

Borough of Hellertown
Council Meeting Minutes
Monday, July 18, 2016

An Executive Session was held on July 12, 2016, for the purpose of potential litigation.

I. Call to Order – Thomas Rieger, 7:08 p.m.

A moment of silence was held for Officer Deleone who recently passed away

II. Pledge - All

III. Roll Call – Cathy Hartranft

John Bate-	Present
Earl Hill-	Present
James Hill-	Absent with prior notification
Michael McKenna-	Absent with prior notification
Herbert Payung-	Absent with prior notification
Thomas Rieger-	Present
Philip Weber-	Present
Mayor Fluck-	Present

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

IV. Adoption of Meeting Agendum

Motion made by Earl Hill, seconded by John Bate, to adopt the meeting agendum as written with the addition of New Business #9, Survivor Benefits for family of Officer Deleone. Motion carried 4-0.

V. Approval of Meeting Minutes

A. Monday, June 20, 2016, Meeting Minutes

Motion made by Philip Weber, seconded by Earl Hill, to approve the June 20, 2016, minutes as written. Motion carried 4-0.

VI. Courtesies of the Floor

A. Pre-Scheduled Appearances

1. Keith Riefanstahl- Presentation of Proposed Food, Wine, and Beer Festival, October 29, 2016, from 1:00 p.m. to 6:00 p.m., at Dimmick Park and Approval of Special Event Request Contingent Upon Receipt of Indemnification

Mr. Riefanstahl- Myself and a former student, Bill Binzak, representing South Italy Imports have partnered to organize a Food, Wine, and Beer Festival which would benefit Saucon Valley Youth Sports.

Mr. Binzak- I am the Vice-President at South Italy Imports. I have organized many events in neighboring municipalities. The event would be held at Dimmick Park. There would be a designated V.I.P. area for the tastings. In other areas of the park, there would be other events including those for kids. We would have to get an event liquor license.

Mr. Rieger suggested that he contact the Chamber as they like to partner on these types of events and do have an event liquor license.

Mr. Binzak- We would also like to highlight the stage and bring in a well-known local band. Five hundred people would probably be the amount for the tastings.

Borough Council was receptive to the idea and would like further details at an August meeting.

Mr. Binzak and Mr. Riefanstahl were directed to meet with the Borough Manager and Police Chief to further discuss this event.

B. Agenda Items- None

C. Non-agenda Items

Linda Leewright, 809 Juniper Road, requested that more patriotic songs be played during the fireworks display.

Bob Hero, 520 Main Street, noted that there are about 12 street lights out on Main Street between the Union Cemetery and the American Legion. Public Works and Police Department will follow up.

VII. Reports from Elected Officials

A. President

Mr. Rieger requested an Executive Session for the Police. He also thanked staff and the community for the nice tribute to Officer Deleone.

B. Mayor

Mayor Fluck also commended Chief Shupp and Sgt. Johnston for their tireless efforts laying Officer Deleone to rest.

C. Council

Mr. Weber- The Planning Commission met on July 12, 2016, to discuss the façade grant application and the Food Truck ordinance.

VIII. Reports from Appointed Officials

A. Treasurer

1. Treasurer's Report

Motion made by Philip Weber, seconded by John Bate, to approve the Treasurer's Report. Motion carried 4-0.

B. Engineer

Mr. Smith- The contractor will be at Water Street Park shortly to correct the drainage issues. The areas will be stabilized and then aeriaded and seeded this fall.

I will have the plans and specifications for the CDBG Handicap Ramp project at the next meeting.

The Water Street Bridge project plan includes an 8 foot wide multi-use trail on the Northside of the bridge. The project is being expanded to include repaving of Water Street from the bridge to Main Street. A coordination meeting will be held in August.

Mr. Smith also informed Council the Borough was successful in obtaining a \$435,000 grant for pedestrian improvements along Water Street. Mr. Rieger requested that he look into coordinating both improvements at the same time.

Mr. Smith- Regarding the repairs to the borough's 6 locally owned bridges. Based on PennDOT's requirements, we are preparing temporary construction easements for access to the creek and underside of each bridge structure. The easements will need to be coordinated with Mr. Corriere and the property owners. It is now looking like a spring 2017 construction.

C. Solicitor

Mr. Corriere- There will be Zoning Hearing Board meeting on July 20, 2016, to discuss Saucon Valley Manors variances.

I will be filing a lien for 70 Hess Avenue.

The revised Donation Policy will be on the agenda for the next meeting.

D. Manager

Mrs. Hartranft- The Borough received a grant for \$435,000.00 for pedestrian improvements. I would recommend applying to the Northampton County Gaming Authority uncommitted round for an additional \$25,000.00 to take the project further.

Motion made by Philip Weber, seconded by Earl Hill, to apply for the grant. Motion carried 4-0.

E. Chief of Police

Chief Shupp had nothing to report.

F. Public Works Director

Mr. Henshaw had nothing to report.

G. Zoning/Codes Officer

Mr. Russo had nothing to report.

H. Fire Chief- None

I. Emergency Management- None

IX. Unfinished Business

1. Discussion on Repairs to Maple/Willow Road Drainage Swale

Mr. Corriere- I did send a letter to Verizon regarding this issue. They misunderstood what we were asking and sent an inspector to look at the issue. The inspector contacted me and once I explained the background of the issue, he sent the ticket to another individual who should be in touch soon.

X. New Business

1. Outstanding Obligations- Approval of Payments

Motion made by Philip Weber, seconded by John Bate, to approve the payments. Motion carried 4-0.

2. Discussion on Ordinance 809, Amendment to Vehicles Junked and Abandoned Ordinance

Mrs. Hartranft- Due to information recently receive, I would ask Council to table this item. Staff will need more time to review.

Motion made by John Bate to take this issue until the August 1, 2016, meeting. Motion carried 4-0.

3. Authorization to Advertise Ordinance 810, Mobile Food Truck Ordinance- Council Action

Mrs. Hartranft- At the last Planning Commission Meeting, they reviewed and recommended changes to the Mobile Food Truck Ordinance. The exemption to the ordinance would be those privately hired and keeping the truck on private property or being hired by an organization doing business in the Borough. A permit can be issued for a single day or for 12 months. The operator must provide Mr. Russo with 24 hours notice when they will be in town. They would only be allowed to operate from the hours of 7:00 a.m. to 10:00 p.m.

Motion made by John Bate, seconded by Philip Weber, to authorize the advertisement of Ordinance 810. Motion carried 4-0.

4. Authorization to Advertise 2016 Road Projects- Council Action

Mrs. Hartranft- I met with Mr. Henshaw and Barry Isett & Associates to discuss the road projects for 2016. We are recommending that Council authorizes the bid package to be advertised. The roads included are: Second Avenue, Clarke Street, Zimpfer Lane, Thomas Avenue, New York Avenue, Leonard Street, Ruch Street, and Oak Street.

Motion made by Philip Weber, seconded by John Bate, to advertise the 2016 Road Projects. Motion carried 4-0.

5. Award Façade Improvements Grant to 501 Main Street Based on Planning Commission's Recommendation- Council Action

Mrs. Hartranft- 501 Main Street, which is Mike's Kids Doggie Shop, applied for a façade grant for painting and a new awning. They would be eligible to receive \$3,059.00. Planning Commission is recommending approval.

Motion made by Philip Weber, seconded by John Bate, to award the grant to 501 Main Street. Motion carried 4-0.

6. Approval of Escrow Reduction for 708 Main Street- Council Action

Mr. Smith- 708 Main Street is looking for a reduction in their escrow to 15 percent. That will be held for 15 months.

Motion made by Philip Weber, seconded by John Bate, to reduce the escrow for the 708 Main Street project. Motion carried 4-0.

7. Review and Discussion on Proposal Received from Cohen Law Group to Draft Substantive Changes to Current Borough Cell Tower Ordinance- Council Action

Mrs. Hartranft- A company has been hired by Sprint to install mini-towers within a community's right-of-way. I spoke with Cohen Law who is working on revamping the Cable Franchise Ordinance to also look into our Cell Tower Ordinance to be proactive. The Borough has not been approached yet but many of our neighboring municipalities have been. I would recommend tabling this until more of Council is present.

Motion made by Philip Weber to table this item until the August 1, 2016, meeting. Motion carried 4-0.

8. Approval of Engagement Letter from Cohen Law Group- Council Action

Motion made by Earl Hill to table this item until the August 1, 2016, meeting. Motion carried 4-0.

9. Approval of Survivor Benefits to Office Deleone's Family- Council Action

Motion made by John Bate, seconded by Earl Hill, to approve the survivor benefits. Motion carried 4-0.

XI Announcements- None

XII. Executive Session

Motion made by Philip Weber, seconded by Earl Hill, to adjourn to Executive Session at 7:56 p.m. Motion carried 4-0.


Mr. Corriere advised that the Executive Session is being held to discuss legal matters and the purchase of property.

Council reconvened from Executive Session at 8:20 p.m. Mr. Corriere reiterated that the Executive Session was held to discuss potential purchase of property and possible litigation.

XIII. Adjournment

Motion made by Earl Hill, seconded by Philip Weber, to adjourn the meeting at 8:25 p.m. Motion carried 4-0.

Adopted by the Hellertown Borough Council this 1st Day of August 2016.



Borough Secretary