion carried 7-0.

E. Chief of Police

Chief Shupp- I attended the Northampton County Casino Grant presentations on March 28, 2016. We are applying for a grant for two police officers. We should know by the end of this month if the funding was approved.

F. Public Works Director

Mr. Henshaw- I received a request from the Lions Club to erect a sign along Route 412 at Kiernan Avenue. The Borough would provide the post and the labor.

Mr. Rieger- We should check with PennDOT since it is a state road.

Motion made by John Bate, seconded by Philip Weber, to approve the sign placement contingent upon PennDOT approval. Motion carried 7-0.

Chief Shupp- Mr. Henshaw and I went down to look into the reported issues of tractor trailers on Kichline. They are mostly lost and have nowhere to turn around. PennDOT does make signs for no tractor trailers and we have ordered some. They will be marked for local deliveries only. Mrs. Hartranft will determine whether an ordinance would have to be passed prior to erecting the signs.

Mr. Henshaw- I received a request from a resident requesting we turn the fountain blue for the month of April in support of the Autism Foundation.

Motion made by Philip Weber, seconded by Herbert Payung, to approve the request. Motion carried 7-0.

Mr. Henshaw- There is a sever leak in the roof above the wash bay. I received a quote which is to replace the entire roof. I figured the bay is probably about one-third of the building.

Mr. Rieger- Since we are still looking at options for the building, please get a quote for just the repair and not replacement.

This item will be on the April 18, 2016, agenda for discussion.

G. Zoning/Codes Officer

Mr. Russo was not present for the meeting.

H. Fire Chief- None

I. Emergency Management- None

IX. Unfinished Business- None

X. New Business

1. Outstanding Obligations- Approval of Payments

Motion made by Philip Weber, seconded by Earl Hill, to approve the payment of bills. Motion carried 7-0.

2. Adoption of Resolution 16-08, Designation of Agents for Severe Winter Storm- Council Action

Mr. Rieger- This is to get FEMA reimbursement for the severe winter storm. Mrs. Hartranft will be our agent.

Motion made by Philip Weber, seconded by Michael McKenna, to adopt Resolution 16-08. Motion carried 7-0.

3. Authorization to Advertise Ordinance 806, No Parking on Portions of Main Street- Council Action

Mrs. Hartranft- There is currently no parking during street sweeping. This would make it no parking on the East side from High to Wagner Street at all times.

Motion made by John Bate, seconded by Herbert Payung, to advertise Ordinance 807. Motion carried 7-0.

4. Approval of Hellertown Royals 2016 User's Agreement- Council Action
5. Approval of Special Event Request for Movies in the Park, August 19, 2016, and August 26, 2016- Council Action
6. Approval of Special Event Request for Music in the Park, June 12, July 10, and August 14, 2016, from 6:00 to 8:00 p.m.- Council Action
7. Approval of Special Event Request for Saucon Valley Spirit Parade, October 23, 2016, at 2:00 p.m.

Motion made by John Bate, seconded by Earl Hill, to approve agenda items #4 through #7. Motion carried 7-0.

Mr. McKenna inquired if staff can take care of some of the approval for special events. Mr. Rieger noted that it requires Council approval since it is a contract.

Mrs. Hartranft- Some municipalities have what is called a consent agenda item which all of the special event items/users agreements can be lumped into and one motion made.

Motion made by Michael McKenna, seconded by Herbert Payung, to try the consent agenda item. Motion carried 5-2 (Mr. James Hill and Mr. Bate opposed).

8. Approval of Special Event Request for Trick or Treat, October 30, 2016, from 6:00 to 8:00 p.m.- Council Action

Discussion ensued regarding a date and time for Trick-or-Treat.

Motion made by Michael McKenna, seconded by Earl Hill, to hold Trick-or-Treat on October 30, 2016, from 5:00 to 7:00 p.m.

Roll Call

John Bate-	No
Earl Hill-	Yes
James Hill-	No
Michael McKenna-	Yes
Herbert Payung-	Yes
Thomas Rieger-	Yes
Philip Weber-	No

Motion carried 4-3.

XI Announcements- None

XII. Executive Session

Motion made by Philip Weber, seconded by Herbert Payung, to adjourn to Executive Session at 7:43 p.m. Motion carried 7-0.

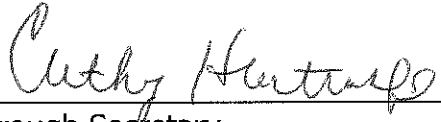
Mr. Corriere advised that the Executive Session was being held to discuss a personnel matters and possible purchase or lease of land.

Council reconvened from Executive Session at 8:45 p.m. Mr. Corriere reiterated that the Executive Session was held to discuss personnel and land acquisition.

XIII. Adjournment

Motion made by Philip Weber, seconded by John Bate, to adjourn the meeting at 8:47 p.m. Motion carried 7-0.

Adopted by the Hellertown Borough Council this 18<sup>th</sup> Day of April 2016.

  
Borough Secretary