

Borough of Hellertown
Council Meeting Minutes
Monday, April 7, 2014

I. Call to Order – Thomas Rieger, 7:00 p.m.

II. Pledge - All

III. Roll Call – Cathy Hartranft

John Bate-	Present
James Hill-	Present
Michael McKenna-	Present
Gail Nolf-	Present
Joseph Pampanin-	Present
Thomas Rieger-	Present
Richard Staffieri-	Present
Mayor Fluck-	Present

IV. Adoption of Meeting Agendum

Motion made by Richard Staffieri, seconded by Joseph Pampanin, to approve the meeting agendum as written. Motion carried 7-0.

V. Approval of Meeting Minutes

A. Monday, March 17, 2014, Meeting Minutes

Motion made by Richard Staffieri, seconded by Joseph Pampanin, to approve the March 17, 2014, Meeting Minutes as written. Motion carried 6-0 (Mr. McKenna abstained).

VI. Courtesies of the Floor

A. Pre-Scheduled Appearances

1. Robin Rotherham, Hellertown Area Library- Library Consolidation Update

Ms. Rotherham- In the first quarter of 2013, the Library added 75 new patrons. For the same time period in 2014, the Library has added 338 new patrons. To come into compliance with state

standards, additional staff was hired. The Library purchased five new laptops, upgraded the firewall, and added three new databases. Renovation plans have been started. The first bid received was over budget. We are currently re-evaluating the renovations. We have filed a letter of intent for a matching grant to put toward the renovation.

Mr. Pampanin- Have you received any early feedback?

Ms. Rotherham- Some new patrons are very surprised and happy. Others just stop in to get a card so they can go up to the Bethlehem Library. Parking is a challenge. Plans are in the works for adding parking behind the library.

2. Jacqueline Graciani, 172 Main Street- Discussion on Trap, Neuter, & Release Program

Ms. Graciani- In my neighborhood, there are no fences between the houses. When we first moved in, we noticed a single cat. Today there are approximately 11. Having all of the feral cats around has created a tick problem and my husband contracted Lyme's Disease. I have participated in the TNR Program but the drop off time is only from 8:30 – 9:30 a.m. on Fridays which is difficult if people work. I would like to see more promotion of the program, more availability of drop-off times, and fines for feeding the feral cats.

Mr. Russo- Her neighborhood is becoming a problem area for the feral cats. I cannot do anything other than speak to the neighbor since the Borough does not have a no feed ordinance.

Chief Shupp- When the Borough initiated the TNR Program, an ordinance was drafted. The woman from No Nonsense Neutering recommended against enacting the ordinance prohibiting feeding of feral cats. I feel that this program can work but it will take a while. I would like to have the woman come back to discuss the program and look into revising the ordinance.

Mrs. Hartranft- Since the implementation of the program in July 2013, 36 cats have been spayed and neutered. I feel that we should promote the program more as there are only 2 or 3 people participating.

Mr. Rieger- Council seems to agree on a publicity push for the program and to revisit the Ordinance.

Mr. Hill- I feel that we should pay someone to take the cats to the drop-off to make it more convenient for the residents.

Mr. Bate- We should look into some type of holding pen and have the Animal Control Officer take the cats to No Nonsense on Fridays.

Discussion on the ordinance will be held at the next meeting.

3. David Heintzelman- Discussion on Second Sunday Music in the Park

Mr. Heintzelman- The Saucon Valley Spirit Parade will be held on October 19, 2014. The theme is Honoring the Relay for Life.

I propose renaming the event Dimmickfest and have concerts on June 8, July 13, and August 17, 2014. The concerts will be free and all profits made at the concession stand will profit the organization running the concessions. A purse bingo will be held in September. I would like to incorporate the concert on July 13, 2014, with the Dewey Fire Carnival and Hellertown Area Library may sponsor a band for the August 17, 2014, concert. Due to the late start, this year will not be perfect but I will do my best.

Mr. Rieger- As a whole, Council is 100 percent behind you and the new ideas.

Ms. Nolf- Council would never micromanage you. We instill trust in you.

Motion made by Michael McKenna, seconded by James Hill, to formally support Mr. Heintzelman and the committee on Dimmickfest Sundays. Motion carried 6-0 (Mr. Staffieri was not present to vote).

Mrs. Hartranft will send a letter to Susan Ackermann thanking her for her years of service.

B. Agenda Items- None

C. Non-agenda Items

1. Earl Hill & Stacy Torkos, Hellertown Historical Society-

Ms. Torkos- The Historical Society would like to propose closing of the lower pond. It is hard to maintain, floods, and is a liability. Once the pond is drained, all of the fish can be moved to the larger pond. The area would then be filled and be tapered to drain. That would allow for other uses like picnicking or parking.

Mr. Hill- The pond does not freeze over which increases the liability. The Fish and Boat Commission requires a 30-day permit which the Historical Society will submit at no cost to the Borough.

Mr. Rieger- Since this is the first that we are hearing of this, I would like to table this matter until the next meeting. This will allow us to further assess the environmental requirements and cost associated with filling in the pond.

Mr. Bate- The potential need for a spillway should also be looked into.

Has Barry Isett & Associates heard any more on the pipe permit?

Mr. Smith- It is still being reviewed by the conservation district.

Ms. Torkos- Saucon Valley History Day is April 26, 2014. Last year, traffic was an issue.

Chief Shupp- We could put extra signs in the roadway and have patrols do extra monitoring.

VII. Reports from Elected Officials

A. President

Mr. Rieger- I would request an Executive Session to discuss the Water Street Park HOP permit.

Have we received any recycling complaints?

Mrs. Hartranft- There have been a lot less issues. They have a field supervisor on route now.

B. Mayor- None

C. Council

Ms. Nolf- I have been receiving a lot of compliments on how nice the Rails to Trails is.

Mr. Bate- I gave Mr. Rieger a budget for the Dewey Fire Carnival outlining the costs. We would like to discuss the costs of the fireworks and seek assistance. This request will be placed on the agenda for the next meeting.

VIII. Reports from Appointed Officials

A. Treasurer- None

B. Engineer

1. Construction Project Update

Mr. Smith- Barry Isett & Associates met with the contractor at the Harris Street Bridge to review the final punchlist items to be completed. Since some of the work will be in the creek, the work will be completed toward the end of the month.

2. CDBG Curb Ramp Project

Mr. Smith- Mr. Henshaw, the contractor, and I met on site to review the project work. Sidewalk and curb were marked for demolition. The contractor will be starting at Scott and Center Streets and then working down Scott Street to Depot Street and then proceeding down Depot Street toward the pool. Weather pending, he will begin work next week.

3. Bridge Repair

Mr. Smith- Barry Isett & Associates joined Mr. Henshaw and Mrs. Hartranft as PennDOT's consultant reviewed the bridge inspection reports from 2013. Barry Isett & Associates is reviewing these reports and will compare them to previous reports to see if there were any major changes. Plans to complete the bridge repairs will be updated, as needed, and prepared for bidding.

4. Grants

Mr. Smith- The Commonwealth Financing Authority and Hellertown Borough was awarded \$200,000.00 toward the development of Water Street Park.

Barry Isett & Associates updated the plan and cost estimate per discussion with Council for the TAP Grant. The plan, cost estimate, and application were submitted online to PennDOT. The application was for \$283,000.00.

5. Awards

Mr. Smith- The 2011 Hellertown Walkability Study, funded by the PennDOT Pennsylvania Communities Transportation initiative was awarded by the Pennsylvania Delaware American Society of Landscape Architects a 2014 Merit Award in the Planning Category.

C. Solicitor

Mr. Andres- Aquatic Renovation Systems, Inc., accepted the Borough's January 20, 2014 counter offer. The lease and final check were submitted to Aquatic the week of March 31, 2014, less \$22,000.00.

A 10-day demand letter was sent to collect \$456.64 for reimbursement for costs incurred to remove oil and asbestos from a pickup truck. No response was received and a Civil Complaint was prepared and is in the process of being litigated at the Magistrate.

The liens for 2012 are being prepared and will be filed shortly.

D. Manager- None

E. Chief of Police

Chief Shupp- I will be meeting with PennDOT regarding the 412 Construction. I will have a report regarding citizen's concerns addressed to Mrs. Hartranft for the next meeting.

F. Public Works Director

Mr. Henshaw was not in attendance.

G. Zoning/Codes Officer- None

H. Fire Chief- None

I. Emergency Management- None

IX. Unfinished Business- None

X. New Business

1. Outstanding Obligations- Approval of Payments

Motion made by Richard Stafferi, seconded by Joseph Pampanin, to approve the payments. Motion carried 7-0.

2. Adoption of Ordinance 789, Parking Ordinance- Council Action

Mrs. Hartranft- This is amending Chapter 291 outlining parking in the borough parks. This will create a parking restriction of 24 hours for the Borough owned lot by the Post Office.

Motion made by Gail Nolf, seconded by Richard Staffieri, to adopt Ordinance 789. Motion carried 7-0.

3. Authorization to Advertise Ordinance 790, Removal of No Parking Signs Along 1100 Block of Main Street- Council Action

Mrs. Hartranft- This ordinance will remove the no parking restrictions on the 1100 Block of Main Street for 93 feet in front of the Movie Theater. This is an amendment to Chapter 425. This is supported by the Public Works Department, Codes Department, and PennDOT.

Motion made by John Bate, seconded by Gail Nolf, to advertise Ordinance 790. Motion carried 7-0.

4. 2014 Police Budget Adjustment- Council Action

Mrs. Hartranft- This adjustment is related to the three year contractual agreement with the Police Union. It is a \$24,000.00 adjustment.

Motion made by Michael McKenna, seconded by Richard Staffieri, to approve the budget adjustment. Motion carried 7-0.

5. Discussion on HOP Permit for Water Street Park Driveway- Council Action

This item to be discussed in Executive Session

6. Discussion on Young Hearts at Play Program- Council Action

Mrs. Hartranft- This program is to prevent children's exposure to second-hand smoke. The Borough can join the program and receive technical assistance but would have to enact an ordinance.

Mr. Bate- All of the youth sports programs have a form that parents must sign agreeing to not smoke or chew tobacco around the fields. This would cost the Borough extra money to enforce.

Chief Shupp- I am not sure how this would be policed. Would the Police issue a fine or remove the person from the park?

Mayor Fluck- Bethlehem has just enacted this program. A Borough resident is willing to pay for the signage.

Chief Shupp will speak with other municipalities and present findings at the next meeting.

Motion made by John Bate, seconded by Richard Staffieri, to table this item until the next meeting. Motion carried 7-0.

7. Authorization to Rename the Saucon Valley Parade Account to Saucon Valley Community Account and Signatories- Council Action

Mr. Rieger- This account would be used to pay for the parade as well as other community events.

Motion made by Michael McKenna, seconded by Richard Staffieri, to rename the Saucon Valley Parade Account to Saucon Valley Community Account. Motion carried 7-0.

8. Approval of Special Event Request for Adult Fishing Contest at the Grist Mill, May 11, 2014- Council Action

Motion made by John Bate, seconded by Gail Nolf, to approve the Special Event Request for the Fishing Contest. Motion carried 7-0.

9. Discussion on Special Event Request for Vacation Bible School, July 21-25, 2014- Council Action

Mrs. Hartranft- Staff wanted Council's opinion on this request as it was considerably different from the previous year. Last year, only the pavilion was used. For this year, they are requesting lighting, to store items in the kitchen area, increased attendance, and the usage of the performance stage. The request to store items is in conflict with the YMCA.

Mr. Bate- I cannot approve this request if we have to call out Public Works employees to turn on and off the lights. I feel they should have to end at 8:00 p.m.

Mrs. Hartranft- It is still light out at 8:30 p.m. so I don't see the need for the lights. The YMCA has been using the pavilion for a number of years. With Council's approval, I would like to contact the coordinator to work out a weekly fee.

Motion made by Richard Staffieri, seconded by Michael McKenna, to recommend approval of a fee for the week for use of the pavilion and bandshell, no lights will be included, and there will be no shared storage.

Roll Call Vote:

John Bate-	No
James Hill-	No
Michael McKenna-	Yes
Gail Nolf-	No
Joseph Pampanin-	No
Thomas Rieger-	No
Richard Staffieri-	Yes

Motion failed 5-2. The application was denied.

10. Request to Sponsor Upper Bucks Forum on Aging- Council Action

Mrs. Hartranft- We received the same request last year. The Borough did not give any monetary support but did promote the event on social media.

Motion made by John Bate, seconded by Michael McKenna, to promote event on Borough social media but provide no monetary contribution. Motion carried 7-0.

XI. Announcements- None

XII. Executive Session

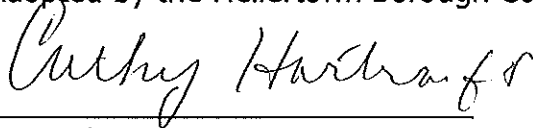
Motion made by Richard Staffieri, seconded by John Bate, to adjourn to Executive Session at 9:08 p.m. Motion carried 7-0. Mr. Andres advised that the Executive Session is being held to discuss HOP permit for Water Street Park.

Council reconvened from Executive Session at 9:30 p.m. Mr. Andres indicated that the purpose of the Executive Session was being held to discuss potential litigation. No action was taken.

XIII. Adjournment

Motion made by John Bate, seconded by Richard Staffieri, to adjourn the meeting at 9:32 p.m. Motion carried 7-0.

Adopted by the Hellertown Borough Council this 21st Day of April 2014.



Borough Secretary