

Borough of Hellertown
Council Meeting Minutes
Monday, November 2, 2015

There was an Executive Session held on October 26, 2015, and prior to this evening's meeting to discuss personnel matters.

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
Joseph Pampanin-	Absent with prior notification
Herbert Payung-	Absent with prior notification
Thomas Rieger-	Present
Richard Staffieri-	Present
Mayor Fluck-	Present

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

IV. Adoption of Meeting Agendum

Motion made by Michael McKenna, seconded by Richard Staffieri, to approve the meeting agendum as written. Motion carried 5-0.

V. Approval of Meeting Minutes

A. Monday, October 19, 2015, Meeting Minutes

Motion made by Richard Staffieri, seconded by Michael McKenna, to approve the October 19, 2015, Meeting Minutes. Motion carried 4-0 (Mr. Rieger abstained).

*****Appointment of Michael Maguire as Fire Chief and John Lau as Assistant Fire Chief of the Dewey Fire Company*****

Motion made by Michael McKenna, seconded by Richard Staffieri, to accept the recommendations as presented contingent upon receiving certification from the Secretary of Dewey Fire Company. Motion carried 5-0.

Mayor Fluck administered the Oath of Office to Mr. Maguire and Mr. Lau.

VI. Courtesies of the Floor

A. Pre-Scheduled Appearances

1. Anne Rayan- Discussion on Handicap Parking Space Request Denial

Ron Shegda appeared on Ms. Rayan's behalf.

Mr. Shegda- At the last Council meeting, Ms. Rayan was denied a parking space in front of her home at 1431 Keilman Avenue. I would like to ask Council to reconsider. Chief Shupp did mention that it met all the requirements of the ordinance and her mother had a space at the residence prior. Ms. Rayan uses a walker/wheelchair and it is easier for her to make it to her car on the street. She does have a driveway but her relatives or care givers use that when coming to take her places. She didn't have any issues parking in front of her home until the property across the street was developed.

Staff maintained their suggestion to deny the request based on the fact that Ms. Rayan has off-street parking.

Motion made by Michael McKenna, seconded by James Hill, to reconsider the request.

John Bate-	No
James Hill-	Yes
Michael McKenna-	Yes
Thomas Rieger-	No
Richard Staffieri-	Abstained
Mayor Fluck-	No

Motion to reconsider was denied 3-2.

B. Agenda Items- None

C. Non-agenda Items

Kate Griffiths, 1354 New Jersey Avenue- I attended the last Lower Saucon Township Planning Commission meeting where they were discussing the proposed Silver Creek Townhouse plan. They have it set up that if the club should fail the land would go to conservation. They recommended that Hellertown do the same with their portion.

Mr. Rieger noted that the portion of the property in Hellertow is already zoned conservation and that any proposed improvements would need to go before the Zoning Hearing Board.

VII. Reports from Elected Officials

A. President

Mr. Rieger announced that Mr. Bate is no longer the EMS Captain at Dewey Fire Company and thanked him for his many years of service.

Light-Up Night will be November 27, 2015, from 6:00 p.m. to 9:00 p.m.

B. Mayor- None

C. Council- None

VIII. Reports from Appointed Officials

A. Treasurer- None

B. Engineer

Mr. Smith- The curb ramp project is almost complete.

There will be a code review for the toilet rooms tomorrow at Water Street Park. We also submitted a request to Northampton County Conservation to remove the E & S Measures at Water Street Park.

Mr. Rieger inquired about the status of the bridge project bid.

Mr. Smith- We just received PennDOT approval to proceed with our environmental review.

C. Solicitor

Mr. Corriere- Mr. Russo and I attended the Tax Appeal hearing on Oak Street and the appeal was granted.

D. Manager

Mrs. Hartranft – The fence was removed at Water Street Park and it is now open. A grand opening will be held in the spring.

E. Chief of Police

Chief Shupp- The Police Department has set up a page for No Shave November. You can go to the website www.no-shave.org/team/HPD to donate. The idea is to donate the money that you would spend on shaving products for the month and the money goes toward cancer research. Our goal is to raise \$1,500.00.

F. Public Works Director

Mr. Henshaw noted that leaf collection has begun.

G. Zoning/Codes Officer

Mr. Russo had nothing to report.

H. Fire Chief- None

I. Emergency Management- None

IX. Unfinished Business

X. New Business

1. Outstanding Obligations- Approval of Payments

Motion made by John Bate, seconded by Richard Staffieri, to approve the payments. Motion carried 5-0.

2. Approval of 2016 Preliminary General Fund, Sanitation, Fire, Highway Aid, and Capital Improvements Budgets- Council Action

Mr. Rieger- These budgets include no real estate tax increase but Sanitation does include a \$15.00 increase in recycling charges.

Motion made by John Bate, seconded by Richard Staffieri, to adopt the preliminary budgets. Motion carried 4-0 (Mr. Hill was not present for the vote).

3. Authorization to Advertise Public Notice Availability of General Funds, Sanitation, Fire, Highway Aid, and Capital Improvements Budgets- Council Action

Motion made by John Bate, seconded by Richard Staffieri, to advertise the availability of the 2016 preliminary budgets. Motion carried 4-0 (Mr. Hill was not present for the vote).

4. Adoption of Ordinance 803, Solid Waste Ordinance- Council Action

Mrs. Hartranft- This ordinance is bringing our solid waste ordinance up to date to include the spring yard waste cleanup that is already being completed.

Motion made by Michael McKenna, seconded by John Bate, to adopt Ordinance 803. Motion carried 4-0 (Mr. Hill was not present for the vote).

5. Adoption of Resolution 15-13, 2016 Fee Schedule- Council Action

Mrs. Hartranft- All fees have remained the same as 2015 with the exception of an increase of \$15.00 for recycling fees and rental fees for Water Street Park pavilion, basketball court, and volleyball courts.

Motion made by Michael McKenna, seconded by John Bate, to adopt the Resolution 15-13. Motion carried 4-0 (Mr. Hill was not present for the vote).

6. Authorization to Advertise Ordinance 804, 2016 Tax Rate- Council Action

Motion made by John Bate, seconded by Richard Staffieri, to advertise Ordinance 804. Motion carried 4-0 (Mr. Hill was not present for the vote).

7. Award Bid for Recycling Contract- Council Action

Mrs. Hartranft- J.P. Mascaro was the sole bidder. The bid was as follows:

- Base #1- \$81,000.00 for one year bi-weekly pickup
- Base #2- \$165,000.00 for two years bi-weekly pickup
- Base #3- \$253,200.00 for three years bi-weekly pickup
- Base #4- \$148,038.00 for one year weekly pickup
- Base #5- \$296,076.00 for two years weekly pickup
- Base #6- \$444,114.00 for three years weekly pickup

Staff is recommending a one year bi-weekly pickup.

Mr. Rieger- The Borough has had issues in the past and Emmaus is having the same issues. I would like to revisit this contract in the spring and try to get bids from alternate collectors.

Motion made by John Bate, seconded by Richard Staffieri, to take staff recommendation and approve a one year bi-weekly collection at \$81,000.00. Motion carried 4-1 (Mr. Rieger opposed).

8. Adoption of Safety Manual- Council Action

Mrs. Hartranft- At the suggestion of our worker's compensation carrier, staff created a safety manual. It is very generic and gets into specifics for each department.

Motion made by John Bate, seconded by James Hill, to adopt the safety manual. Motion carried 5-0.

9. Approval of Borough Hall Evacuation- Council Action

Mrs. Hartranft- In the safety manual, it was recommended to we create an evacuation plan for Borough Hall. The meeting place will be at the Plaza.

Motion made by John Bate, seconded by Richard Staffieri, to approve the Borough Hall Evacuation Plan. Motion carried 5-0.

10. Approval of Request for Line of Credit Reductions for 1152 Main Street- Council Action

Mrs. Hartranft- This is a request for reduction is the two escrows for the Saucon Dental project.

Motion made by Michael McKenna, seconded by Richard Staffieri, to give a full refund for the escrow held for any damage to Oak Street and retain 15 percent of the escrow for the building project. Motion carried 5-0.

XI Announcements

An Executive Session will be held prior to the November 16, 2015, meeting at 6:30 p.m. to discuss personnel matters.

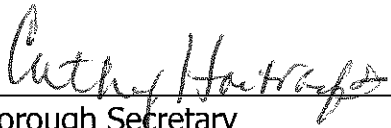
XII. Executive Session- None

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XIII. Adjournment

Motion made by James Hill, seconded by John Bate, to adjourn the meeting at 8:01 p.m. Motion carried 5-0.

Adopted by the Hellertown Borough Council this 16th Day of November 2015.


Borough Secretary