

Borough of Hellertown
Council Meeting Minutes
Monday, May 1, 2017

An Executive Session Was Held Prior to the Meeting at 6:30 P.M. to Discuss
Personnel

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-	Absent with prior notification
Michael McKenna-	Present
Herbert Payung-	Present
Thomas Rieger-	Present
Philip Weber-	Present
Mayor Fluck-	Present

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

IV. Adoption of Meeting Agendum

Motion made by Michael McKenna, seconded by Herbert Payung, to adopt the meeting agendum as written with the addition of New Business #9, Appointing Chris Scherer as Emergency Management Director. Motion carried 6-0.

V. Approval of Meeting Minutes

A. Monday, April 17, 2017, Meeting Minutes

Motion made by Michael McKenna, seconded by Philip Weber, to approve the April 17, 2017, minutes as written. Motion carried 6-0.

VI. Courtesies of the Floor

A. Pre-Scheduled Appearances

1. Susan Ackermann- Presentation of Revised Dimmick Park Bandshell Mural

Mrs. Ackermann will make the presentation at the May 15, 2017, meeting.

B. Agenda Items- None

C. Non-agenda Items

Lee Weidner came to discuss various issues that have been noticed along the Saucon Rail Trail and Water Street Park including littering, grass dumping, failure to clean up dog waste, failure to dismount bicycles when crossing the intersections, and destruction of the nets in the basketball courts.

Mr. Rieger suggested that these topics be brought up in the email blast newsletter that has been discussed.

Mr. Henshaw- Chief Shupp and I have talked about installing cameras to monitor the courts. In the meantime, I'll talk to Service Electric and see about using their cameras to watch the area.

Robert Grim, Lost Tavern Brewing- The Lehigh Valley Brewers Guild Brewfest is slated to be held on the South Side of Bethlehem this year. However, there have been a few roadblocks with getting approval. I was coming before Council to propose that the backup plan would be to hold it at Lost Tavern Brewing. It would be similar to the Hops for Hope event that was held last year. The date is not yet set but it would be at the end of September with the hours being either 12:00 p.m. to 4:00 p.m. or 1:00 p.m. to 5:00 p.m. Since parking tends to be an issue, we are looking into renting a brew bus to shuttle people to the event.

Mr. Payung- I would recommend that if the event does come to the Borough, the parking be restricted at the intersection of Main and Hampton to allow for a greater line of sight.

Mr. Weber also suggested the use of Fire Police to help patrons cross the street.

Mr. Rieger- There will actually be a Joint Meeting of Council and the Planning Commission on May 9, 2017, at 7:00 p.m. to discuss walkability in the Borough.

Janice Campanella, Mike's Kids Doggie Shop- I would request that Durham Street by the Mike's Kids Doggie Shop be made local deliveries only. The GPS is taking busses and trucks up the narrow portion of the road rather than turning at Penn Street and has been causing damage to vehicles.

Mr. Smith- The Borough would need to complete a study prior to implementing the "local deliveries only" signage.

Motion made by Earl Hill, seconded by James Hill, to have Mr. Smith provide a cost to the Borough and place on the agenda for the May 15, 2017, meeting. Motion carried 7-0.

VII. Reports from Elected Officials

A. President

Mr. Rieger- There will be a Joint Meeting of Council and the Planning Commission to discuss the pedestrian study. I would ask that Council review the documents prior to the meeting.

B. Mayor- The opening day for the Farmers' Market is May 7, 2017.

C. Council

Council had nothing to report.

VIII. Reports from Appointed Officials

A. Treasurer- None

B. Engineer

Mr. Smith- The Saucon Street CDBG project is still on hold for the relocation of the utility pole. PPL is expecting to have pole installed by May 15, 2017. I have asked the contractor to continue work on other areas of the project.

The contractor at the pavilion will be completing the punchlist items tomorrow.

C. Solicitor

Mr. Corriere- I spoke with the attorneys for Stonewood Development. They are working on getting new bonds.

Mr. Smith- I was contacted about getting them a new cost estimate for the bonds.

D. Manager

Mrs. Hartranft had only agenda items.

E. Chief of Police

Chief Shupp was not present for the meeting.

F. Public Works Director

1. Monthly Report

Motion made by Philip Weber, seconded by Earl Hill, to receive the Public Works Monthly Report and make a part of these minutes.
Motion carried 6-0.

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 Michael McKenna, seconded by Philip Weber, to approve the payments. Motion carried 6-0.

2. Adoption of Resolution 17-12, Requesting Approval to Place Annual Community Day Sign- Council Action

Mr. Rieger- The Borough is required to do this Resolution annually.

Motion made by Philip Weber, seconded by Earl Hill, to adopt Resolution 17-12 as presented. Motion carried 6-0.

3. Adoption of Resolution 17-13, Requesting a GTRP Grant for Dimmick Park Play Area Improvements- Council Action

Mr. Rieger- This is a request for grant funding of \$247,034.00 toward improvements to the Dimmick Park playground.

Motion made by Michael McKenna, seconded by Philip Weber, to adopt Resolution 17-13 as presented. Motion carried 6-0.

4. Review of Plan for Majestic Bethlehem Center- Council Action

Mrs. Hartranft- These plans are for buildings 6 and 7 at the Center. This is for Council information only. All traffic from these buildings will use Commerce Center Boulevard and not Easton Road.

No action was needed.

5. Approval of Request for Payment from F.A. Rohrbach in the Amount of \$10,807.20 for CDBG Handicap Ramps- Council Action

Motion made by Michael McKenna, seconded by Herbert Payung, to approve the payment in the amount of \$10,807.20. Motion carried 7-0.

6. Approval of 2017 Public Works Summer Help Hires- Council Action

Motion made by Philip Weber, seconded by Earl Hill, to approve the 2017 Public Works summer help hires as presented. Motion carried 6-0.

7. Approval of 2017 Pool Summer Help Hires- Council Action

Motion made by Earl Hill, seconded by Herbert Payung, to approve the 2017 Pool summer help as presented. Motion carried 6-0.

8. Approval of Request for Pool Pass Donation from Avia Weber for Car Wash Fundraiser to Benefit Children's Miracle Network- Council Action

Motion made by Michael McKenna, seconded by Herbert Payung, to approve the request for a pool pass donation. Motion carried 6-0.

9. Appointment of Chris Scherer as Emergency Management Coordinator- Council Action

Motion made by Michael McKenna, seconded by Philip Weber, to appoint Chris Scherer as Emergency Management Coordinator contingent upon receipt of all necessary paperwork. Motion carried 6-0.

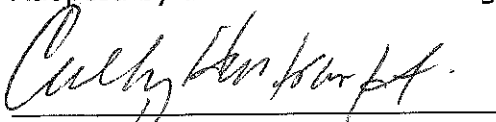
XI Announcements- None

XII. 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 6-0.

Adopted by the Hellertown Borough Council this 15th Day of May 2017.



Borough Secretary

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

1 Activity Completed

Removed paving material from pavilion area and hauled to Trunzo.
Supplied cord and drill for drilling into boulders at Water St. Park.
Reinstalled mile markers on Rails to Trails.
Installed 15 new welcome to Hellertown signs.
Cleaned graffiti from all playgrounds.
Swept Main St. as scheduled and all streets and alleys.
Trimmed hedge rows along Trail.
Cleaned up scrap pile at shop.
Repaired wiring in HPD armory.
Loaded snow at Plaza, Beech Circle and Saucon at Main.
Power washed and painted Dimmick Park restrooms.
Cleaned Plaza fountain and park fountain.
Cleaned trucks
Emptied and cleaned plaza fountain for masonry work.

2 Other

Fixed throttle on loader.
Cleaned shops and lunch room weekly.
Continued work on tables and bleachers.
Removed grill, trash barrels and dumpster from pavilion area.
Turned on water and installed water heater at pavilion.
Moved boat at Saucon street for contractor.
Cleaned out Willow Rd. swale.
Delivered totters to 3 locations.
Filled dog waste bags dispensers weekly.
Loaded salt trucks and installed plows for storm- 3/10
Plowed streets, alleys and lots- 3/11
Storm clean-up, salted streets and alleys also cleared sidewalks.
Ran to Horwith for #11 and Kutz for plow pins.
Turned water on at Dimmick and Water St. park restrooms.
Removed soffit boards on pavilion.
Labeled loader and changed Compost Center sign with KB Graphics.

3 PROJECTS WORKED ON/COMPLETED DURING THE MONTH

Picked up # 12 at Merkin in P-Burg.
Changed main broom on sweeper.
Ran #11 to Service tire and then to Horwith for inspection.
Inspection on #12 at Horwith.
Finished refinishing tables and started on four sets of bleachers.
Installed grease tube extensions on #11 trash truck.

NUMBER OF TIMES CALLED OUT AFTER WORKING HOURS

Emergency alarm in Borough Hall
Called out icy roads 3/11 at 9 pm
Called out 1:30 am on 3/15 for 12 inchs of snow worked until 5:30 pm.
Called out icy roads 3/17.

MEETINGS AND/OR TRAINING ATTENDED (ALL DEPARTMENT PERSONNEL)

5 Council Meeting

Meeting with Manager on paving plan.
Meeting with Manager and Jeff Robach from Penndot.
Meeting with Pennbid Rep.

6 Pavilion precon meeting.

Meeting and tour with Manager-Saucon, Bachman, Second and Franklin St.
Meeting with Manager and DEP at Compost Center.

7

COMPLAINTS

Tree branch on sidewalk on Easton Rd. at Morning Star.

OTHER

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