

Borough of Hellertown
Council Meeting Minutes
Monday, November 5, 2018

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

II. Pledge - All

III. Roll Call – Angie Bauer

Earl Hill-	Present
James Hill-	Present
Michael McKenna-	Present
Thomas Rieger-	Present
Gil Stauffer-	Present
Philip Weber-	Present
Mayor Heintzelman-	Present

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

IV. Adoption of Meeting Agendum

Motion made by Earl Hill, seconded by Philip Weber, to adopt the meeting agendum as written. Motion carried 6-0.

V. Approval of Meeting Minutes

1. October 15, 2018

Motion made by Gil Stauffer, seconded by Michael McKenna, to approve the October 15, 2018, meeting minutes as written. Motion carried 6-0.

VI. Courtesies of the Floor

A. Pre-Scheduled Appearances

1. Lauren Sufleta, Hellertown Borough Authority- Meet and Greet

Brandon Easley of the Hellertown Borough Authority Board introduced Ms. Sufleta to Council.

Ms. Sufleta introduced herself and gave a brief history of her background in the water industry. She is looking forward to continuing the amazing partnership that the Borough and Borough Authority have.

2. Josh Popichak- Discussion on Project Keep Hellertown Warm

Mr. Popichak- Last year, a group of volunteers started this project and we would place hats, scarves, and gloves on the fence at the Water Street Park Rail Trail crossing for anyone in need to take. We would like to do the project again and I also provided an image of a poster that we would like to hang to explain the project. I was also thinking of putting a video on Saucon Source to explain the project. People would be free to leave items on the fence.

Motion made by Earl Hill, seconded by Gil Stauffer, to allow the project to continue this year the same as last year.

Mr. Stauffer inquired as to how long the items remain on the fence.

Mr. Popichak- Last year we removed the items at the end of February.

Motion carried 6-0.

B. Agenda Items

Joe Pampanin, 95 Kiernan Avenue- I came to discuss the prohibition of trucks on Kiernan, Kichline, and Clauser. I spoke with Chief Shupp last week hoping that there would be a way to get around the traffic study but was informed that there is no way around the study. Council and the police are probably not getting all the reports of when trucks are going down these streets. Most residents go out, move their vehicles, and help the driver. If trucks are not prohibited, there will be curbing that needs to be replaced because the trucks can't make the turn and also a storm drain that will fail.

Mr. Pampanin was informed the study will take place within the next two weeks.

C. Non-agenda Items- None

VII. Reports from Elected Officials

A. President

Mr. Rieger had only agenda items to discuss.

B. Mayor

Mayor Heintzelman- I performed another wedding and I have two already scheduled for 2020.

Trick-or-Treat Night will be discussed at the first meeting in March 2019.

I am still moving forward with the Adopt-A-Bush Program and am hoping for a spring dedication.

C. Council- None

VIII. Reports from Appointed Officials

A. Treasurer- None

B. Engineer

Mr. Smith- The Water Street project is wrapping up the Phase I. The trees were delivered today and will be planted. Then the punchlist items will need to be completed. Phase II will begin after the new bridge is installed.

PennDOT will not close the bridge tomorrow due to it being Election Day. The closure will resume on Wednesday.

C. Solicitor

Mr. Corriere- The closing for the Cummings property was held at my office on October 22, 2018. The partial mortgage release and deed need to be recorded.

D. Manager

Mrs. Hartranft- The trees at the library were planted last week.

The Dimmick Park Playground Project will go out to bid this week.

E. Chief of Police

Chief Shupp- Trick-or-Treat went well. There were no incidents.

F. Public Works Director

Mr. Henshaw had nothing to report.

G. Zoning/Codes Officer

Mr. Russo had nothing to report.

H. Fire Chief- None

I. Emergency Management- None

IX. Unfinished Business

1. Discussion on Cost Estimate to Prohibit Trucks on Clauser Street, Kichline Avenue, and Kiernan Avenue

Mr. Smith- The form to prohibit trucks is the same as the ones we used for the weight restrictions. Supporting documentation of road alignment, core sample, and traffic count need to accompany the form. The cost is \$2,100.00 per street.

Mr. Rieger- We should probably also add the weight restriction to the road as well.

Chief- In addition to the cost of the study, we will need between \$300.00 and \$500.00 for signage. My recommendation is to only do the study on Kichline and Kiernan as they are the only ways to reach Clauser Street.

Motion made by Earl Hill, seconded by Philip Weber, to approve the engineering study be completed on Kichline and Kiernan Avenues at a cost not to exceed \$5,000.00. The cost will be covered from various 2018 budget line items. Motion carried 6-0.

X. New Business

1. Outstanding Obligations- Approval of Payments

Motion made by Philip Weber, seconded by Earl Hill, to approve the payments. Motion carried 6-0.

2. Adoption of Resolution 18-13, Adopting the 2018 Lehigh Valley Hazard Mitigation Plan Update- Council Action

Mrs. Hartranft- This is an update to the 2013 Plan.

Mr. Smith- This is a joint plan with Lehigh and Northampton Counties and is updated every 5 years. There was no change to Hellertown's risk assessment. There were three new hazards added: invasive species, pandemic/infectious diseases, and drug overdose crisis. In the Annex of the plan is where all of the municipalities' plans are located. FEMA has preliminary adopted the plan and now it is on the municipalities to adopt the plan.

Motion made by Michael McKenna, seconded by Philip Weber, to adopt the plan as presented.

Mr. Smith- This plan is tied with the MS-4. There is the possibility of getting some of the mandates funded through PEMA.

Motion carried 6-0.

3. Adoption of Resolution 18-14, Authorizing the Execution of Green Light Go Grant Agreement- Council Action

Mrs. Hartranft- The Borough was awarded a Green Light Go Grant in the amount \$67,982.00. They are asking that we do a resolution acknowledging it and accepting the grant. It also authorizes the Finance Manager to receive the electronic transfers.

Motion made by Michael McKenna, seconded by Earl Hill, to adopt Resolution 18-14. Motion carried 6-0.

4. Presentation of 2018 General, Sanitation, Fire, Liquid Fuels, and Capital Fund Budgets

Mr. Rieger- Council and staff have been holding weekly budget meetings to come to this preliminary budget. It is now up for preliminary advertisement.

The General Fund has revenue of \$4,433,752.36, expenditures of \$4,433,752.36, a fund balance of 1,886,718.00, and debt of \$1,515.536.00. There will be a .75 mil increase.

The Sanitation Fund has revenue of \$746,435.00, expenditures of \$718,128.38, a fund balance of \$250,525.00, and no debt. There will be a \$10.00 increase in the sanitation bills.

The Fire Fund has revenue of \$192,751.00, expenditures of \$192,810.30, a fund balance of \$57,921.65, and no debt.

The Liquid Fuels Fund has revenue of \$16,860.16, expenditures of \$181,000.00, no debt, and Highway Aid of \$182,958.00.

The Capital Budget has expenditures of \$93,860.26 and contributions of \$109,786.00.

5. Authorization to Advertise 2019 Preliminary Budget- Council Action

Motion made by Philip Weber, seconded by Earl Hill, to advertise the 2019 Preliminary Budget. Motion carried 5-1 (James Hill opposed).

6. Authorization to Advertise Ordinance 827, 2019 Tax Rate Ordinance- Council Action

Motion made by Michael McKenna, seconded by Philip Weber, to advertise Ordinance 827. Motion carried 5-1 (James Hill opposed).

7. Approval of Lease Agreement with Hellertown Lions Club- Council Action

Mr. Rieger- The Lions Club is requesting to store two trailers on a parcel of Borough owned property. A lease agreement is required and the cost is \$1.00 payable to the Borough.

Motion made by Michael McKenna, seconded by James Hill, to approve the lease agreement. Motion carried 6-0.

8. Acceptance of Resignation of Councilman Kevin Lott- Council Action

Mr. Rieger- Mr. Lott was appointed to Northampton County Council.

Motion made by Philip Weber, seconded by Gil Stauffer, to accept the resignation of Kevin Lott with regret. Motion carried 6-0.

Motion made by Gil Stauffer, seconded by Earl Hill, to declare the seat held by Kevin Lott on Council vacant. Motion carried 6-0.

Mr. Weber- I am ok with appointing from the candidates that were previously interviewed for the opening created when Herbert Payung resigned.

Mr. Rieger noted that the other candidates that were interviewed were Larry O'Donnell and Andrew Hughes.

Motion made by Earl Hill, seconded by Philip Weber, to nominate Andrew Hughes to fill the vacant Council seat.

Mr. Rieger- This will again create an opening on the Zoning Hearing Board.

Motion carried 6-0.

9. Approval of Request for Season Pool Pass Donation to the Hellertown Area Library Christmas Basket Raffle- Council Action

Motion made by Michael McKenna, seconded by Philip Weber, to approve the donation. Motion carried 6-0.

10. Approval of Final Payment Request from JPS Construction in the Amount of \$57,173.00 for the Bridge Repair Project- Council Action

Mr. Rieger- The project took quite some time but it was a complete overhaul of each of the Borough owned bridges. The project came under budget by \$127,770.00. A total of \$571,730.00 was put into the Borough infrastructure.

Motion made by Earl Hill, seconded by Philip Weber, to approve the payment. Motion carried 6-0.

XI Announcements- None

XII. Executive Session

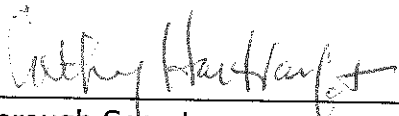
Motion made by Earl Hill, seconded by Philip Weber, to adjourn to Executive Session at 7:55 p.m. Mr. Corriere advised that the Executive Session is being held to discuss potential litigation.

Council reconvened from Executive Session at 8:15 p.m. Mr. Corriere reiterated that the Executive Session was held to discuss potential litigation.

XIII. Adjournment

Motion made by Michael McKenna, seconded by Earl Hill, to adjourn the meeting at 8:20 p.m. Motion carried 6-0.

Adopted by the Hellertown Borough Council this 19th Day of November 2018.



Borough Secretary