

Borough of Hellertown
Council Meeting Minutes
Monday, October 6, 2014

I. Call to Order – Thomas Rieger, 7:04 p.m.

II. Pledge - All

III. Roll Call – Cathy Hartranft

John Bate-	Present
James Hill-	Present
Michael McKenna-	Present
Joseph Pampanin-	Present
Herbert Payung-	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, September 15, Meeting Minutes

Motion made by John Bate, seconded by Richard Staffieri, to approve the September 15, 2014, Meeting Minutes as written. Motion carried 7-0.

VI. Courtesies of the Floor

A. Pre-Scheduled Appearances

1. Vivian Demko- Special Event Request for Tri for Hailey, July 11, 2015, and Request for Pavilion Fee Waiver. Contingent Upon Staff Approval- Council Action

Ms. Demko, 1045 Detweiler Avenue- Last year at the Tri for Hailey we were able to raise \$806.00 for Hailey's medical trips and \$560.00

for the American Cancer Society. We are looking to hold the event again next year on July 11, 2015.

Motion made by Michael McKenna, seconded by John Bate, to approve the Special Event Request and waive the pavilion fees. They will be sent an automatic renewal for 3 years. Council also approved the use of Borough resources to open the pool. The approval is contingent upon staff review. Motion carried 7-0.

B. Agenda Items- None

C. Non-agenda Items- None

VII. Reports from Elected Officials

A. President

Mr. Rieger- The Halloween Parade is October 19, 2014, at 2:00 p.m. Please note Main Street will be closed.

B. Mayor- None

C. Council- None

VIII. Reports from Appointed Officials

A. Treasurer- None

B. Engineer

1. The Movies-1152 Main Street

Mr. Smith- A plan was submitted and the initial application was for one use. The latest plan that we received is for two units. We recommend that the plan with two units be used. This will impact the recreation fee and parking requirements. They would have to have an agreement for off-site parking. I would like council to amend the land development approval. The recreation fees will increase to \$3620.00.

Motion made by John Bate, seconded by Herbert Payung, to approve the amendment to the land development approval to include two units, increased parking requirement and an increased recreation fee based on Engineer's recommendation. Motion carried 7-0.

2. Bridge Repair

Mr. Smith- Barry Isett & Associates is finalizing plans and specifications for repairs to the bridges at Northampton Street, Depot Street, Durham Street, Front Street, Rentzheimer Drive, and Delaware Avenue. Most of the work will be to seal existing cracks and parge spalled locations in the concrete structure, sand and paint exposed steel, repair surface curbing and sidewalks, and replace low set inlets. The project will be bid with Northampton Street as the base bid and then each bridge will be an add-alternate. The plans and request for bid authorization will be presented at the October 20, 2014, Council Meeting.

3. Dimmick Park

Mr. Smith- Barry Isett & Associates met with the contractor to discuss the repairs to the concrete coating surface and the lawn area. The work on the lawn area is being completed today. The re-coating of the concrete surface is to be done next week, weather permitting. Once these two items are complete, the project can be closed out.

4. Local Share Monroe County Grant

Mr. Smith- Barry Isett & Associates is preparing a grant application to DCED Monroe County Local Share Grant Program for \$243,000.00. The application seeks additional funds to cover the cost of the alternates that were removed from the project at the park. The grant announcement is anticipated for February 2015.

5. PennDOT Multi-Modal Grant

Mr. Smith- Barry Isett & Associates is preparing a grant application of \$200,158.00 to PennDOT's 2015-2016 Multi-Modal Grant

Program. This was the first of two application periods anticipated for this program. The application seeks additional funds for the bridge repair work.

C. Solicitor

Mr. Corriere- A contempt hearing was scheduled for September 26, 2014, for 1231 2nd Avenue. Prior to that hearing, the property was sold and purchased by a third party. I have withdrawn the contempt petition. The sale of the property is not being challenged.

I received the title search for Water Street Park. The only restriction is for an easement to Lower Saucon Township for the installation of a traffic light.

D. Manager

Mrs. Hartranft- I received a request to install a street light at Wagner and Morris Streets. There is already a pole. There would be no cost for the light installation but would be included in the monthly bill.

Motion made by Michael McKenna, seconded by Joseph Pampanin, to approve the placement of a street light on Wagner and Morris Streets. Motion carried 7-0.

Mrs. Hartranft- The Neighborhood Housing Services was going to hold financial fitness workshops in December but the workshops were cancelled due to lack of interest.

I received information from PennDOT that the Water Street Bridge will be replaced. I will be meeting with staff to get a list of affected events and design ideas.

Mr. Bate stressed that Water Street is the primary way of getting into Lower Saucon Township for the emergency services.

E. Chief of Police

Chief Shupp- The Hellertown Police Department was awarded the non-committed grant for a police vehicle and equipment. This vehicle will replace Car 1.

We received a donation from Just Born of candy for the Halloween Parade.

Council requested a thank you letter be sent to Just Born.

Chief Shupp requested an Executive Session.

F. Public Works Director

Mr. Henshaw was not present for the meeting.

G. Zoning/Codes Officer

Mr. Russo requested an Executive Session.

H. Fire Chief

Mr. Rieger- Chief Delmore requested that I announce that October 14, 2014, will be the Fire Prevention Open House from 6:30 p.m.- 9:30 p.m.

I. Emergency Management- None

IX. Unfinished Business- None

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 795, Removal of Structures Which Have Encroached on Borough Owned or Leased Property- Council Action

Mr. Corriere- This ordinance was created to address the issue of encroachment onto Borough property. Any building encroaching will need to be moved at time of sale. The summary ad was dually advertised.

Motion made by John Bate, seconded by Joseph Pampanin, to adopt ordinance 795. Motion carried 7-0.

3. Appointment of Council Liaison to Saucon Valley Rail Trail Committee- Council Action

Mr. Hill volunteered to be the liaison for the Saucon Valley Rail Trail Committee. Mr. Pampanin volunteered to be the alternate.

Motion made by Michael McKenna, seconded by Richard Staffieri, to appoint James Hill as full time liaison and Joseph Pampanin as alternate to the Saucon Valley Rail Trail Committee. Motion carried 7-0.

4. Appointment of Junior Councillor- Council Action

Mr. Bate- I would like to accept both candidates.

Mr. Rieger- We have to adopt a resolution. Resolution 14-14 authorizes participation in Junior Council Program. The candidates will need to take the pledge, the term will be from September to May, they must be a junior or senior in school, there will be no compensation for the position, they can attend all meetings but will have not voting rights and will not be able to attend executive sessions.

Motion made by Michael McKenna, seconded by Richard Staffieri, to appoint Nicole Payung and Richard Weddigen as Junior Councilpersons for the Borough of Hellertown. They will be take their pledge at the October 20, 2014, meeting. Motion carried 7-0.

5. Approval of Special Event Request for Light Up Night and Road Closure, November 28, 2014, at 6:00 p.m., Contingent Upon Receipt of Certificate of Insurance and Staff Approval- Council Action

Motion made by Michael McKenna, seconded by John Bate, to approve the Special Event Request for Light Up Night. Motion carried 7-0.

6. Discussion on Proposed Budget Meeting Dates- Council Action

Mrs. Hartranft- I am recommending to Council to hold budget meetings on October 20, October 27, and November 3, 2014 (if needed) beginning at 6:00 pm..

Motion made by Michael McKenna, seconded by John Bate, to accept as presented. Motion carried 7-0.

7. Approval of Intergovernmental Cooperation Agreement renewal with Williams Township- Council Action

Mrs. Hartranft informed Council the Compost Center Committee met last month. There will be an increase in the cost of the grindings and the committee recommends the increase is passed along to the participating municipalities. Williams Township cost will increase to \$3,500.00.

Mrs. Hartranft- Williams Township has been providing the Borough with the weight of materials each time they bring yard waste to the Center. They have not requested any mulch.

Motion made by Michael McKenna, seconded by Richard Staffieri to accept as presented. Motion carried 7-0.

8. Approval of Partial Release of Escrow for 610 Harris Street in the Amount of \$7,575.20- Council Action

Mr. Smith- The Borough has been holding escrow for two residential lots on Harris Street. One of the homes has been completed. The property owners are seeking a 50 percent reduction in the escrow. That would be less the 15 percent maintenance which must be held

for 18 months. The amount that is available for release is \$7,576.20.

Motion made by Michael McKenna, seconded by Joseph Pampanin, to release the escrow in the amount of \$7,576.20. Motion carried 7-0.

9. Approval of Final Plan, Improvements Agreement, and Maintenance Agreement for 60 Main Street- Council Action

Mrs. Hartranft- This is the Neighbor's Home and Garden building project. The plans were approved by the Planning Commission.

Motion made by Michael McKenna, seconded by John Bate, to approve the Final Plan, Improvements Agreement, and Maintenance Agreement contingent upon payment of recreation fees. Motion carried 7-0.

XI. Announcements- None

XII. Executive Session

Motion made by Michael McKenna, seconded by Joseph Pampanin, to adjourn to Executive Session at 7:45 p.m. Motion carried 7-0.

Mr. Corriere advised that the Executive Session was being held to discuss personnel and litigation.

Council reconvened from Executive Session at 8:20 p.m. Mr. Corriere reiterated that the purpose of the Executive Session was to discuss personnel contracts and potential litigations.

Motion made by Herbert Payung, seconded by John Bate, to authorize the Northampton County Assessor's Office to provide a parcel identifier for lot #37 of the Wagner Terrace Subdivision. Motion carried 6-0 (Mr. Pampanin abstained)

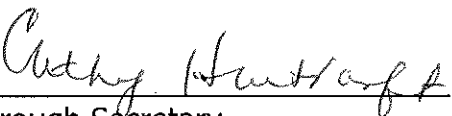
Mr. McKenna left the meeting at 8:25 p.m.

Motion made by John Bate, seconded by Joseph Pampanin, to authorize Mr. Russo to release possession of the Velas property located at 1231 Second Avenue upon receipt of the proper documentation showing the sale of the property. Motion carried 5-0 (Mr. Staffieri was not present for the vote).

XIII. Adjournment

Motion made by James Hill, seconded by John Bate, to adjourn the meeting at 8:40 p.m. Motion carried 5-0 (Mr. Staffieri was not present for the vote).

Adopted by the Hellertown Borough Council this 20th Day of October 2014.


Borough Secretary