

Borough of Hellertown
Council Meeting Minutes
Monday, June 16, 2014

I. Call to Order – Thomas Rieger, 7:03 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 Gail Nolf, to approve the meeting agendum as written. Motion carried 7-0.

V. Approval of Meeting Minutes

A. Monday, June 2, 2014, Meeting Minutes

Motion made by Richard Staffieri, seconded by John Bate, to approve the June 2, 2014, Meeting Minutes as written. Motion carried 6-0 (Mr. Hill abstained).

VI. Courtesies of the Floor

A. Pre-Scheduled Appearances- None

B. Agenda Items- None

C. Non-agenda Items

1. David Heintzelman's Letter on Dimmickfest

Mr. Rieger- There is a letter from David Heintzelman in your packet outlining the first Dimmickfest held this past Sunday. The event went very well. The next concert is July 13, 2014. I would like to thank all of those Council members who attended.

VII. Reports from Elected Officials

A. President

Mr. Rieger- We will need to hold an Executive Session to discuss legal issues.

B. Mayor- None

C. Council

1. Mayor Fluck- Saucon Valley Partnership

Mayor Fluck- The SVP discussed recruiting for a Junior Council person.

Mrs. Hartranft- There will be a speaker at the September Partnership meeting to discuss criteria for becoming a sustainable community.

2. John Bate- Police Pension Board/Saucon Valley Partnership- None

3. James Hill- Hellertown Historical Society

Mr. Hill- The garbage can by the upper pond is no longer there. The Historical Society is asking that the Borough replace the receptacle and secure it to the ground. Mr. Henshaw will provide.

4. Michael McKenna- Hellertown Borough Authority

Mr. McKenna- The Water Authority will be replacing a large valve coming from the reservoir. The bid for the repainting of the Apple Street tank will be awarded in a few weeks.

5. Gail Nolf- Hellertown Area Library/Civil Service Commission- None

6. Joseph Pampanin- Planning Commission/Borough Business Revitalization/ Zoning Hearing Board

Mr. Pampanin- There were no Planning Commission or Zoning Hearing Board last month. The BBRP is actively working on Restaurant week.

7. Thomas Rieger- Hellertown Chamber of Commerce

Mr. Rieger- Community Day will be held on August 16, 2014.

8. Richard Staffieri- Saucon Rail Trail/Rental Property Appeals- None

VIII. Reports from Appointed Officials

A. Treasurer

1. Treasurer's Report & Finance Report

Motion made by Richard Staffieri, seconded by Joseph Pampanin, to receive the Treasurer's Report and Finance Report. Motion carried 7-0.

B. Engineer

1. CDBG Curb Ramp Project

Mr. Smith- The contractor was delayed this week due to rain and the required removal of two large trees. He anticipates having most of the initial contract work complete by the end of this week, weather pending. He will then proceed with the additional ramps on Depot Street and work east.

2. The Movies

Mr. Smith- The Planning Commission recommended a conditional plan approval at their May meeting. The plan is on the agenda for Council approval.

C. Solicitor

Mr. Corriere- I have been working on the certificate of title for Water Street Park. All other items are on the agenda.

D. Manager

1. Report on Search for Core Operating System

Mrs. Hartranft- I have a few more systems that I would like staff to look into before I provide a recommendation. I will provide Council a report the first meeting in July.

E. Chief of Police

Chief Shupp- The Police Department received a grant for "Click It or Ticket" enforcement. During the six day period, 98 citations were issued and 9 of them were for seatbelt violations. We have also been doing targeted enforcement in the construction zone. Between June 4 and June 15, 2014, we have issued 108 citations and 29 have been for blocking the intersection. The next meeting with PennDOT and HRI will be held on June 25, 2014.

Ms. Nolf complemented the police department for the increased presence at the project site.

Motion made by Gail Nolf, seconded by Joseph Pampanin, to receive the Police Monthly Report and make a part of these minutes. Motion carried 7-0.

F. Public Works Director

1. Monthly Report

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

G. Zoning/Codes Officer

1. Monthly Report

Motion made by Richard Staffieri, seconded by Joseph Pampanin, to receive the Zoning/Code Enforcement Monthly Report and make a part of these minutes. Motion carried 7-0.

Ms. Nolf- Do you know the status of Murray Motors or Saucon Foreign Motors?

Mr. Russo- Saucon Foreign Motors is closed. We have heard Murray Motors has been purchased but do not have clarification.

H. Fire Chief- None

I. Emergency Management- None

IX. Unfinished Business

1. Discussion and Adoption of Ordinance 791, Making a Portion of Apple Street No Parking- Council Action

Chief Shupp- I did have a chance to meet with Mr. Giordano of 1429 Easton Road. I would propose one minor change to the ordinance. I recommend a change to the South side of Apple Street to "No Parking" 60 feet east of the crosswalk on Easton Road.

Motion made by Michael McKenna, seconded by Richard Staffieri, to accept the amendment to the ordinance. Motion carried 7-0.

Motion made by Michael McKenna, seconded by Joseph Pampanin, to adopt Ordinance 791 with the approved amendment. Motion carried 7-0.

X. New Business

1. Outstanding Obligations- Approval of Payments

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

2. Adoption of Ordinance 792, Amendments to the Business Registration Ordinance- Council Action

Mrs. Hartranft- At the last meeting, Council authorized the advertising of Ordinance 792 amending the business registration ordinance to allow for various temporary businesses, expanding the zoning districts they are permitted, and adding conditions.

Motion made by Michael McKenna, seconded by Joseph Pampanin to adopt Ordinance 792 as written. Motion carried 7-0.

3. Adoption of Ordinance 766, Adoption of 2009 International Fire Code- Council Action

Motion made by Richard Staffieri, seconded by Joseph Pampanin, to adopt Ordinance 766 as written. Motion carried 7-0.

4. Approval of Land Development at 1152 Main Street- Council Action

Mr. Smith- Dr. Newman is looking to renovate the former Movies site into a dentist office. A portion of the rear of the building will be removed to allow for 7 parking spaces in the back. The Planning Commission has recommended approval.

Mr. Pampanin- There is also shared parking on Oak Street.

Motion made by Michael McKenna, seconded by Joseph Pampanin, to accept recommendation of Engineer's letter dated June 16, 2014, and approve the Land Development at 1152 Main Street. Motion carried 7-0.

Motion made by John Bate, seconded by Joseph Pampanin, to approve the dedication of a 438 square foot right of way on Oak Street. Motion carried 7-0.

Mayor Fluck thanked Dr. Newman for choosing Hellertown to open his new business.

5. Discussion on Fire Safety Inspection Ordinance, Draft Letter to Businesses, and Fire Inspection Form Template

Mrs. Hartranft- This ordinance would allow for fire safety inspections of all businesses. We have created a draft letter to mail to all of the businesses advising them of the fire code inspections. The Borough will be divided into four zones. Water Street will be the dividing line. The fifth year would be to catch up on any missed businesses. The inspections will begin in 2015.

Ms. Nolf- Are we inspecting the high risk businesses first?

Mr. Russo- Zone 1 and Zone 2 include the industrial zones which are the places that we want to focus on.

Motion made by John Bate, seconded by Michael McKenna, to advertise Ordinance 793. Motion carried 7-0.

6. Approval of Special Event Request and Banner Request for Dewey Fire Company Carnival, July 15-19, 2014, Contingent Upon Receipt of Certificate of Insurance and Indemnification from Vendors- Council Action

Motion made by Gail Nolf, seconded by Richard Staffieri, to approve the Dewey Fire Company Carnival contingent upon receipt of Certificate of Insurance and Indemnification from vendors. Motion carried 7-0.

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

Mr. Henshaw- These additional hires are to replace the applicants who took jobs elsewhere.

Motion made by Gail Nolf, seconded by Richard Staffieri, to approve the additional pool hires. Motion carried 7-0.

8. Approval of Free Learn to Swim Clinic at Dimmick Pool- Council Action

Mrs. Hartranft- Mr. Kolosky is looking to hold four Learn to Swim Clinics this summer. It would be done before the pool opens. He ran this program last year and it was quite popular. I have not been provided the proposed dates for 2014.

Motion made by Michael McKenna, seconded by Joseph Pampanin, to approve the Learn to Swim Clinics. Motion carried 7-0.

9. Discussion on Junior Council Person Program

Mr. Rieger- The Junior Council Program was discussed at the last Saucon Valley Partnership meeting.

Mrs. Hartranft- I will contact the school district and post online closer to the start of the school year.

10. Discussion on Bucket Truck Repair Quote- Council Action

Mrs. Hartranft- The bucket truck was taken for inspection and we received a large quote for repairs. The truck was purchased used. There is not enough money to cover the cost in maintenance so we will need to look at other funding sources.

Mr. McKenna- Are there funds available if another vehicle was found and purchased?

Mrs. Hartranft- The only area for funding would be in the Capital fund.

Mr. Henshaw- A new vehicle would be very expensive. Mrs. Hartranft suggested looking on Municibid. The truck originally went into the shop because the bucket broke. They put the new bucket on before we received the inspection report. There are a few items on the list that are not necessary but the cost will still be around \$8,000.00.

Motion made by Gail Nolf, seconded by Joseph Pampanin, to approve the repair of the bucket truck. Funding will be taken from the Gator Capital budget line item. Motion carried 7-0.

XI. Announcements

Ms. Nolf- I will be resigning from Council effective at the end of tonight's meeting. I will miss everyone but I feel that it is time.

Motion made by Michael McKenna, seconded by James Hill, to accept Ms. Nolf's resignation with regret. Motion carried 7-0.

Mr. Corriere- The Borough will need to fill the vacancy within 30 days. The person must reside within the Borough for at least a year. If the Borough cannot find someone to fill the vacancy, the matter will then be forwarded to the vacancy board.

Mr. Rieger- I would recommend that we advertise the open position with a due date no later than July 2, 2014, and hold the public interviews on July 7, 2014.

Motion made by Michael McKenna, seconded by Gail Nolf, to accept the recommendation as presented. Motion carried 7-0.

XII. Executive Session

Motion made by Richard Staffieri, seconded by Michael McKenna, to adjourn to Executive Session at 7:49 p.m.

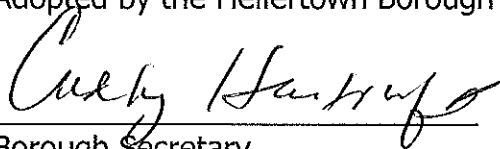
Mr. Corriere advised that the Executive Session was being held to discuss legal issues.

Council reconvened at 8:10 p.m. Mr. Corriere reiterated that the Executive Session was being held to discuss potential purchase of property and litigation.

XIII. Adjournment

Motion made by Gail Nolf, seconded by Michael McKenna, to adjourn the meeting at 8:15 p.m. Motion carried 7-0.

Adopted by the Hellertown Borough Council this 7th Day of July 2014.


Borough Secretary

HELLERTOWN POLICE DEPARTMENT MONTHLY REPORT

May 2014

This is the monthly report for the Hellertown Police Department from May 1st through May 31st, 2014.

During the month of May the Police received 434 calls for service. We did receive 6 Theft, 16 Domestic/Assault, 3 Fraud, 1 Sex Offense, 1 Burglary and 13 traffic collision calls. We wrote 191 citations.

The Police Department filed 38 charges including 12 for Narcotics Possession, 2 for DUI 5 for Assault and 8 for Theft.

The police department received a "Click it or Ticket" grant from the state for extra traffic enforcement in May and part of June. This enforcement took place on 6 different days and specifically targeted traffic and seatbelt violations. During the enforcement period we wrote a total of 98 citations, 9 of which were for seatbelt violations. This operation was a huge success and the state sent an e mail thanking the officers for their efforts. We also are currently targeting violators in the Route 412 construction zone. We are doing this in between calls and I have brought part-time officers out a couple of times during high traffic hours. We started doing this targeted enforcement on 6/4 and as of 6/10 we have written 71 citations and made 2 criminal arrests in the construction zone. Our efforts appear to help somewhat but the amount of traffic on Route 412 almost appears unmanageable at times. We will continue our efforts and hopefully our presence will deter people from committing traffic violations in that area. Any questions please feel free to call or stop by.

Chief Robert Shupp III

PUBLIC WORKS AND PARKS DEPARTMENT
MONTHLY REPORT
MAY 2014

1 ACTIVITY COMPLETED

Fixed gate at Compost Center
Turned water on at snack bar and locker room at pool
Rolled ballfields, aired and seeded.
Power washed snack stand floor.
Patched potholes-Wagner,Zimpfer,Hillcrest,Harris and Walnut.
R.F.L. preparation and event.
Helped with planting flowers along Main st.
R.F.L. banner down.
Removed dead tree at Third Ave. park.
Worked with Hillegass on concrete work at pool.
Cleaned out plaza fountain.
Fire ext. inspection.
Cleaned out conversion box,hailed in pump and hoses,hung ropes and ladders,
installed guard platforms and seats.

2 Other

Installed Farmers Market banner.
Hauled scap to Blindermans.
Removed bushes from Dimmick and planted at Water St. park
Cleaned restrooms daily and emptied trash barrels on Mon. & Fri.
Delivered barricades to St. Theresa's and to Red Door preschool.
Bought flags at Releigh,s and grill at Restaurant store
Raked and seeded trench at pavilion.
Repaired water line to slide at pool.
Cleaned out gutter and downspout on restroom.
Ran to Merkin for dumpster.

3 PROJECTS WORKED ON/COMPLETED DURING THE MONTH

Planted flowers at plaza.
Painted windows in offices and Caucas room.
Hung flags along Main St.
Changed well pump started at pool with electrician.
Sanded and refinished bench rails for fountain area.
Pumped out and cleaned splash pad tank.
Emptied,cleaned and refilled pool

4 NUMBER OF TIMES CALLED OUT AFTER WORKING HOURS

8/27 -Sinkhole in Harris alley.

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

Council Meeting
Meeting with Manager and L.S.T.- Roger and Jack
Penndot 412 meeting.
Meeting with Manager,Walter's,Brian Smith and N.C.conservation dist.

6 COMPLAINTS

Plow damage in alleys.

7 OTHER

Grass cutting and trimming daily
Weekly filling of dog waste bags dispensers.
Ran to Allentown for POW flag.



BOROUGH OF HELLERTOWN

Zoning and Codes Office

685 Main Street

Hellertown, Pennsylvania 18055-1745

Hellertownborough.org

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

Monthly Report June 2014

Local permits issued: 24

BIA permits issued: 15

Residential Rental Inspections completed: (2)

222 Northampton-pass, 218 Main-fail

Complaints received from citizens, public works, and police: 24

Violation Letters Mailed: 20

Citations: 96 Kiernan-(2) citation-rubbish in driveway, 833 Magnolia 2nd citation-rental violation, 129 Main-gutter hanging from house

Planning Commission activity: none

ZHB activity: none

Meetings/Classes attended: 2 Borough Council 0 Z.H.B.

0 Planning Commission

Court Appearances: 0

Other Information: -404 Main St. was posted and condemned for damaged meter base/lack of electricity. Tenant made necessary repairs within a week to move back in.

-5 bank owned properties were posted and are due to be cut. Liens will be placed on the properties

Business Activity: 1

Murray Motors –Sold-out of business

Saucon Foreign Motors-Sold-out of business