

Borough of Hellertown
Council Meeting Minutes
Monday, November 17, 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
Joseph Pampanin-	Present
Herbert Payung-	Present
Thomas Rieger-	Present
Richard Staffieri-	Present
Mayor Fluck-	Present

Also in attendance were Cathy Hartranft, Mike Corriere, Junior Council persons Nicole Payung and Richard Weddingen. Excused from the meeting were Bryan Smith, Tom Henshaw, Kris Russo, Robert Shupp, Tina Krasnansky and Angie Bauer.

IV. Adoption of Meeting Agendum

Motion made by Michael McKenna to add under New Business #4 Resolution authorizing a change of signatories on all Borough bank accounts, Motion by Herbert Payung to add under New Business #5 authorization to direct Borough Manager to sign contract with Whiting Turner, Motion by Joseph Pampanin to add under New Business #6, cancel bridge bids until further notice. The meeting agendum as written and including the additional motions were seconded by John Bate. Motion carried 7-0.

V. Approval of Meeting Minutes

A. Monday, November 3, 2014, Meeting Minutes

Motion made by Richard Staffieri, seconded by Joseph Pampanin, to approve the November 3, 2014, Meeting Minutes as written. Motion carried 7-0.

VI. Courtesies of the Floor

- A. Pre-Scheduled Appearances- None
- B. Agenda Items- None
- C. Non-agenda Items- None

VII. Reports from Elected Officials

A. President

Mr. Rieger congratulated Mayor Fluck on his Entertainer of the Year award that was presented at the Chamber's annual Mayor's Dinner.

Mr. Rieger further reminded everyone in attendance that Light-Up Night is Friday, November 28th beginning at 6:00 pm.

Mr. Rieger also commented the December 18th meeting of Borough Council may be cancelled due to lack of activity.

B. Mayor

Mayor Fluck thanked everyone for the Mayor's award and informed council he and Councilman McKenna attended the Lehigh Valley Planning Commission awards dinner. Hellertown Borough received an award in the Transportation category for its Borough Hall Streetscape Project and Stormwater Management Plan.

C. Council

1. Mayor Fluck- Saucon Valley Partnership

Mayor Fluck indicated this month's meeting was cancelled.

2. John Bate- Police Pension Board/Saucon Valley Partnership

Mr. Bate had nothing to report

3. James Hill- Hellertown Historical Society/Civil Service
Commission/Rail Trail Committee

Mr. Hill noted the Historical Society's annual events include the annual open house on December 5 and 6; photos with Santa and Shopping at Mill on December 14th.

Mr. Hill also informed Council the Saucon Rail Trail Commission is currently working on the rehabilitation of the rail signal near Walnut Street and, under the direction of Professor Frank Pazzaglia of Lehigh University, erected an educational sign that discusses the geological rock formation found in the area.

4. Michael McKenna- Hellertown Borough Authority

Mr. McKenna indicated that the power supply to the generator was upgraded.

5. Herbert Payung- Hellertown Area Library

Mr. Payung had nothing to report.

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

Mr. Pampanin reported the Planning Commission reviewed a sketch plan for the re-development of the former Murray Motors site. The planners discussed with the developer ingress/egress, traffic, building design and parking.

7. Thomas Rieger- Hellertown Chamber of Commerce

Mr. Rieger had nothing additional to report.

8. Richard Staffieri- Rental Property Appeals

Mr. Staffieri had nothing to report.

D. Junior Council Reports

Mr. Weddigan- The school district will be holding a visitation tour from 10:00 a.m. to 11:30 p.m., on November 19, 2014, for American Education Week.

Fall sports ended with a loss to Bethlehem Catholic for varsity football. They ended the season with a 10-2 record making them tri-champion for the league along with Southern Lehigh and Northwestern Lehigh.

The Marching Band competed at Nationals at Met Life Stadium with a final score of 91.225.

Ms. Payung- The school performance for Saucon Valley dropped from 94.7 to 88.9. The performance for the middle and elementary school rose slightly.

VIII. Reports from Appointed Officials

A. Treasurer

1. Treasurer's Report & Finance Report

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

B. Engineer

Mr. Smith had nothing to report.

C. Solicitor

Mr. Corriere stated he is preparing the deed to Water Street Park and will provide the Improvements, Right-of-Way and Maintenance Agreements for 1152 Main Street tomorrow to Mr. Russo.

D. Manager

Mrs. Hartranft stated a risk management assessment was conducted by the Worker's Comp carrier. A copy of the assessment was previously forwarded to Council. Herself and staff are working on policies that would implement the recommendations outlined in the assessment.

E. Chief of Police

1. Monthly Report

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

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

2. Authorization to Advertise 2015 Tax Ordinance – Council Action

Mrs. Hartranft explained this is authorization to advertise the 2015 tax ordinance setting the millage rates and due dates.

Motion made by John Bate, seconded by Herbert Payung, to authorize advertising the 2015 Tax Ordinance as written. Motion carried 7-0.

3. Approval of Light Duty Extension for 60 Days- Council Action

Mrs. Hartranft explained the current light duty policy adopted by Borough Council allows for an initial period of 90 days with the option to extend up to 60 additional days. The employee's initial 90 days is nearing completion and will be re-evaluated in early December.

Motion made by Michael McKenna, seconded by Joseph Pampanin, to approve a 60 day extension to the employee's light duty assignment. Motion carried 7-0.

Council also directed the Labor Attorney to correspond with the treating physician on a prognosis.

3. Resolution Between National Penn Bank and the Borough of Hellertown Authorizing Signatories on Checks – Council Action

Motion made by John Bate, seconded by Joseph Pampanin to approve the resolution authorizing signatories on checks. Motion carried 7-0.

4. Authorizing the Borough Manger to Sign the Contract with Whiting Turner for Improvements to Water Street Park – Council Action

Motion made by John Bate, seconded Joe Pampanin, to authorize the Borough Manager to sign the contract with Whiting Turner. Motion carried 7-0.

5. Authorization to Cancel Bid Process for Six Locally Owned Bridges – Council Action

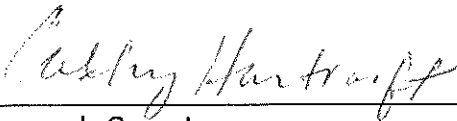
Mrs. Hartranft explained the borough was recently awarded over \$200,000 of federal transportation funds for the rehabilitation and repairs of these bridges which may add additional criteria to the bid process. Mrs. Hartranft explained the borough should be able to re-bid in early 2015.

Motion made by Michael McKenna, seconded by Richard Staffieri, to cancel the bids for the bridges. Motion carried 7-0.

- XI. Announcements- None
- XII. Executive Session - None
- XIII. Adjournment

Motion made by Richard Staffieri, seconded by Joseph Pampanin, to adjourn the meeting at 7:17 p.m. Motion carried 7-0.

Adopted by the Hellertown Borough Council this 1st Day of December 2014.


Borough Secretary

HELLERTOWN POLICE DEPARTMENT MONTHLY REPORT

October 2014

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

During the month of October the Police received 334 calls for service. We did receive 1 Forgery/Fraud, 2 Theft, 8 Domestic/Assault, 1 Sex Assault, 2 Attempted Suicide and 9 traffic collision calls. We wrote 95 citations.

The Police Department filed 25 charges including 6 for Narcotics Possession, 7 for DUI, 1 for Assault and 2 for Theft and Receiving Stolen Property.

As of the end of the month the Police have completed all necessary training requirements for the year and we are now working on setting up all training for next year. Investigator Dattilio has been working with a task force regarding our Bank of America robbery and we believe our suspect has been arrested in Maryland for another bank robbery, I will have more details regarding this once we get more information. Any questions please feel free to stop in or call.

Chief Robert Shupp III

PUBLIC WORKS AND PARKS DEPARTMENT
MONTHLY REPORT
OCTOBER 2014

1 ACTIVITY COMPLETED

Winterized pavilion ,S.V.Y.S.A. building and all park fountains.
Installed thermo-tape crosswalks on Main st.
Pond over flowing, removed turtle from pipe and installed stone spillway.
Installed split rail fence at Tumminella.
Cleared outfalls along Saucon Creek and reset pipes behind Authority building.
Sanded and repainted fuel tank on #9 dumptruck.
Repaired water leak at Third Ave.playground.
Barricades and signage for Spirit Parade.
Prepaired leaf collector -battery fuel and oil
Serviced loader and backhoe
Repaired park bench at Third Ave. park
Moved speed sign for H.P.D.
Leveled ground at grist Mill pond
Pickup #6 to Service Tire for new snows.

2 Other

Swept Main St.on wed. and thur. per schedule.
Cleaned culvert grate twice weekly.
Hauled scap and cardboard to Blindermans.
Loader to compost center every Mon. to push up pile and empty bin.
Cleaned restrooms daily and emptied trash barrels on Mon. & Fri.
Filled dog waste bag dispensers weekly
Started playground repairs in parks.
Cleaned catch basins before and after rain events.
Hung women's club banner.
Cleaned out truck bays and shops.
Stocked Boro hall with paper goods

3 PROJECTS WORKED ON/COMPLETED DURING THE MONTH

Removed goalposts,bleachers and trash barrels from Eastend Field.
Installed new hot start wires for dumptrucks
Replaced broken mirror in men's room in park
Drained splash pad tank and plugged return line.
Spread millings in Grist Mill parking lot
Removed fencing from Band Shell

4 NUMBER OF TIMES CALLED OUT AFTER WORKING HOURS

No call outs

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

Council Meetings
Meeting with Manager on Dimmick Park and Grist Mill pond.
Budget meetings

6 COMPLAINTS

Trash bags on Durham st. filled with grass.
Truck leaking oil at 1430 Main St.

7 OTHER

Grass cutting and leaf mulching daily
Weekly filling of dog waste bags dispensers.
Cardboard and scrap to Blindermans.



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 October 2014

Local permits issued: 26

BIA permits issued: 25

Residential Rental Inspections: (3)

208 Front-Fail 833 Magnolia-Pass 218 Main-Pass

Fire Inspections:

25 Main St: New Star Chinese-1st inspection failed, follow up inspection passed.

Complaints received from citizens, public works, and police: 15

Letters Mailed: 8

Citations: 96 Kiernan: Rubbish

27 High St: dangerous tree

1057 Main: non-payment business license

612 Main: non-payment business license

522 Tobias: junked vehicles

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: There are only a few remaining outstanding rental and business license bills. After several calls and notification through USPS, the remaining properties are being cited/fined as needed.

Business Activity: 1236 Main: ProtoSource-out of business