

Borough of Hellertown
Council Meeting Minutes
Monday, June 4, 2018

An Executive Session Was Held Prior to the Meeting at 6:00 P.M. to Discuss Property Acquisition, Possible Litigation, and Personnel Matters.

- I. Call to Order – Thomas Rieger, 7:01 p.m.
- II. Pledge - All
- III. Roll Call – Cathy Hartranft

Earl Hill-	Present
James Hill-	Present
Kevin Lott-	Present
Herbert Payung-	Present
Thomas Rieger-	Present
Gil Stauffer-	Present
Philip Weber-	Present
Mayor Heintzelman-	Present

Also in attendance were Michael Corriere, Cathy Hartranft, Cpl. Donato, Tom Henshaw, Kris Russo, Bryan Smith, and Angie Bauer.

*******Proclamation Presentation to the Kichline Family*******

Mayor Heintzelman presented a proclamation to the Kichline Family for their many years of service to the community and proclaimed June 4, 2018, as Dale & Ginny Kichline Day in the Borough of Hellertown.

IV. Adoption of Meeting Agendum

Motion made by Herbert Payung, seconded by Kevin Lott, to adopt the meeting agendum as written. Motion carried 7-0.

V. Approval of Meeting Minutes

A. Monday, May 21, 2018, Meeting Minutes

Motion made by Earl Hill, seconded by Herbert Payung, to approve the May 7, 2018, minutes as written. Motion carried 7-0.

Adoption of Resolution 18-06, Introduction of Junior Councillor Noah Kates,
Administration of the Junior Council Person Pledge

Motion made by Earl Hill, seconded by Herbert Payung, to adopt Resolution
18-06. Motion carried 7-0.

Mayor Heintzelman administered the Junior Council Person Pledge to Noah
Kates.

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- The first Concert in the Park of the series will be held on
Sunday, June 10, 2018. Music will be provided by the Large
Flowerheads.

B. Mayor

Mayor Heintzelman- The next Coffee with Cops will be held at Lower
Saucon UCC Church.

There will be a ribbon cutting at Farmer's Insurance on June 13, 2018.

We will be handing out the Concert in the Park door hangers on June
7, 2018. Volunteers are asked to meet at borough hall.

C. Council

Council had nothing to report.

VIII. Reports from Appointed Officials

A. Treasurer- None

B. Engineer

Mr. Smith had only agenda items to discuss.

C. Solicitor

Mr. Corriere had only agenda items to discuss.

D. Manager

Mrs. Hartranft- The Dimmick Pool opens on June 9, 2018.

The Dimmick Park Playground Bid will be up for Council's approval to advertise at the next meeting.

E. Chief of Police

Chief Shupp was not present for the meeting.

F. Public Works Director

1. Monthly Report

Motion made by Earl Hill, seconded by Gil Stauffer, to receive the Public Works Monthly Report and make a part of these minutes.
Motion carried 7-0.

G. Zoning/Codes Officer

Mr. Russo had nothing to report

H. Fire Chief- None

I. Emergency Management- None

IX. Unfinished Business- None

X. New Business

1. Outstanding Obligations- Approval of Payments

Motion made by Philip Weber, seconded by James Hill, to approve the payments. Motion carried 7-0.

2. Authorization to Release Escrow for 33 Penn Street- Council Action

Mr. Smith- The site improvements have been completed and now the warranty period begins.

Motion made by Philip Weber, seconded by Kevin Lott, to authorize the escrow release pursuant to the Maintenance Agreement. Motion carried 7-0.

3. Authorization to Advertise Zoning Hearing Board Vacancy-Council Action

Mr. Rieger- Due to the recent passing of one of the board members, the Borough will be seeking to fill that vacancy as well as an alternate position.

Motion made by Earl Hill, seconded by Philip Weber, to authorize the advertisement for one board vacancy and one alternate position for the Zoning Hearing Board. Motion carried 7-0.

4. Award Bid for 2018 Street Paving Project- Council Action

Mrs. Hartranft- The base bid was for New Jersey Avenue from Depot Street to Apple Street. The alternates were Detweiler Avenue from Depot Street to Center Street, Detweiler Avenue from Center Street to Linden Street, Detweiler Avenue from Linden Street to Apple Street, and Detweiler Avenue from Apple Street to the deadend. The Borough received four bids. The low bidder was Bracalente Construction with a base bid plus all alternates for a total cost of \$206,022.00. The Borough has \$213,000.00 budget for the project. Staff is recommending awarding the project to Bracalente Construction.

Motion made by Earl Hill, seconded by Kevin Lott, to award the base bid plus all alternates to Bracalente Construction in the amount of \$206,022.00. Motion carried 7-0.

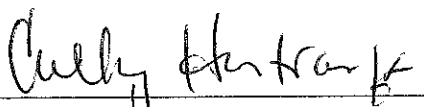
Mr. Rieger- During the Executive Session, it was discussed to reduce the number of Public Works summer help from 3 people to 5 people and increase the hourly rate. The rate would be \$13.00 for a first year employee, \$13.25 for a second year employee, and \$13.50 for a third year or more employee.

Motion made by Earl Hill, seconded by Kevin Lott, to reduce the number of Public Work summer employees and follow the pay scale as presented. Motion carried 7-0.

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

Motion made by Earl Hill, seconded by Kevin Lott, to adjourn the meeting at 7:22 p.m. Motion carried 7-0.

Adopted by the Hellertown Borough Council this 16th Day of July 2018.



Borough Secretary

**PUBLIC WORKS AND PARKS DEPARTMENT
MONTHLY REPORT
APRIL 2018**

1 Activity Completed

Cut and repaired band shell shade.
Cleaned out plaza fountain.
Plowed all streets, alleys and sidewalks on 4/2.
Emptied salt trucks washed and removed all plows.
Installed new plow blade on #9 plow.
Installed new counter top in ticket booth at pool.
Hauled leaf and sweeping piles to Compost Center.
Refused delivery of new truck- wrong plow and no emergency lights-4/4
Received new truck with corrections on 4/11
Replaced air brake chamber on #11 Sanitation truck.
Rolled and aeriated all ballfields in Dimmick and at Grist Mill.
Sceened sweepings pile and old mulch pile at Compost Center.
Hauled scrap steel and aluminum to Blindermans.
Moved all plows to Grist Mill storage garage.
Repaired pedestrian crosswalk buckets and installed new flags.
Replaced fuel gauges on Grist Mill tanks.
Edged and mulched Borough Hall and Plaza .

2 Other

Filled dog waste bag dispensers weekly.
Cleaned shops and lunch room weekly.
Misc. sign work.
Hauled scrap blacktop to Trunzo Inc.
Cleared out Grist Mill pond and millrace grates.
Repaired salt spinner on #13.
Cleaned out Willow Rd. swale.
Repaired topsoil screener at Compost Center.
Filled dog waste bag dispensers weekly.
Inspection on #7,#3 and #9 ,GMC dump trucks.
Turned on water to SVYSA building.
Reported Verizon box hanging loose at Thomas and First Ave.
Moved Farmers market shed and prepared area for Service Electric bldg.

3 PROJECTS WORKED ON/COMPLETED DURING THE MONTH

Cleaned out swale along Trail from Walnut to Water St.
Changed main broom on sweeper.
Park clean-up, branches ,leaves and debris.
Dug out and repaved patch in Borough Hall driveway.
Repaired Dimmick park scoreboard.
Installed base of Kiosk at Borough Hall.

4 NUMBER OF TIMES CALLED OUT AFTER WORKING HOURS

4/2- 5 am. Snow storm 4 in.

5 MEETINGS

Council Meeting
Meeting with Manager,misc. Borough business
Meeting with Manager and Kris on time sheets.
Met with Kris along Rails to Trails swale- trash and brush.
Met with Service Electric and crane company at Water st. park.

6 COMPLAINTS

Pothole Walnut and Main, filled with coldpatch and rolled.

7 OTHER

Emptied trash barrels on every Fri
Crew worked on salt building.