

Borough of Hellertown  
Council Meeting Minutes  
Monday, March 20, 2017

I. Call to Order – Thomas Rieger, 7:04 p.m.

II. Pledge - All

**Swearing In of Jonathan Lentz to Fill Unexpired Term Ending 12/31/17**

Mayor Fluck administered the Oath of Office to Jonathan Lentz.

III. Roll Call – Cathy Hartranft

Earl Hill-	Present
James Hill-	Present
Jonathan Lentz-	Present
Michael McKenna-	Present
Herbert Payung-	Present
Thomas Rieger-	Present
Philip Weber-	Present
Mayor Fluck-	Present

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

IV. Adoption of Meeting Agendum

Motion made by Philip Weber, seconded by Earl Hill, to adopt the meeting agendum as written. Motion carried 7-0.

V. Approval of Meeting Minutes

A. Monday, March 6, 2017, Meeting Minutes

Motion made by Philip Weber, seconded by Herbert Payung, to approve the March 6, 2017, minutes as written. Motion carried 6-0 (Mr. Lentz abstained).

VI. Courtesies of the Floor

- A. Pre-Scheduled Appearances- None
- B. Agenda Items- None
- C. Non-agenda Items- None

VII. Reports from Elected Officials

A. President

Mr. Rieger thanked Council and Staff for the get-well fruit basket.

B. Mayor

Mayor Fluck- I will be doing a ribbon cutting for the Brow Society on Thursday.

C. Council

Council had nothing to report.

VIII. Reports from Appointed Officials

A. Treasurer

1. Revised January 2017 Treasurer's Report
2. February 2017 Treasurer's Report

Mrs. Krasnansky- adjustments were made during the audit to the General Fund, Sanitation Fund, and Capital Fund which adjusted the 2017 beginning balances.

Motion made by Michael McKenna, seconded by Philip Weber, to receive the Treasurer's Reports as presented. Motion carried 7-0.

B. Engineer

Mr. Smith- The work on the Dimmick Park pavilion is proceeding as scheduled. The Saucon Street ADA and Rail Trail connection project has been delayed due to the weather.

C. Solicitor

Mr. Corriere- I am preparing the ordinance amendment for the stop sign on Bachman Street.

An Extension Agreement was provided to the applicant for 33 Penn Street should she need an extension past July 2017 to complete the project.

The Borough received a licensing agreement from SESAC that would require the borough to pay a licensing fee to copyrighted music. I do not think that Music in the Parks would constitute a need for payment. In my opinion, the musician's performing should be responsible for copyright issues since they are the ones performing the songs. I would recommend requesting proof of that when making a contract with the musicians to play the event. Mrs. Hartranft and I will work on further investigating.

D. Manager

A Music in the Park meeting was held prior to tonight's meeting. As discussed this evening, we are looking to perhaps hire food trucks for at least two of the performances. The series will be finalized at the April 20, 2017, meeting.

E. Chief of Police

1. Monthly Report

Motion made by Earl Hill, seconded by Philip Weber, to receive the Police Monthly Report and make a part of these minutes. Motion carried 7-0.

Chief Shupp- The stop sign has been installed on Bachman Street. Since it is not yet in the ordinance, the Police have been issuing warnings in the area.

F. Public Works Director

Mr. Henshaw was not present for the meeting.

G. Zoning/Codes Officer

1. Monthly Report

Motion made by Philip Weber, seconded by Earl Hill, to receive the Zoning/Code Enforcement Monthly Report and make a part of these minutes. Motion carried 7-0.

H. Fire Chief- None

I. Emergency Management

Mr. Rieger- The last partnership was very positive. We are looking into a more regional approach to the EMA Coordinator and deputy.

IX. Unfinished Business

1. Approval of Lease Agreement for 1774 Grille & Tap- Council Action

Mrs. Hartranft- The property owner did request addition time on Sundays from 11:00 a.m. to 5:00 p.m. I did check with the church and that does not pose a conflict. If a snow emergency would be called, Borough residents have first rights to park there. The lease is for one year and the Borough will be paid \$2,500.00.

Motion made by Earl Hill, seconded by Michael McKenna, to approve the lease agreement. Motion carried 7-0.

X. New Business

1. Outstanding Obligations- Approval of Payments

Motion made by Michael McKenna, seconded by Herbert Payung, to approve the payments. Motion carried 7-0.

2. Adoption of Ordinance 817, Junked and Abandoned Vehicles- Council Action

Mr. Corriere- This ordinance divides the issues and defines junk vehicle and abandoned vehicle. The vehicle can be towed 72 hours after the owner receives notice.

Motion made by Philip Weber, seconded by Herbert Payung, to adopt Ordinance 817. Motion carried 7-0.

3. Adoption of Resolution 17-06, Keystone Communities Program Grant Application for Dimmick Park Playground Upgrades- Council Action

Mrs. Hartranft- We did apply for this grant last year and we weren't chosen as a recipient. We were encouraged to apply again this year. The Borough is asking for \$178,000.00 toward Dimmick Park Playground upgrades.

Motion made by Michael McKenna, seconded by Earl Hill, to adopt Resolution 17-06. Motion carried 7-0.

4. Adoption of Resolution 17-07, Keystone Communities Program Grant for Water Street Park Improvements- Council Action

Mrs. Hartranft- The Borough is applying for a Keystone Communities Grant in the amount of \$28,000.00 to supplement the Water Street project. This would be for the crosswalks at Main and Water Streets.

Motion made by Philip Weber, seconded by Herbert Payung, to adopt Resolution 17-07. Motion carried 7-0.

5. Approval of Step Upgrade for Casey Koch to Truck Driver II- Council Action
6. Approval of Step Upgrade for John Grogg to Laborer I- Council Action

Motion made by Michael McKenna, seconded by James Hill, to approve agenda item #5 and #6. Motion carried 7-0.

7. Discussion on Request of Saucon Valley High School Baseball to Use Dimmick Park for Game in Conjunction with Saucon Valley Diamond Sports Opening Day- Council Action

Mrs. Hartranft- Bob Frey, High School Athletic Director, contacted me about the high school baseball team playing a game at the park during opening day of little league to give the students some involvement with the younger players. All of the field maintenance will be completed by the School District. Their only request is for Public Works to cut the grass accordingly.

Motion made by Philip Weber, seconded James Hill, to approve Saucon Valley Baseball's use of the East End Field. Motion carried 7-0.

8. Approval of Special Event Request for Saucon Valley Easter Egg Hunt, April 15, 2017- Council Action

Mrs. Hartranft- The Hellertown Historical Society has graciously undertaken the organizing of the Easter Egg Hunt. It will be hosted April 15, 2017 at 10:00 a.m.

Motion made by Michael McKenna, seconded by Earl Hill, to approve the Special Event Request for the Easter Egg Hunt. Motion carried 7-0.

9. Discussion on Request for Donation from Saucon Valley Easter Egg Hunt- Council Action

Mrs. Hartranft- Due to the short notice and a new committee hosting the event, I would recommend a \$250.00 contribution. Lower Saucon will be recommending the same.

Motion made by Philip Weber, seconded by Herbert Payung, to make a \$250.00 contribution to the Easter Egg Hunt. Motion carried 7-0.

10. Approval of Special Event Request for Saucon Valley Farmers' Market- Council Action

Motion made by Michael McKenna, seconded by Philip Weber, to approve the Special Event Request for the Saucon Valley Farmers' Market. Motion carried 7-0.

11. Approval of Special Event Request for Dip-N-Dances, June 15; June 29; July 20; and August 3, 2017- Council Action

Motion made by Michael McKenna, seconded by Philip Weber, to approve the Special Event Request for the Dip-N-Dances. Motion carried 7-0.

XI Announcements- None

XII. Executive Session

XIII. Adjournment

Motion made by Michael McKenna, seconded by Philip Weber, to adjourn the meeting at 7:26 p.m. Motion carried 7-0.

Adopted by the Hellertown Borough Council this 20<sup>th</sup> Day of March 2017.

  
Borough Secretary

# HELLERTOWN POLICE DEPARTMENT MONTHLY REPORT

## February 2017

This is the monthly report for the Hellertown Police Department from February 1st through February 28th, 2017.

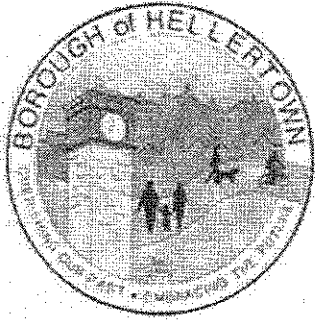
During the month of February the Police received 336 calls for service. We did receive 1 Theft, 4 Domestic/Assault, 1 Sex Offense and 10 traffic collision calls. We wrote 76 citations.

The Police Department filed 15 charges including 2 for Narcotics Possession, 5 for DUI, 4 for Theft and Receiving Stolen Property and 1 for Sexual Assault.

Officers are still completing their updates at the Police Academy. Our call volume was right on track compared to last year. We are working on a few cases regarding narcotics sales and hope to have them wrapped up next month. Any questions feel free to stop in or call

Chief Robert Shupp III





## BOROUGH OF HELLERTOWN

Zoning and Codes Office

685 Main Street

Hellertown, Pennsylvania 18055-1745

Hellertownborough.org

610-838-7041 \* Fax 610-838-0500

### 2017 Monthly Report Feb 17-Mar 16

Local Permits Issued:	8
BIA Permits Issued:	14
Sidewalk Inspections:	7
Residential Rental Inspections:	39
Fire Inspections:	0
Service Requests/Complaints	12

#### Citations:

**Planning Commission activity:** PC reviewed, discussed and recommended council approval of: Ord 811 Medical Marijuana, Wireless Communication Amendment and Ord 813 SALDO/Zoning Ordinance Amendment

**ZHB activity:** None

**Meetings/Classes attended:** 2 Borough Council  
0 Z.H.B.  
1 Planning Commission

**Court Appearances:** 0

#### Other Information:

**Business Activity:** 605 Main St.: 1774 Grille Now Open

**Borough of Hellertown  
Monthly Permit Report**

03/16/2017  
8:40 AM  
Page 1 of 1

**FOR PERMITS ISSUED BETWEEN 2/17/2017 AND 3/16/2017**

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
2/21/2017	Z-170067	CROWN FOREST LLC, Zoning Sign Permit	1184 MAIN ST	Q7NW3D-8-3	\$2,000.00	\$50.00
2/21/2017	O-170069	ADAMS CULVER LLC, Compliance Commercial Restaurant/Bar	605 MAIN ST	Q7SW2D-9-4A	\$0.00	\$50.00
2/23/2017	Z-170071	CONNELL, KATHRYN M And JOHN Zoning Generator Permit	850 ELM RD	Q7SE4A-12-12	\$6,000.00	\$100.00
2/23/2017	Y-170077	MULDOWNEY, LARRY And SHIRLEY Shade Removal	439 MAPLE RD	Q7SE1D-6-12	\$0.00	\$25.00
3/1/2017	M-170084	MobileFood Yearly Mobile Food			\$0.00	\$200.00
3/7/2017	Z-170095	KATZMAN, JOEL, Zoning Sidewalk	1222 MAIN ST	Q7NW3D-4-11	\$2,545.00	\$75.00
3/8/2017	D-170098	TONN, RUTH L And AARON J, Dumpster New Dumpster/POD Permit	1310 1ST AVE	Q7NW3A-12-7	\$0.00	\$75.00
3/10/2017	D-170104	GIAMPETRO ADA J REVOCABLE LIVI Dumpster New Dumpster/POD Permit	339 DURHAM ST	Q7SW2C-7-4	\$0.00	\$75.00

TOTAL NUMBER OF PERMITS:

8

local

TOTAL ESTIMATED VALUE:

\$10,545.00

TOTAL PERMIT FEES:

\$650.00

Summary by Type

1. Commercial

Borough of Hellertown

03/16/2017

Monthly Permit Report

8:39 AM

Page 1 of 2

FOR PERMITS ISSUED BETWEEN 2/17/2017 AND 3/16/2017

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE	
2/23/2017	P-170076	RAUDENBUSH, DENNIS L And CAR	555 RENTZHEIMER DR	Q7SW2C-9-7	\$0.00	\$114.00
	Plumbing	Kitchen Renovation				
2/23/2017	M-170072	CONNELL, KATHRYN M And JOHN	850 ELM RD	Q7SE4A-12-12	\$6,000.00	\$74.00
	Mechanical	New Fuel-Generator				
2/23/2017	E-170075	RAUDENBUSH, DENNIS L And CAR	555 RENTZHEIMER DR	Q7SW2C-9-7	\$3,000.00	\$74.00
	Elect	Kitchen Renovation				
2/23/2017	E-170073	CONNELL, KATHRYN M And JOHN	850 ELM RD	Q7SE4A-12-12	\$6,000.00	\$69.00
	Elect	Generator				
2/23/2017	B-170074	RAUDENBUSH, DENNIS L And CAR	555 RENTZHEIMER DR	Q7SW2C-9-7	\$50,000.00	\$129.00
	Build	Kitchen Renovation				
2/28/2017	F-170081	HORVATH, DAVID G,	1523 BLEYLER ST	Q7NW3B-3-4	\$600.00	\$79.00
	Roof	New Roof-Residential				
3/2/2017	F-170085	WILT, DANIEL STUART,	419 MAIN ST	Q7SW3A-4-13	\$15,000.00	\$79.00
	Roof	New Roof-Residential				
3/7/2017	E-170097	CROSSON, JEFFREY C And CHRIST	1736 FRANKLIN ST	Q7NW2D-3-1	\$4,198.00	\$79.00
	Elect	Solar Residential				
3/7/2017	B-170096	CROSSON, JEFFREY C And CHRIST	1736 FRANKLIN ST	Q7NW2D-3-1	\$1,798.00	\$129.00
	Build	Solar-Residential				
3/9/2017	P-170102	SPENGLER, SCOTT D And DEANNA	1384 MAIN ST	Q7NW3A-9-10	\$0.00	\$74.00
	Plumbing	1/2 Bath Renovation				
3/15/2017	P-170110	POSH PROPERTIES NO 5 MAIN STRE	1332 MAIN ST	Q7NW3A-9-17	\$0.00	\$104.00
	Plumbing	Commercial Renovations				
3/15/2017	F-170107	MOLDER, STEVEN B And JUDITH J,	164 FRONT ST	Q7SW3D-1-1B-	\$7,500.00	\$79.00
	Roof	New Roof-Residential				
3/16/2017	E-170109	POSH PROPERTIES NO 5 MAIN STRE	1332 MAIN ST	Q7NW3A-9-17	\$11,500.00	\$124.00
	Elect	Commercial Renovations				
3/15/2017	B-170108	POSH PROPERTIES NO 5 MAIN STRE	1332 MAIN ST	Q7NW3A-9-17	\$80,000.00	\$1,184.00
	Build	Renovation-Commercial				

BIA (14)

Borough of Hellertown

03/16/2017

Monthly Permit Report

8:40 AM

Page 1 of 1

FOR PERMITS ISSUED BETWEEN 2/17/2017 AND 3/16/2017

DATE PERMIT	PERMIT #	OWNER	PROPERTY ADDRESS	PARCEL	EST VALUE
2/22/2017	S-170070	DEUTSCHE BANK NATIONAL TRUST	1332 EASTON RD	Q7NW3B-13-3	\$0.00 \$25.00
	SidelInsp	Sidewalk And Curb Inspection Application			
3/2/2017	S-170088	ALBERTSON, DENNIS J And JANICE	451 LOCUST RD	Q7SE1D-4-13	\$0.00 \$25.00
	SidelInsp	Sidewalk And Curb Inspection Application			
3/2/2017	S-170087	KATZMAN, JOEL,	1222 MAIN ST	Q7NW3D-4-11	\$0.00 \$25.00
	SidelInsp	Sidewalk And Curb Inspection Application			
3/6/2017	S-170094	YATTER, RAYMOND E And GLORIA	1647 ZIMPFER LN	Q7NW2C-4-1Q	\$0.00 \$25.00
	SidelInsp	Sidewalk And Curb Inspection Application			
3/8/2017	S-170101	GOLDEN, JAMES F JR And TANYA	1357 JEFFERSON ST	Q7NW3A-8-16	\$0.00 \$25.00
	SidelInsp	Sidewalk And Curb Inspection Application			
3/8/2017	S-170099	FOTA, MICHAEL J And DOROTHY,	1324 EASTON RD	Q7NW3C-6-3	\$0.00 \$25.00
	SidelInsp	Sidewalk And Curb Inspection Application			
3/9/2017	S-170103	GORDON, CHARLES W,	656 MAIN ST	Q7SW2D-8-3A	\$0.00 \$25.00
	SidelInsp	Sidewalk And Curb Inspection Application			

TOTAL NUMBER OF PERMITS: 7  
 TOTAL ESTIMATED VALUE: \$0.00  
 TOTAL PERMIT FEES: \$175.00

Summary by Type

# Inspections Performed

## Borough of Hellertown

Time	Address	Description	Permit	Desc Work	TicketNo	Schedule Notes
Kris Russo						
02/17/2017	1113-15 3RD AVE	Rental Inspection	R-150281.2	Rental Permit	869	Sched: RESULT: Pass
02/17/2017	1130 2ND AVE	Rental Inspection	R-150514.2	Rental Permit	867	Sched: RESULT: Pass
02/17/2017	502 HENRY ST	Rental Inspection	R-170061	Rental Permit	864	Sched: RESULT: Pass
02/17/2017	845 JUNIPER RD	Sidewalk & Curb Inspectio	S-170060	Sidewalk And Curb Inspection Appl	868	
02/21/2017	900 FRONT ST	Fire Reinspection	C-150101.2	Business Registration	873	Sched: RESULT: Pass
02/21/2017	770 EASTON RD	Rental Inspection	R-150485.2	Rental Permit	874	Sched: RESULT: Fail
02/21/2017	818 MAIN ST	Rental Inspection	R-170064	Rental Permit	870	Sched: RESULT: Pass
02/21/2017	1311 MAIN ST	Rental Inspection	R-170065	Rental Permit	871	Sched: RESULT: Fail
02/21/2017	159 NORTHAMPTON ST	Rental Inspection	R-170066	Rental Permit	872	Sched: RESULT: Fail
02/22/2017	1055 DETWEILER AVE	Rental Inspection	R-150612.2	Rental Permit	876	Sched: RESULT: Pass
02/22/2017	719 FRONT ST	Rental Inspection	R-150686.2	Rental Permit	877	Sched: RESULT: Pass
02/22/2017	1425 MAIN ST	Sidewalk & Curb Inspectio	S-170045	Sidewalk And Curb Inspection Appl	878	RESULT: Pass
02/22/2017	1425 MAIN ST	Final Inspection	Z-170055	Sidewalk	875	Sched: RESULT: Pass
02/23/2017	753 FRONT ST	Rental Inspection	R-150493.2	Rental Permit	881	Sched: RESULT: Fail
02/23/2017	744 FRONT ST	Rental Inspection	R-150576.2	Rental Permit	880	Sched: RESULT: Fail
02/23/2017	18 E DEPOT ST	Rental Inspection	R-150610.2	Rental Permit	879	Sched: RESULT: Fail
02/23/2017	54 W DEPOT ST	Rental Inspection	R-160762	Rental Permit	882	Sched: RESULT: Fail
02/24/2017	906 DETWEILER AVE	Rental Inspection	R-150594.2	Rental Permit	884	Sched: RESULT: Pass
02/24/2017	40 E DEPOT ST	Rental Inspection	R-150628.2	Rental Permit	883	Sched: RESULT: Pass
02/24/2017	122 E CHESTNUT ST	Rental Inspection	R-150651.2	Rental Permit	886	Sched: RESULT: Fail
02/24/2017	845 JUNIPER RD	Sidewalk & Curb Inspectio	S-170060	Sidewalk And Curb Inspection Appl	885	RESULT: Pass
02/27/2017	934 MAIN ST	Rental Inspection	R-150307.2	Rental Permit	888	Sched: RESULT: Fail
02/27/2017	737 EASTON RD	Rental Inspection	R-150317.2	Rental Permit	887	Fail
02/28/2017	901 MAIN ST	Rental Inspection	R-150309.2	Rental Permit	889	Sched: RESULT: Fail
02/28/2017	831 DETWEILER AVE	Rental Inspection	R-150561.2	Rental Permit	890	Sched: RESULT: Fail
02/28/2017	126 LOIS ST	Rental Inspection	R-150582.2	Rental Permit	891	Sched: RESULT: Fail
02/28/2017	1115 1ST AVE	Rental Inspection	R-160784	Rental Permit	892	Sched: RESULT: Fail
03/01/2017	937 EASTON RD	Rental Inspection	R-150563.2	Rental Permit	895	Sched: RESULT: Fail
03/01/2017	758 EASTON RD	Rental Inspection	R-150923.2	Rental Permit	894	Sched: RESULT: Fail
03/01/2017	159 NORTHAMPTON ST	Follow up	R-170066	Rental Permit	893	Sched: RESULT: Pass
03/02/2017	1019 MAIN ST	Rental Inspection	R-150507.2	Rental Permit	896	Sched: RESULT: Fail
03/03/2017	1023 MAIN ST	Rental Inspection	R-150484.2	Rental Permit	899	Sched: RESULT: Fail

# Inspections Performed

# Borough of Hellertown

Time	Address	Description	Permit	Desc Work	TicketNo	Schedule Notes
03/03/2017	1222 MAIN ST	Sidewalk & Curb Inspectio	S-170087	Sidewalk And Curb Inspection Appl	897	RESULT: Fail
03/03/2017	461 LOCUST RD	Sidewalk & Curb Inspectio	S-170088	Sidewalk And Curb Inspection Appl	898	RESULT: Pass
03/06/2017	1020 EASTON RD	Rental Inspection	R-150559.2	Rental Permit	900	Sched: RESULT: Fail
03/06/2017	9 E DEPOT ST	Rental Inspection	R-150663.2	Rental Permit	901	Sched: RESULT: Fail
03/06/2017	11-13 E DEPOT ST	Rental Inspection	R-150664.2	Rental Permit	902	Sched: RESULT: Fail
03/07/2017	1135 MAIN ST	Rental Inspection	R-150729.2	Rental Permit	903	Sched: RESULT: Pass
03/07/2017	54 W DEPOT ST	Follow up	R-180762	Rental Permit	904	Sched: RESULT: Pass
03/08/2017	745 EASTON RD	Rental Inspection	R-150318.2	Rental Permit	905	Sched: RESULT: Fail
03/08/2017	1056 DETWEILER AVE	Rental Inspection	R-150588.2	Rental Permit	906	Sched: RESULT: Fail
03/09/2017	824 MAIN ST	Rental Inspection	R-150311.2	Rental Permit	909	Sched: RESULT: Pass
03/09/2017	900 MAIN ST	Rental Inspection	R-150695.2	Rental Permit	915	Sched: RESULT: Fail
03/09/2017	1021 MAIN ST	Rental Inspection	R-150670.2	Rental Permit	908	Sched: RESULT: Fail
03/09/2017	1021 MAIN ST	Follow up	R-150670.2	Rental Permit	910	Sched: RESULT: Pass
03/09/2017	0 FRONT(785 Front/50 Hampton) ST	Rental Inspection	R-180775	Rental Permit	907	Sched: RESULT: Fail
03/09/2017	1647 ZIMPFER LN	Sidewalk & Curb Inspectio	S-170094	Sidewalk And Curb Inspection Appl	913	RESULT: Pass
03/09/2017	1324 EASTON RD	Sidewalk & Curb Inspectio	S-170099	Sidewalk And Curb Inspection Appl	914	RESULT: Fail
03/09/2017	1357 JEFFERSON ST	Sidewalk & Curb Inspectio	S-170101	Sidewalk And Curb Inspection Appl	911	RESULT: Pass
03/09/2017	656 MAIN ST	Sidewalk & Curb Inspectio	S-170103	Sidewalk And Curb Inspection Appl	912	RESULT: Pass

This Inspector Performed:

50

Total Number of Inspections Performed:

50