

Borough of Hellertown  
Council Meeting Minutes  
Monday, April 3, 2017

- I. Call to Order – Thomas Rieger, 7:00 p.m.
- II. Pledge - All
- 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 Tom Henshaw.

- IV. Adoption of Meeting Agendum

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

- V. Approval of Meeting Minutes

- A. Monday, March 20, 2017, Meeting Minutes

Motion made by Philip Weber, seconded by Earl Hill, to approve the March 20, 2017, minutes as written. Motion carried 7-0.

- VI. Courtesies of the Floor

- A. Pre-Scheduled Appearances- None

- B. Agenda Items

Bryan Grube, President of Model A Club- Our club has been partnering with the Hellertown Historical Society during History Day since 2014. This year, it will just be Model A Day and a flea market. All donations

will go toward the Hellertown Historical Society. This event is free to the public and will be held from April 29, 2017, from 9:00 a.m. to 3:00 p.m.

We would like to have police presence for about six hours. The club will cover the cost of the police.

Motion made by Michael McKenna, seconded by Earl Hill, to approve the Special Event Request with the payment of six hours of police coverage. Motion carried 7-0.

C. Non-agenda Items- None

VII. Reports from Elected Officials

A. President

Mr. Rieger had nothing to report.

B. Mayor

Mayor Fluck had nothing to report.

C. Council

Council had nothing to report.

VIII. Reports from Appointed Officials

A. Treasurer- None

B. Engineer

Mr. Smith- The pavilion project is almost completed.

All but one handicap ramp has been completed at Saucon and Front Streets. A utility pole created an issue and will be replaced this week.

C. Solicitor

Mr. Corriere had only agenda items.

D. Manager

Mrs. Hartranft had only agenda items.

E. Chief of Police

Chief Shupp- The Hellertown Police Department can now be found on Facebook and Twitter.

F. Public Works Director

1. Monthly Report

Motion made by Michael McKenna, seconded by Philip Weber, to receive the Public Works Monthly Report and make a part of these minutes. Motion carried 7-0.

G. Zoning/Codes Officer

Mr. Russo had nothing to report

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 payments. Motion carried 7-0.

2. Adoption of Ordinance 818, Amending Stop Intersections- Council Action

Mr. Rieger- The ordinance amends the code to add a stop sign at Bachman Street.

Motion made by Philip Weber, seconded by Michael McKenna, to adopt Ordinance 818. Motion carried 7-0.

3. Adoption of Resolution 17-08, Small Games of Chance- Council Action

Mrs. Hartranft- This resolution was sent to the Borough from PSAB for support. This will remove the monetary limit small games of chance may pay out in any given week.

Motion made by Michael McKenna, seconded by Earl Hill, to adopt Resolution 17-08. Motion carried 7-0.

4. Adoption of Resolution 17-09, Supporting the Use of Radar by Municipal Police Department- Council Action

Mrs. Hartranft- This resolution was also sent to the Borough by PSAB for support. Pennsylvania is the only state that does not allow local police departments to use radar. This would support changing the law to allow the use of radar by municipal PA police departments.

Motion made by Michael McKenna, seconded by Jonathan Lentz, to adopt Resolution 17-09. Motion carried 7-0.

5. Discussion on Conversion of 505 High Pressure Sodium Street Lights to LED- Council Action

Mrs. Hartranft- The Borough has an opportunity to convert the street lights from high pressure sodium lights to LEDs. This would be done at no cost to the Borough. The Borough has 505 street lights to convert. According to their analysis, the Borough will save more than \$1,800.00 per year in electric. The lights will be replaced with LEDS with similar lumens. If there is too much light emitted,

shades can be placed. The period lighting cannot be converted. PPL will remove and, because they were purchased through a PPL grant, take back. This would further increase the savings. Once a contract is signed, it usually takes about 70 days to complete the conversion.

Motion made by Philip Weber, seconded by Earl Hill, to authorize PPL to convert the street lights to LEDs. Motion carried 7-0.

Motion made by Philip Weber, seconded by Michael McKenna, to authorize PPL to remove the Victorian lighting. Motion carried 7-0.

6. Award 2017 Seal Coating Bid to Asphalt Maintenance Solution in the Amount of \$32,417.28- Council Action

Mrs. Hartranft- The bid was put on Pennbid. We received one bid and it came in as estimated.

Motion made by Philip Weber, seconded by Earl Hill, to award the 2017 Seal Coating Bid to Asphalt Maintenance Solutions in the amount of \$32,417.28. Motion carried 7-0.

7. Award 2017 Road Paving Bid to Bracalente Construction in the Amount of \$147,815.00- Council Action

Mrs. Hartranft- We also put this bid on Pennbid. We received eight bids. Bracalente was the low bidder and all paperwork is complete.

Motion made by Earl Hill, seconded by Philip Weber, to award the 2017 Road Paving Bid to Bracalente Construction in the amount of \$147,815.00. Motion carried 7-0.

8. Approval of the Pool User Agreement for Mountain House Day Camp- Council Action

Mrs. Hartranft- For the last few years, the Girl Scouts have requested to use the pool for two days per week. The Borough has been charging \$1,000.00. They provide their own staff and lifeguards.

Motion made by Philip Weber, seconded by James Hill, to approve the User's Agreement for Mountain House Day Camp. Motion carried 7-0.

9. Approval of Payment #2 to F.A. Rohrbach, Inc., in the Amount of \$23,872.50 for CDBG Curbramp Project- Council Action
10. Approval of Payment #3 to F.A. Rohrbach, Inc., in the Amount of \$12,825.23 for CDBG Curbramp Project- Council Action

Mr. Smith- Barry Isett & Associates have reviewed the payment requests. They have actually completed more work than they are billing for.

Motion made by Earl Hill, seconded by Philip Weber, to approve Payment #2 and #3 to F.A. Rohrbach. Motion carried 7-0.

11. Approval of Payment #1 to Tevislis Masonry Services in the Amount of \$4,000.00 for the Detweiler Plaza Project- Council Action

Motion made by Michael McKenna, seconded by Philip Weber, to approve Payment #1 to Tevislis Masonry. Motion carried 7-0.

12. Discussion and Review of Keystone Communities Program Grant Application for Pedestrian and Bicycle Safety Improvements to Water Street Park

Mrs. Hartranft- As part of the grant process, it is required to discuss and review the grant application in an advertised public meeting. Keystone Communities Program grants can be awarded up to \$30,000.00. The Borough is requesting a grant for \$28,000.00 specifically for crosswalk improvements to Main and Water Streets intersection. This will help supplement Water Street funding.

Linda Leewright asked what type of product would be used.

Mr. Smith- It would be similar product to what was previously used but it would be a deeper inset so it lasts longer. It is designed to create a safer pedestrian crossing.

Mr. Weber stated support for the grant application as the subject of pedestrian movement and safety has been recently discussed at the Business Roundtable meetings as well as Planning Commission meetings.

Motion made by Philip Weber, seconded by Earl Hill, to accept the grant application. Motion carried 7-0.

13. Discussion on Request for Funding Toward the Carnival Fireworks from Dewey Fire Company- Council Action

Mr. Rieger- This request was not made in time for the budget. There are funds in the contingency. They are asking for \$2,500.00. Per our policy, the Borough would need a copy of the 2016 audit before funds would be dispersed.

Mr. Weber- Without the Borough contribution, the show will need to be downgraded.

Motion mad by James Hill to table this matter until their audit is received. Motion failed 0-7.

Motion made by Philip Weber, seconded by Earl Hill, to approve the request contingent upon receipt of the 2016 audit. These funds will be paid out of the contingency. Motion carried 7-0.

14. Consent Agenda

1. Approval of 2017 Saucon Valley Soccer League User's Agreement-Council Action
2. Approval of 2017 Hellertown Royals User's Agreement- Council Action
3. Approval of Special Event Request for Model A Day, April 29, 2017.

Motion made by Philip Weber, seconded by Michael McKenna, to approve the Consent Agenda (Consent Agenda Item #3 was approved under Preschedule Appearances). Motion carried 7-0.

XI Announcements


Mr. Rieger- The Easter Egg Hunt will be held April 15, 2017, at 10:00 a.m.

XI. Executive Session- None

XIII. Adjournment

Motion made by Michael McKenna, seconded by James Hill, to adjourn the meeting at 7:50 p.m. Motion carried 7-0.

Adopted by the Hellertown Borough Council this 17<sup>th</sup> Day of April 2017.



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Borough Secretary



**PUBLIC WORKS AND PARKS DEPARTMENT  
MONTHLY REPORT  
FEBRUARY 2017**

**1 Activity Completed**

Installed new roller shaft in topsoil screener.  
Moved light switch in Angies office,empied room and helped install new desk.  
Replaced bleeder on heater in ladies room of Borough Hall.  
Cut brush along Rails to Trails.  
Paving plan and cost estimates for steets and alleys.  
Swept Main St. as scheduled.  
2/8 Storm preparation- loaded salt and plows on trucks and snow blowers on tractors.  
Plowed streets, alleys and lots. Then cleared sidewalks and bridges.  
Removed perimeter lighting and conduit from pavilion.  
Spread screenings under kiosk and all trail crossings.  
Raked up leaves and sticks in planting areas at Water St. Park.  
Rehung street signs at Linden and Second Ave. and Ackerman and Main St.  
Trimmed bushes at plaza.  
Measured reclaimed mulch piles at Compost Center with Charly Luthar.

**2 Other**

Cut 2 trees down at Tumminello building.  
Cleaned shops and lunch room weekly.  
Cut shrubs at Pergola and mulched.  
Emptied trash and recycling in Borough Hall ,Mon. and Fri.  
Cleaned and organized sign shop.  
Picked up Perma-Columns in Lenhartsville and installed under kiosk.  
Salted road at Reservoir for Water Authority.  
Emptied and washed out salt trucks after use.  
Filled dog waste bags dispensers weekly.  
Ran to Ailentown for keys to power panel in HPD.  
Cut and raked out meadow at Water St. park also mulched.  
Inspection # 2 at Horwith Trucking after 2 new tires at Service Tire.  
Removed and cleaned spreader from #7 GMC.  
Posted Saucon and Front Sts. For HP ramp work.  
Met with boiler inspector for furnace and air compressors inspection.  
Two trips to G&S fasteners for picnic table bolts.

**3 PROJECTS WORKED ON/COMPLETED DURING THE MONTH**

Fixed hydraulic leak on #4 dump truck.  
Changed main broom on sweeper.  
Sanded, primed and painted body on #7 GMC.  
Hauled tables from pavilion to shop, removed boards, planed, sanded, watersealed and reattached to repainted table legs and then hauled back to park.  
Reset mile markers on Rails to Trails

**4 NUMBER OF TIMES CALLED OUT AFTER WORKING HOURS**

Called out 3am.on 2/9, heavy snow  
Called out Sun. 2/12 for icy roads.  
Called out Sun. 2/19 for dead deer in Borough Hall parking lot.

**5 MEETINGS AND/OR TRAINING ATTENDED (ALL DEPARTMENT PERSONNEL)**

Council Meeting  
Meeting with Manager,misc. Borough business  
Prebid meeting at Dimmick Park pavilion  
Public Works Building meeting.  
Compost committee meeting.

**6 OTHER**

Emptied trash barrels on every Fri.  
Cleared mill race and pond grates weekly.