

Borough of Hellertown  
Council Meeting Minutes  
Monday, December 4, 2017

I. Call to Order – Thomas Rieger, 7:00 p.m.

II. Pledge - All

III. Roll Call – Cathy Hartranft

|                  |         |
|------------------|---------|
| Earl Hill-       | Present |
| James Hill-      | Present |
| Jonathan Lentz-  | Present |
| Michael McKenna- | Present |
| Herbert Payung-  | Present |
| Thomas Rieger-   | Present |
| Philip Weber-    | Present |
| Mayor Fluck-     | Present |

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

IV. Adoption of Meeting Agendum

Motion made by Michael McKenna, seconded by Philip Weber, to adopt the meeting agendum as written with the addition of Hellertown Lower Saucon Chamber discussion under Pre-Scheduled Appearances. Motion carried 7-0.

V. Approval of Meeting Minutes

A. Monday, November 20, 2017, Meeting Minutes

Motion made by Philip Weber, seconded by Earl Hill, to approve the November 20, 2017, minutes as written. Motion carried 7-0.

VI. Courtesies of the Floor

A. Pre-Scheduled Appearances

1. Hellertown Lower Saucon Chamber- Review of Light-Up Night and Discussion on Restaurant Week

Jessica O'Donnell thanked everyone at the Borough for their help making Light-Up Night a success.

The Winter Restaurant Week will be held on January 14-20, 2018. Eleven restaurants have already signed up to participate.

B. Agenda Items- None

C. Non-agenda Items- None

VII. Reports from Elected Officials

A. President

Mr. Rieger-Pending any business that may arise, we will not need to hold the meeting on December 18, 2017. As such, this will be the last meeting for Jonathan Lentz, Michael McKenna, and Mayor Fluck. Thank you for your service.

The 2018 Appointment Resolution will be on the agenda for January. I was thinking about proposing doing an RFP for Auditors. Mr. McKenna noted that the Hellertown Borough Authority recently completed the same and as it was a lengthy process, recommended getting the RFP for 2019. Council will revisit this at a later date.

The Saucon Valley Partnership will begin meeting with the consultant to get a proposal and begin working on updating the comprehensive plan.

B. Mayor

Mayor Fluck had nothing to report.

C. Council

Council had nothing to report.

VIII. Reports from Appointed Officials

A. Treasurer- None

B. Engineer

Mr. Smith was not present for the meeting and did not provide a report.

C. Solicitor

Mr. Corriere- I am still waiting to hear on the signed agreements for Stonewood.

D. Manager

Mrs. Hartranft- The Borough is the recipient of quite a few grants. We have been awarded \$155,000.00 from PA Greenways for playground updates at Dimmick Park (We are waiting on one other source of funding), \$21,000.00 from Northampton County Open Space for Main Street and Rail Trail signage, and a \$200,000.00 Casino Grant for two police officers.

The Water Street Bridge project is moving forward and DEP certification was received. The project is still on track for a Spring-Summer 2019 construction.

The authorization to bid the Water Street Streetscape Project will be on the agenda for the reorganization meeting. The Borough will host an open house on December 18, 2017, for all affected property owners.

E. Chief of Police

Chief Shupp had only agenda items to discuss.

F. Public Works Director

- Mr. Henshaw was not present for the meeting.

G. Zoning/Codes Officer

Mr. Russo was not present for the meeting.

H. Fire Chief- None

I. Emergency Management- None

IX. Unfinished Business- None

X. New Business

1. Outstanding Obligations- Approval of Payments

Motion made by Earl Hill, seconded by Michael McKenna, to approve the payments. Motion carried 7-0.

2. Approval of 2018 General, Sanitation, Fire, Liquid Fuels, and Capital Fund Budgets- Council Action

Motion made by Earl Hill, seconded by Philip Weber, to approve the 2018 Budgets. Motion carried 6-1 (James Hill opposed).

3. Adoption of Ordinance 821, 2018 Tax Rate- Council Action

Motion made by Philip Weber, seconded by Herbert Payung, to adopt Ordinance 821. Motion carried 6-1 (James Hill opposed).

4. Adoption of Resolution 17-20, COLA Increase for Retired Police Officer- Council Action

Motion made by Philip Weber, seconded by James Hill, to adopt Resolution 17-20. Motion carried 7-0.

5. Adoption of Resolution 17-21, 2018 Fee Schedule – Council Action

Motion made by Philip Weber, seconded by Herbert Payung, to adopt Resolution 17-21. Motion carried 7-0.

6. Approval of 2018 Meeting Dates for Police Pension Board- Council Action

Motion made by Philip Weber, seconded by Earl Hill, to approve the Police Pension Board 2018 Meeting Schedule. Motion carried 7-0.

7. Authorization to Pay Bills Through the Remainder of the Year- Council Action

Motion made by Philip Weber, seconded by Jonathan Lentz, to approve the payments through the end of the year. Motion carried 7-0.

8. Consent Agenda

- i. Approval of 2018 Employment Contract for Angela Bauer
- ii. Approval of 2018 Employment Contract for Cathy Hartranft
- iii. Approval of 2018 Employment Contract for Thomas Henshaw
- iv. Approval of 2018 Employment Contract for Tina Krasnansky
- v. Approval of 2018 Employment Contract for Kristian Russo
- vi. Approval of 2018 Employment Contract for Robert Shupp
- vii. Approval of 2018 Employment Contract for Tanya Stametz

Motion made by Michael McKenna, seconded by Earl Hill, to approve the Consent Agenda. Motion carried 7-0.

XI Announcements

Mr. Rieger wished everyone a Happy Holiday season.

XII. Executive Session- None

XIII. Adjournment

Motion made by Michael McKenna, seconded by Jonathan Lentz, to adjourn the meeting at 7:17 p.m. Motion carried 7-0.

Adopted by the Hellertown Borough Council this 2<sup>nd</sup> Day of January 2018.

  
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Borough Secretary